

RUSHCREEK TOWNSHIP TRUSTEES
BOARD MEETING
02/03/2016

Due to the maximum room capacity being questionable, the meeting was moved to the equipment building. Hart Van Horn, Chairman called the Rushcreek Township Trustees Board meeting to order at 7:01pm 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.

An agenda was distributed to those in attendance.

Visitors

Loren Young, Greenfield Twp. Trustee John Reef, Pete Hines, Chad Ashbaugh, Jeff Lurndahl,Carolynn Lurndahl, Lisa Burnworth, Doug Burnworth, Allison Nethers, Kenny Nethers, Lisa Duvall, Ruth Duvall, Dave Foltz, Mary Foltz, Tracy Shahan, Mary Hoffman and Deputy Busby.

Work Session

The following ad was sent to the website and the Lancaster Eagle Gazette: *Rushcreek Township Trustees will hold a Work Session on February 3rd at 6pm. The session will be held at the Township office, 213 Marietta Street, Bremen. The purpose of the Work Session is to discuss public usage of the fire station.* At 6:00pm the work session began with the following people in attendance: Trustee Hart Van Horn, Trustee Dave Myers, Trustee Bill Myers, Fiscal Officer, Connie Moyer; Fire Chief William Duvall, Road Superintendent Robert Suer, Greenfield Twp. Trustee John Reef, Pete Hines, Chad Ashbaugh, Jeff Lurndahl, Carolynn Lurndahl, and Loren Young.

The Building Rental Contract that was developed by the Bremen-Rushcreek Firefighters' Association, the Rental Contract that was developed by Rushcreek Township Trustees, and a list of available sites within the Township was distributed by Chief Duvall to all those present. Chief Duvall stated that in the past, the Firefighters Association handled the building rental with donations going into the Association fund. However, with the Association dissolving shortly, it has become necessary to re-evaluate the rental procedure. Chief Duvall stated that our employees are now at the department on a 24/7 basis. Private parties are interfering with the operations of the fire department. Many times the renters are coming in early decorating and rearranging the area to meet their needs. Each person present was given an opportunity to voice their opinion. Pete Hines stated he is a fire fighter in Columbus and when they are on duty the department then becomes their house. While working at Bremen he witnessed renters utilizing the department and it was disruptive mainly because there is no separation between the community room and the living quarters. Jeff Lurndahl expressed his concern about maintaining the small town community support and unity between the department and the taxpayers. John Reef stated that Greenfield Township's Community room at the Fire Department is open to the community. However, there is a lock down area for equipment and fire personnel. Donations that are received go directly into the Fire Fund. Connie Moyer spoke on behalf of the Chamber of Commerce. For many years, the Chamber held "Santa at the Fire House". There were over 200 children who visited for a couple hours, with the equipment being an attraction to children, little hands were busy which put the fire fighters at a risk. Robert Suer reported he served on the department for 23 years, was President of the Association for 8 years and handled building rental during that time. It was such a problem back then that he requested the Chief discontinue. Bill Myers stated he has spoken with several employees while they were on duty whose main concern is shower usage. Many times after runs there is an immediate need for a shower and with the general public using the facility as a rental this presents a problem. Dave advised that he is in agreement with everyone in the room. Hart stated that when the Township Trustees entered into a contract with the Chief, this named him as the facilities manager. Chief Duvall has the authority to limit rentals at the firehouse. The Trustees are currently working on renovating the firehouse and are in the process of obtaining bids from architects. Although it would be a very good idea to include a community room set apart from the living area, levy language governs the spending. The Trustees will consider all options at that time and decisions will be based on future use. In the meantime, the Chief

was directed to continue as the “facilities manager”, however the Township contract must be used as it is the official document. Mr. Young commented that he was pleased with the process of how the matter was being handled. Work Session concluded at 6:45pm.

Minutes

The minutes of the January 20th meeting 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. 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

EFTS#44-2016-88-2016 and Warrants #40171 – #40187 in the amounts of \$48,365.39 along with the January 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.

Department Reports

Fire Chief Duvall reported the following:

- Runs reported during the pay period: 23 squad which includes 12 transports and 3 fire.
- Attended the Fairfield County Fire Chief’s meeting at Greenfield Township on January 27th.
- Due to a fire, was unable to attend the safety meeting with Trustee Bill Myers on February 2nd.
- After reviewing the finances, Chief Duvall recommended that we proceed with the tornado siren purchase as a priority. Once the architect bids on the firehouse renovation have been received, we can ask for an amended certificate to include both the architect’s cost and the cascade system.

Road Superintendent Robert Suer reported the following:

- The 50% weight reduction signs were placed on the appropriate roads on January 27th ahead of the February 2nd date allowing the public a couple days notification of the reduction.
- The snow event on January 23rd went very well. The roads were plowed and treated in a timely manner.
- The 1984 Chevy had the new exhaust installed by Muffler Man with the road crew installing two new front tires. The vehicle is now at Fleetmaster having mechanical repairs. All repairs are staying within the budgeted amounts.
- The crew is cutting trees and brush on several roads.
- As weather permits, the crew will start filling pot holes with cold mix.

Connie reported the following:

- One zoning permit has been issued since the last meeting to Claude Elkins, 1538 Old Rushville Road for an accessory building.
- An anonymous zoning complaint was received and distributed to Trustees and Zoning Inspector. Bill Myers questioned the process of complaints. Connie responded that when she receives it is her responsibility to distribute the complaints to the Trustees and it is up to the Trustees on how to proceed.
- Fairfield County Commissioners passed Resolution # 2016-01.12.mm which places the weight reductions on the roads that Rushcreek Township Resolution #2016-03 outlines.
- The fire department received a donation in the amount of \$600.00. A thank you note was prepared for signatures from the Fire Chief & Trustees. In response to Bill Myers questions, Chief Duvall stated that this money was from an annual event, Tour of Homes at Hide-A-Way Hills. This has been donated to the Association in the past however with the Association dissolving, it was agreed to have the money placed in the Fire Fund.
- The 4th quarter 2015 Financials from the Association was distributed to the Trustees and placed on the website.
- The OTARMA Safety Grant in the amount of \$500 was approved. Two safety barricades were ordered and received. The invoice was for \$553.35 which included \$73.35 shipping and handling. Wendy French from Burnham & Flowers (administrators of the grant) was contacted to

make sure shipping and handling is considered a reimbursable expense since this is not permitted on several grants. Wendy expressed her appreciation that we were conscientious of the grant rules however this particular grant allows shipping costs to be included.

- Bureau of Workers Compensation has changed reporting for public entities. Filing of the proper documents was completed online and payment was made in the amount of \$3,790.53 which is the first half payment. This is a learning process for all public entities for the first year.

Public Comments

Chairman Van Horn turned the floor over to Lisa Burnworth - Lisa advised that she has been in attendance of several meetings and has reviewed the budget of the Township which has been progressively increasing. It is her understanding that the Fiscal Officer position is a part-time position however the responsibilities seem to be far more. She encouraged the Trustees to consider hiring a part-time employee to assist the Fiscal Officer with a job description included in the position.

Chairman Van Horn turned the floor over to Pete Hines - Pete Hines advised that he has observed bank and dirt work being done on Locust Grove Road by a landowner. He felt that a silt fence may be needed in order to control wash issues. Also he questioned where the liability would fall either with the Township or the landowner. Pete continued that he rents a field off of Locust Grove at the intersection of Avalon where the Township has removed trees and stumps. This has resulted in a rough area and he requested permission to cut the bank.

Hart responded that liability is actually case to case basis however it always ends up as the Township's responsibility in the right-of-way. Bob stated he evaluates the Locust Grove project twice a week and with the weather turning bad the project is on hold. Any road or right of way work needs to be discussed with the Road Superintendent first.

A citizen questioned what the administrative procedures are to being on the agenda. Hart responded that they are on the website and in order to be on the agenda the subject must be germane to the agenda and topics can be presented in correspondence.

New Business

Will presented the Trustees with a list of expenditures for the next period in the amount of \$7,750.00 which includes the purchase of the tornado siren. Dave made a motion to approve the list of expenses and Bill seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye.

Bob presented the Trustees with a list of expenditures for the next period in the amount of \$1,100.00. Bill made a motion to approve the list of expenses and Dave seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye. Included in his request was 5 ton of cold mix. Currently there are three locations; \$90.00 at Asphalt Materials, \$135.00 Lancaster Sand & Gravel, and \$95.00 at Cochran. When purchasing emulsion and cold mix it is convenient to go to Asphalt however for just cold mix it is more economical to go to Cochran.

Trustee Reports

Bill reported that he attended the Safety Meeting at the Eagles. Claypool Electric was the speaker who demonstrated the dangers of 120 volts. Fairfield County Engineer's office has a bucket truck safety course scheduled for March 4th that our employees are invited to attend. Bill encouraged our employees along with the Trustees to place it on their calendars and estimated the course to take approximately one hour. Hart asked Bill if he attended the Regional Planning Commission meeting on Tuesday evening. Bill responded that he had not and has not had the opportunity to discuss the matter with the Zoning Inspector. On January 26th the Board of Zoning Appeals held a conditional use hearing for Jonathan Music which passed. On January 28th the Board of Zoning Appeals held a conditional use permit hearing for Harvest Adventures which passed. Bill complimented Dave Foltz for handling the hearings in a professional manner.

Dave reported Friday afternoon he worked with the crew on Rutter Hill Road trimming brush. He was pleased with how the crew handled the last snow event, however he had a couple citizen's complaints.

Bob asked where the citizen's complaint forms were. Dave responded they were telephone conversations. A debate ensued on making sure the forms are submitted. Hart asked the two to handle the matter outside of session.

Dave advised a note had been passed to him. It was his understanding that the Board would give 3 minutes to citizens for their comments limiting to a total of 15 minutes and wondered why this was not being followed. Hart responded that he had contacted each party that had requested to be placed on the agenda. If the subject matter was germane to the agenda then they were placed on the agenda. Bill asked how this could be changed and Hart responded that is his responsibility to investigate and Bill affirmed.

As the Trustee over Administration, Hart reported the following:

- The recycling program has been approved. Commission Kiger had advised during a Chamber meeting that the commissioners have approved new equipment purchases. With that said we are not aware just yet of the details.
- There are several contracts that are available for Trustee's review and need signed; Fairfield Medical Center for the Drug Free Program; Medicount; Cobra; and the Ohio Insurance contract.

Meeting Adjourned: 7:38PM.