

RUSHCREEK TOWNSHIP TRUSTEES  
BOARD MEETING  
10/01/2014

Bill Myers, Chairman called the Rushcreek Township Trustees Board meeting to order at 7:00pm 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's.

Visitor

Tracy Shahan, Joe Westenbarger, Ray Stemen

Minutes

The minutes of the September 17th 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. Hart 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.

Treasurer's Report

EFT # 517-2014 – 550-2014 and Warrants # 39655-39672 in the amounts of \$23,598.82 were presented to the Trustees for signatures along with the September bank reconciliation. The bank reconciliation was dated October 1, 2014 instead of September 30<sup>th</sup>. Therefore all warrants issued were dated October 2<sup>nd</sup>. Dave made a motion to pay the bills and Hart seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

The following appropriation changes were approved by the Trustees along with Purchase order #45-2014: \$200.00 from 1000-110-230 to 1000-110-410 Office Supplies

LTAP is holding a workshop on October 2<sup>nd</sup> in Columbus Ohio "Project Estimating Level 2". Since the road department is involved in project estimating Hart contacted Road Superintendent and asked if he wished to attend along with Hart. Dave made a motion to approve Bob & Hart to attend the LTAP course at a cost of \$25.00 per person and Hart seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye.

Business

Chief Will Duvall reported the following:

- At the meeting on September 17<sup>th</sup> the Trustees approved a one-time only waiving SOP100.09 and 101.01 to allow a promotion to fill the Captain position. Todd Beery was appointed by the Chief to be promoted to the position of Captain. Chief Duvall stated that Todd has fulfilled all of the duties and requirements of this position and more. He is an example of a professional fire officer and a dedicated member of the department. After discussion, Hart made a motion to approve Chief Duvall's promotion of Todd Beery from Lieutenant to Captain and Dave seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.
- On September 6<sup>th</sup> the Bremen-Rushcreek Firefighters Association for the first time participated in Muscular Dystrophy Association "Fill The Boot" fundraiser. \$1,350.00 was raised for this organization by the citizens of our community.
- Driver's abstracts and Employee Handbook paperwork has been returned to the Fiscal Officer.
- Jeff Yeran verbally gave his resignation around September 18<sup>th</sup>.
- Assistant Chief Irwin attended the County Chief's meeting at Greenfield Township on September 24<sup>th</sup>.
- On September 22<sup>nd</sup> Medic 541 went to Horton Emergency Vehicles due to electric problems from possible lightning claim. The vehicle was repaired and placed back in service.
- EMS supply room has been updated and complete.
- The landline telephone system was repaired by Imperial Telephone Service and is functioning. 569-4444 number is now the fax and 569-7992 was disconnected.
- On October 10<sup>th</sup> & 11<sup>th</sup> a training session is scheduled at the Logan Conference Center called Trauma in the Hills. Chief Duvall presented paperwork requesting permission be granted to send Todd & Denise Beery on October 11<sup>th</sup>. Request included cost per person \$40.00 plus mileage. Hart asked Will if sending Denise would assist in his long term goal. Will affirmed and added that an update in training for some individuals will aid in increasing schedule coverage. Dave made a motion to approve the

expenditure to send both Todd & Denise Beery with mileage reimbursement for one vehicle and Hart seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye.

- Discussion held regarding employee authorization for purchasing from the fire department. Chief Duvall recommended to include Assistant Chief Brian Irwin and Captain Todd Beery. Although Captain Beery is new in this position it was explained that he was chosen since Captain Richard Campbell already has purchasing authority through Township Zoning. Hart questioned Connie on how the proper procedure should be followed. It was explained that no one has purchasing authority until approved by the Board of Trustees at each meeting. Anything purchased outside of that authority would be at the individuals own expense. Hart made a motion to approve purchasing authority to include Chief Duvall, Assistant Chief Brian Irwin, and Captain Todd Beery and Dave seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye.

Will presented the Trustees with a list of expenditures for the next period in the amount of \$5,600.00. Bill made a motion to approve the list of expenses and Hart seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye. Runs reported during the pay period: 9 squad and 4 fire. One of those runs include a boat run to Rushcreek Lake at Rushville.

Hart asked Will how the update on squad 2 is coming. To have a small fridge installed will run between \$79 to \$300.00. There appears to have been some lightning damage to squad 2 so information will be forthcoming at the next meeting.

Road Superintendent Bob Suer reported the following:

- The road crew worked on some banks and ditches for four days during this period. Approximately 80% of the work area was seeded and mulched.
- Fall mowing has started. Roads completed: Marietta, Zion, Houck, Shaw, Holiday, Marietta Loop, and Oak Hill. Currently working on West Point and Borah Hill.
- Walnut Township picked up 200 gallons of our used motor oil along with 100 gallons from the fire department which saved disposing. Bill stated there were several citizens in our Township who utilize used oil. Bob informed Bill that he has given it away before to locals however this could open a door for help from Walnut during our chip/seal project.
- Purchasing authority for the road department was discussed. Currently Bob Suer & Richard Campbell are authorized to purchase. Hart made a motion to maintain the current employees Bob Suer and Richard Campbell with purchasing authority and Dave seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye. Dave questioned if he would still be allowed to pick items up for Bob like emulsion and stone. Connie replied that the two subjects were unrelated.

Bob presented the Trustees with a list of expenditures for the next period in the amount of \$1,200.00. 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:

- Richard is attending the County Fire Association meeting at Violet Township with his report as follows: One permit was issued to Jeff Qualls, 20 Logan Thornville Rd. Rushcreek Township Zoning Board of Appeals held a conditional use hearing on September 23<sup>rd</sup> at 7pm. A variance was approved with the following conditions. Hours of Operation no earlier than 5AM Closing no later than 11PM. All lights will be turned off at closing time except building security lights.
- Bob & Connie attended the County OTA meeting on Saturday, September 20<sup>th</sup>. Reservations were made by Trustee Bill Myers who did not attend. Liberty Township utilizes a tire company Firestone in Pickerington Ohio who disposes of tires at no cost along with rims.
- CFLP Solid Waste District mailed the Township a digital copy of an updated solid waste management plan along with a summary of the plan in letter form. In order to make the changes to their plan it must be ratified by townships and municipalities representing 60% of the District's population, including at least three of the four largest municipalities in each county, and three of the county commissioner boards. The Ohio EPA must then review and approve. A sample resolution was distributed to each Trustee along with the summary. Since the plan is 245 pages the Trustees were advised that the cd is available for them to come into the office and use the extra computer to review the plan. This will need completed prior to the October 15th meeting so the resolution can be processed.

- The agenda for Regional Planning Commission was sent for their October 7<sup>th</sup> meeting.
- Insurance reimbursement checks will be done the 2<sup>nd</sup> pay of each month. All employees concerned were notified.
- A sympathy card was prepared for Charles Pritzel on the death of his mother.
- Fairfield County Transportation Improvement District will have a meeting at 9AM on October 23<sup>rd</sup> at the Fairfield County Engineer office. Copy of agenda distributed to the Trustees.
- October 2014 Grassroots Clippings was distributed to all members.
- A check was received from CareSource for EMS billing. The check was processed and a note sent to MBI.
- The Village of Bremen has sent the final amount which concludes the outstanding invoice.
- One of the three "No Dumping" signs for Rush Creek was shown to the group which was a collaboration between Bremen Chamber, Rushcreek Conservancy District, Rushcreek Township, and the Boy Scouts. A photo was passed around of an eagle that was spotted during a creek clean-up. The Boy Scout group has agreed to place the signs in the Young Road area. Permission was requested from the Township to provide posts and bolts for assembly. Bob noted there is adequate hardware on hand. The Trustees advised Bob to provide the group with the posts and hardware necessary to complete this project.
- A third request has been sent to the County Engineer's office requesting reimbursement of money used for culverts replaced in the Township

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

- Hart thanked everyone who wished him well during his recent recovery from surgery. Everything turned out as expected.
- Administrative reviews have and are being conducted in each department and level of operation in the township. Everyone should understand that in order for the township to function properly, there are many administrative functions that must take place daily and need completion in between board meetings. Many of those tasks are done by the Fiscal Officer and her duties can only be executed efficiently with on-going administrative support.
- Past and some existing practices have been lacking and leave the impression that the Trustees and Department Managers drag their feet in seeing actions items through to their completion, which leaves a hardship for some and wasted resources for others. Hart's meetings in the Fire department with the Chief and his staff have been productive and together, they have completed action items that resolved problems or aided in preventing problem, plus helped in improving other aspects of the department.
- It is critical that the Trustees step up and do their part in supporting the administrative functions of the Township. In the next two months, Hart will be approaching the Trustees to conduct work sessions with managers and others to create better plans for next year. Planning needs to be done before December. December is reserved for decision making and should not be expected as a superficial process. The managers and the fiscal officer need this support from the Trustees.
- Contact was made with Heimberger Computer services as an IT service to help assess and repair communications hardware in the FD from the lightning damages. They were also scheduled to do the same in the Township offices. Billing will be identified in a manner that it can be given to PERSO for payment. To date, it has been determined the main printer/copier has circuit board damage and is in process of repair by our regular copier service company.
- The criteria for the State of Ohio EMS Grant for 2013-14 was reviewed. We have found out that the application was not submitted and therefore, we will not be receiving money that was spent in anticipation of this funding.
- Fairfield Union School District is in need of additional support from the Township to provide safe conditions for children while waiting for bus service. They would like us to allow a third pick up at the firehouse each morning at approximately 7:40. This will mean pick up time for the buses will be daily at 6:30, 7:20 and 7:40. In addition, Hart proposed that we review the physical and logistical location to better support the school system in providing safe passage for the children. A consensus of the trustees and Fire Chief agreed to help the school district. Hart will make arrangements with the bus supervisor.
- The computer from the former assistant chief's office has been restored and placed back in service in Captain Beery's office.
- The set-up and transfer of the mobile phone and numbers for the Road Superintendent was a long process, including 3-4 hours in the past two days at the ATT store, on-line, and with Connie's assistance we finally have a new working phone for Bob to use. Hart delivered the phone to Bob just before the start of the meeting.

- With regards to the Hoffman hearing, there have been scheduling conflicts with the other parties counsel, therefore settlement is still in process. Rushcreek Township has been asked to extend the hearing again to its next regular meeting. Hart made a motion to adopt Resolution #2014-18 which extends the Hoffman hearing until the next regularly scheduled meeting on October 15, 2014 and Dave seconded the adoption. Roll Call: Dave, aye; Bill, aye; Hart, aye.

Bill stated he would like to explain why he was unable to attend the Fairfield County OTA meeting on September 20<sup>th</sup>. The well at his home went dry and he had to haul water for his livestock which is his livelihood. By the time the evening came he was worn out. Connie stated the hosting Township incurs costs based on the number of reservations submitted. This has happened before and it is important when reservations are made they are contacted out of courtesy.

Dave reported that he attended the DAC meeting on September 29<sup>th</sup>. The main topic was the new compliance laws with septic systems which will fall under the State policies. New installs will be mandated by State policies and if an older system fails it will be mandated to current compliance. There are 18,000 recorded at the Board of Health Department.

Will asked if it would be a conflict to sell straw from his farm to the Township. Hart responded that it would indeed. However, this and all conflicts of interest with officers and officials of the township must be made public record. He added that such conflicts do not prevent doing business if the situation is justified if competitive pricing and other factors meet ORC requirements, plus they take place within the parameters of the Sunshine Laws. Hart thanked Will for the initiative to ask before attempting to proceed.

Meeting Adjourned: 8:20pm

