

RUSHCREEK TOWNSHIP TRUSTEES  
BOARD MEETING  
12/05/2018

Dave Myers, Chairman called the Rushcreek Township Trustees Board meeting to order at 7:00pm leading with the Pledge of Allegiance. A moment of silence was observed in honor of the passing of the 41<sup>st</sup> President George H.W. Bush. 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

Dave Pugh, Tracy Shahan, Laurie Withem, Bill Myers, Todd Beery, Ruth Shahan, Charlie Hockman

Minutes

The minutes of the November 21<sup>st</sup> meeting were presented to the Trustees for approval. Chad 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. Lisa 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](http://www.rushcreektwp.org).

Treasurer's Report

EFT #802-2018 - #845-2018 and Warrants #41344 - #41359 in the amounts of \$35,553.80 along with the November 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, aye; Lisa, aye; Dave, aye. Dave advised that the bill to Foltz Ag & Diesel is being evaluated and could possibly be covered under warranty. Once Foltz has heard from the company, they will make the necessary changes.

Bureau of Workers' Compensation Safety Intervention Grant was approved. This is the grant that neither Trustee Burnworth or Fiscal Officer Moyer has any access to handle. The monies were placed as a direct deposit into our checking account on November 26<sup>th</sup>. The County Auditor was contacted requesting an Amended Certificate in the amount of \$8,200.00 to be placed into 2191-539-000 and to be disbursed out of 2191-760-740.

Chief Duvall advised that he has been in contact with Fire House who is the supplier for purchasing the BWC Safety Intervention grant items. They advised that the prior quote is current pricing. Lisa made a motion to approve the purchase of 50 hoods and 50 gloves from the Fire House in the amount of \$8,200.00 and Dave seconded the motion. Roll Call: Chad, aye; Dave, aye; Lisa, aye. A Purchase Order will be prepared after the meeting for Board signatures. Connie expressed her concern that the purchase was actually more product than personnel and would there be a penalty later. She was advised by Chief Duvall that this is not the case more than one set of gloves and hoods would be utilized by current personnel.

Bureau of Workers' Compensation sent our premium notification earlier this year. In the past it was due the first of the year. Therefore, the following appropriation changes were made.

\$343.14 from 1000-310-314 to 1000-110-230  
\$1,571.48 from 2021-330-730 to 2021-330-230  
\$3,403.22 from 2191-220-240 to 2191-220-230

Chief Duvall presented the Trustees with a list of expenditures for the next period in the amount of \$2,250.00. 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 \$1,000.00. Dave made a motion to approve the list of expenses and Lisa seconded the motion. Roll Call: Dave, aye; Lisa, aye; Chad, aye.

Connie reminded everyone that all purchases must be complete and paid at the December 19<sup>th</sup> meeting.

Requested To Speak:

Dave Pugh advised there have been increased problems on Tent Church Road with junk vehicles and fire losses where individuals have not cleaned up their properties. The Board responded that the Township filed with the State of Ohio Insurance Commission a recovery fee. When an insured's loss is greater than 60% the insurance companies are mandated to provide our Township with approximately 10% of the payout. This amount is held until the site is cleaned up and compliant with Rushcreek Township Zoning regulations. Both of Mr. Pugh's concerns will be forwarded to Rushcreek Township Zoning Inspector to address with the landowners. If further action is required after the zoning inspector has reviewed, we can discuss additional steps with the Prosecuting Attorney's office.

Charles Hockman, Rushcreek Township Regional Planning representative reported on the latest activity which is attached.

Business

Chief William Duvall reported the following:

- Runs during the last pay period: 26 EMS including 15 transports and 3 fire runs. Received 7 Mutual Aid and given 6.
- Received a quote on a new pickup truck to replace the 1977 Ford F250 at State Price of \$42,720.00 prepared by Bob Boyd Ford.
- 168 bags of candy were assembled for the Village Christmas event scheduled Dec.9<sup>th</sup> from 4-6pm at the Bremen Area Historical Society.
- Worked with Captain Beery and Lt. Shahan on several grants.
- Medic 541 is back in service. Fleetmaster did not charge for the latest repair.
- Firefighter Randal Winegardner has completed all pre-employment requires effective November 24<sup>th</sup>.
- Reported that he will be on vacation during the next meeting and Ass't. Chief will be present.

Extensive discussion ensued concerning the fire department preparing grants without the Township Trustees or Fiscal Officer being aware. Past policy has been that prior to making application, the Trustees are to be made aware of any financial possible commitments. Several grants are cost share however there are some that are not. Fire personnel concern was there is no protocol in place to advise them how to handle. The Trustees were very clear that they do appreciate the personnel seeking grants, however it is imperative that they be kept informed. Lisa stated that she is shocked that there are no policies or protocol in place considering all of the past issues that have been ongoing concerning grants. Trustee Ashbaugh and Burnworth advised they will look for existing procedures if there are none, procedures will be implemented. There have been a couple attempts to be included at the officer's meetings where things like this could be discussed. In conclusion, the Board asked that a spreadsheet be submitted that included all grants that have been applied for however no decision has been rendered by the grantor. The Board will check into any policies or procedures that are in place or prepare new. I would replace with the one above. It was suggested that an appropriation line item be added to the 2019 budget that would be a dollar amount for the Township's portion of cost share.

Road Superintendent Doug Hintz reported the following:

- Roads were treated for slick spots during some recent snowy weather.
- Avalon Road has had some repairs made near the Perry County line from water damage.
- A few more of the gravel roads have been graded and stoned.
- Trees were removed from Ireland and Heyd Roads during recent high winds.
- Keith Taylor has hauled approximately 1,200 of the 1,500 tons of grindings. It is his intentions to complete the contract by December 14<sup>th</sup>.

Connie reported the following:

- The December 2018 Grassroots Clippings was distributed.
- Lisa and Connie will be attending the UAN end of year training session in Columbus on December 7<sup>th</sup> from 7:00am – 4:00pm.
- Mrs. Eyman contacted the Township advising that the demolition is now complete. The Township is holding \$13,333.00 for retainage on this property fund #9001. Chad advised that the Zoning

Inspector has been informed and will perform a site inspection and then prepare a letter in order to release the funds if compliant.

- The Volunteer Fire Fighters' Dependents Fund 2019 certificate of annual election of board members was presented to the Trustees. The 2018 certificate was given to the Board to review. The purpose of this Board is to approve disbursements of State funds to families within our township should any fire personnel get killed in the line of duty. Should the need arise The Board is also responsible to assist family members. The Trustees agreed to table this until the next meeting so the Chief could speak with the volunteers to be sure they will serve.

#### Trustee Reports

##### Dave –

- Approved Road & Fire payroll
- Helped on snow, ice, and tree removal and water problem on Avalon Road.
- Helped the crew in the shop on maintenance and clean-up.
- During the last meeting the ballot for OTARMA Board of Directors voting was presented. After reviewing, the paperwork was completed and placed in the mail.
- Fairfield County Recycling Center sent the three year contract for renewing the recycling program. As a host site, Rushcreek Township receives a \$500 stipend annually. This money goes into the General Fund and is used to manage the site. Dave made a motion to renew the Fairfield County Recycling Center contract and Chad seconded the motion. Roll Call: Chad, aye; Lisa, aye; Dave, aye.

##### Chad –

- A report was not received from the zoning inspector.
- Attended the Safety Meeting with the topic being drone regulations.

##### Lisa –

- On December 4<sup>th</sup>, she, Doug, and Chief met with the Eric Markovic of CBIZ Valuation Group. This is the company that OTARMA hired to do the onsite appraisals of the Township's insurable properties. Mr. Markovic will have the report completed at a future date.
- At the last board meeting the Trustees were presented Health Insurance quotes for the full-time employees of Rushcreek Township. Lisa made a motion to maintain the Medical Mutual Plan PPO Gold 2520-100 which is the current plan however the out of pocket maximum deductible has increased from \$5,500/\$11,000 to \$6,000/\$12,000. To be clear, the insurance company modified the current deductible plan. This plan will cover full-time road department personnel for the 2019 calendar at a monthly substantially higher cost of \$3,045.60 to the Township. Dave seconded the motion. Roll Call: Chad, aye; Lisa, aye; Dave, aye.
- In 2018 the full-time road department employees were each given a Health Savings Account in the amount of \$1,000.00. This amount enables the employee to contribute towards the high deductible. Discussion ensued on how the Trustees will handle this for the 2019 calendar year. Lisa made a motion to continue the Health Savings Account at a reduction to \$500.00 instead of the \$1,000.00. Dave seconded the motion. Roll Call: Chad, aye; Lisa, aye; Dave, aye.
- Lisa made a motion effective January 1, 2019 the Road Superintendent position will convert to an hourly rate in the amount of \$19.50 per hour to include the standard hourly benefit package. There will no longer be an annual contract renewal. Dave seconded the motion. Roll Call: Chad, aye; Lisa, aye; Dave, aye.
- Lisa made a motion to have all road department personnel reviews completed prior to December 31, 2018 and any pay adjustments for 2019 will be based on a maximum merit increase of 20 cents per hour effective January 16, 2019 pay period. Lisa advised that she did not agree with past practices that raises are automatic. Raises should be based on merit/performance only. Chad seconded the motion. Roll Call: Chad, aye; Lisa, aye; Dave, aye. Since the Township is a public entity details will be at the next meeting after reviews are read.

Meeting Adjourned: 8:40pm.

Fairfield County Regional Planning Commission Report  
Rushcreek Twp. Board of Trustees Meeting 12-5-18  
From R.P.C. meeting 12-4-18 Representative Charles Hockman

- President Phil Stringer brought the meeting to order at 7:30 p.m. After November's minutes approval, Executive Director Loudan Klein introduced Rick Szabrak, Fairfield County's Economic Development Director. Rick presented this year's Workforce Development Update.
- Currently we have 600 job openings in Fairfield County with a pay range between 30K and 79K. There is a shortage of people to fill these positions. Over 50% of these 600 jobs only require a high school diploma. In our county 94% of students graduate, well above the state average. Most of these go to college with 40% graduating college. Less than 25% of graduates, with a college degree, stay in Ohio. To help our work force, Fairfield County has created a Career Readiness Endorsement, for students to present to possible employers. This endorsement shows the possible employer the applicant has met certain criteria. They must have a High School Diploma with a good attendance record. Any community service is noted. They must have basic math and computer/communication skills. They must pass a drug test. They must have reliable transportation. They must have a resume. Then a two person panel, located at each school, certifies these requirements. The panel will have done mock interviews with the students to prepare them. Fairfield County works with businesses, students and parents and has career fairs. Another thing the schools and the county is working on, is the bringing together physically of the career centers to the schools, and to change the stigma of the career centers as being lesser schools.
- A lot split was recommended in Violet Twp. on Busye Road. The almost 6 acre lot, with a phone tower in back, was recommended to be split from the 1.4 acre business location in the front of the lot. The R.P.C. requested for 60' of frontage for the back lot and slightly over 117' of frontage for the front lot and business. That will require a variance from Violet Twp. for the front lot as the minimum is 125' of road frontage. Violet at first approved 30' of frontage for the back lot with a driveway, but RPC said usually 60' was the bare minimum, even for variances.
- An applicant in Walnut Twp. requested 25 acres be rezoned from R-R to R-2 which allows for one or two family dwellings. The area adjacent to the West is already R-2 in the Fairfield Beach area. The re-zoning was approved.
- An applicant applied to re-zone 2.4 acres in Greenfield Twp. that is zoned R-1 to PRB (Planned Rural Business) for the purpose of storage lockers. RPC recommended disapproving the rezoning because we do not feel it fits with the surrounding area. The final decision is up to Greenfield.
- The budget for 2019 for a total of \$283,780.00 was approved.