

RUSHCREEK TOWNSHIP TRUSTEES  
BOARD MEETING MINUTES  
09/04/2019

Chad Ashbaugh, Chairman called the Rushcreek Township Trustees Board meeting to order at 7:00 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; Will Duvall, Fire Chief. Chad asked that all cell phones be muted along with all fire radios except the Fire Chief.

Visitors

Tracy Shahan and Lou Agosta

Mr. Agosta addressed the board to inquire if there were any updates on the concerns he had discussed at the last meeting regarding his neighbors. Chad informed him that Zoning Inspector Nichole Schmelzer has been in contact with the Prosecuting Attorney's office and they are hopeful that they can have an answer in 7-10 days.

Minutes

The minutes of the August 21 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: Chad, yea; Lisa, yea; Dave, yea. Chad reminded everyone that the minutes are available upon request at the Fiscal Officer's office and the website [www.rushcreektwp.org](http://www.rushcreektwp.org).

Treasurer's Report

EFT #578-2019-606-2019 and Warrants #41634-41649 in the amounts of \$31,471.76 along with the August bank reconciliation were presented to the Trustees for signatures. Chad made a motion to pay the bills and Dave seconded the motion. Roll Call: Chad, yea; Lisa, yea; Dave, yea.

The following budget reallocation was made to cover water/sewage bills for fire department:

2191-220-312	Auditing Services	-\$500.00
2191-220-352	Water and Sewage	+\$500.00

The Trustees were presented with a list of expenditures from the fire department for the next period in the amount of \$2,750.00 for: Repairs and Maintenance - \$1,000.00, Office Supplies - \$200.00, Cleaning Supplies - \$50.00, Medical Supplies - \$1,000.00 and Training - \$500.00. Chad made a motion to approve the list of expenses and Dave seconded the motion. Roll Call: Chad, yea; Lisa, yea; Dave, yea.

A list of expenditures was presented to the Trustees for the next period in the amount of \$4,500.00 - \$2,500 for #304 stone and \$2,000 for miscellaneous. Lisa made a motion to approve the list of expenses and Dave seconded the motion. Roll Call: Chad, yea; Lisa, yea; Dave, yea.

Business

Chief Will Duvall reported the following:

- Runs during the last pay period 8/16/19-8/31/19: 28 EMS including 18 transports and 1 fire runs. Received 5 Mutual Aids – 2 Mutual Aids were given.
- Firefighter Cody Kimble resigned effective September 3. All gear has been returned.
- Pleasant Twp has requested our second medic unit and 2 paramedics to be paid by them, for the Luke Bryan concert on September 28. They will need a W-9 form. Selection of personnel will be by seniority. All personnel must meet current hour requirements. Pleasant Twp will need a response this week.
- We are still waiting on Marcs radios from VASU. Lisa reminded Chief Duvall that grant deadlines are being missed and asked him to check frequently on the status of the radios.
- A request was made by Hunter Dossett to attend the following two trainings:

Registration, meals, room and travel to attend the Wayne County Annual Fire School on 9/28 & 9/29, 2019, in the amount of \$335.50;

Travel reimbursement to attend Grain Bin Rescue Awareness on 8/24/19 in West Alexandria, OH in the amount of \$160.02.

Chad made a motion to approve Hunter Dossett's request to attend the above trainings and to reimburse him for the requested mileage expenses. Dave seconded the motion. Roll Call: Chad, yea; Lisa, yea; Dave, yea.

Chief Duvall requested a work session to discuss staffing and benefits for the fire department for remaining 2019 and 2020 planning.

A work session will be held one hour prior to the regular meeting at 6:00 p.m. on September 18, 2019. A notice will be placed on the website and sent to the Lancaster Eagle Gazette.

Road Department Report:

- Fall spraying is complete.
- 2 culverts were replaced.
- Grading and road repairs.
- Service work grader and mowers.
- Fall mowing has started.

Nancy reported the following:

- The Alcohol and Substance Abuse program agreement was received from Fairfield Medical Center for road workers and pre-employment screenings.

Lisa made a motion to approve the contract with Fairfield Medical Center for Alcohol and Substance Abuse testing/screenings. Chad seconded the motion. Roll Call: Chad, yea; Lisa, yea; Dave, yea.

- September is the month that we request updated driver's abstracts from the BMV. Nancy requested an updated list of fire department personnel so that the process can be started.
- Received the annual insurance coverage invoice from OTARMA. This will need to be reviewed and updated so it can be paid by the next meeting. Lisa will discuss further in her report.

#### Trustee Reports

Dave –

- Approved payroll for road and fire department.
- Helped the road crew as needed.

Chad –

- No zoning permit were issued since the last meeting.
- Approved fire department payroll.

Lisa –

- The time clocks were received today. The goal is to have them installed for the 10/1/19 payroll.
- We had an ODA spray inspection on 8/22/19 and passed.
- Revising the fire department schedule to 10/1/19 as a begin date.
- Discussed the OTARMA annual invoice in more detail. Gave copies of the inventory to department heads for review and updates.

Meeting Adjourned: 7:32 pm.