

RUSHCREEK TOWNSHIP TRUSTEES
BOARD MEETING AGENDA
07/17/2019

Chad Ashbaugh, Chairman called the Rushcreek Township Trustees Board meeting to order at 7:01 pm leading with the Pledge of Allegiance. Those in attendance in addition to Chad were: Dave Myers, Trustee; Lisa Burnworth, Trustee; Nancy Mathias, Fiscal Officer; and William Duvall, Fire Chief. Chad asked that all cell phones be muted along with all fire radios except the Chief.

Visitors

Earl Lehman, Tad Moyer, Brian Irwin, Tracy Shahan

Tracy Shahan invited the meeting attendees to the following:

Dive-In Pool Party, July 21, from 6-8 to support the Bremen community swimming pool.
Antique Tractor Show and Community Day on September 14.

Earl Lehman was present and asked about staffing at the fire department after local residents voiced their concerns on social media about Richland answering their call for help on two occasions, and then subsequently getting bills for the transport.

Assistant Chief Brian Irwin was present and spoke to the many issues that are affecting staffing issues at the fire department. Brian explained what "soft billing" is and how it works in our township:

- Soft billing became available to township fire departments as a means to increase revenue for the fire departments without having to go to the tax payers.
- Citizens are charged "only if they are transported".
- If you are transported by your home fire department, your insurance company is billed and whatever is paid by your insurance company is considered payment in full. Likewise, if any of the adjacent mutual aid fire departments transport you, they will also consider any payment from your insurance company and send a subsequent bill for the uncovered amount which the insurance company does not pay. Citizens will receive up to three requests for the additional funds not covered by insurance. Citizens are not required to pay the additional amount and will not be sent for collection. However, they should, if at all possible, send payment to support continuing service by their and surrounding departments.
This becomes an issue if a "contracted service department" such as Portsmouth EMT's transport is required. They will bill the insurance company and whatever is not covered by insurance will then be collected by Portsmouth. They will follow through to collect, even to the point of turning the bill over to a collection agency.

Brian also explained the many issues that the fire department is facing when trying to staff the department for all shifts:

- Not enough employees/staff to cover 24/7. We currently have 28 active part time paid staff and 2 volunteers.
- They aren't obligated to take a run if they aren't on duty.
- Rushcreek Township Fire Department is not the main job for many of the employees. Many of them work at up to 5 township departments and there are only so many hours they can work. We can't force them to work.
- Quite often we are giving mutual aid to neighboring departments. We give as much mutual aid as we receive.
- Can't be at the bottom of the pay scale and expect employees to work here. They are going to work for the departments that can offer them more money. Recent pay increases were intended to bring our department up to a competitive wage and attract additional hours and new hires.
- Full time departments pay for the privilege to force employees to work.

- We have limitations of 1500 hours per year. Exceeding these hours requires a waiver due to certain state and federal laws.

Tad Moyer was present and spoke to the fact that our fire department is at a crossroads. Volunteer departments are a thing of the past because it's too expensive and time consuming for volunteers to maintain the required training hours. He also indicated that there are several surrounding communities that have made the transitions from going from part time to full time successfully and maybe we need to research what has made them successful. Tad also questioned whether becoming a fire district might be an answer to our problems. Lisa acknowledged that it has been discussed but each department involved must be able to maintain an equal tax base. Our department is in a bad position now because part time isn't adequate but we can't afford to move to full time.

Brian and Lisa both mentioned several positive improvements that have been made over the past few years:

- Went from part time to part time around the clock with no new taxes
- Remodeled the fire department
- New radios from a grant
- Many grants have been used to aid in the purchase of equipment
- No increase in taxes since 2007
- We anticipate an increasing number of "ambulance" runs as our population ages.

Lisa explained about federal grant "Safe Grant" that can be applied for in February of 2020 that would aid in staffing. Grants are available from \$50,000 up to \$500,000. These funds are not awarded until August/September of that year so would not apply until a 2021 budget.

If Trustees decide to go to a full time department, the tax payers need to decide what level of care they want to pay for. Fulltime firefighters will require competitive salaries, benefits including Ohio Police and Fire Pension, and potentially a union. There still may be times when you call 911 that our department could be out on a run or call and you would still need mutual aid from one of our neighboring departments. It will not happen overnight but the Trustees are working with the fire department and community to find a solution.

Minutes

The minutes of the July 3rd meeting were presented to the Trustees for approval. Lisa made a motion to dispense with the reading of the minutes because the Trustees had reviewed them prior to the meeting and approve the minutes. Dave seconded the motion. Roll Call: Lisa, yes; Chad, aye; Dave, aye. Chad reminded everyone that the minutes are available upon request at the Fiscal Officer's office and the website www.rushcreektwp.org.

Treasurer's Report

EFT #477-2019-510-2019 and Warrants #41580-41600 in the amounts of \$94,768.26 were presented to the Trustees for signatures. Dave made a motion to pay the bills and Lisa seconded the motion. Roll Call: Lisa, aye; Dave, aye, Chad, aye.

The following purchase orders were presented for approval: PO #27-2019, #28-2019 and Super Blanket PO #32-2019

Chief Duvall presented the Trustees with a list of expenditures for the next period in the amount of \$2,450.00. Chad made a motion to approve the list of expenses and Dave seconded the motion. Roll Call: Dave, aye; Lisa, aye; Chad, aye.

A list of expenditures was presented from the road department for the next period in the amount of \$9,000.00 for cold mix, stone, repairs and misc. Lisa made a motion to approve the list of expenses and Dave seconded the motion. Roll Call: Lisa, aye; Dave, aye; Chad, aye.

Business

Chief William Duvall reported the following:

- Runs during the last pay period: 17 EMS including, 4 transports and 3 fire runs. Received 6 mutual aids and gave 6 mutual aids.
- Received several background checks on applicants – all positive.
- Worked with Trustees on scheduling and employment options (*example, full time employment, shift differential, fire district*).
- Resignation received from Captain Todd Beery today.

Road Department Report:

- Mowing completed
- Cleaning culverts and ditches
- Several trees were removed due to wind and rain.

Nancy reported the following:

- Distributed July OTARMA News.
- Received an updated Statement from Asphalt Materials. Our new credit balance with them is \$1,898.57 which should be used this fall.
- A check for \$1,000.00 was received and receipted (2191-805-0000) from FM Global for fire prevention materials. A request was made to the County Auditor to Amend our Estimated Certificate of Revenue to include the \$1,000.00 received for FM Global Grant.
- Received Amended Certificate #5 from County Auditor.

Lisa made a motion to accept and appropriate the grant funds in the amount of \$1,000.00 from FM Global for fire prevention materials. Materials will be purchased up to the amount of \$1,000.00 including any shipping. Dave seconded the motion. Roll Call: Lisa; aye, Dave; aye, Chad; aye.

The Trustees presented a plaque from FM Global to Chief Duvall and Assistant Chief Irwin and indicated that a representative from FM Global will be here in the near future to make an official presentation.

Trustee Reports

Dave –

- Approved road and fire department payroll.
- Helped on roads as needed.

Chad –

- Attended Safety Meeting on 7/9/19. The topic was “How to Dispose of Batteries Properly”.
- Approved fire department payroll.
- The following zoning permit was issued:

Rebba Stephson
7525 Bremen Road
Lancaster OH 43130
Room Addition

Lisa

- Met with fire department to go over potential solutions for staffing issues. Each Trustee has met and worked with the fire department to find solutions. Lisa presented 4 proposed solutions which are attached and she briefly explained each one
- Spoke with Medicount regarding delayed processing from ESO for accounts receivables.
- Marc's radio update – Radios still have not been received.
- Drug license renewal – has been completed at no charge to the department.
- Litter Report 9L-2444 filed with Dep Hummel.
- Received notice that we received EMS Equipment Grant in the amount of \$1,200.00 from Ohio Department of Public Safety. This grant requires upfront purchase and then submit copies of invoices for reimbursement. Lisa with be working with Lt. Krile on this grant.

Chief Duvall inquired about the Township/Fire Department inventory. Lisa will contact OTARMA to request an up to date copy.

Meeting Adjourned: 8:04 pm.

Proposed Solution # 1

Remaining Salary Budget to 12/31/19: \$148 026.45

Minus Approx. Chief Salary until year end.: \$ 10,000.00

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From August 1st to 12/31/19.: 153 days remain - 3,672 hours. If we staff at 2- person crews 7344 hours would need to be logged to have 24/7 coverage until December 31, 2019.

If we staffed with 2- 2person crews from 8/1/19 to 12/31/19 that were on 24/off 48 that would leave 2256 hours not covered. We would have covered 5088 hours.

Below are potential hourly wages that could be paid until the end of the year to 4 people.

These wages would not include any benefits and are NOT guaranteed full time positions beyond December 31,2019.

If we started August 1, 2019- 1272 hours per person.

Crew #1 would work approx. 11 days Aug, 10 Sept, 11 Oct. 10 Nov. 11 Dec

Crew#2 would work approx.10 days Aug, 11 Sept, 10 Oct, 11 Nov, 10 Dec

Hourly Rate	Total hours to 12/31	Wage Expense	
\$17	5088	\$86,496	
\$18	5088	\$91,584	
\$19	5088	\$96,672	
\$20	5088	\$101,760	
\$21	5088	\$106,848	
\$22	5088	\$111,936	

***These numbers do not include any holiday pay

Remaining hours to be staffed would be 2,256 hours at approx. wage expense based on \$15 per hour for a

Total of \$33,840.00.

*******THIS IS NOT SUSTAINABLE FROM A BUDGET STANDPOINT PAST 2021. WE HAVE TO INCLUDE OHIO POLICE AND FIRE ,SSN, BWC, ODJFS, AND HEALTH INSURANCE BENEFITS. THAT WOULD CHANGE THESE NUMBERS SUBSTANTIALLY*******

IN ORDER TO CONTINUE THIS PROGRAM WE WOULD HAVE CONSIDER LEVY. AND APPLY FOR SAFER GRANT FUNDING IN FEBRUARY OF 2020

Proposed Solution #2

In the months of May, June and up to July 7th. We had at least one Squad run on a **Saturday** with the exception of May 11th. The Same for **Monday**'s with the exception of June 3rd. We need to verify the months of January through April to see if the same pattern applies. Assuming it does we could pay a **\$2.00 per hour "shift differential" of \$2.00 per hour.**

The table below shows the remaining Saturdays and Mondays until 12/31

And a two-person crew shift differential pay

Months	Hours	Wage expense
August	432	\$7344
September	432	\$7344
October	384	\$6528
November	432	\$7344
December	432	\$7344
		\$35,904

Proposed Solution # 3

Create 3 groups based on a 24/48 schedule by Color. **We need a minimum of 17,520 hours to have 2 people on coverage for a year.** Technically we need 3 or even 4 to be fully compliant.

Red Team, Green Team, Yellow Team. Create a schedule based on Color. Allow everyone on the roster to sign up on a team based on that schedule. Any new hires would fill in weak spots on a team. Allow staff to “trade” if they are unable to work a shift but they are responsible for finding their own replacement and notifying scheduling officer.

If we have 26-part time people on our roster that work 168 hours per quarter/675 hour each per year= 17,550 hours. We would need to add 2 to cover sick /vacation/etc. 28 TOTAL ON ROSTER.

We currently have 24 not counting the Chief or Asst. Chief or Volunteers.

To create a schedule, it would require 8 people per group with 1-2 people who float to cover sick, vacation etc.

Proposed Solution #4

Contract with an outside service such as Portsmouth Ambulance or another Township to cover our runs.

We would still need to maintain staffing where possible and realize that we could potentially jeopardize fire coverage.

Additionally, outside providers are a for profit business. So, the number and amount of billing to residents of our Township will increase. Currently, this township provides and well as those who give mutual aid soft billing. That would most likely change when contracting an outside service. Chief is currently working to obtain a pricing schedule.

August

Sun	Mon	Tue	Wed	Thurs	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September

Sun	Mon	Tue	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October

Sun	Mon	Tue	Wed	Thurs	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November

Sun	Mon	Tue	Wed	Thurs	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December

Sun	Mon	Tue	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				