

RUSHCREEK TOWNSHIP TRUSTEES  
BOARD MEETING  
12/16/15

Bill Myers, Chairman called the Rushcreek Township Trustees Board meeting to order at 7:05pm leading with the Pledge of Allegiance. Those in attendance in addition to Bill were: Dave Myers, Trustee; Hart Van Horn, Trustee; Connie Moyer, Fiscal Officer; Richard Campbell, Zoning Inspector; Bob Suer, Road Superintendent; and Will Duvall, Fire Chief. Bill asked that all cell phones be muted along with all fire radios except the Chief and Road Superintendent.

Visitors

Jim Van Horn, Tracy Shahan

Minutes

The minutes of the December 5th meeting were presented to the Trustees for approval. Hart 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. Bill reminded everyone that the minutes are available upon request at the Fiscal Officer's office and the township website [www.rushcreektwp.org](http://www.rushcreektwp.org).

Treasurer's Report

The invoice for the Bond insurance from Burnham & Flowers for the Fiscal Officer term 04/01/16-04/01/20 in the amount of \$913.00 was received. Since the funds are available the following Appropriation Change resulted: \$56.98 from 1000-110-230 to 1000-110-380

Purchase Order #21-2015 was presented for signatures. This is the purchase order to Balestra Harr & Scherer for the 2013-2014 Audit. The original purchase order was to the State of Ohio done on January 5<sup>th</sup> however since the audit was done as an independent firm contracted by the State Auditor's office, the original purchase order #1-2015 was reduced and a Then & Now purchase order was done.

Purchase Order #22-2015 was presented for signatures.

EFT #753-2015 - #789-2015 and Warrants #40130 - #40144 in the amounts of \$46,495.30 were presented to the Trustees for signatures. Dave made a motion to pay the bills and Hart seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

Old Business

The following notice was placed on the website and sent to the newspaper. *Rushcreek Township Trustees will hold a work session on Monday, December 14th at 8am. The meeting will be held at the Township office, 213 Marietta Street. The purpose of the meeting is to discuss a complaint about fence problems on County Line Road.* At 8:01am the Trustees, Fiscal Officer, Road Superintendent, and Zoning Inspector, Sierra Johnson, and Beth Beem-Johnson-Journey met on December 14<sup>th</sup>. The Trustees reviewed written reports from Trustee Dave Myers, Road Superintendent Bob Suer, and Zoning Inspector Richard Campbell. Miss Johnson was advised that the work session is to gather information and a decision will be made at the next Township meeting which will be held December 16<sup>th</sup> at 7:00 pm. Miss Johnson claims that she was given wrong information on the fence placement from the zoning inspector and wants compensated for moving it to comply with county regulations. She presented her timeline of the details of what took place including a telephone recording from the zoning inspector. Reports from Township Trustee Dave Myers and employees involved, plus code language, conflict with Ms. Johnson's claims. Open discussion was shared to review the claims and information presented. Hart asked if she had a complaint against an employee or elected official. There being none, the Trustees advised that a decision will be made and announced at the December 16<sup>th</sup> meeting. Miss Johnson stated she is working and will be unable to attend therefore, Richard was directed to contact her directly afterward with the decision.

Bill reported that no information or evidence was provided during the work session that revealed Ms. Johnson was given incorrect information by a Township Trustee or employee on the proper placement of a fence along an easement. Bill moved to consider compensating Ms. Johnson for the cost of moving her fence to comply with the County codes. Hart seconded the motion. Roll Call: Hart, Nay; Dave, Nay; Bill, Nay. Motion Failed.

Bill questioned Richard on the zoning permit since the application included a deck. Richard responded that he

has inspected the relocated fence and found it to be in the correct location. Hart questioned if the owner had complied with other criteria, as in a written sketch/plan for the deck construction. Richard affirmed that she did. Therefore, he will now release the zoning permit which will approve the deck.

#### Business

Chief Will Duvall reported the following:

- After meeting with Trustee Van Horn on several occasions recommendations for wage increases has been completed. Hart recommended to increase the fire department employee's hourly wages by \$1.00 for the 2016 year. Also, it was further recommended that Officers in the department receive an additional .50 cents per hour above the \$1.00 per hour increase.

Hart stated that he has been working on the wage budget since June and the Trustees did not make any reference to specific time frame for implementing the pay raise. He believed that the current compensation scale needed to be re-evaluated. It was noted that the last formal wage review and changes to the fire department pay plan was in 2009. He continued that Rushcreek Township should be aware that since we operate a part-time paid staff that our employees use Rushcreek Township as a stepping stone in progressing through career path(s) and we should recognize the need to stay competitive and attractive to quality personnel. It is also important that our department is compensated to receive a fair trade and value. Discussion then ensued on the compensation differential on the position of the Assistant Fire Chief. The current position also includes the responsibilities of an EMS Coordinator. However after evaluating the situation, it was found that the Assistant EMS Coordinator, who is not an officer, is doing the much of the work. This is with no pay differential and mostly during regular shift hours. Hart stated that information gathered now poses an entire new logistic to the decision. The Trustees decided to revisit the wage decision at the January 6<sup>th</sup> meeting.

Since this is the last meeting of the year no expenses will be made except on an **emergency** basis with pre-approval. Runs reported during the pay period: 15 squad which includes 12 transports and 4 fire.

Road Superintendent Bob Suer reported the following:

- Road crew is still working on hand patching holes and applying stone to several roads. As time allows brush is being cut & chipped.
- An estimate for \$400.00 was obtained from Muffler Man for the complete exhaust system on the 1984 Chevy Truck. Tire prices will not be obtained until the Trustees decide whether we are keeping/repairing or replacing. However it was estimated two tires would cost approximately \$400.00.
- The bucket truck has a problem starting. Fleetmaster did a site inspection and determined it needs a relay and electrical switches. A computer check will then be completed to see if there are any additional problems.
- Two estimates, \$350.00 & \$550.00 have been obtained for the large tree stump removal on Durbin Run Road. The bid for \$550.00 did not include clean-up. There is one more estimate coming.
- Twenty-three trips to Columbus was made this year to obtain 4,600 gallon of emulsion at \$1.80 per gallon for the Durapatcher. Based on the figures, Bob recommended we continue traveling to Columbus instead of purchasing either a portable or stationary tank. The Trustees did have a concern that this was an expensive piece of equipment driving to Columbus as there is an increased risk of interrupting operations if the equipment was ever damaged in transit.
- The Spray License class scheduled on March 1, 2016 is for re-certification only therefore a check was issued in the amount of \$295.00 which covers two employees for the license and class. The third employee must complete a different class which will be presented at a later date.
- Richard will be on vacation December 23<sup>rd</sup> & 24<sup>th</sup>.
- There is a ramp on Trails End Road that is in the Right-of-Way. Bob spoke with the landowner who stated someone was out and took measurements however he has heard nothing further. Both Bill and Hart reported that they had done a site inspection. It was decided that Bob and Bill will meet on Thursday at 7:30am and visit the landowner. They will measure the ramp and provide the landowner with the rules and regulations on the Township Clear Zone Policy. The landowner will also be given a timeline for removal. Bill reported that he spoke with the County Engineer's office who advised that Trails End is not listed in their records. Dave agreed to visit the County to make sure it is being computed as part of our road mileage. Dave will report at the next meeting.

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Zoning Inspector Richard Campbell reported that no permits have been issued since the last meeting. Dave Mohler who serves on Rushcreek Township Board of Zoning Commission term is expiring at the end of 2015. After contacting Mr. Mohler, he has agreed to serve another term. Tim Thomas serves as an Alternate on both the Board of Commission and the Board of Appeals. After contacting Mr. Thomas, he has agreed to remain as an alternate on both Boards. Tony Seesholtz who serves on the Board of Appeals term is expiring at the end of 2015. After contacting Mr. Seesholtz, he declined another appointment. Joel Denny who serves as the Rushcreek Township Representative on the Regional Planning Commission has agreed to continue with that commitment and also agreed to fill the position on the Board of Appeals. Mr. Denny did inform Richard that if there was another person who wished to represent Rushcreek Township on the Regional Planning Commission he would decline the reappointment. The Trustees agreed to take all of the information into consideration and have a decision at a later date. It is necessary to have Resolutions prepared so Connie will be informed ahead of the next meeting in order to prepare for adoption. Hart advised that the ORC describes the regulations on forming these boards. A copy of the law will be submitted to each Trustee and Zoning Inspector.

Connie reported the following:

- Received a check from the County Engineer in the amount of \$4,942.69 for salt that the County purchased from the Township approved at the October 7th board meeting.
- Fairfield County Engineer sent a contract for the use of our salt bin. A contract was signed on October 15, 2014. The Engineer requested the contract be renewed on a continued basis until either party dissolves. Resolution #2015-15 was presented to the board for adoption. Dave made a motion to adopt Resolution #2015-15 and Hart seconded the adoption. Roll Call: Hart, aye; Dave, aye; Bill, aye. Bob reported that the County damaged the concrete pad last year while they were loading salt. They had agreed to repair however that has not been completed. Dave stated he will handle when he is there on the Trails End road mileage situation.
- Discussion was held on when the Trustees wished to end the pay for 2015. Vinton County Bank advised if payroll reached them before 4pm on December 30<sup>th</sup> the transactions would be in 2015. Will stated he felt confident that the personnel would be present for the 31<sup>st</sup>. Hart made a motion to process the December 15<sup>th</sup>-31<sup>st</sup> payroll on December 30<sup>th</sup> and Dave seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye.
- The insurance policy for 2016 budget has been reviewed and approved by the Board. However, OPEC Funding needs addressed. Currently the annual amount is \$10,800 however in order to stay within the projected figures it is recommended that the OPEC Funding be reduced to \$8,400 (\$5,600 family and \$2,800 single). Hart made a motion to change the OPEC Funding to \$5,600 family and \$2,800 single and Dave seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.
- The Volunteer Fire Fighters' Dependents Fund 2016 certificate of annual election of board members was presented to the Trustees for review. After discussion, Dave made a motion to maintain the same members as 2015 and Hart seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye.
- For the past couple of years the Trustees granted permission to hire Kathy Thimmes to help close the books for our Township. This actually gives another fiscal officer the ability to look over the year and make sure everything is in line. Kathy is employed with UAN as a visiting clerk. Hart made a motion to grant permission to hire a Kathy Thimmes at a cost not to exceed \$250.00 and Dave seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye.
- The Fairfield County OTA meeting was held on December 13<sup>th</sup> at the Liberty Center. Heidi Fought from the State OTA was the guest speaker. Topic covered was pay increases for new term elected officials, required training for fiscal officers; House Bill 333 & SB 310 which covers Force Account limits. Trustee Hart Van Horn was elected as the President of the Fairfield County Ohio Township Association for a two year term. Connie Moyer was elected to serve as Secretary/Treasurer. Hart advised that Diane Bosco from Walnut Township has agreed to serve as Vice-President.

As the Trustee in charge of Administration Hart reported the following:

- Hart met with Chad Reed the Coordinator of the Community Action Recycle Program and spoke with Mike Henwood Village Council President. They are moving ahead to start a community recycling program sponsored by Rushcreek Township, with a few stipulations. Specifically, the Village of Bremen must dissolve their recycle program before the Township can contract with Community Action. Therefore, it will take some time before the program will be implemented with the Township. The Village Administrator has contacted the Township wishing to have a location so they can purchase signage to place at their site. The Administrator will be contacted advising they should not do anything until we notify them a contract has been signed.

- Bob & Hart submitted the paperwork for the OTARMA Safety Grant requesting approval for two new barricades.
- On December 15<sup>th</sup> Hart attended the BWC Safety Training that Rushcreek Township was required to attend in order stay in the discounted program.
- A meeting was requested from Senator Balderson to review the proposed Force Account law that will be brought before the Senate. Hart will attend since he was appointed by Senator Balderson to serve on that committee.
- Hart coordinated the updating of exterior holiday decorations (some of which were donated by his wife, Lisa) which were placed by the fire department personnel and the road department personnel. Many of the older decorations were worn so new was purchased.
- When speaking outside a Township meeting Hart reminded the Trustees and employees to be mindful of making public comments. Remember you are speaking to all taxpayers not just the individual who is present.
- Fairfield Union School District has an Outdoor Learning Environment Plan (aka, Land Lab). This includes revitalizing and developing an outdoor learning environment to ensure they meet the ever changing needs of our community of learners. There are several opportunities available both financially and volunteering of one's time. A copy of their brochure is attached to the minutes. Hart encouraged the public to be involved. There could be opportunities of trading services to other agencies available.

Hart advised that we have two separate situations that need addressed in Executive Session. Each session will be handled and then the Board will return to Open Session. The public was invited to go to the fire house and the Trustees will notify them when Executive Session ended. At 8:56 Hart made a motion to enter Executive Session under ORC 121.22(G)(2) to discuss the possibility of purchasing of property and Dave seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

Executive Session Ended: 9:25pm.

At 9:26pm Dave made a motion to enter into Executive Session under ORC 121.22(G)(1) to discuss employee compensation and Hart seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

Executive Session Ended: 9:45pm.

The public was notified that open session began at 9:46pm.

Bill made a motion effective January 16, 2016 the following road personnel hourly wages will be: Robert Suer - \$19.45; Richard Campbell - \$16.80; and David Campbell will remain the same at \$15.00. Dave seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

Meeting Adjourned: 9:49pm