

RUSHCREEK TOWNSHIP TRUSTEES
BOARD MEETING
11/02/2016

Hart Van Horn, Chairman called the Rushcreek Township Trustees Board meeting to order at 7:10pm leading with the Pledge of Allegiance. 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's.

Visitors

Lisa Burnworth, Barb Hockman, Mary Hoffman, Chad Ashbaugh, Mary Foltz, Ray Stemen, Joe Jasper, Marie Jasper, Tracy Shahan, Earl Lehman.

Work Session

The following notice was sent to the Eagle Gazette and placed on the website on October 20th: *Rushcreek Township Trustees will hold a Work Session on Wednesday, October 26th at 8am. The meeting will be held at the firehouse, 203 Marietta Street, Bremen, OH. Purpose of the meeting is to review the architect plans and prepare proposed drafts of the project phases.*

The following people were in attendance at the Work Session on October 26th at 8:05am: Hart Van Horn, Bill Myers, Dave Myers, Connie Moyer, Will Duvall, Pat Kelly, and Keith Shuttleworth. After reviewing the plans, Pat was advised that the name on the project should read Rushcreek Township - Bremen-Rushcreek Fire Department. Pat explained the bid process. He will provide the legal ad for advertising the bid along with placing on several internet sites including the Dodge Report. The bid packet will take approximately two weeks to prepare. One day will be set aside for contractors who wish to bid to do a site inspection. Connie expressed her concern to have the proper paperwork filed with prevailing wages in a job such as this. Pat advised the Board that there were a couple of options available. The General Contractor could be responsible for overseeing the project or a Project Manager could be responsible. The Board can have the project bid both ways with a decision being made at a later date. Discussion was held on salvaged vs disposal of exiting items (fixtures, framing, devices, etc.). The Trustees were instructed to make a list of the items they wished to be salvaged. Discussion was held on the source of electricity whether we wished it to remain "as is" or change to the available three-phase. The Board will need to contact AEP at 1-800-672-2231 and asked for a consultation with an engineer to aid in that decision.

Pat Kelly performed a brief inspection of the site, remarked on logistical arrangements and noted any changes that may be needed for the plan. An outdoor staging and secure area was discussed with notes made as to what individual contractors would be responsible for. There may still be a need for temporary fencing to keep the areas secure and restrict access from children and visitors to reduce the safety risk - the construction area will necessarily be "hard hat" only. It was suggested that individual contractors also be made responsible for their respective demolition areas. It was suggested fire personnel will need to move parking onto the rear of the 127 lot along with road personnel parking. Parking on Dick Kilbarger's property is being removed.

Scheduling a Special Meeting was discussed with the following notice to be placed on the website and sent to the Eagle Gazette. Rushcreek Township Board of Trustees will hold a Special Meeting (pursuant to ORC 121.22 (F) on Friday, October 28, 2016 at 8:00 a.m. at the Township Hall, 213 Marietta St., Bremen, OH 43107. The purpose of this meeting will be to consider decisions for approval of the startup of the firehouse renovation construction that will include bid package and contractor parameters, and the project management. An Executive Session will follow to consider the appointment and employment of a public employee (pursuant to ORC 121.22 (G)(1). Meeting Adjourned: 10:20am.

Minutes

The minutes of the Regular Meeting on October 19th and the minutes of the Special Meeting on October 28th 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 of the

October 19th Regular Meeting and the October 28th Special Meeting (as corrected). 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 #716-2016 - #758-2016 and Warrants #40478 - #40491 in the amounts of \$22,502.46 along with the October bank reconciliation were presented to the Trustees for signatures. Bill made a motion to pay the bills and Hart seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

Will presented the Trustees with a list of expenditures for the next period in the amount of \$2,250.00. Bill made a motion to approve the list of expenses and Dave seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye. Hart advised he checked into additional lighting as requested by the Chief for the firehouse. The cost is \$150-\$175 for two wall packs. Chief Duvall stated it could be included in his expenditure list. The lights will be placed by the rear entrance door and on the west side of the building.

Bob presented the Trustees with a list of expenditures for the next period in the amount of \$3,800.00. Dave made a motion to approve the list of expenses and Hart seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye. The chip spreader has a transmission problem so it was taken to Black Run Transmission for an estimate. Bob was instructed that if the repairs can be completed under \$1,500 to proceed and if not to advise at the next meeting.

Business

Fire Chief Duvall reported the following:

- Runs reported during the pay period: 19 squad which includes 13 transports and 6 fire.
- Attended and participated in Work Session of October 26th and Special Meeting on October 28th.
- Attended Safety Council meeting on November 1st with Trustee Bill Myers. The subject was fire exits and alarms.
- There was one major house fire in Hide-A-Way Hills with two additional recalls to the same location.
- Reviewed paperwork for the FEMA Grant with the Fiscal Officer. Changes were made and will be submitted to the Grant-writer for submission.

Hart advised after the Special Meeting on October 28th the Prosecuting Attorney responded to Hart's request for guidance on disposal on salvaged items at the firehouse which was turned over to the Chief to compile an inventory list.

Bill stated recently he was at the feed mill and there was a lot of smoke with a potential fire. Bill called the fire department and they brought over the thermal imager to locate the problem and thanked the fire personnel for being prompt and professional. Chief Duvall appreciated the fact that Bill called the department however he stressed the importance to follow procedure and the chain of command. Therefore, do NOT call the department directly, but utilize the 911 system. This is very important because all departments are on notice and if another situation arises coverage is immediately dispatched.

Road Superintendent Robert Suer reported the following:

- Fall mowing was completed November 1st.
- The work is progressing on the chip spreader with the flywheel resurfaced, new clutch and pressure plate installed. The engine is ready to be reinstalled.
- Prep work is being done for the following culvert replacements: Turkey Run Road and Locust Grove Road.
- Prior to winter, patchwork and grading needs preformed on all township roads. However, in order to grade gravel roads, we must wait on rain.
- Dave and Bob met at the County Engineer's office on November 1st with Eric McCrady and Leach Express Pipeline representative. Hauling routes and construction plans were discussed. The sub-contractor of the pipeline is requesting the use of Rutter Hill Road during the 50% weight reduction timeline. They will be transporting heavy equipment and with the most recent major

culvert replacements and chip/seal on Rutter Hill, Bob expressed his concern. Bob has the contact information should a meeting need scheduled with the Trustees.

Connie reported the following:

- The November Grassroots Clippings was distributed to all members.
- Vinton County National Bank sent the new Depository Agreement which all three Trustees and the Fiscal Officer endorsed.
- Connie requested the Trustees go into Executive Session at the end of the meeting under ORC 121.22(G)(1) to consider employment/dismissal of a public employee. She also asked that the Trustees include Robert Suer in the session.
- Levy information was presented. At the County Auditor's recommendation, Township levies were placed as continual levies. Fire Levies are as follows: 11/7/2000 - 2Mil; 11/2/04 - 2Mil; 11/8/05 2Mil; 5/8/07 - .5Mil. Road Levies are as follows: 11/2/04 - 2Mil; 11/7/06 - 2Mil, and 11/06/07 - 2Mil.

Hart asked Connie to prepare a fund balance report from 2004 to present for the next meeting.

Trustee Reports

Dave – Nothing to Report

Bill – Nothing to Report

Hart – Nothing to Report

At 7:47pm, Bill made a motion to enter into Executive Session under ORC 121.22(G)(1) to consider employment/dismissal of a public employee and Hart seconded the motion. Hart invited Robert Suer to the session and stated there would be no further business after Executive Session. Roll Call: Hart, aye; Dave, aye; Bill, aye. Executive Session Ended: 9:07pm.

Meeting Adjourned: 9:09pm.