

RUSHCREEK TOWNSHIP TRUSTEES
BOARD MEETING MINUTES
10/02/2019

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; and Will Duvall, Fire Chief. Chad asked that all cell phones be muted along with all fire radios except the Chief.

Visitors

Earl Lehman and Tracy Shahan

Minutes

The minutes of the September 18th meeting were presented to the Trustees for approval. Dave made a motion to dispense with the reading of the minutes because the Trustees had reviewed them prior to the meeting and approved the minutes. Chad 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.

Treasurer's Report

EFT #643-2019 - #674-2019 and Warrants #41667-41677 in the amounts of \$25,602.25 along with the September bank reconciliation were presented to the Trustees for signatures. Dave made a motion to pay the bills and Lisa seconded the motion. Roll Call: Chad, Yea; Lisa, Yea; Dave, Yea.

Purchase Orders #32-2019 and #33-2019 were presented for approval.

A donation was received from Earl Lehman for the fire department in the amount of \$100.00. A letter will be sent to Mr. Lehman expressing the township and fire department's appreciation.

Chief Duvall presented the Trustees with a list of expenditures for the next period 10/1-10/15 in the amount of \$2,250.00 for Repairs and Maintenance - \$1,000.00; Office Supplies - \$200.00; Cleaning Supplies - \$50.00; and Medical Supplies - \$1000.00. 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 road department in the amount of \$7,000.00 for Misc Stone - \$2,500.00; Cold Mix - \$2,500.00 and Misc. - \$2,000.00. 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 William Duvall reported the following:

- Runs during the last pay period 9/16-9/30: 23 EMS including 12 transports and 2 fire runs.
Mutual Aid Received – 1 Mutual Aid Given – 4
- The first "Meet the Chief and Trustees" was held on September 24. Attendance was low, however, a lot of the public watched the live stream. Thank you to all who supported or attended the event.
- Accepted an application for employment on the part time roster for Christopher Heilman as an EMT-FF2. All pre-employment requirements have been completed.
- Would like to add Tad Moyer back to the roster as a volunteer. Volunteer status has no hourly requirements.
- Marcs radios are still on back order.
- October 1, we started our extended hours crew.
- Assisted Trustee Burnworth with time clock.

After further discussion regarding volunteer status vs part time status, Chad made a motion to add Tad Moyer on the fire department roster as a volunteer FF/EMT at a rate of \$14.50 and Dave seconded the motion. Roll Call: Chad, Yea; Lisa, Yea; Dave, Yea.

Anyone on the volunteer roster will be required to check their gear two times monthly.

Moved by Chad, seconded by Dave to add Christopher Heilman as an EMT/FF2 at a rate of \$14.50 effective 10/2/19. Roll Call: Chad, Yea; Lisa, Yea; Dave, Yea.

Road Department Report:

- Working on fall mowing.
- Culvert replacement on Geneva School Road.

Nancy reported the following:

- The driver's abstracts have been received back from Ohio BMV.
- Will provided the 1500 hour signed waivers from the 4 extended hours employees.
- Received a quote via email from Andy Leitch of Burnham and Flowers for \$675 annually to increase the guaranteed replacement cost of the 1999 Sutphen Rescue Engine, increasing the limit from \$350,000 to \$500,000. He also indicated that he needs the updated list of computer equipment. Once he receives all the information the policy can be updated.
- Distributed Grass Roots Clipping for August and September.
- Reminder that the Fairfield County OTA meeting will be held on Saturday, October 26 at 6:00 p.m. at Clearcreek Township's firehouse, 11042 Main Street, Stoutsville. Melissa mentioned that they would like to get something from each township representing their community or Fairfield County to put in the basket to be given away at the Ohio Township Association conference.
- Provided Trustees with the Wage and Overtime report for the fire department for review for the 3rd Quarter.

Lisa moved to consider increasing the guaranteed replacement cost of the 1999 Sutphen Rescue Engine from \$350,000 to \$500,000.

- Will stated that it is their most used truck.
- Lisa inquired if it was too old to be repaired, and, if it is, could it be replaced for \$350,000 or would it cost \$500,000 to replace it?
- Will believes that front line trucks need the extra coverage since they are taken not only to fires but to vehicle accidents as well.

After discussion, Dave seconded Lisa's motion to increase the guaranteed replacement coverage from \$350,000 to \$500,000 at a cost of \$675 annually. Roll Call: Chad, Yea; Lisa, Yea; Dave, Yea.

Trustee Reports

Dave –

- Approved payroll for road and fire departments.
- Helped on culvert replacement on Geneva School Road.
- Attended the Health Department meeting for the District Advisory Council.

Chad –

- Four zoning permits have been issued since the last meeting to the following:

David and Tena Gordon, 7575 Bremen Road SE – sign
Lester Sharp, 9900 Marietta Road – porch

Rick and Mary Clark, 3980 Durbin Run Road, new modular construction
Ben and Ericka Ickes, 9748 Old Rushville Road, new accessory building

- Approved fire department payroll.
- Attended Safety Meeting – the topic was fire inspections.

Lisa –

- Set up time clock for fire department.
Lisa brought a sample of the reports that can be printed off the time clock. Since the calculations are done by the program, fire department payroll will be easier to review and approve.
- Prepared handouts for Meet the Chief meeting.

Meeting Adjourned: 7:32 pm.