

RUSHCREEK TOWNSHIP TRUSTEES
BOARD MEETING
04/06/2016

Hart Van Horn, Chairman called the Rushcreek Township Trustees Board meeting to order at 7pm leading with the Pledge of Allegiance. Those in attendance in addition to Hart were: Dave Myers, Trustee; Bill Myers, Trustee; Connie Moyer, Fiscal Officer; Robert Suer, Road Superintendent; and Will Duvall, Fire Chief. Hart asked that all cell phones be muted along with all fire radios except the Chief's and Road Superintendent.

Visitors

Tracy Shahan, Jeff Herman, Doug & Lisa Burnworth, Earl Lehman, Chad Ashbaugh

Work Session

The following notice was sent to the Eagle Gazette and posted on the website: *Rushcreek Township Trustees will hold a Work Session at 4:30pm on March 22nd at the Township Office, 213 Marietta Street. The purpose of the meeting is to have an annual review with Medicount, the EMS billing provider.* At 5:00pm on March 22nd Vice-Chairman Dave Myers called the work session to order. Those in attendance were: Trustee Hart Van Horn, Trustee Bill Myers, Trustee Dave Myers, Fiscal Officer Connie Moyer, Fire Chief Will Duvall, and Medicount Representative Anne Riddiough. A Client/Company annual review was done. Several items were covered including: runs, average income per run, proper documentation needed on the run sheets for processing, and changes anticipated in the future due to the Affordable Healthcare Act. The contract is due in June of this year and since the Prosecuting Attorney will need to review the contract, Ms. Riddiough agreed to have the contract language to the Township in a timely manner to allow processing time. Meeting adjourned at 6:10pm.

Minutes

The minutes of the March 16th meeting were presented to the Trustees for approval. Bill 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: Dave, yes; Bill, yes; Hart, aye. Hart reminded everyone that the minutes are available online at www.rushcreektwp.org or upon request at the Fiscal Officer's office.

Treasurer's Report

EFT#170-2016 – #246 - 2016 and Warrants #40228-40258 in the amounts of \$57,563.35 along with the March bank reconciliation were presented to the Trustees for signatures. Dave made a motion to pay the bills and Bill seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

Submitted for signatures: Purchase Order #36-2016 Grantwriter contract approved during 3/16/16 meeting.

The Ohio Public Entity Consortium payment for the 1st half of 2016 came due in the amount of \$4,284.00. The amount refunded was \$3,566.41 from unused monies. We received the Village of Bremen's contribution to the tornado siren in the amount of \$1,100.00 and Mr. Shreyer's payment towards the LTAP class.

Will presented the Trustees with a list of expenditures for the next period in the amount of \$2,950.00. Bill made a motion to approve the list of expenses and Dave seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye.

Bob presented the Trustees with a list of expenditures for the next period in the amount of \$15,120.00. Dave made a motion to approve the list of expenses and Hart seconded the motion. This list included \$2,500 for a used bucket for the pay loader discussed in more detail under Robert's report. Roll Call: Dave, aye; Bill, aye; Hart, aye.

Business

Dave reported that he contacted the Prosecutor's office with regard to the submission for an opinion on the Administrative Procedures. Attorney Jason Dolin requested the proper paperwork be submitted with the request. Dave made a motion to proceed with getting an opinion from the Prosecuting Attorney on possible changes on Rushcreek Township's Administrative Procedures and Hart seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

Fire Chief Duvall reported the following:

- Runs reported during the pay period: 18 squad which includes 12 transports and 5 fire.
- Attended the County Chief meeting at Greenfield Township on March 30th.
- ISO is the insurance service organization that rates each community fire protection service for the purpose of insurance rates across the nation. We were reviewed in July of 2015 and fell short of the level 4 rating and received a rating of 5. The shortcomings were resulted from lack of documented trainings, the water system, and fire prevention. Regarding the documented trainings, often times our personnel train at their primary employer, therefore those records are located at that site. For many years, this information has not been consolidated at our department. Chief Duvall advised he is accepting the rating of 5 for a twelve month period and during that time, the training officers will be assigned to obtain off-site training records. It is anticipated with this change the ISO rating will be brought back to a rating of 4 with the procedure. Also Officer Training courses will be looked into with the 24/7 online training program and with Ohio Fire Academy.
- Fiscal Officer Peggy Arnett and her assistant will be retiring from Greenfield Township in November. Greenfield Fire Chief Terry Morris will be retiring.
- Attended the BWC Award ceremony. Rushcreek Township did not qualify due to a BWC claim.
- The tornado siren has been mounted with Claypool Electric doing the electrical work. However, during the county test the siren did not operate. The problem is in the switch work so both the switch company and the electric company will need to be onsite to coordinate repairs.

Road Superintendent Robert Suer reported the following:

- The road crew has been doing berm work on Marietta, Tent Church, and Locust Grove Roads.
- The engineer from the Soil and Water conservation District inspected and approved of the results.
- Repaired the ditch on Lecrone Road.
- New signs were installed throughout the township where the chip/seal goes back into gravel. This is being done to be compliant with OTARMA, our risk management company.
- The crew is working on pot holes on the chip/seal roads using cold mix.
- On April 7th the crew will attend the LTAP class in Columbus regarding maintenance of gravel roads.
- A used bucket for the pay loader has been found from Starr Equipment. They allowed us to use the bucket for several days to evaluate the equipment. During this time, both of the hydraulic cylinders began leaking. This is due to the bucket setting for several years. The cost to purchase was \$2,500 and Starr Equipment has agreed to absorb the cost of the hydraulic cylinders. Once the unit has been repaired and evaluated, it was Bob's recommendation to purchase. The Trustees gave approval for the \$2,500 purchase under the list of expenditures.

Connie reported the following:

- One zoning permit have been issued since the last meeting to Jim Romine, 9149 Geneva Rd. for a fence. An application for a variance has been submitted for shorter road frontage by Steve & Becky Pontious. Fairfield County Regional Planning is holding a class on April 7th from 6pm-8pm that Richard will be attending.
- The April Grassroots Clippings was distributed to all members.

- Received a citizen's suggestion regarding obtaining prices. At the last meeting Bill Myers had obtained a quote for a survey and it was advised that he should obtain at least two more. The citizen expressed that this practice should be made a regular business practice, and therefore implemented as a policy.
- Force Account paperwork was submitted to the County Engineer's office for approval on March 21st which included eighteen culvert replacements most of which are in preparation of the chip/seal project. Notification from the Engineer was received that all paperwork was in line and met his approval.
- The Trustees, Road Superintendent, and Fiscal Officer met with the Fairfield County Engineer at the Engineer's office on March 30th at 7:30am for their annual meeting. The engineer was responsible for advertising the meeting. Items discussed included the 2016 allocation for Rushcreek Township from Fairfield County's ½ mill road, bridge, and culvert levy. The 2016 allocation is \$8,615.00 and the 2015 carryover is \$1,259.79. Therefore, total available funds for 2016 is \$9,874.79. This money will be used for the eighteen culvert replacements as discussed earlier. The County has no bridge replacements scheduled for 2016 in Rushcreek Township.
- Fairfield County Commissioners adopted a resolution for lifting weight restrictions on County and Township Roads. The Townships can decide on a date between March 29th and April 30th. Bob recommended that we leave the limits up until April 30th.

Hart reported that the cost of road maintenance continues to increase and there is also an increase in the use of the Township roads for heavy hauling. The county engineer and the sheriff's department have notified us that Rushcreek Township is currently not in compliance with Ohio Revised Code that control permitted hauling. He presented the Trustees with a permit form that came from the Fairfield County Engineer's office with entity changes to Rushcreek Township. It was his recommendation that a work session be scheduled to review the documents that have been provided in order to adopt the existing applications and procedures already outline by the county and state. Bob pointed out that this information was made available last year when the Trustees and himself attended a meeting where Deputy Mead outlined the Ohio Revised Code and stated he would be willing to attend a meeting at our Township when we were ready to implement the process. Several townships in the county have adopted the same permit and process that the County provided us a copy of the form in order to comply.

Bill expressed his concern with the farmers who are applying fertilizer on the fields and Hart responded this is a short-term permit option. Farmers and anyone else can still move with lighter loads. Bob stated there is a logger who he has spoken with who is going to log on Thomas Road. He wants to begin work immediately however does not want to post a bond. Bob's concern was that the road would be torn up much like the logger who did the damage last year, leaving the taxpayers to pay to have the road repaired. Currently with the rain and the roads are leaving soft spots Bob did not feel the weight reductions should be lifted plus he encouraged the Trustees to pursue the permit process. Bill concurred and suggested that the trustees depend on Bob's recommendations. The trustee's consensus was to leave the reduction in place with Bob's recommendation.

A work session was tentatively set for Monday, April 18th at 6pm with Hart contacting Deputy Mead to attend. The Trustees concurred that removing the weight reductions limits will be decided by the Road Superintendent.

- At the February 17th meeting and again on March 2nd the following was announced: A hard copy of the 2016 Fairfield County Emergency Operations Plan was picked up from the county office. The Trustees need to look over the plan and focus on the annexes in which we may have responsibilities and review. Connie suggested a work session be scheduled and to include the Fire Chief and Road Superintendent and the Trustees agreed to schedule at a later date. Connie reminded the Trustees that the recycle bin, administrative procedures, and getting bids for a survey is important however, it has taken since February 17th to get a meeting together on this issue and it is time to get this matter settled. A work session was scheduled onr April 25th at 7am.
- Mr. George Shreyer will be attending the LTAP class with the road crew on April 7th. A liability

release form was mailed and returned. As reported at the last meeting, Mr. Shreyer has reimbursed the Township for the class fee.

- Rushcreek Township was recognized as a “Featured Community” by the Solid Waster District with compliments for its new Recycling Program. Chad Reed from Fairfield County Recycling forwarded the SWD newsletter. A copy was distributed to each Trustee which features the new trailer site here at Rushcreek Township. During the month of February and March, there has been 3,500 pounds of materials recycled with numbers anticipated to increase. The residents of Rushcreek Township and the Village of Bremen were commended for their efforts.
- The Medicount contract was received and presented to the Trustees for approval. The contract is a four year period with Medicount receiving 6.5% of the gross amount collected. Dave made a motion to enter into a binding contract with Medicount for a four year period commencing April 6, 2015 and Bill seconded the motion. Hart asked if the reports are being transmitted properly and the Chief responded that they were. He also asked how much money we have received this year in EMS billing and Connie reported \$38,587.63 (correction: that figure was the budget balance, income \$27,212.37). Roll Call: Hart, aye; Bill, aye; Dave, aye.
- Attending the Fairfield County OTA meeting on March 19th were Hart, Bob, and Connie. The meeting was chaired by Hart. Suzie McMullen the Organizational Director from the Ohio Farm Bureau was the guest speaker. Vice President Diane Bosco was appointed for a two year term. Membership dues were increased to \$45.00 per Trustee & Fiscal Officers and Associate Members were increased to \$16.00. Violet Township will host the next meeting on June 18th. Hart added that Associate Membership was open to anyone.

Trustee Reports

Bill

- Talked with Richard regarding zoning of Jimmy Romine’s fence.
- Charles Hockman stopped in on his Saturday at the office. He expressed his concerns about the placement of the fencing and the recycle center. He also expressed his appreciation for the experience former training officers brought to the department during his years at the fire department. Charles also felt that people still should be able to talk at meetings without being placed on the agenda according to the administrative procedures.
- Contacted the following companies for quotes on surveying: Tobin-McFarland Surveying, Lockwood & Lanier (2 LMN Inc.), Cassell & Assoc., Kevin Cannon Surveying, and Mark Kitsmiller. He has received two quotes and he is waiting on the rest. Hart asked if he contacted George Beiter for a new quote and Bill responded that he had not but he will get ahold of him. Bill felt he should hold onto the quotes until they were discussed openly to be fair to the businesses. Hart agreed, but Dave reviewed the two quotes received.

Dave

- On March 17th attended a safety meeting at the Village office with the road crew. Mike Marr, from BWC held the meeting on personal protective gear. Hart questioned Dave if the class would be part of documented safety class. Dave responded that all classes taken are documented on file with Bob for future audit purposes.
- On Saturday March 19th visitors stopping into the Township were Charles Hockman and Doug Burnworth. They expressed their concerns about the placement of the recycle trailer and the fence project.
- Attended the 2016 Fairfield County Engineer & Township Trustee meeting on March 30th.
- Thanked Chief Duvall for the work on the siren and Bob for the work on the roads.

Hart

- Fire Station renovation site inspections began with the first interested contractor last week and two calls were received today.
- Grant work for the Fire Department special projects has begun. The Township’s data and demographics have been submitted are being reviewed. It is intended that these grant projects will

eventually be coordinated with the upgrade renovation planning of the fire station. The first of these special projects is the replacement of the air supply system. The second project is submitting a grant for architectural work.

- We have been notified by the county health department that the businesses in the Township that sell, prepare and provide food must comply with existing and new regulations. Training and inspections are required and it will be important that the Township takes an active role in assisting with compliance. Dave reported that he is attending a meeting at the Health Department on April 13th to obtain additional information and will provide details at the next township meeting.
- During Saturday morning duty, Mr. Charles Hockman visited. He expressed his concerns about the wrong perceptions that the community has about the changes we have been making to improve township services. These include, but would not be limited to the new recycling center, road maintenance, security and fencing, plus communications. This last item coincides with Mr. Earl Lehman's suggestion that we consider an outdoor announcement board placed in a well-traveled place in the township. Hart publically thanked Mr. Hockman for his initiative to seek answers and provide clarification.
- Met with engineers from the Soil and Water Conservation District about complaints received regarding road and berm work on Locust Grove by our Road Department and Mr. Dave Fox. Bob and Hart both coordinated inspections before, during, and after completion with the engineers. They were satisfied with the timing of the various phases, plus they gave us their approval of the completion, which they are making available to the Ohio EPA. A thank you note to Dave Fox has been prepared.
- Last month, Hart was asked to and moderated a Round Table discussion with Congressman Steve Stivers at the Miller Family Farm in Pleasantville. About 40 people were in attendance for nearly two hours. Three counties were represented, including Trustees from 5 other Fairfield County Townships, Fairfield County Auditors, Commissioners Kiger and Levacy, Soil and Water Conservancy District, Solid Waste District. It's important to note that CAUV, property taxes and road maintenance financing were topics of discussion. Hart expressed his appreciation to have been given the opportunity to take the lead on behalf of our community to conduct this event and keep our township's needs on the priority list of county, state and U.S. government officials.
- Commercial One Realtors of Columbus donated the new copier printer to the Township. As many know, this is where Hart is employed full time. He expressed his gratitude to Commercial One and the principals of the firm who continue to be very supportive of the time and effort that he spends away from the job to fulfill duties in the Township.

Bill asked Hart what the biggest concerns were with the meeting that was held with Congressman Stivers. Hart replied that the CAUV topic was the most discussed as there is a lot of differential between counties.

Connie stated that at the County OTA meeting on March 19th one of the Trustees reported about the Health Department changes in accreditations that are being implemented which was brought forth at the last DAC meeting that Dave attended. Rushcreek Township is looking at several improvements and it is imperative to be kept abreast on any changes that would impact our commitment to other entities. Currently our annual contribution is \$13,500.60 and this would eventually have an impact on local governments. Dave had reported at our March 16th meeting that there were no changes and the 2017 health department budget was approved. Dave stated that the Fairfield County Health Department budget increase was due to accreditation costs in 2017, \$21,000 application fee and \$8,500 yearly renewal. If this was not achieved the Health Department will lose grant funding and state funding. Connie stated that in past years, when Ed Pool was the DAC representative he brought Connie the health department's budget to review in order to be better prepared for discussion. Connie advised that she has reviewed the budget and had some questions which Dave was unable to answer. Dave agreed to take the matters to the Health Department to get some clarification.

Meeting Adjourned: 8:36PM