

RUSHCREEK TOWNSHIP TRUSTEES
BOARD MEETING
09/06/2017

Hart Van Horn, Chairman called the Rushcreek Township Trustees Board meeting to order at 7:06pm leading with the Pledge of Allegiance dedicating it to the military who defend this nation, the law enforcement who protect our freedoms, and individuals who are affected by the hurricanes. Those in attendance in addition to Hart were: Dave Myers, Trustee; Bill Myers, Trustee; Connie Moyer, Fiscal Officer; Road Superintendent Doug Hintz; and Will Duvall, Fire Chief. Hart asked that all cell phones be muted along with all fire radios except the Chief and Road Superintendent.

Visitors

Dick Kilbarger, Chad Ashbaugh, Tracy Shahan, Craig Dennis, Jimmie Betler, Bob Suer, Lisa Burnworth, Earl Lehman, Pete Hines, Jeff Lurndahl, Doug Burnworth, Mary Hoffman, Laurie Withem, Barb & Charlie Hockman, and Dan Rutherford.

Agenda

The floor was given to Jim Betler: He wanted to know who gave Hide-A-Way Hills permission to remove the dirt that the Township placed on the road right-of-way on Durbin Run Road. He contacted Bill to report the incident and sent a Complaint form to the Township. Bill stated that Jim came into the office on Bill's Saturday duty and reported the incident. Jim felt that the dirt belonged to the Township and this was theft of property. Bill asked Jim why he didn't contact the Sheriff with Jim responding that the reason he contacted the Township instead of the Sheriff was because he didn't know if the Township had authorized the removal. Since it was a theft of Township property the Township should contact the Sheriff. Bill stated that he spoke with a Sheriff Deputy off the record who informed him that if Bill would contact the Sheriff department about the incident they would laugh at him. Dave told Jim that Hide-A-Way Hills called him and told Jim that he did not appreciate him accusing Dave of taking the dirt. Mr. Betler informed Dave he had no idea where Dave came up with that inaccurate statement. Hart stated that Jim has been cutting weeds and removing snow from this area so the children can safely get on the school bus. Bill pointed out that Durbin Run was part of the chip/seal so it should have a good seal on it now. Connie thanked Jim for his volunteer efforts to help the children.

The floor was given to Bob Suer who advised that he had several issues to discuss.

- With regard to Hide-A-Way Hills and the dirt removal, the Township must issue excavation permits and that work should've been stopped without documentation. The Trustees and Road Superintendent are aware of the permits and the proper protocol.
- The Auditor had questioned the Township about the security fence. Why were the fence posts removed and the area unsecured. Also, the insurance company advised the Township not to use private property without proper documentation. Was proper documentation obtained?
- The broom was placed on the brand new dump to clean the roads prior to chip/seal which resulted in large clouds of dust. This is bad on any equipment because that amount of dust clogs the filters. In order to reduce equipment failure, a sprayer was obtained to water the road while using the broom. The Trustees were aware the purpose of the sprayer. Instead the sprayer is buried in a rubble pile with weeds all around.
- Years ago a chip/seal long term rotation plan was put in place. This plan made it possible to have all of the chip/seal roads done in a timely manner which was on file in the road superintendent's office when he retired. The 2017 plan was ten miles of chip/seal and to his knowledge only six miles have been completed. Dave responded they have just been too busy.
- With regard to the job that the crew has done on chip/seal he has received complaints so he examined the work and found that there were ripples with no overlap. The center of the road breaks up first so the crew needs to pay close attention to this problem. The road superintendent is the head of the department and the Trustees need to allow the chain of command to operate as intended.

Hart advised Bob that time allowance is three minutes and if he had additional information he should contact the office to be put on the next meeting's agenda. Bob expressed his desire to be placed on September 20th agenda.

Minutes

The minutes of the August 16th Regular Meeting and 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 upon request at the Fiscal Officer's office and the website www.rushcreektwp.org.

Treasurer's Report

EFT #546-2017 - #574-2017 and Warrants #40820 - #40835 in the amounts of \$106,425.52 were presented to the Trustees for signatures along with the August Bank Reconciliation. Dave made a motion to pay the bills and Bill seconded the motion. This amount included payment to VFP Fire System, the annual property/casualty & bonding policy, and chip/seal materials. Hart stated there was no official approval as required to hire Will Duvall as seasonal help on the Road Department payroll. Dave replied that Doug had \$1,500 in miscellaneous which covered the cost. Hart responded that the amount of money was not the problem, proper protocol was not followed. Bill stated it should be fixed because Will had worked into the current pay period. Hart stated the rules were broken and it would now be up to the Auditor. Roll Call: Hart, no; Dave, aye; Bill, aye.

Appropriation Changes: \$635 from 1000-110-315 to 1000-110-380 and \$150 from 1000-120-323 to 1000-110-380

Purchase Order #23-2017 and #36-2017* were presented for signatures. *after the board meeting of August 16th

ORC 5705.34 requires that the Board pass and file a Resolution Accepting The Rates & Amounts as set by the County Budget Commission as a result of the August 7th Budget Commission Hearing with the County Auditor no later than October 1, 2017. Resolution #2017-10 was presented to the Trustees for signature. Dave moved to adopt Resolution #2017-10 which authorizes the Fairfield County Auditor to apply and collect the levies listed in the resolution on Page 2 and Bill seconded the adoption. Roll Call: Dave, aye; Bill, aye; Hart, aye.

Road Superintendent Hintz presented the Board with a list of expenditures for the next period in the amount of \$1,500.00. Bill made a motion to approve the list of expenditures and Dave seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

Fire Chief Duvall presented the Board with a list of expenditures for the next period in the amount of \$2,300.00. Dave made a motion to approve the list of expenditures and Bill seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

Business

Road Superintendent Doug Hintz reported the following:

- Finished preparing roads scheduled for chip/seal.
- On August 17th a downed tree was removed from Fairview Road at 8:30pm.
- On September 3rd a downed tree was removed from Ireland Road at 12:30pm.
- The bank was cut back on Durbin Run Road at Pleasantview Road.

Hart advised that the bank cut back looks good and the site line is much safer now. Unfortunately, people are using the ditch as part of the road. In order to possibly eliminate the problem, the ditch could be deepened. Dave stated as time allows the bank will be seeded, mulched, and raked.

- 6.5 miles of chip/seal was completed on the following roads: Geneva School, Durbin Run, Pleasantview, Marietta, and Locust Grove.
- There was 1,900 gallon of emulsion left over from the chip/seal project. This will be used to seal some dust mats and a few bad spots around the Township.
- Thomas and Geneva Roads were graded and stoned.
- Potholes were repaired throughout the Township.

Chief Will Duvall reported the following:

- Runs during the last pay period: 17 EMS including 9 transports and 5 fire runs.
- One of the garage doors in the bay was damaged. This door is one of the most used areas. The carrier unit was damaged so Ray Woodside was contacted who estimated repairs at \$300.00. Parts should arrive soon for repairs to be completed.
- The fire house renovation is moving forward. Painting is near completion. The LED lighting has made a big difference improving visibility. Last Tuesday's construction meeting was cancelled due to schedule changes. Bill commented that he checked out the conference room and the lights are an improvement.

Extensive discussion ensued on the fire alarm system for the fire department. Will explained there are two reasons that the fire department is required to have a fire alarm system. Our department is being equipped with sleeping quarters which has changed many of requirements and the second is that a fire department is unmanned during runs. Three quotes were requested from Kelly Architectural Services 1) VFP System; 2) Koorsen Fire & Security; 3) Comunale Fire System. Two quotes were returned. 1) VFP - \$12,000.00; 2) Koorsen \$8,425.00. The Trustees and Fire Chief closely compared both bids and concluded that the only difference is the price, everything else matched apples to apples. Both companies are well known and reputable. Prior to approving the quote Hart asked Will where the finances were being taken from. Connie stated that they will need to sit down and go over all of the money that was needed to complete this project, then an Amended Certificate will be requested. Hart felt there was money in the line item for the purchase and Connie explained that the money in that line item is tied to purchase order(s) for prior approved monies not yet expended to specific vendor(s). There have been changes to the renovation project that will affect the overall cost. In order to get the books in order, specific amounts need presented for the certificate to be approved. If this is a time sensitive matter, then a special meeting will be called with the exact totals presented. The County Auditor is very punctual on providing us with the necessary documents once presented.

Connie reported the following:

- The prosecuting attorney sent a letter advising that the County Land Bank and the Prosecutor's office are exploring a pilot program for the land bank to provide financial and logistical assistance to the townships for demolition of condemned structures. An informational meeting is scheduled at 7:00pm on September 20th in the Commissioner's Hearing Office. The Trustees advised that the criteria for this program are very stringent. Dave stated that the program is geared for suburban and/or rural communities. Hart agreed to contact the prosecuting attorney to see if the rules have changed.
- A Citizen's Complaint form was received in the mail and placed in the Trustees folder on August 30th. Mr. Betler from Durbin Run Road reported a theft of township property by Hide-A-Way Hills on August 23rd. The theft was a pile of soil on the Township's right-of-way.
- It is Rushcreek Township's turn to host the next Fairfield County OTA meeting which is a rotation every four years. It was Connie's opinion that she and the Trustees should split the cost of the event instead of passing it onto our local taxpayers. Hart indicated that he would support the idea. Bill stated that he once cooked a pig for this event however due to a prior commitment he would be unable to attend and would not share the cost. Dave stated he also was unable to attend and indicated that he would not share the cost. Bill asked how other townships across the county handled the financial end of hosting the event with Connie responding that she didn't know but again felt this cost, approximately \$300.00, should not be the taxpayer's responsibility.
- The September Grassroots Clippings was distributed.
- On August 31st a call was received from the independent auditing firm requesting an extension. This company has had the townships books since the first of the year. At the first of June they requested an extension and since Connie's husband had just passed, the extension was granted. Connie advised the company that there would be no extension granted since they have had plenty of time to handle the audit.
- Several months ago, paperwork was submitted to the Ohio Department of Taxation for an exemption on the property located at 127 Mulberry Street. On August 25th the Ohio Department

of Taxation sent a notice approving the exemption beginning tax year 2017. Connie reminded the Trustees that they still have not handled the cemetery property and that still needs taken care of.

- Under guidance of the Prosecuting Attorney, Hart sent another letter to OPEC advising that Rushcreek Township has discontinued its funding plan prior to August 31st deadline. They were to return any outstanding monies. We have received papers along with a check in the amount of \$1,749.99. Connie advised the Trustees that sometimes when an insurance company provides a check and it is cashed this could be considered settled. Since this matter involves litigation she is not going to cash the check and take the information to the Prosecuting Attorney for his guidance.
- Two employees were not given the correct rate of pay during this past pay period. Both employees and their supervisor was contacted with correction being initiated.
- Department supervisors and the Trustees were reminded that the finances need reviewed with the fiscal officer so necessary paperwork can be processed in order to finish out the year.
- On December 28, 2017 the fence permit that the Village of Bremen provided the Township will expire. The fence must be completed by that date. Dave responded he would take care of getting an extension on the fence permit the following day and wanted it documented in the minutes. Connie said she was disturbed about the comments Bob made earlier during this meeting about the Township yard being unsecured. Each of the Trustees asked her to prepare a letter to the Auditor explaining actions that the Township has taken to secure the property. Dave specifically had stated that posts were placed and he moved piles of dirt until the fence was placed. She and each Trustee signed that document and why would they unsecure it putting us all in this position. Bill responded that they needed the room in the back for the chip/seal project. Dave said it is now secure. Hart called point of order.

Charlie Hockman attended the September 5th Regional Planning Commission meeting. There was no business pertaining to Rushcreek Township.

Trustee Reports

Dave – Reviewed Road and Fire payroll. Worked with the road crew on chip/seal project. Held the monthly safety meeting on August 25th.

Bill – One zoning permit was issued since the last meeting to Thurn Daugherty, 8871 Sacred Heart Rd., replacing deck. Bill stated he is working on getting the multiple open positions with the zoning department filled. Hart reminded him that there is proper protocol that must be followed such as advertising the positions again since there has been such a lapse in time. A stop work order was issued to Leslie Keys on a double wide that was moving to 715 Zion Road. The zoning inspector spoke with Mr. Keys and his son-in-law and advised them that the home could not be placed there. Bill stated he called the Health Board on a follow-up and was advised that the Health Department will be filing charges. Bill continued with more specific details and Hart stopped him to advise that these may infringe on confidentiality. Checked payroll. With the anniversary of September 11th soon, Bill encouraged everyone to give thought and respect to the date. Bill complimented Doug, the road crew, and Dave on a great job with the chip/seal application.

Hart – As previously reported, a letter was sent to OPEC confirming we are no longer in the consortium. The next Fairfield County OTA meeting will be September 16th beginning at 4:30pm. Since Rushcreek Township's fire department project is not complete the meeting has been scheduled at the Agriculture Center in Lancaster. The speaker will discuss Force Account and CAUV. All members are invited and we are extending the invitation to candidates who are running for Trustee during the November election. This is an opportunity to meet the Trustees and see how other townships in Fairfield County operate. State and County elected officials are also invited. The Ohio Township Association supports education and has a scholarship program in the amount of \$500.00 per person. There has been money awarded to individuals in our area and should anyone wish additional information please get a hold of him and he will provide the necessary paperwork.

Dave thanked the following people for the use of their property during chip/seal: Rick Clark, Pete Hines, Charlie & Barb Hockman, Dick Kilbarger and Neil Boch.

Meeting Adjourned: 8:25pm