

RUSHCREEK TOWNSHIP TRUSTEES
MEETING MINUTES
July 15, 2026

Chad Ashbaugh, Chairman called the Rushcreek Township Trustee Board meeting to order at 7:00 p.m.

Pledge to American Flag

Roll Call of the Board: Chad: Present Rick: Absent Jim: Present

Lisa (fiscal): Present Will (fire): Present Richard (roads): Present

Chad asked that all cell phones be muted except for the Chief's

VISITORS

Deputy Conrad, Sherriff's office, Matt Miller – Country View Construction, Tony Evans Accurate Electric,
Asst. Chief Jordan Irwin

BID OPENING

(bid notice attached) Bid opening for the complete construction project of a new Township Offices.

2 bids were received. 1- Accurate Electric. The bid only represented a the electric portion of construction from Mr. Evans. The bid was rescinded by Mr. Evans since it did not cover the complete project. Bid #2 was received in the required format from Country View Construction, represented by Mr. Matt Miller. The bid was \$423,051.00. Mr. Miller expressed they were willing to make some adjustments but could not get within the \$270K estimated project by the Township. **Trustee Ashbaugh made a motion to table the bid process for further review. Trustee Downard second the Motion.**

Discussion: The Township did not budget an amount high enough to move forward with construction and will need to review other options regarding the scope of the project.

Roll Call: Chad **AYE** Jim **AYE** Rick **AYE**

MINUTES

July 1st minutes have been distributed for review prior to the meeting and are presented for approval.

Motion to approve: Trustee Downard Second: Trustee Ashbaugh.

Roll Call: Chad **AYE** Jim **AYE** Rick **AYE**

Chad reminded everyone that the minutes are available upon request at the Fiscal Officer's office and the website.

FINANCIAL SECTION

Warrant #'s 44353 through 44368 and EFT 326-2026 through 350 -2026 in the amount of \$ 56,016.12

Motion to accept and pay: Trustee Downard Second: Trustee Moyer

Roll Call: Chad **AYE** Jim **AYE** Rick **AYE**

Fiscal Office

Air conditioning condenser repaired by Select Services.

2nd quarter IRS and Unemployment reports complete.

Public records request regarding Hocking County # of runs 2025 and 2026 YTD completed.

Fire

Chief advised the Board that we will not receive the FireHouse Subs Grant. The process only allowed for 600 applicants and ours was not accepted.

EMS	16	TRANSPORTS	12	
FIRE	2		0	
MVA	3			
MUTUAL AID	6	GIVEN	0	RECEIVED

	GIVEN	RECEIVED
Berne Township	2	<u>0</u>
Junction City	1	<u>0</u>
Marion	2	<u>0</u>
Lancaster	0	<u>0</u>
Pleasant	0	<u>0</u>
Richland	1	<u>0</u>
Misc. (Somerset, Hopewell, Straitsville, New Lex	0	<u>0</u>
Air Evac		<u>0</u>

Zoning

Distributed proposed zoning ammendments to the minor subdivision regulation updates at Regional Planning. One of the changes has to do with authorization for driveways-culverts. The proposal is to have that process go through the County Engineers' Office. The Board and Road Supervisor feel this process is best left to the Township on Township Roads. We take care of the Roads on behalf of the Commissioner's and are the most familiar with them. The Board will make Charlie Hockman (our rep to Regional Planning) aware of the Board's opinion on the topic.

Road Department

Cleaned several culverts and removed limbs from roads
 Stone on several roads with the high temperatures for bleed through
 Continue work on roads for Chip Seal

Administration

Email discussions with PA office regarding personnel benefits and vacation accrual for executive session discussion.
 Follow up on cemetery intervention with an email to Kimberly at the Juvenile Court Restorative Justice Services.

Motion by Trustee Ashbaugh to enter into executive session under ORC 122G(1) to discuss employee compensation and employment matters. Second: Trustee Downard. Time: 7:17 p.m.

Return from executive session at 7:47 p.m.

Further Business

Based on the section(s) of ORC that the Township follows for Firefighter employment our current process of vacation accrual and transfer of time is correct. The section of the ORC brought forward by Assistant Chief Irwin is not relevant at this time as we do not have the # of employees or residents to meet the threshold.
 Trustee Moyer indicated they have 6 interviews scheduled for the Full Time FF/EMT position that will be conducted prior to the next Board Meeting.

Trustee Ashbaugh moved to adjourn at 7:49 p.m.

Chad Ashbaugh
Riley

Jim O'Dell

Notice to Bidders: Rushcreek Township Office Building Construction

The Rushcreek Township Board of Trustees is accepting sealed bids for the complete construction of the new Township Office Building.

Key Project Details

- **Project Scope:** Complete turn-key construction of the township office building per approved plans.
- **Estimated project total:** \$270,000.00
- **Governing Body:** Rushcreek Township Board of Trustees.

Critical Bid Requirements

- **Bid Deadline:** July 15, 2026, at 7:00 PM.
- **Bid Opening:** Publicly opened at the Rushcreek Township Board of Trustees regular business meeting on July 15, 2026, at 7:00 PM.
- **Wage Requirements:** Strict compliance with prevailing wage rates in accordance with all applicable state and federal laws.
- **GC Responsibility:** Management, oversight, and certified payroll verification of all subcontractors.
- **Legal Agreements:** Execution of a formal contract and a comprehensive hold harmless agreement.
- **Required Documentation:** Itemized cost breakdown, construction schedule, proof of insurance, and valid workers' compensation certificate.
- **Submission Quantity:** Four (4) identical printed copies of the complete bid package.
- **Project Completion:** Final approval and agreement of successful completion by the Rushcreek Township Board of Trustees.
- **Board Rights:** The Rushcreek Township Board of Trustees reserves the right to reject any or all bids.

Invitation to Bid

Project Name: New Township Office Building Construction Project

Owner: Rushcreek Township Board of Trustees

Bid Submission Deadline: July 15, 2026, at 7:00 PM

Estimated project cost: \$270,000.00

1. Scope of Work

The selected General Contractor (GC) will provide all labor, materials, equipment, and services required to execute the complete construction of the Township Office Building. Construction must strictly adhere to the final contract documents and engineered plans. The GC is responsible for the project from site breakthrough to final occupancy.

2. Legal, Wage, & Indemnification Compliances

This is a public works government project.

- **Prevailing Wage:** The GC and all contracted subcontractors must pay prevailing wages to all laborers in strict accordance with all applicable state and federal laws.
- **Compliance Oversight:** The selected GC is solely responsible for monitoring, collecting, and verifying certified payroll records from all subcontractors to ensure legal compliance.
- **Hold Harmless Agreement:** The selected GC will be required to execute a formal Hold Harmless and Indemnification Agreement protecting Rushcreek Township, its officials, and its employees from any liabilities, damages, or claims arising from the project execution.
- **Penalties:** Failure to maintain prevailing wage compliance or legal obligations will result in immediate financial penalties, withholding of payments, or contract termination.

3. Contract & Accountability

The winning General Contractor will enter into a formal contract directly with the Rushcreek Township Board of Trustees. Execution of this formal contract is required prior to the issuance of a Notice to Proceed. Final project acceptance, release of retainage, and execution of the closure agreement are strictly subject to the Rushcreek Township Board of Trustees' formal approval of successful completion.

4. Submission Content & Format Requirements

Contractors must submit **four (4) identical printed copies** of their complete bid package. All submitted packages must include the following documentation to be considered valid: Any technical questions requiring Architect clarification must be submitted 3 business days prior to bid submission.

- **Itemized Cost Breakdown:** A detailed cost breakdown for each individual phase of the construction project.
- **Project Schedule:** A defined timeline establishing the contractor's targeted start date and projected completion date.
- **Proof of Insurance:** A current copy of the contractor's commercial general liability insurance certificate.
- **Workers' Compensation:** A copy of a current, valid Ohio Bureau of Workers' Compensation certificate.

5. Instruction to Bidders

- **Plan Acquisition:** Physical blueprints are available for pickup at the Township Office. Alternatively, contractors may request a digital copy sent via email by contacting rushcreekfinance@rushcreektwp.org.
- **Bid Submission:** Sealed bids must be physically delivered to the Township Office at **213 Marietta Street, PO Box 88, Bremen, Ohio 43107** before the 7:00 PM deadline on July 15, 2026. Envelopes must be clearly marked "Sealed Bid: Township Office Building."
- **Bid Opening:** All submitted bids will be opened and read aloud publicly during the Rushcreek Township Board of Trustees regular business meeting starting at 7:00 PM on July 15, 2026.
- **Inquiries:** For questions or further details regarding this bid invitation, contact the Rushcreek Township Office at **740-569-7181**.

- **Reservation of Rights:** The Rushcreek Township Board of Trustees reserves the right to waive any informalities, to accept the lowest or best bid, and to reject any or all bids submitted.
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8495 TR 562
Holmesville, OH 44633
Phone # 330-473-5356
Email: cvc7737@gmail.com

Proposal

Date	Proposal #
7/15/2026	2327

Name / Address
Rushcreek Township 213 Marietta Street Bremen, OH 43107

Description	Amount
2026-SBJD -- Rushcreek Twp. / Office Building @ 121 & 127 Mulberry Street Bremen, OH 43107	
Sitework, footer dig, grading, grass seeding	14,514.00
Block foundation	17,475.00
Building shell	109,163.00
Concrete floor slab building, porch and 16x20 parking space	26,176.00
Interior frame, drywall trim, insulation, paint	90,678.00
Exterior and interior door and window package	24,778.00
Plumbing	32,155.00
HVAC	62,600.00
Electric	45,512.00
Prevailing Wage Labor included	
No Permits Included	
PROJECT SCHEDULE: Start September 1, 2026 projected completion December 31, 2026	
Cost subject to change based on material increase/decrease. Most prices good for 30 days. Based on our knowledge of codes this estimate is accurate, depending on final approved plan if code changes need to be made it will reflect cost changes. If there is a concrete or blacktop driveway or yard and heavy materials have to be hauled across we are not responsible for any damage that is occurred with the transporting of the materials unless discussed with Country View prior to start of project The above price specifications and conditions are hereby accepted. Payments will be made as specified above.	
Total	\$423,051.00

Thank you for the opportunity to quote this project!

Owner Signature _____



COUNVIE-02

ABLUBAUGH

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/13/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Buren Insurance Group 1101 Sugarbush Drive Ashland, OH 44805	CONTACT NAME: Brianna Mack	
	PHONE (A/C, No, Ext): (419) 281-8060 156111 FAX (A/C, No):	
	E-MAIL ADDRESS: brianna.mack@libertycompany.com	
INSURED Country View Construction LLC 8495 Twp Rd 562 Holmesville, OH 44633	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Cincinnati Insurance Company	10677
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC OTHER:			ENP 0735340	1/1/2026	1/1/2027	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☒ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			ENP 0735340	1/1/2026	1/1/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$			ENP 0735340	1/1/2026	1/1/2027	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
A	☒ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☒ Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		ENP 0735340	1/1/2026	1/1/2027	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

Rushcreek Township
213 Marietta Street
Bremen, OH 43107

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Amanda Blubaugh



**Bureau of Workers'
Compensation**

30 W. Spring St.
Columbus, OH 43215

Certificate of Ohio Workers' Compensation

This certifies that the employer listed below participates in the Ohio State Insurance Fund as required by law. Therefore, the employer is entitled to the rights and benefits of the fund for the period specified. This certificate is only valid if premiums and assessments, including installments, are paid by the applicable due date. To verify coverage, visit www.bwc.ohio.gov, or call 1-800-644-6292.

This certificate must be displayed at your workplace or posted online where your employees can access it.

Policy number and employer
01623054

Period Specified Below
07/01/2026 to 07/01/2027

COUNTRY VIEW CONSTRUCTION LLC
8495 TOWNSHIP ROAD 562
HOLMESVILLE OH 44633-9774



www.bwc.ohio.gov

Issued by: BWC

Stephanie McClaugh

Administrator/CEO

You can reproduce this certificate as needed.

Ohio Bureau of Workers' Compensation

Required Posting

Section 4123.54 of the Ohio Revised Code requires notice of rebuttable presumption. Rebuttable presumption means an employee may dispute or prove untrue the presumption (or belief) that alcohol, marihuana or a controlled substance not prescribed by the employee's physician is the proximate cause (main reason) of the work-related injury.

The burden of proof is on the employee to prove the presence of alcohol, marihuana or a controlled substance was not the proximate cause of the work-related injury. An employee who tests positive or refuses to submit to chemical testing may be disqualified for compensation and benefits under the Workers' Compensation Act.



**Bureau of Workers'
Compensation**

You must post this language with the Certificate of Ohio Workers' Compensation.