

RUSHCREEK TOWNSHIP TRUSTEES
BOARD MEETING
12/05/15

Bill Myers, Chairman called the Rushcreek Township Trustees Board meeting to order at 3:05pm 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; 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.

Visitor

Ray Stemen, Dave Fox, John Fox, Mary Hoffman

Minutes

The minutes of the November 18th meeting 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; Hart, aye; Bill, abstained. Bill reminded everyone that the minutes are available upon request at the Fiscal Officer's office and the township website www.rushcreektwp.org.

Treasurer's Report

EFT #714-2015 - #752-2015 and Warrants #40110 - #40129 in the amounts of \$56,286.97 along with the November bank reconciliation 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.

Purchase Orders #19-2015, #20-2015, & #42-2015 were presented for signatures.

**Later the following appropriations were changed: \$56.15 from 2192-390-430 to 2192-330-318

Old Business

A work session was held on November 23rd with the following notice posted on the township website and sent to the Eagle Gazette. *Rushcreek Township Trustees will hold a work session at 9am on Monday, November 23rd at the township office, 213 Marietta Street. The purpose of the meeting is to discuss road equipment needs for 2016 budget.*

The Trustees, Fiscal Officer, and Road Superintendent attended the work session to discuss equipment needs for the 2016 budget. Bob Suer presented the Trustees with a packet of options to purchase a tank for emulsion storage. 1,000 gallon portable trailer mounted tank \$32,328; 1,500 gallon standing tank \$28,025. Several used units ranged in price between \$17,500-\$25,000. In reviewing the chip/seal equipment to purchase a used distributor truck \$85,000 with a cost to update our current unit being approximately \$5,000. The one ton 4X4 truck is in need of repairs totally approximately \$2,500 to \$3,500. 2016 Budget had \$75,000 to replace the one ton with a \$30,000 down payment. The Trustees asked Bob to research for a used one ton 4X4 dump/plow with a spreader.

An email citizen's complaint was distributed to the Trustees from Beth Beem. No discussion was held as Hart will send a reply.

Business

Chief Will Duvall reported the following:

- The SCBA bottles have arrived and the payment was processed.
- Employees were fitted for Turnout Gear on November 24th by Howie Kauffman from The Fire House. Billing will be processed during the month of December.

Will presented the Trustees with a list of expenditures for the next period in the amount of \$4,000.00. Hart made a motion to approve the list of expenses and Dave seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye. Runs reported during the pay period: 16 squad which includes 11 transports and 5 fire.

Hart asked if the Medicount reports have been correct and Will replied that on his end the reports have been consistent. Connie commented that on the billing side she has been working closely with the company as there have been problems.

Bill reported that he attended the Safety Meeting and the topic was on BWC rates which premiums have been decreasing. He also advised that the highest risk rate is farming with the largest payment in history being approximately 22 million on a farm claim.

Road Superintendent Bob Suer reported the following:

- Pot holes have been filled on most of the gravel roads along with grading as weather permits.
- Avalon Road is almost completed.
- Estimates to repair the 1984 Chevy 4X4 truck was distributed to the Trustees which does not include tires, exhaust, and alternator. To outsource this work will cost approximately \$2,000.00 and to handle in house parts would run approximately \$400.00. The project would take approximately one week with two men working. The Trustees instructed Bob to take the vehicle to several contractors for further estimates.
- A meeting was held with Giffin Tree Service to obtain an estimate on grinding a large stump along Durbin Run Road. This stump is a road hazard and sets too close to our road. A verbal quote was given at \$250.00 however the written came in at \$350.00. A telephone call was made to the owner to verify the cost. Bob requested permission to outsource the job with the Trustees requesting other bids being obtained. Hart was very clear that although Giffin utilizes our facility for disposing wood chips, that no deals will be made where taxpayer's money is concerned.
- Bob requested verification as to whom the Trustees wished to renew for our spray license. Currently Richard and Bob are certified along with Trustee Dave Myers. Hart advised that the Trustees should never have been certified at the cost of the taxpayers since they are nonessential to the application program. Since a decision had not been made we are now delinquent on the license renewal resulting in the cost going from \$35.00 to \$52.50 per person. On March 1, 2016 a Recertification Conference will be held in Columbus at a cost of \$95.00 per person. Hart stated that he felt that the employees of the Township should be trained to understand best safe use of chemicals even if they did not receive their certification. Therefore, Hart made a motion to approve the expenditure for David Campbell, Richard Campbell, and Bob Suer attend the class on March 1, 2016 at \$95.00 each and to renew Bob Suer and Richard Campbell's license at a cost of \$52.50. Bill seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye. **Appropriation Change made.

Bob presented the Trustees with a list of expenditures for the next period in the amount of \$1,000.00 miscellaneous which does NOT include the above items. Dave made a motion to approve the list of expenses and Hart seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye.

Connie reported the following:

- Attended the UAN State Auditor's class on December 2nd in Columbus. The session revealed the need to reevaluate the 2016 budget. This would eliminate the "temporary appropriation budget" so we can adopt a permanent budget. After discussion the Trustees agreed to have a work session on December 19th at 1pm to evaluate the 2016 budget. Notice will be sent to newspaper and posted on the website.
- The following zoning permits have been issued since the last meeting: Dennis Forgraves, 640 Jerusalem Rd. – garage addition; Matt Hobbs, 11245 McCullough Rd. – new home.
- Rushcreek Township audit by the Ohio Auditor has been released and is now posted on the township website.
- Ohio Bureau of Workers' Compensation sent a letter and advised that we did not qualify for the 2 percent performance bonus (safety council) for the 2014 calendar year due to claims activity.
- Each Trustee & Fiscal Officer received a thank you card from employee Jessica Barnhart-Dryden.
- A note was sent to the County reminding them we have not received a contract for their usage of our salt bin along with an update of the salt purchase.
- We received a bill from our insurance agency in the amount of \$325.00 for an annual COBRA administration fee. Emails were sent questioning this expenditure. If the agency were to administer the service we would indeed pay the bill however since there was no need there would be no payment. A response has not been received.

Bill Myers reported that he spoke with landowner Sierra Johnson concerning a zoning permit problem. Bill requested a Work Session be scheduled which would include the Trustees, landowner, zoning inspector, road superintendent, and any neighbors who may wish to attend. Hart asked if she stated what exactly what she

expected from the Township. Bill responded that she wants the Township to pay to move her fence because the County is requiring her to do so. She claims not told the rules by our zoning inspector or Dave Myers. After discussion, a work session was scheduled at 8am on December 14th. Bill advised he will contact to invite Sierra Johnson and neighbors inviting them to the meetings.

Hart commented that if this is a claim against an employee or elected officials this will be held in Executive Session as required by the Ohio Revised Code.

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

- A written response was sent on the Citizen's Complaint from Ms. Beem/Johnson/Journey. Each item was addressed and she replied that we would not hear from her again.
- A discussion was held with Road Superintendent on the needs of the road department in order to apply for the OTARMA safety grant. Hart made a motion to spend up to \$500.00 in road safety equipment (under small tools and minor equipment) to meet the requirements of the OTARMA grant and Dave seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye. Hart advised he will meet with Bob to complete the required paperwork.
- In response to the Village of Bremen requesting the Township cost share in their recycling program of \$285.00 monthly, Fairfield County Community Action Recycling Program was contacted. This is an available service they provide at no cost with a stipend of up to \$500.00 per year. Other Townships were contacted that were involved with the Community Action program to address the pros and cons. Based upon information received, Hart recommended that we not cost share with the Village of Bremen and proceed with implementing our own program to include both Village and Township residents. All Trustees concurred with the program and decided placement of the trailer being in close proximity of the Fire Department. Hart will proceed with the contractual matters.

Dave reported he contacted Bob regarding an individual starting a bank on Locust Grove Road. Bob responded that he has approved the project with the landowner. Dave further reported that he attended the District Advisory Council representing the Township on meeting November 30th.

It was decided that the 2015 Year End meeting will be held on January 6, 2016 at 6pm.

Dave Myers dismissed himself from the meeting at 4:45 p.m., expecting the meeting to be adjourned. Note: A general member of the board cannot adjourn the business meeting by his own authority.

Since there was still a quorum with the chairperson in place, the meeting continued and other business was addressed.

Hart questioned Chief Duvall about the recent purchase and issue of the general use uniforms for the department and asked if there was need for more before the end of the year. The Chief said their inventory was adequate and no further additions were needed at that time.

Chief and Hart also noted for those present that the "Request For Proposals" to get engineer surveys of the firehouse was being developed.

Payment checks, payroll documents and warrants were reviewed and signed, some of which were questioned for clarity with Connie and Bob gave explanations.

Regional Planning Representative Joel Denny was unable to attend our board meeting due to a prior obligation; however his report is attached at the end of these minutes. Both Hart and Bill reviewed then concurred with the report.

Meeting Adjourned: 4:55pm

FAIRFIELD COUNTY REGIONAL PLANNING COMMISSION REPORT

Rushcreek Township Board of Trustees Meeting: 12/2/15

RPC Meeting: 12/1/15

RPC Representative: Joel Denny

Presentation by Holly Matti & Don Sherman on the Fairfield County Building Department

- The County Commissioners have proposed to incorporate the administrative services of the non-residential building department to the RPC.
- The Building Department personnel will be located in the RPC offices, but will still retain the same phone number and contacts.
- The consolidation will increase the efficiency, communications, and customer service of the Building Department and add at least about \$12,000 to the RPC budget.
- The RPC voted to accept a Memorandum of Understanding with the Fairfield County Board of Commissioners defining the consolidation of the 2 bodies (see RPC agenda for details).

Violet Township Map Amendment

- The owners of a property at the intersection of Basil Western Road and Amanda Northern Road in Violet Township requested for the RPC to recommend to the Violet Township Trustees to change the zoning of their property from M-2 (Limited Manufacturing) to R-1 (Single Family Residential).
- The property used to be R-1, but was changed to an M-2 back around 2007 in preparation to develop that property and the surrounding properties into a subdivision. The family living at this property intended to sell their property to the developer, but the developer never came through with the development and their proposal plan expired in 2009. The property has been lived in since then and has caused it to be used in a non-conforming zoning use.
- The family now wants to sell the property and home, but cannot because no realtor can get it appraised while it has the wrong zoning code.
- The RPC staff recommended to disapprove the zoning change to keep the property and surrounding properties from deviating from the future land use plan the initially made the area M-2. However, there are no known planned intentions to develop the area at this time.
- The RPC voted to approve the staff's disapproval with 3 dissenting votes, which included mine. I voted against the measure because there are R-1 zones close to the property, the Fairfield County Engineer's office approved the rezoning, and it would not be difficult for a developer to buy out the property and rezone it at a later date, while allowing the family to move on from their situation.

2016 Final Budget

- The Final Budget for 2016 for the RPC staff was approved by the RPC. Copies of the budget may be found in the attached agenda.