

RUSHCREEK TOWNSHIP TRUSTEES
MEETING MINUTES

September 3, 2025

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: Present 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

Charlie Hockman, Regional Planning Representative, Jordan Irwin, Asst. Fire Chief

Regional Planning

Regional planning voted on S. Hampton split on Hill Road – approx. 30 lots

Walnut Township – Minor subdivision(flag pole lots)for M. Hiles

Lake Road for 3 lots on 8 acres.

Greenfield Map amendment Pleasantville Road, Havens Limited 18ac. to train dogs and campground

MINUTES

The Minutes from the August 20, 2025 regular meeting **Motion to accept:** Trustee Moyer **Second:**

Second: Trustee Downard

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 44037 through 4444045 and EFT 382-2025 through 406 -2025 in the amount of \$53,431.61

August Bank Reconciliation

Motion to accept and pay: Trustee Ashbaugh **Second:** Trustee Downard

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

Fiscal Office

OTARMA – Andy Leitch is looking at ways to reduce our premium. Our renewal came in at close to 6K more than we had budgeted. We can increase deductibles on Vehicles to 1K . They are at \$250 and \$500 now. Contacted chief to discuss specific fire related items. He will submit to underwriting and provide new premium quote with changes.

ANNEXATION: Received registered letter from Painter & Assoc. under ORC 709.023 for property involving 4 parcels. Provided Amy Brown-Thompson with a copy of notice. While the County can not represent us in the matter, they provided guidance on clearly understanding the process. A type II annexation will leave the property and real estate tax revenue from levy in our Township. Additional questions regarding zoning were sent to PA office for further guidance.

County Auditor- provided a Fact Sheet regarding the upcoming Levy. While we cannot canvass or solicit votes for or against the levy, we can publish fact sheets and statistics or data information on our website and FB pages. Provided to Chief to add to their FB page and Fiscal Office will add to our website.

State Auditor- under orc9.64 HB 96 requiring us to set and adopt standards safeguarding against cybersecurity. We will need to find model standards and adopt them by Resolution.

Fire

Where is the process at on considering Aladtec replacement prior to invoice date? Chief is going to review the timeline and conversion requirements to make sure we have a seamless transition if we choose to change software prior to the end of the year.

Received check from South Central Power Round up grant \$2,800.00 for purchase of pants and coats for

FF Kilbarger and B. Shull. Our portion should be approximately \$1145.00

Spoke with – Andy Leitch, OTARMA regarding a more accurate inventory for insurance purposes.

EMS	33	RUNS	TRANSPORTS	21
FIRE	1			
MVA	2			
MUTUAL AID	10	GIVEN	1	RECEIVED

	GIVEN	RECEIVED
Berne Township	2	0
Junction City	4	0
Marion	0	0
Lancaster	0	0
Pleasant	0	0
Richland	2	1
Misc. (Somerset, Hopewell, Straitsville, New Lex)	2	0
Walnut	0	0
Logan	0	0
	0	0
Air Evac	0	0
Hocking twp.	0	

Zoning

Application received for Debby Austin, Pleasant View, acces. Bldg.

Application received for Jim Clarkson, Pumpkin Vine, pole bldg., no check included for permit
Request to review possible conditional use for Don Scott/Kevin Edwards on County Line Road for bible study, wedding ceremony venue. Copy provided to Charlie Hockman, Phil Miller and Lisa for review prior to collecting a fee for conditional use. Concerns of a business on a not present property owner if qualifies for conditional use.

Trustee Moyer contacted the Fairfield County Land Bank again regarding Geneva School Road property.

They advised Trustee Moyer they would pulling samples on 9/9/2025 for asbestos determination.

Anticipate property being demolished by the end of the year.

Road Department

Fall spraying complete

Driveway culvert at 2377 Pumpkin Vine needs replaced, requesting a letter be sent

Received two quotes for F550 tires from Smetzer and Newlon. Smetzer less expensive at \$2,967.48

Cemetery fall mowing complete. Zion was partially completed by a volunteer

Chip Seal was moved to week of September 8th

Road employee from Berne Township inquired about a used loader bucket. Trustees discussed value of the used "clam shell" bucket and determined we would ask \$2,500.00 . Trustee Ashbaugh will contact

Berne Township.

Richard added a driveway cut was done on Purvis Road without ROW permit. Property belongs to Jordan and Carrie Burnworth. They will be contacted and asked to submit a permit application. Mr.

Burnworth did discuss the cut with Richard several months ago regarding location.

Administration

Received email from Cheryl at County Engineer regarding the culvert funds. She provided a detailed charge sheet for the work done on Tent Church Road culvert by the County. The County charged \$32,309.73 and did not charge for labor. The remaining culvert balance is \$85,178.07. Trustee Downard and Lisa Burnworth requested any updated spreadsheets to complete Force Account paperwork for the culvert on Zion Road completed by Trustees Downard and Ashbaugh.

Motion to move to Executive Session by Trustee Ashbaugh, under ORC 121.22G(1) To consider appointment, dismissal, employment, discipline, or compensation of public employee(s). Chief and Asst. Chief are asked to join in approximately ½ hour to 45 minutes.

Second: Trustee Downard Time: 7:40

Return from Executive Session : Time 8:54

Further Business:

The Board asked the Chief and Assistant Chief to review the SOPs for their department. In addition, the Board agreed that any verbal or written warnings issued by the department should follow their SOP and Employee Handbook for a progressive discipline and improvement process. The Board also indicated there is a clear dismissal process that has been reviewed with the County Prosecutor. The improvement/discipline process should focus on documented current events or issues for improvement and documentation must be clear and concise. Finally, any and all documentation associated with the policies must be provided to the Fiscal Office to be maintained in permanent employee files.

Both Chief and Asst. Chief indicated at the recent Officer meeting it was stressed the importance to follow the chain of command when issues/concerns arise in the department.

Trustee Ashbaugh moved to adjourn at 8:56 p.m.






