

RUSHCREEK TOWNSHIP TRUSTEES
BOARD MEETING
08/03/2016

Hart Van Horn, Chairman called the Rushcreek Township Trustees Board meeting to order at 7:01pm leading with the Pledge of Allegiance, dedicated to the military and fallen officers in law enforcement across our nation. Those in attendance in addition to Hart were: Dave Myers, Trustee; Bill Myers, Trustee; Connie Moyer, Fiscal Officer; Richard Campbell, Zoning Inspector; 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

Doug Burnworth, Barb Hockman, Tracy Shahan, Marie Jasper, Joe Jasper, Mary Foltz, Anthony Taylor, Dakota Taylor, Mary Hoffman, Chad Ashbaugh, and Earl Lehman.

Work Session

On July 21st the following ad was sent to the Eagle Gazette and posted on our website: *Rushcreek Township Trustees will hold a Work Session from 6:30pm to 7:00pm on July 27th to discuss the MECC protocol. The meeting will be held at 213 Marietta Street, Bremen, Ohio.* At 6:30pm on July 27th Trustee Hart Van Horn called the meeting to order with the following in attendance; Trustee Dave Myers, Trustee Bill Myers, Fiscal Officer Connie Moyer, Fire Chief Will Duvall, and Assistant EMS Coordinator Kristen Krile. Kristen introduced the MEC Protocol which is a comprehensive resource program by Metropolitan Emergency Consortium. This program is widely used in Central Ohio and lead by Mount Carmel Hospital with Doctor Paul Zeeb as the Medical Director. Currently Bremen Rushcreek Fire Department is operating under the Fairfield County Protocol. The MEC program is a communication tool that our EMS personnel can utilize with an "App" into the current Toughbook computers and/or individual cell phones. The information received can calculate the amount of medicine needing dispensed based upon age and weight of patient along with proper instructions on how to handle the current situation Advantages of the consortium: equipment discounts, medical supply discounts, monthly continuing education, state mandated training, review of run reports to ensure readiness for billing, and prompt communication with the Medical Director "within 24 hours". The start-up cost of entering into an agreement with MEC is \$3,500 with an annual renewal of \$2,500. Meeting adjourned: 7:24pm.

Minutes

The minutes of the July 20th 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. Hart 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#497-2016 - #528-2016 and Warrants #40371 - #40385 in the amounts of \$61,959.81 along with the July 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.

Purchase Order #43-2016 was presented for signatures.

Chief Duvall presented the Trustees with a list of Fire Department expenditures for the next period in the amount of \$2,550.00. Bill made a motion to approve the list of expenses and Dave seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye.

Bob Suer presented the Trustees with a list of Road Department expenditures for the next period in the amount of \$18,575.00. Bill made a motion to approve the list of expenses and Dave seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye.

Richard Campbell left a list of office expenditures which included printer ink for the copiers and fax machine along with laminating pouches totaling \$495.97. Bill made a motion to approve the list of expenses and Hart seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

In 2011 Rushcreek Township Board of Trustees passed Resolution #2011-07 which established a Capital Project Fund to purchase property for and/or the down payment toward the erection of a firehouse. After meeting with the architect, it was found that the current building is sound and it would be financially prudent to update the current building instead of replacement. In order to utilize the Capital Project Fund towards the renovation it is necessary to amend Resolution #2011-07. The Prosecuting Attorney was contacted to provide the proper language for the Amended Resolution. The Trustees were presented with Resolution #2016-10 which amends Resolution #2011-07. Dave Myers made a motion to adopt Resolution #2016-10 and Bill Myers seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye. Chief Duvall read the resolution to the public.

At the direction of Rushcreek Township Trustees, Dave Myers contacted Timothy VanAtta, owner of the property located at 127 Mulberry Street, to see if he was interested in selling the property. Negotiations began between the parties with the agreed upon purchase amount of \$41,500. The Prosecuting Attorney was contacted to provide the proper language on a purchase agreement between the parties along with proper language for the Resolution. Resolution #2016-11 was presented to the Trustees which authorized Trustee David Myers to execute the purchase agreement between Rushcreek Township Trustees and Timothy VanAtta for the property located at 127 Mulberry Street, Bremen, OH for a sum of \$41,500.00. Hart Van Horn moved the adoption of Resolution #2016-11 and Bill Myers seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

The meeting was interrupted from the floor by visitor Mary Foltz, Point Of Order was called by Chairman Van Horn and Mrs. Foltz was instructed to stop. Meeting continued.

Discussion was held on which funds should the purchase be paid from. Connie stated that there are a couple of avenues that the Trustees could choose. The Capital Project Fund could be utilized, however she would advise to keep that fund as it will more accurately track the renovation. Since the Trustees were unsure of the full potential of the property, she suggested that the funds be divided in half between the Fire Fund and General Fund. The existing house will be used by the fire department for housing of personnel during the renovation which satisfies the Fire Fund. A portion of the monies from General Fund will provide for other options. If the Trustees agree to using one half from both General and Fire Funds the County Auditor will need to be contacted for an amended certificate. Bill made a motion to purchase the 127 Mulberry Street property using one half from the Fire Fund and one half from the General Fund. Dave seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye. Connie stated she will email this information to the County Auditor immediately and prepare Purchase Order #12-2016 for signatures.

Chief Duvall has given the Trustees a proposal to review from Kelly Architectural Services, chosen from several contractors to provide architectural services to complete the renovations of the fire station. The proposed fee is \$17,500.00 which does not include permit fees which are estimated at \$2,800.00. Hart advised that he wished Chief Duvall to oversee the project and he will provide guidance with the project management. Bill made a motion to accept the proposal dated July 19, 2016, including fees and terms as stated and authorize Hart Van Horn to execute the contract. Dave seconded the motion. Dave, aye; Bill, aye; Hart, aye. Connie asked what fund the Trustees wished the architectural fees be out of. Dave made a motion to pay Kelly Architectural Services from the Capital Project Fund and Bill seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

Business

Fire Chief Duvall reported the following:

- Runs reported during the pay period: 14 squad which includes 7 transports and 0 fire.
- Fenton Fire was contacted regarding their commission on the sale of the ladder truck. They advised that since the sale was not completed through their agency, there would be no

commission. Hart asked if this was done in writing and Chief responded that it was a verbal conversation.

- Attended the BWC safety council meeting on “lock out – tag out”.

Road Superintendent Robert Suer reported the following:

- The road crew has prepared both sections of Sacred Heart, Geneva, West Rushville, and most of Marietta for chip/seal by ditching and patching. There is still a lot of work to be completed prior to starting the chip/seal project. The chip/seal project is anticipated to start on August 22nd or 23rd.
- Running behind on prep work of the chip/seal plan due to the bad conditions of the roads. Therefore it looks like we will only be ready for about 8.2 miles instead of the 10 miles.
- 900 tons of #8 stone has been delivered to the township yard ready for the upcoming project.
- Hart Van Horn has mowed the berm on several more roads in the past two weeks with 50% of the roads receiving the second mowing of the season.
- Hart & Bill have sprayed areas for Johnson Grass on almost 1/3 of the township roadways. Two roads were closed after hours of regular work time. The crew was out and opened the roads with Hart assisting on one of the road.

Connie reported the following:

- On Monday July 25th payment was processed from Douglas Hite for the sale of the 1983 Sutphen Ladder truck which was approved at the board meeting on July 20th. Burnham & Flowers was immediately contacted to have the unit removed from our policy. While talking with the agency the topic of the 1953 Ford fire engine was discussed. Since this vehicle is utilized once a year in a parade it is considered a novelty vehicle however it is a reserved piece of equipment. Therefore, coverage was discussed. The 1953 has \$5,000 replacement coverage and is covered under the liability portion of the policy which is sufficient for the use of the vehicle.
- Trustees, Fiscal Officer, and Fire Chief attended the Fairfield County Budget Commission meeting on August 1st at 11:05am for presentation of the 2017 Budget. County officials were pleased with the budget and unanimously passed the proposal.
- Lancaster Public Transit System sent a request, distributed to the Trustees, for funding from Rushcreek Township 2017 budget which has been an on-going request since 2011. Any level of support that is given will be matched by the Federal Transit Administration. In 2015, they provided 593 rides in Rushcreek Township at a cost of \$9,191.50; in 2014, 1,547 rides at a cost of \$23,978.50; in 2013, 651 rides at a cost of \$10,090.50; in 2012, 304 rides at a cost of \$5,478.08; and 2011, 223 rides at a cost previously reported \$3,345.00. Since its inception, the Trustees have all agreed that LPTS needed to find other sources of revenue as Rushcreek Township does not have the extra finances to support another government agency especially since this would require using General Fund monies. LPTS is requesting a written commitment by August 30th indicating our level of commitment. Bill stated that it has been the opinion of the board in the past that this program should be self supporting. The Trustees directed Connie to send a letter respectfully denying the request.

Trustee Reports

Dave

- Advised he has been helping the road crew with ditch work in preparation of the chip/seal program.
- Handling negotiations on the purchase of 127 Mulberry Street property.

Bill

- The following zoning permits were issued: Hart Van Horn, 3726 Durbin Rd., deck steps & extension of deck; Cory Snoke, 1260 Thomas Rd., addition to garage; Richard Bitler, 950 W. Rushville Road, fence; Michael Hawkins, 3180 Westpoint Rd., fence.

Hart

- Under the Chief's direction with Ryan Gard's help, the latest set of work sheets for the grant writer has been submitted.

- Bill and Hart will continue this week, spraying the Johnson grass to control weed growth

Meeting Adjourned: 7:42 PM