

RUSHCREEK TOWNSHIP TRUSTEES
BOARD MEETING
11/21/2018

Dave Myers, Chairman called the Rushcreek Township Trustees Board meeting to order at 7:04pm 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
Laurie Withem

Requested to Speak:

Laurie Withem – From 4pm-6pm on December 9th Santa will be at the Historical Society. Historically, a fire truck would go through the streets of Bremen and announce that Santa is coming to Bremen. Asked the Chief and Trustees if this could be arranged. After discussion, the Board granted permission but stressed answering calls would take priority. The Chief agreed to check the schedule and advise the appropriate staff.

Minutes

The minutes of the November 7th 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. Chad 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 #756-2018 - #801-2018 and Warrants #41334 - #41343 in the amounts of \$22,218.91 were presented to the Trustees for signatures. Dave made a motion to pay the bills and Chad seconded the motion. Roll Call: Chad, aye; Lisa, aye; Dave, aye.

Per the November 7th Board Meeting Purchase Orders #30-2018 & #48-2018 were presented for signatures.

Chief Duvall presented the Trustees with a list of expenditures for the next period in the amount of \$4,680.00. 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 \$1,640.60. Dave made a motion to approve the list of expenses and Lisa seconded the motion. Roll Call: Dave, aye; Lisa, aye; Chad, aye.

Business

Chief William Duvall reported the following:

- Runs during the last pay period: 15 EMS including 11 transports and 2 fire runs.
- The EMS funds that were requested should carry through the beginning of 2019.
- Checking State Bid prices on replacing Grass 541 which has been in service for 41 years.
- Captain Beery submitted for and received a washer and dryer along with some office items from Ohio Department of Natural Resources. The Board expressed their gratitude.
- On November 15th from 9am-3pm the fire department hosted a training class through the Fairfield County Chief's Association. Twenty-six attended including nine from our department.
- Fairfield County Chief's Association is again applying for the purchase of Marx radios through the Ohio Fire Marshall's grant.

Lisa advised that Lt. Shahan had contacted her regarding two grants: South Central Power & Walmart. The applications are for 1st Responder kits for Mass Shootings. We are requesting to purchase two units for each Medic at \$500.00 per kit. It is important to realize that this is a cost share and we could possibly

be awarded one grant therefore, at maximum we would have \$1,000.00 out of pocket. Lisa commended Lt. Shahan for reaching out to the Board before applying. All grant applications must be Board approved prior to applying.

Road Superintendent Doug Hintz reported the following:

- Work continues on the gravel roads to keep up with potholes, washouts, and culverts packed with debris.
- Most of the gravel roads have been stoned.
- The crew has been making repairs to our vehicles to prepare for the winter. Lisa asked about tread on the tires and if the plows had been checked. Doug responded that everything seems to be in order at this time. The tread on all trucks are good, there are some issues with air leaks on one of the trucks and they are still checking drop chains. However, the crew is working to make sure everything is ready to go.
- The chip/seal equipment has been winterized and ready for storage.
- Two driveway culverts were installed today on Rutter Hill and Zion.
- An Employee Evaluation was presented to the Board to review and evaluate.

The Board requested the Chief to review and see if this could be utilized between all departments within the Township. After reviewing, Lisa made a motion to amend the Employee Handbook & the Trustee Handbook to include the new Annual Employee Performance Review form for all departments however to include another category "Public Relations". Dave seconded the motion. Roll Call: Chad, aye; Lisa, aye; Dave, aye. Chief Duvall agreed to the new form with the addition of a category for public relations.

Connie reported the following:

- The Department of Commerce Division of Liquor Control sent notice that all permits to sell alcoholic beverages in Rushcreek Township will expire on February 1, 2019. Every permit holder must file a renewal application. Rushcreek Township has the right to object to the renewal of a permit and to request a hearing. Currently these are the establishments, Hide A Way Hills Lodge, Hide A Way Hills Golf Course, Pumpkin Vine Golf Course, One Stop Crossing, and Dollar General. The Trustees and the Fiscal Officer stated that we have had no complaints regarding these establishments, therefore the Trustees will not request a Hearing.
- Drivers abstracts have been received from the BMV and are available for the Trustees to review.
- OTARMA is owned and controlled by the members with representation through the Board of Directors. Two positions serving four-year terms must be filed before the Annual Meeting on February 1, 2019. The Trustees were given the packet with a ballot and biographies for each candidate.
- OTARMA sent the Capital Distribution rebate in the amount of \$1,858.67. This was distributed between the proper funds accordingly.

Trustee Reports

Dave –

- Reviewed and approved Fire and Road department payroll.
- Continued to help the road crew as needed.
- Presented the State of the Township Address on November 15th at the Bremen Historical Society. Connie and the Trustees complimented Dave for an excellent job.

Chad –

- No zoning permits have been issued and nothing further to report.

Lisa –

- Presented health insurance quotes for the Trustees to review and prepare to vote at the December 5th meeting.

At 7:40pm Lisa a motion to enter into Executive Session under the Ohio Revised Code 121.22(G)(1) to discuss employment compensation and Dave seconded the motion. Roll Call: Chad, aye; Lisa, aye;

Dave, aye. Dave advised there would be no further action of the board once Executive Session ended. The Board wished everyone a Happy Thanksgiving and to be safe during travels.
Executive Session Ended: 8:51pm.

Meeting Adjourned: 8:52pm.