

RUSHCREEK TOWNSHIP TRUSTEES
BOARD MEETING
07/18/2018

Dave Myers, Chairman called the Rushcreek Township Trustees Board meeting to order at 7:05pm leading with the Pledge of Allegiance. Those in attendance in addition to Dave were: Chad Ashbaugh, Trustee; Lisa Burnworth, Trustee; Connie Moyer, Fiscal Officer; Doug Hintz, Road Superintendent; and William Duvall, Fire Chief. Dave asked that all cell phones be muted along with all fire radios except the Chief and Road Superintendent.

Visitors

Mary Hoffman, Laurie Withem, Tracy Shahan, Earl Lehman

Signing in to Speak:

Mary Hoffman – On July 15th at 10:00pm there was quite a bit of noise with fireman training and chainsaws going on. The following Monday at approximately 5am house demolition began with additional noise. She felt that water should've been applied to keep the dust down. When the recycle bin is move it was suggested that glass should be eliminated to cut down on noise.

Minutes

The minutes of the July 6th meeting were presented to the Trustees for approval. Chad 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. Lisa seconded the motion. Roll Call: Chad, yes; Lisa, yes; Dave, aye. Dave 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 #452-2018 - #486-2018 and Warrants #41200 - #41215 in the amounts of \$92,806.74 were presented to the Trustees for signatures. This includes \$40,560.00 for the firehouse generator and \$29,779.93 for emulsion and application of emulsion on chip/seal project. Dave made a motion to pay the bills and Lisa seconded the motion. Roll Call: Chad, aye; Lisa, aye; Dave, aye.

Purchase Order #24-2018 was presented for signatures.

Chief Duvall presented the Trustees with a list of expenditures for the next period in the amount of \$2,650.00. Chad made a motion to approve the list of expenses and Dave seconded the motion. Roll Call: Dave, aye; Chad, aye; Lisa, aye.

Road Superintendent Doug Hintz presented the Trustees with a list of expenditures for the next period in the amount of \$10,800.00. Dave made a motion to approve the list of expenses and Chad seconded the motion. Roll Call: Dave, aye; Lisa, aye; Chad, aye.

Business

Dave reported that Trustee Ashbaugh, Trustee Myers, David Campbell, Doug Hintz, and Will Duvall demolished the house at 127 Mulberry Street on July 16th. He expressed his gratitude to all that was involved in the demolition. Dave continued that water was applied during the demo to cut down on the dust utilizing the grass truck.

Trustee Ashbaugh donated a Track-hoe from Ashbaugh Trucking in order to save the Township money. Gratitude was also expressed to Trustee Ashbaugh for his equipment contribution. Connie clarified that there was no conflict of interest involved in this action. No payments were made to Trustee Ashbaugh for equipment rental. The Trustees are paid a per diem amount as set forth by the Ohio Revised Code no matter what their workday entails. Everyone involved in the demo will be paid accordingly.

Chief Duvall advised that the home was used for several trainings over the past week with a night training conducted on July 15th. Participating departments in addition to Rushcreek included Hocking, and Pleasant. Lisa advised that she spoke with Assistant Chief Irwin who stated the training sessions, when

documented properly, can provide credit hours for our personnel along with an improved ISO rating for night training. She apologized for the inconvenience of the noise during the night training. There were seven employees from Rushcreek involved in the training along, with two others who shared time between Rushcreek and Pleasant. The Trustees commended Chief Duvall on the success of the training and additionally recognized Mike Smith and Tad Moyer for their assistance.

Chief William Duvall reported the following:

- Runs during the last pay period: 17 EMS including 4 transports and 1 fire run.
- Firefighter Stephen Dickson is now a Paramedic with an increase of pay to \$12.50 per hour effective pay period July 16th.
- Roland Pete Hines a former firefighter has reapplied for employment with our department. He has completed all pre-employment requirements except for urinalysis. Request was made to hire upon completion of pre-employment requirements. Dave made a motion to hire Roland Pete Hines at a rate of \$12.00 per hour once pre-employment requirements have been fulfilled. Lisa seconded the motion. Roll Call: Chad, aye; Lisa, aye; Dave, aye. It was noted that the pre-employment checklist be submitted with the employee file which Dave felt would be very helpful.
- Major problems have been discovered on the grass truck. A crack was found in the pump housing and water has entered the crank case. This puts the truck out of service. The Board was advised that a decision will need to be made in the future whether to repair the unit or replace the current pump and tank with a new slide-in unit. The slide-in unit can be transferred to a new truck. The mini-engine will be used as the back-up unit.

Road Superintendent Doug Hintz reported the following:

- David Campbell was injured today requiring an ER visit, then returned to work immediately. Connie stated the accident forms need completed in order to submit the FRO to Workers' Comp.
- Numerous potholes were patched with cold mix around the Township.
- Bethel Rd. has had berms and ditches cut. There are three cross culverts and a driveway culvert that will be replaced and some patch work to do in spots to have road ready for chip/seal.
- The road crew is currently on Graffis Rd. cutting berms and ditches in preparation for chip/seal and is halfway complete. Once Graffis is done, the crew will move to Rutter Hill Road to prepare for chip/seal.
- The road department and Trustee Myers set the new generator on the pad for the Firehouse.
- A driveway culvert was replaced at 3575 on South Bethel Rd at the homeowner's expense.
- Tracy Shahan was thanked for donating safety shirts for the road crew.

Lisa asked Doug when the Township will be ready to chip/seal with him replying hopefully the last of August.

Connie reported the following:

- A letter was read from Dee Mowry to the Trustees expressing his appreciation for the upgrade of Holliday Road from the Old Bremen Road to Bill Lecrone's property.
- The Auditor of State (AOS) determined that an Independent Public Accountant (IPA) firm will be contracted to perform the engagement related to Rushcreek Township, for the biennial fiscal period ending December 31, 2018 and for the subsequent one biennial period ending December 31, 2020. In addition, the AOS has implemented a process, assuming all parties agree and a reasonable fee is set, where the incumbent firm could be awarded a contract extension without utilizing the bidding process. IPA firms will still be limited to auditing entities for no more than 10 consecutive years. Rushcreek Township and BHM CPA Group, Inc. originally entered into an audit contract for the period January 1, 2013 through December 31, 2016. BHM CPA Group, Inc. has audited the Rushcreek Township for four consecutive years. Rushcreek Township is eligible for participating in a contract extension with BHM CPA Group, Inc. without utilizing the bidding process for the biennial fiscal period ending December 31, 2018 and December 31, 2020. The Auditor of State is interested in this contract extension with BHM CPA Group, Inc. for the above stated dates. The normal IPA bidding process will be utilized if you are not interested in proceeding with this contract extension. It was Connie's recommendation that Rushcreek

Township proceed with the contract extension as presented by the Auditor of the State of Ohio. The Trustees concurred with the Fiscal Officer's recommendation. Notification will be sent to the Auditor.

Trustee Reports

Dave –

- Reviewed and approved payroll for fire and road departments.
- Fairfield County Recycling Center will be here Thursday to review and assess the host site.
- Two additional culverts must be replaced prior to chip/seal.

Chad –

- No zoning permits have been issued since the last meeting.
- Attended the safety meeting on July 10th. Topic was Active Shooter.
- The generator was installed at the fire house and is functioning properly.

Lisa –

- Concerning the delinquent ESO billing, documentation was sent to them proving payment was made. They found that the payment was credited to another entities account.
- Assisting the Chief in making sure the new minimum hour policy is added to the SOG's in the appropriate part of the guidelines. Preparing mailing labels for the minimum hour requirements to be mailed to each of the fire department employees.
- Exchanged the bad computer at Best Buy today. This computer includes technical service. Once this computer is installed, work will begin with the department to make the switch to recording time on Aldatec for September 1st. She requested Will to have Assistant Chief remove the Microsoft charge off of our VISA account.
- Suggested that the Board meet in the future to re-evaluate the zoning fee schedule for Rushcreek Township. Work Session(s) could be held and then approved at a regular board meeting. All concurred.

At 7:47pm Lisa made a motion to enter Executive Session under ORC 121.22(G)(1) to consider discipline against a public employee. Dave seconded the motion. Roll Call: Chad, aye; Lisa, aye; Dave, aye. Trustee Myers advised the public that there would be no further business after Executive Session ended. Doug was invited to attend.

Executive Session Ended: 7:59pm.

Meeting Adjourned: 8:01pm.