

RUSHCREEK TOWNSHIP TRUSTEES
BOARD MEETING
12/21/2016

Hart Van Horn, Chairman called the Rushcreek Township Trustees Board meeting to order at 8:01am 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.

Visitors

Chelsey Love, Pat Kelly, John Seifert, Spencer Remoquillo, Matt Berry, Lisa Burnworth, Mary Hoffman, Barb Hockman, Mary Foltz (left after disruption)

Time Change

The following notice was sent to the Eagle Gazette and placed on the website December 14th at 1:30pm: *Rushcreek Township Board of Trustees have changed the time of their regularly scheduled monthly meeting on December 21st from 7pm to 8am. The meeting will be held at the Township office, 213 Marietta Street, Bremen, Ohio.*

Business

The floor was turned over to Pat Kelly from Kelly Architectural Services. Pat advised he had reviewed the firehouse renovation bids that were submitted at the meeting on December 7th. Seifert Construction is the low bidder and provided best proposal on the entire project therefore Mr. Kelly recommended awarding the complete project to Seifert Construction since he is the lowest and best bidder. The complete project award is \$376,439.00. There were alternate bids for additional lighting \$12,600 and generator \$40,500 however Mr. Kelly suggested that the Trustees wait until the completion of the project is near due to unforeseen problems that may affect final cost. Usually there is a 10% contingency added into a project which is for those unforeseen problems. Example: Since the firehouse once housed a garage that sold fuel, there is a possibility of underground tanks that might need removed. It was Mr. Kelly's recommendation to add \$40,000 contingency to the project.

Chief Duvall advised the public that in 2011 the Trustees established a Capital Improvement Fund to build a new firehouse. The fund was established to set aside one million dollars and then ask the taxpayers for the difference (estimated at over two million dollars). Several contractors and Kelly Architectural Services evaluated the existing building and it was found to be structurally sound, thus renovation is considered a substantial saving to taxpayers compared to a new build. In comparison, the cost of this renovation is roughly the price of a new pump truck. Fairfield County Budget Commission approved the 2017 budget which included this project.

Bill asked about furnishings and was advised it was a separate issue and will be handled at a later date.

Based upon Kelly Architectural Services recommendation, Bill made a motion to accept Seifert Construction's bid and enter into contract with Seifert Construction for the renovation of the firehouse in the amount of \$376,439.00 with a start date of January 4, 2017. Hart seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye.

Mr. Kelly advised he will prepare the contract and have ready for signing at the January 4, 2017 Rushcreek Township Board of Trustee meeting.

Connie stated she has been in contact with the State Auditor, Local Government Services Division on handling the transfer of funds. Since the Capital Improvement Fund was established for this project, in order to keep better tracking, the Trustees will need to transfer the proper dollar amount from the Fire Fund to the Capital Improvement Fund with submission to the Fairfield County Auditor for an Amended Certificate.

Bill made a motion to transfer \$196,739.00 from the Fire Fund (Fund #2191) to the Capital Improvement Fund (Fund #4902) and Dave seconded the motion. Discussion followed. Hart asked about providing for a contingency. A recommendation was entertained from Pat Kelly to add a \$40,000 contingency amount.

Bill made a motion to amend the main motion to add \$40,000 to the transfer for a total of \$236,739.00. Hart seconded the motion. Brief discussion followed to confirm the calculations. Roll Call: Hart, aye; Dave, aye; Bill, aye.

The main (amended) motion was brought back to the floor to read, "Motion to transfer \$236,739 (including \$40,000 contingency) to be transferred from the Fire Fund (Fund #2191) to the Capital Improvement Fund (Fund #4902). No further discussion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

Minutes

The minutes of the December 7th Regular Meeting along with the minutes of the Special Meeting on December 13th were presented to the Trustees for approval. Dave 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.

Treasurer's Report

EFT #829-2016 – #867-2016 and Warrants #40522 - #40542 in the amounts of \$25,431.23 were presented to the Trustees for signatures. Hart asked for an explanation on why one individual was paid more than the others for the zoning meetings. Connie responded that the Chairperson receives \$5.00 extra per meeting. Dave made a motion to pay the bills and Bill seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

Robert advised the Trustees there would be no expenditures except for emergencies.

Will advised Engine 541 was taken to Fleetmaster's and was told the heater core would not be available until January, however he received a call this week and the parts are now available with the vehicle scheduled to go into the shop on Thursday of this week. The estimated cost should not exceed \$3,000.00. This amount was approved in a prior expenditure request. To be clear, the vehicle is in service at this time. Finances were examined and there is enough in the line item. Bill made a motion to approve the vehicle repairs to Engine 541 up to \$3,000.00* and Dave seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

Business

Chief Will Duvall reported the following:

- Runs reported during the pay period: 16 squad which included 15 transports and 2 fire runs.
- Kristen Krile has scheduled a meeting with our medical director Dr. Zebe and his assistant on January 10th at 5:00pm at the Township. The purpose of the meeting is to go over the MEC contract for the protocol and software. The Trustees will attend.
- Five of the firefighters helped Bremen food bank loading supplies for the Christmas baskets.
- As previously reported the tires on Medic 541 were replaced at Bob Summerel in Reynoldsburg.
- Continue working on preparation of firehouse renovation and removal of equipment. The older fiberglass chairs have been used by the Rushcreek Feed Mill many times over the years so Will would like to donate them to the Feed Mill with some of the older furniture being donated to Habitat for Humanity. An opinion was rendered from the Fairfield County Prosecutor's office advising that an inventory list be made with a value of \$2,500 threshold. Chief Duvall was instructed to follow counsel's advice.

Road Superintendent Robert Suer reported the following:

- During the past pay period trees and brush were removed from several road sites due to storms.
- Due to winter storms, the roads were plowed once and treated three times which included the weekend.

- Prior to cold weather arriving, several additional roads were graded and stoned.
- Merry Christmas was extended to all.

Connie reported the following:

- The December 2016 Grassroots Clippings was distributed.
- Requested an End of Year meeting.

Trustee Reports

Dave – Helped with payroll. Spoke with Tom Belcher with regards to the Superintendent's position. Continued with site preparation on the 127 Mulberry Street property.

Bill – The following zoning permit was issued: Jadon Hershberger – 6932 Pleasantview Rd. – New Home. Two Variance Hearings were held: Jadon Hershberger, shorter set-back approved; and Michael Greenlee; tiny house with variance tabled until applicant presents additional information.

Hart – During the OTA banquet Heidi Fought, Director of Governmental Affairs with the Ohio Township Association provided an update on several legislative items. One in particular was in regards to Senate Bill 27. This bill provides a firefighter who is disabled as a result of cancer under *certain circumstances* is presumed for purposes of the laws governing workers' compensation and the Ohio Police and Fire Pension Fund to have incurred the cancer while performing official duties as a firefighter. Each member present was encouraged to make sure that their fire departments were properly cleaning their PPE and up-to-date gear was being purchased. Since the meeting, Hart spoke with legal council to research several items that Heidi reported including: Concealed Carry on Township property, and marijuana resolutions. Legal Council will respond at a later date.

Chief Duvall advised that the protocol for cleaning the turn-out gear was policy under the SOP'S (Standard Operating Procedure). As far as Personal Protection Equipment, nine units were purchased earlier and it is his intentions to meet that expectation. Everything is currently in compliance.

The following meeting dates were established:

- 12/31/16 @ 8am – End of the Year
- 1/5/17 @ 8am – Walk through of firehouse with Contractor
- 1/10/17 @ 5pm – Special meeting to cover the MEC contract.

A records request was made by Mary Hoffman.

Several inquires have been made with regard to the Road Superintendent position with one resume submitted. The mailbox was checked and since the meeting was held at 8am the mail had not been received by the post office. The Trustees had set the hire date to be January 1, 2017 so that Mr. Suer would have an opportunity to train the new hire. Since the mail had not been delivered, the Trustees decided to extend the mail to December 22nd with an interview scheduled. At 9:27am Bill made a motion to enter Executive Session under ORC 121.22(G)(1) consider employment of a public employee and Dave seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye. Bob was invited to attend. Hart informed the public that the Trustees would come out of Executive Session to set an interview date. Executive Session Ended: 10:01am. Open Session Began: 10:02am

A Special Meeting was tentatively scheduled for December 27th @ 5pm to meet with applicant(s) for the position of Road Superintendent. The Board will immediately go into Executive Session with the applicant(s) according to ORC 121.22(G)(1).

*Chief Duvall returned and reported that he heard back from Fleetmaster's about the previously discussed repair on Engine 541. It would be well below the \$3,000 approved and was expected to be about \$1,500.

Meeting Adjourned: 10:04am.