

RUSHCREEK TOWNSHIP TRUSTEES
BOARD MEETING
06/01/2016

Hart Van Horn, Chairman called the Rushcreek Township Trustees Board meeting to order at 7:02pm 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

Cindy Dennison, Tracy Shahan, Earl Lehman, Lisa Burnworth

Minutes

The minutes of the May 18th 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#358-2016 - #396-2016 and Warrants #40302 - #40318 in the amounts of \$23,460.63 along with the May bank reconciliation were presented to the Trustees for signatures. It was noted that this includes posting date of June 2nd to include payroll and payroll withholdings. Dave made a motion to pay the bills and Bill seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

Purchase Order #40-2016 was presented for signatures.

Department Reports

Fire Chief Duvall reported the following:

- Runs reported during the pay period: 18 squad which includes 11 transports and 7 fire.
- Fairfield County EMA has instructed us that they are no longer going to support the Marcs Radio. An agreement must be entered with State of Ohio directly at an annual cost of \$36 for the first year and \$120 thereafter.
- On May 26th Kristen Krile trained the Village of Bremen's lifeguards at the pool on head/neck injury skills. A thank you note was received from the lifeguards with a copy distributed to the Trustees.
- Continuing to meet with contractors and the public on the preliminary plans for the fire department renovation. Working to seek quotes on various parts of the renovation which will be used to formulate a budget. It has been explained to the contractors that quotes received is to establish a baseline for budget. The Board will consider quotes once there is a budget in place.
- On June 8th a work session will be held at 7:00am at the fire house. The purpose of the work session is to do a site inspection of 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.
- Bids for the station car will be opened at the June 15th meeting at 7pm.

Road Superintendent Robert Suer reported the following:

- Spring spraying has been completed throughout the township by the road crew.
- Township owned cemeteries were mowed and trimmed for Memorial Day. All Township owned cemeteries are closed.
- Fence, top rails, gates, and all posts have been removed from the former Superior Fiber lot.
- Fifteen of the eighteen culverts have been installed in preparation of the chip/seal project.

- Every morning from 7-7:30am on May 24th – 27th the crew reviewed proper procedures on equipment maintenance, equipment check lists and radio & telephone communications. Both Trustees Dave and Hart attended the classes.
- A checklist was given to the Trustees asking help during their Saturday work sessions which included: relocating the fence posts in the township yard, applying paint to the chip box hopper, lubricate the road grader, and clean and pack wheel bearings on the Durapatcher.
- During preparation of the 5425 road mower for the first mowing, it was discovered a break in the mower deck lift plate. The plate is part of the deck so a new deck needed ordered however, Dave & Bob fabricated a new plate and welded it to the deck saving the taxpayers approximately \$3,000.00.
- As of June 1st both mowers are out spring mowing starting on Graffis Road and will continue till the project is complete.
- Since the crew will be spring mowing Bob will be on vacation June 2nd – June 12th. The Trustees will work out a schedule to make sure one of them stop by daily during the morning hours.
- Ads have been placed in the Fairfield and Eastern Edition of the Towne Crier and website requesting sealed bids for 800 tons of grindings. Bid opening will be held on July 6th @ 7pm.

Connie reported she has been working on preparing the 2017 budget. She asked the Trustees to schedule a work session in order to meet with each department head.

Business

Will presented the Trustees with a list of expenditures for the next period in the amount of \$3,250.00. 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 \$800.00. Dave made a motion to approve the list of expenses and Bill seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye. Bob stated that he felt we have enough parts inventory on hand in case of breakdown during spring mowing.

A work session was scheduled on June 15th at 5:30pm at the township office, 213 Marietta Street. The purpose of the meeting is to meet with Township Department Heads to go over the 2017 Budget. Zoning, 5:30; Fire, 5:45; and Road 6:15. Notice will be sent to website and Eagle Gazette.

Bill made a motion to enter into contract with the State of Ohio for the Marcs Radio for the year 2016 at a cost of \$36.00 and Dave seconded the motion. Bill was authorized to sign the contract on behalf of the Board however since the contract did not have the terms or price, the email sent from Fairfield County EMA was attached as "Exhibit" to the contract. Roll Call: Dave, aye; Bill, aye; Hart, aye.

Trustee Reports

Dave

- Helped install culverts on Rutter Hill Road
- Helped with fence removal at the old Superior Fibers property.

Bill

- One zoning permit has been issued since the last meeting to Eli Shetler, 11455 Marietta Rd. – accessory building.
- During his Saturday duty (May 28th) Chief Duvall stopped by. Also was Charles & Devonna Henderly who gave him a check for a zoning permit application to build a new home.
- Checked his roads and the culverts installed on Rutter Hill.
- Water level on Avalon Road has lowered about a foot since the debris has been cleared by the Conservancy District.
- Worked May 19th on the fence project. Thanked the crew for a job well done.
- Has been distributing the Road Hazard Policy (clear zone policy) as he sees a need.

Hart

- As previously reported he has been working with the road department coordinating safety meetings and review of maintenance equipment procedures/records.
- Road obstructions, fallen tree limbs were reported to the Road Department. Hart thanked Bob for the quick removal.
- Non permitted construction was reported to the Bill and Zoning Inspector.
- The back-up generator for the fire department was installed in 1987 and is undersized for our needs. In order to be prepared to stand alone in an emergency event he is currently working to replace the unit under our grant proposal.
- Executing contracts with Verizon for the road and fire departments.
- Began budget review with the Fiscal Officer.
- Firehouse remodel plans were discussed in the Chief's report.

Hart advised that the board has two separate employee situations that will need to be done in Executive Session. The Board will go into each Session separately and once completed there will be no further business.

At 7:50pm Bill made a motion to enter into Executive Session under ORC 121.22(G)(1) to consider complaints against a public employee and Dave seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye. Executive Session Ended: 8:42pm.

At 8:43pm Bill made a motion to enter into Executive Session under ORC 121.22(G)(1) to discuss employee wages and Hart seconded the motion. Roll Call: Hary, aye; Dave, aye; Bill, aye. Executive Session Ended: 9:24pm.

Meeting Adjourned: 9:25pm.