

RUSHCREEK TOWNSHIP TRUSTEES
BOARD MEETING
09/03/2014

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, Joel Denny, Joe Westenbarger, Tad Moyer

Agenda

Connie apologized and reported that Tad Moyer had contacted her to be placed on the agenda to discuss a creek clean-up scheduled. The floor was given to Tad who proceeded to discuss a creek clean-up was scheduled for October 18th. He requested the Township dispose of any tires and trash that will be removed from the area. After discussion it was decided the trash should be placed in the fire department trash dumpster. Tires are to be placed behind the Township building and a check is to be made from his organization to Schmetzer Tire for disposal. The Township will transport the tires for disposal. A 5K Run will be held on the same day with the runners who will be using Young Road. Tad also commented on the fence around the Freeland cemetery looks very nice and Bob stated it will be mowed during the fall mowing.

Minutes

The minutes of the August 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. 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 #449-2014 - 484-2014 and Warrants #39616 - 39635 in the amounts of \$59,713.15 were presented to the Trustees for signatures along with the August bank reconciliation. Dave made a motion to pay the bills and Bill seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

Business

Chief Duvall reported the following:

- September 2nd both Will & Bill attended the Safety Meeting which covered employees and social media.
- Life-Pak 15 and Tuff Book (computer tablet for ems billing & reports) are installed on the medic and working with some minor glitches.
- Improvements to the EMS room are being accomplished.
- EMS reports have been forwarded to the billing company, MBI.
- Fire fighter Kemper has received his paramedic certification effective September 1st his pay scale increases to \$11.00 per hour. A copy is needed for the personnel file and must be received before pay increase is granted.
- Chief & Assistant Chief are scheduled to attend the Oil Field Fire & Training class on September 6th & 7th in Wooster. Instead of taking the station car, Will requested reimbursement for fuel to take Brian's personal vehicle. After discussion, Hart made a motion to approve \$254.38 expenditure for Brian & Will to attend the seminar and Bill seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye. Brian was advised to have his gasoline tank filled before leaving at his own expense and then once they returned, permission was granted to top off the tank with the Township supply.
- The following personnel; Alex Vogel, Chris Shaffer, and Ryan Gard are being recognized for being STEMI Champion at the annual EMS appreciation dinner at Fairfield Medical

Center on September 17th. This was accomplished by treating a patient from time of call to time of balloon implant within 90 minutes. A separate acknowledgement will be given to Jordan Irwin & Jessica Dryden for their accomplishment on August 31st.

On September 2nd at approximately 7am a storm came through the Village resulting in a lightning strike at the fire department, township, village water tower and several other businesses. An assessment of the fire department is ongoing however noted so far is: electric components on mini-engine, garage door opener, base radio, tornado siren, surge protector to one computer, copier, and telephone system. The telephone repairman has 4 standby phones and a loaner board hooked up temporarily until details are worked out.

Hart asked Brian why the second squad is not being utilized. Brian responded that the second squad does not have a cooling system for medicine storage. Hart requested a cost report be prepared by the next meeting so the situation could be evaluated. Hart also asked Brian how the billing situation is coming along. Brian responded that reports were successfully submitted to MBI from July 1st to mid-August.

Will presented the Trustees with a list of expenditures for the next period in the amount of \$4,100.00. 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: 14 squad and 8 fire.

Bob reported the following:

- The chip/seal work was completed on Ireland, Graffis, Geneva School, Durbin Run, and Bethel from Marietta to St. Rt. 312. The road crew along with the Trustees performed this project in a timely and efficient fashion. It required everyone working together as a team. Former Trustee Ed Pool also helped by running the rubber tire roller and a thank you note was prepared by the Chairman. All roads were prepared prior to chip/seal by patching, leveling, and sweeping.
- There are two phases to force account paperwork; 1) Estimate 2) Cost Data. Preparing this paperwork is very time consuming requiring hours of figuring before submission for both the Road Superintendent and the Fiscal Officer. All has been completed.
- After the storm of September 2nd the road crew had various debris clean-up.

After discussing the chip/seal project it was decided that the Trustees would be present fifteen minutes prior to the September 17th meeting to review the project and ways for possible improvement. Bob stated he began contacting other Townships and inviting them to stop by the roads to see if they would be interested in participating next year in a collaborated effort.

Bob presented the Trustees with a list of expenditures for the next period in the amount of \$2,325.00. Dave made a motion to approve the list of expenses and Bill seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye.

Connie reported the following:

- One zoning permit was issued since the last meeting to Steve Reynolds, 8245 Bremen Road for fence and storage building.
- Lancaster Public Transit System sent a request, which was distributed to the Trustees, for funding from Rushcreek Township 2015 budget which has been an on-going request since 2011. Any level of support that is given will be matched by the Federal Transit Administration. In 2013 they provided 651 rides in Rushcreek Township at a cost of \$10,090.50; in 2012, 304 rides at a cost of \$5,478.08; and 2011, 223 rides at a cost previously reported \$3,345.00. Since it's inception, the Trustees have all agreed that LPTS needed to find other sources of revenue as Rushcreek Township does not have the extra finances to support another government agency especially since this would require using General Fund monies. LPTS is requesting a written commitment by September 31st indicating our level of support. After discussion, Bill made a motion to send a letter

advising LPTS that Rushcreek Township will not be providing funding and encourage them to continue seeking sources outside of local government. Hart seconded the motion. Roll Call: Hart aye; Dave, aye; Bill, aye.

- The next quarterly OTA meeting is scheduled for September 20th at 6pm. Bloom Township is hosting the meeting at Wagnall's Memorial in Lithopolis. RSVP's are needed.
- The September Grassroots Clippings was distributed to all members.
- ORC 5705.34 requires that the Board pass and file a Resolution Accepting The Rates & Amounts as set by the County Budget Commission, with the County Auditor no later than October 1, 2014. Resolution #2014-15 was presented to the Trustees for signature. Dave moved to adopt Resolution #2014-15 which authorize the Fairfield County Auditor to apply and collect the levies listed in the resolution on page 2 and Hart seconded the adoption. Roll Call: Dave, aye; Bill, aye; Hart, aye.
- The required class that elected officials must take regarding the Ohio Sunshine laws will be held on October 24th at the Lancaster Treatment Plant on Sugar Grove Road. Registration begins at 9:30am with class running from 10:00am-1:15pm. At this time both Hart and Bill will be required however Connie suggested that although the law requires the class once every four years it would be best if taken every two. She further suggested that all department heads take the class so they are also informed. All Trustees concurred.
- Hart & Connie attended a seminar on September 2nd regarding how to successfully place a levy on the ballot. Several changes have been made that will have an impact on future levy language.
- Dave made a motion to adopt Resolution #2014-16 which extends the Hoffman hearing until the next regularly scheduled meeting on September 17, 2014 and Hart Van Horn seconded the adoption. Roll Call: Dave, aye; Bill, aye; Hart, aye.
- Annually Driver's Abstracts are obtained as suggested by our risk management company KLA. The Trustees were asked if the recent new hires should be required to obtain a new abstract. After discussion it was decided that everyone would be required. The reason for this was to eliminate omitting an individual by mistake by keeping everyone on the same yearly cycle. Forms had been given to the Chief earlier in August with the bank agreeing to notarize the signatures at no cost.

Joel Denny who is the representative for Rushcreek Township on the Regional Planning Commission gave a report of the RPC meeting held on September 2nd. A copy of his report was distributed to the Trustees and is attached to these minutes.

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

- **OMVI & Drivers Abstracts**

These are current issues and potential problems. First, a driver's abstract is required of every employee as a condition of employment. Furthermore, prior to a back ground check, the employee is to provide honest and clear statements of his/her respective history. After checking and processing such information, if the employee's statements are found to be untrue or misleading, continued employment is only tentative and subject to termination.

OMVI records will be reviewed. KLA, the risk management company and the County Prosecutor were contacted for clarification on parameters for persons employed with the township. This is applied to someone carrying an OMVI on record and points of 5 or more on their driving record.

- No titled vehicle owned by the township will be operated.
- No titled vehicle will be operated on township business.
- No machinery will be operated on roads or easements that include public access. Road closures will be permitted, but not excluded from restrictions if occasional traffic is allowed through.

The employee is responsible to inform the department supervisor if a change in driving status occurs and the department supervisor must notify the fiscal officer with documentation for the personnel file.

- A priority must be made on returning The Employee Handbook and SOP's sign off sheets to the Fiscal Officer.
- All guests are to be identified and supervised by fire department personnel when on the firehouse property. The fire department is a school drop-off and pick-up point and will continue to be a "safe haven" for our school children. All minors are to be directly supervised by fire department personnel when in the department especially in the truck and equipment bays. This is a wonderful opportunity to provide a positive influence in these children's lives. It was noted that supervision may be limited when Fire/EMS personnel are on a call.
- A few misconceptions have come up during the lightning strike at the firehouse. In the flurry of activity contacts of service and repair services took place without the approval of the board of trustees. In this case and particularly any emergency all three trustees must collaborate.
- There was speculation that this incident will qualify for an insurance claim. There is some truth to that. However, it must be made clear to all township personnel we do not carry a traditional insurance policy and there are procedures to be followed in making a claim. First and foremost is that we are covered by PERSO, which is a self-funded program through our membership in the Ohio Township Association. Sometimes the reference is "self-insured". This is a collective that's funded with **taxpayer money**. Therefore, every dollar spent is a tax dollar collected from the citizens of the township. It is not to be assumed that there is an endless supply of money, just because someone believes that "insurance" is paying for it. There was also talk of adding to the bill, ie buying more phones than we had before. This was discussed before PERSO was called to make the claim. In fact, the call was not made until after 4pm.
- Money expenditures in between meetings must go through the Trustee handling Administration. This was instituted in 2013 and revisited in early 2014.
- There has been discussion and preplanning for a diversion of township funds and a refurbishing and/or reconstruction of the firehouse that apparently has taken precedent over other operational and personnel areas that need improvement. At this time there is **no** plan for any funds to reconstruct the firehouse. Any such actions at this time is rumor and preemptive of the work that needs to be done in improving the function and operations of the fire department. Much has been done, but we have a long way to go before the board of trustees will entertain any ideas of new expenditures of the taxpayer's money.
- **Wireless Phone Service (Verizon)** - Connie Moyer is to be placed on this account as the administrative authority immediately and will subsequently change, remove or modify the account access information as she deems necessary.

At 8:55pm, Hart made a motion to go into Executive Session under ORC 121.22 (G)(1) to discuss a personnel matters concerning the Hoffman case and Dave seconded the motion. Roll Call: Bill, aye; Dave, aye; Hart, aye. Bill advised that no further business would be conducted once executive session ended. Executive Session Ended: 9:50pm.

Meeting Adjourned: 9:53pm

Handwritten signatures of Bill Moyer, Connie Moyer, and another individual.

FAIRFIELD COUNTY REGIONAL PLANNING COMMISSION REPORT

Rushcreek Township Board of Trustees Meeting: 9/3/14

RPC Meeting: 9/2/14

RPC Representative: Joel Denny

Presentation: Fairfield County Grant Money

- Neighborhood Revitalization Program for the Village of Carroll -- \$300,000
 - ✓ With citizen participation, the Village and RPC staff identified 10 projects to help revitalize Carroll in addition to the coming Route 33 overhaul.
 - ✓ New sidewalks, curbs, street paving, improving the connecting street in northern Carroll with Route 33, canal drainage improvements, improved water meters, & even an improve community basketball court.
- Neighborhood Initiative Program
 - ✓ The Landbank has been awarded \$642,500 in grant money to reclaim, rehabilitate, and reutilize abandoned, vacant, and tax foreclosed land in Fairfield County.
 - ✓ 9 Target areas have been identified:
 1. The Roby Subdivision on Buckeye Lake in Walnut Township
 2. Fairfield Beach on Buckeye Lake in Walnut Township
 3. Taylor's Sandy Beach subdivision on Buckeye Lake in Walnut Township
 4. New Salem in Walnut Township
 5. A very small part of Columbus in Violet Township outside of Pickerington
 6. Various areas in Pickerington
 7. East Lancaster – east of the Fairfield County Courthouse
 8. Southern Lancaster – south of the 22/33 intersection
 9. Western Lancaster – close to West Fair Avenue

Subdivision Activities

- The RPC voted to extend a preliminary plan within Violet Township for the Meadowmoore & Winding Creek subdivisions and for the Storage One Springcreek Business Complex.
- The RPC voted to rezone a property at the intersection of Royalton Road and Amanda Northern Road in Amanda Township from R-2 Multifamily Dwellings to B-1 General Business District in order renovate the current property into a craft shop, pursuant to Amanda Township's rezoning approval.

Items Not on the Agenda

- The representative for Greenfield Township raised 2 serious concerns that his Township had with the RPC:
 1. When townships around Fairfield County were struggling last winter because of dwindling Grindings supplies, Greenfield Township was told recently by an individual that the RPC helped him acquire Grindings – After some heated discussion, this appeared to be a miscommunication.
 2. Greenfield Township's Zoning officer noticed work being done to build a church and yet did not have the proper permits from the Township. When inquiries were made, they were told that they had permission from the Building Department of Fairfield County. There was then talk about forming a committee to look into streamlining these issues to avoid further confusion.