

RUSHCREEK TOWNSHIP TRUSTEES
BOARD MEETING
05/18/2016

Hart Van Horn, Chairman called the Rushcreek Township Trustees Board meeting to order at 7:05pm 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 and Road Superintendent.

Visitor

Ray Stemen, Mary Hoffman, Mary Foltz, Earl Lehman, Tim Thomas, John Swartz

Minutes

The minutes of the May 4th 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 upon request at the Fiscal Officer's office.

Treasurer's Report

EFT #320-2016 - #357-2016 and Warrants #40287 - #40301 in the amounts of \$22,611.00 were presented to the Trustees for signatures. Dave made a motion to pay the bills and Hart seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

On May 9th the Trustees were working at the Superior Fibers site removing a portion of the used fence in order to get that section down to not interfere with the field that a farmer was going to plant later that week. It was necessary to issue payment for the purchase of the fence. Matt Lauvray from the State Auditor's office was contacted so disbursement could be made from the proper fund. Documentation is attached to the warrants. Per his instructions the fence should be paid out of the Gasoline Tax Fund. It was decided to list the project as a site improvement thus establishing the appropriation 2021-330-730. All trustees concurred. Appropriation changes were authorized by all three trustees and Purchase Order #38-2016 was signed. \$4,089.16 from 2021-330-230 and \$910.84 from 2021-330-420 to the site improvement.

Appropriation change: \$2,414.70 from 2191-220-230 to 2191-220-323-2000 Building
Purchase Order #39-2016 was presented to the Trustees for signature.

Department Reports

Chief Will Duvall reported the following:

- Runs reported during the pay period: 23 squad which included 14 transports and 2 fire runs.
- All usable equipment along with decals removed from the 2000 Crown Vic with the vehicle on display for viewing. The advertisement was read that was placed in both editions of the Towne Crier and the website.
- The following quotes were received to repair and replace gutter, downspout, and fascia board: Kerr Enterprises LLC, \$1,200; McCoy Gutter, \$2,474; Chuck Roop Seamless Gutters, \$2,500; Rosehill Roofing, \$4,950. Rosehill also did a site inspection of the roof and stated its current condition estimates a life expectancy between 10 & 15 years. In reviewing the bids it appears Kerr and McCoy did not include the fascia repair. Chief recommended Chuck Roop Seamless Gutters be awarded the job.
- Working closely with Trustee Van Horn to move forward with preliminary plans on station renovation.

At 7:27pm Chairman Van Horn announced the meeting will recess for approximately 10 minutes to review the preliminary plans on the station renovation allowing discussion among officers, staff, and visitors with a work session to be scheduled later in the meeting. At 7:52pm Open Session reconvened.

Road Superintendent Robert Suer reported the following:

- From May 2nd – May 13th ten (10) culverts have been replaced in the township. On some days two per day have been installed. There are a total of 18 culverts on this year's road projects
- The upgrade on the dry storage bin has been completed. The bin is now ready for usage.
- The wood chipper and riding mower have been returned and are now back in service. Discussion was held regarding the warranty for the new motor on the chipper. Bob responded that he has contact the company to find out the details.
- 75% of the roads in the township have been sprayed for weed control.
- The road crew, three trustees, and three county jail inmates worked one day at the old Superior Fibers plant removing fence on the north side of the property. Bob asked if the Trustees could set aside one day per week to complete this in a reasonable amount of time. However, this weekend there was theft at the site which included several gates and fence. It was decided to remove the fence and gates as quickly as possible.
- Would like to change the procedure on trucking crushed asphalt by requesting bids now and allow truckers to haul anytime with the completion date December 1, 2016. Payment distributed monthly depending on if any work is done during that month. Storage is available so the Trustees concurred with the decision to proceed with the change.

Connie reported the following:

- The May Grassroots Clippings was distributed to all members.
- Preliminary work will begin on the 2017 budget with worksheets being submitted to all department heads.

New Business

Chief Duvall presented the Trustees with a list of Fire Department expenditures for the next period in the amount of \$6,250.00. Bill made a motion to approve the list of expenses and Hart seconded the motion. Roll Call: Dave, aye; Hart, aye; Bill, aye.

Bill made a motion to accept Chuck Roop Seamless Gutters quote in the amount of \$2,500.00 for the fire house and Dave seconded the motion. Roll Call: Hart, aye; Bill, aye; Dave, aye. Connie reminded Chief financial paperwork must be submitted prior to beginning the job which includes Bureau of Workers Comp certificate, W-9, and proof of insurance.

Robert presented the Trustees with a list of Road Department expenditures for the next period in the amount of \$5,512.50. Dave made a motion to approve the list of expenses and Bill seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye.

Bill asked what the purpose of the \$1,200 listed as equipment repair. Bob responded that it included blades and etc. for spring mowing. Also a new tire and rim is needed for the chipper.

During the meeting of April 20th discussion was held regarding the purchase of a computer tablet and data system for the road department to engage in the [State of Ohio's utilities] Positive Response System. Hart reported that he met with a Verizon Representative that only handles government accounts. The cost for a data line is \$34.99 per month plus regular fees which provides unlimited data. Bob reported that during the last couple of weeks they have used an employee's personal smart phone around fourteen times to collect needed information, which cannot continue. Hart also stated that the system is also hooked up to real time data for road closures and weather. After discussion, Dave made a motion to accept the agreement with Verizon on a data line for the monthly cost of \$34.99 plus fees along with purchasing a tablet up to \$150.00. Bill seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye.

Trustee Reports

Bill

- The following zoning permits have been issued since the last meeting: Noah Swartz, 31746 Geneva Rd., room addition; Eli Shetler, 11455 Marietta Rd., new home.
- On May 13th zoning inspector stopped by 9375 Geneva Road to measure the building that was on

the right of way. The measurements were 30' on one end and 33' on the other. The owner was advised it needed moved back an additional foot in order to be compliant.

- Worked at the old Superior Fibers site helping remove fence on May 9th.
- Checked the new culverts installed on Rutter Hill Road. Very good job to Dave and Bob.
- Checked the new culvert installed on Avalon Road and the install was very good. However, the water at the dam does not appear to be going down. Bob stated he spoke with the District personnel who advised they will take a boat out and do an inspection on May 19th.
- Reviewed the preliminary plans for the fire house renovation.
- The spraying on Graffis Road looks good.

Dave

- Nothing to report

Hart

- The monitors in the squads needed updated therefore a meeting was held with Verizon representative to discuss the telemetry account for the EMS squads. Costs and agreements were verified, contracts signed and delivered. The respective units should be updated and delivered to Chief Duvall within a few days.
- Fire station drain lines serviced and traced to identify connections to the village sewers.
- Two exterior lights at the fire station failed and have been purchased.
- With regard to the fire station renovation, various areas of the firehouse are in need of repair before overall renovation can begin. Quotes are being sought for tuck pointing the exterior brick, gutters/downspouts. A preliminary layout has been created and ready for review. This layout is intended to be presented to potential contractors to help determine the scope of work. Permit criteria is being reviewed and it is intended that each contractor quote include the fees for permit(s). A Work Session will be held at 7am on June 8th to view the fire house and discuss a preliminary budget to renovate the firehouse. The session will be held at Bremen-Rushcreek Fire Department, 201 Marietta Street.
- Attended Greenfield Township meeting on May 11th. Highlighted at the meeting was recognition of retiring Fire Chief Terry Morris. Also, the Board of Trustees voted to appoint Mr. Morris as the Fiscal Officer to replace Peg Arnett who has chosen to leave the position November 30th. The assistant clerk will also be leaving at the same time.

Hart advised the public that the Board has two separate matters that will require Executive Session that will be held in succession. ORC 121.22(G)(2) to consider the purchase of property, and ORC 121.22 (G)(1) to review a personnel matter for possible discipline. The Board will come back into Open Session however no further business will be handled.

Chief Duvall welcomed the public in attendance to follow him to the fire house for a site inspection explaining the preliminary renovation plans.

At 8:16pm Bill made a motion that the Board enter into Executive Session under ORC 121.22 (G)(1) to review a personnel matter for possible discipline and Dave seconded the motion. Road Superintendent Suer was asked to attend. Roll Call: Hart, aye; Dave, aye; Bill, aye. Executive Session Ended: 9:11pm.

At 9:12pm Dave made a motion the Board enter into Executive Session under ORC 121.22 (G)(2) to consider the purchase of property and Bill seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye. Executive Session Ended: 9:25pm.

Meeting Adjourned: 9:26pm.