

RUSHCREEK TOWNSHIP TRUSTEES  
BOARD MEETING  
07/20/2016

Hart Van Horn, Chairman called the Rushcreek Township Trustees Board meeting to order at 7:19pm. In honor and recognition to the recent loss of life to police officers in our country the Pledge of Allegiance was dedicated to their service. Those in attendance in addition to Hart were: Dave Myers, Trustee; Bill Myers, Trustee; Connie Moyer, Fiscal Officer; Robert Suer, Road Superintendent; and Will Duvall, Fire Chief. Hart asked that all cell phones be muted along with all fire radios except the Chief and Road Superintendent.

Visitor

Earl Lehman, Tracy Shahan, Ray Stemen, Harold A. Arnold, Harold H Arnold, Mitchell Arnold, Laura Arnold and Debbie Moio.

Mitchell Arnold was given the floor. Mr. Arnold requested the berm be cut 273' south of 3470 West Point Road to reduce water run off onto his land. The matter was given to the Road Superintendent to handle the details.

Minutes

The minutes of the July 6th meeting were presented to the Trustees for approval. Bill 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: Dave, yes; Bill, yes; Hart, aye. Hart reminded everyone that the minutes are available upon request at the Fiscal Officer's office and the website.

Financial Reports

Appropriation Change: \$10,000.00 from 2192-330-400 to 2192-330-323-1000  
Purchase Orders #11-2016, #41-2016 and #42-2016 were presented for signatures

EFT #466-2016 - #496-2016 and Warrants #40355 - #40370 in the amounts of \$29,224.12 were presented to the Trustees for signatures. Dave made a motion to pay the bills and Bill seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

Will presented the Trustees with a list of expenditures for the next period in the amount of \$3,250.00. Bill made a motion to approve the list of expenses and Dave seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye. Runs reported during the pay period: 16 squad which included 14 transports and 4 fire runs.

Robert presented the Trustees with a list of expenditures for the next period in the amount of \$31,980.00. Dave made a motion to approve the list of expenses and Hart seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye.

Business

Chief Will Duvall reported the following:

- Chuck Roop (Chanlin Enterprises) has satisfactorily finished the gutter and downspout job at the fire house.
- Clayton Hutton works for Pleasant Township and Chief Duvall would like to place him on the roster pending the necessary pre-employment steps. Dave made a motion to approve Clayton Hutton for employment pending completion of the urinalysis and physical with Bill seconding the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye. Connie reminded the Chief documentation of hire date must be part of the minutes.
- The fire department is out of copies of the Employee Handbook. Hart stated that the Board will be looking at all policies by the end of the year. It was decided that copies of the handbook will be placed on a cd disc for distribution.
- The 24/7 online training was discussed. Hart requested that old records of students who completed the training be presented to the Trustees, prior to renewing and paying for the contract. Plus, a list of the students who will be recertifying using the 24/7 online training service are needed.

- Doug Hite has made an offer on the 1983 aerial platform in the amount of \$4,900.00. After discussion, Bill made a motion to sell the vehicle to Doug Hite the 1983 Sutphen Ladder Fire Truck in the amount of \$4,900.00. Hart stated that we have received a couple of offers and this was the highest received. To be clear, there is a fee that we will have to pay Finton Fire for advertising the vehicle. Hart seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye. The title is ready for transfer once a certified check is received.
- A work session was requested to discuss the MECC protocol for EMS personnel prior to the Budget Hearing. After reviewing schedules a one-half hour work session was set for July 27th at 6pm at the township office.

Road Superintendent Robert Suer reported the following:

- The road crew cut berm and cleaned ditches on Geneva Road, Marietta Road from Holiday to West Rushville, West Rushville Road, Marietta Road from St. Rt. 37 to Friezner's property. Also, the berm and ditches on McCullough Road were cleaned with some of the trees trimmed.
- The road crew is now fixing road surfaces in preparation for chip/seal program.
- Keith Taylor Trucking has completed the hauling of 800 tons of crushed asphalt from Columbus to the Township.
- Vehicle specifications are being obtained.
- Dave Myers has assisted the road crew several days on ditch work and prep work for chip and seal. Hart Van Horn has spent time in the evenings and Saturdays mowing road berms and has completed 1/3 of the Township roads. With both Trustees contributing to the work load, this has been a big help and has saved the taxpayers money by eliminating overtime.
- Johnson grass is a nuisance this year and is over overgrowing throughout the township. In order to eradicate and to control from spreading the grass needs sprayed now. The Trustees were asked if this is something they wish to handle or have the road crew complete during overtime. Anticipated amount of time six to eight hours as a two man project. Since Dave has been helping with the chip/seal preparation Bill agreed to spray and Hart agreed to drive.

Connie reported the following:

- On July 9<sup>th</sup> Vinton County Bank had a free community shred day at the Bremen location. In accordance to Rushcreek Township Records Retention policy, financial records from the years 2000 through 2008 were destroyed. Both Trustee Bill Myers and the Fiscal Officer witnessed the records being destroyed. All Trustees were contacted prior to the shred and asked to review the policy and the records to make sure we were compliant with the policy. Each of the Trustees reviewed Rushcreek Township Records Retention policy and verified the records being destroyed were within our policy. A sign off sheet is attached to the minutes.
- Force Account Cost Data paperwork was submitted to the County Engineer for fifteen of the 18 culverts that have been replaced for reimbursement purposes. After the three culverts have been replaced, that paperwork will be submitted.
- As a reminder the Fairfield County Budget Commission will meet on August 1<sup>st</sup> at 11:05am at the Fairfield County Commissioners Hearing Room.

#### Trustee Reports

##### Dave

- Advised he has been helping the road crew with ditch work in preparation of the chip/seal program.

##### Bill

- Nothing to report.

##### Hart

- Coordinating with Chief Duvall and the grant process for the Breathing Air System is on time and will be ready for submission by August 1st.
- Confirmation was received from the Architect for the fire department remodel project. The proposal arrived a few hours before the meeting. The architect fee was 5-6% of the expected budget which is very reasonable.

Hart requested the Board enter into Executive Session under ORC 121.22 (G)(2) to consider the purchase of property. At 7:55pm Bill made a motion to enter into Executive Session and Dave seconded the motion with Tim VanAtta being invited to attend the session. Roll Call: Hart, aye; Dave, aye; Bill, aye. Hart advised everyone present that the Board will not handle any business after Executive Session. Hart made a motion that Tim's son, Dalton VanAtta, be included in attendance and Dave seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye. Executive Session Ended: 8:36pm.

Meeting Adjourned: 8:37pm.

RUSHCREEK TOWNSHIP BOARD OF TRUSTEES

BE IT KNOWN that Rushcreek Township Board of Trustees has a Records Retention Policy that has been reviewed by the undersigned Trustees. On Saturday, July 9<sup>th</sup> Vinton County Banking Center in Bremen Ohio held a "Shred Day" from 10:00am – Noon. Rushcreek Township Financial Records from 2000 through 2008 were pulled in accordance to Rushcreek Township Records Retention Policy and taken to the event to be destroyed. The undersigned reviewed the policy and are certifying that the records were taken to the facility for proper disposal. Trustee Bill Myers and Fiscal Officer Connie witnessed the records being destroyed.

---

Bill Myers, Trustee

---

Dave Myers, Trustee

---

Hart Van Horn, Trustee

---

Connie S. Moyer, Fiscal Officer