

RUSHCREEK TOWNSHIP TRUSTEES  
BOARD MEETING  
03/05/2014

Bill Myers, Chairman called the Rushcreek Township Trustees Board meeting to order at 7:10pm 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 Joe Westenbarger, Fire Chief. Bill asked that all cell phones be muted along with all fire radios except the Chief's.

Prior to the meeting, the Trustees held a work session at 6:30pm to discuss a temporary replacement in the Road Department for Richard Campbell during his medical leave. It is expected to be an extended length of time of 3 months or more. Those attending the work session were all three Trustees, Connie Moyer, and Robert Suer. Several options were discussed; hiring a temporary service, hiring an independent contractor, or hiring a temporary employee. Although the Trustees have a job description for this position in their handbook, the temporary will have different requirements, so Bob was instructed is to submit a scope of work, and use the existing format if he wished. Fairfield County Job & Family Service has a website that advertises job postings. Hart spoke with Mike Miller from JFS and he agreed to post on the Counties site. Hart agreed to contact the employment agency once Bob provides a revised job description to obtain a quote. Connie was asked to research a cost profile on a temporary employee. Once this is completed, the Trustees will hold an "Emergency Meeting" to compare notes and make a decision on how to proceed.

Visitors

Denise Beery, Ray Stemen, Dave Fox, Tom Fox, John Fox, Joel Denny, Zack Irwin, Alexander Vogel

Minutes

The minutes of the February 19<sup>th</sup> meeting and the Emergency Meeting of February 26<sup>th</sup> 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; Bill, yes; Hart, aye. Bill reminded everyone that the minutes are available upon request at the Fiscal Officer's office.

Treasurer's Report

Purchase Order #10-2014 was presented for signatures.

\*\*On February 28<sup>th</sup>, Purchase Order #8-2014 was reduced due to a mistake. Immediately on February 28<sup>th</sup> Purchase Order #11-2014 was issued. This was on the OPWC CQX11 Culvert Project.

EFT # 93-2014 - 124-2014 and Warrants #39402-39420 in the amounts of \$126,774.31 were presented to the Trustees for signatures along with the February bank reconciliation. Dave made a motion to pay the bills and Hart seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye. This amount includes the electronic OPWC payment of \$101,061.00.

Business

Hart advised he wished to enter into Executive Session. However, he suggested that since several visitors were present that they be given an opportunity to address the board prior to moving into the Executive Session. Bill concurred and granted each visitor the floor.

Dave Fox advised the Board that the Township has made reference to widening Locust Grove Road and ditching around his property. Dave owns Fox Den Construction and he has the necessary equipment to help the Township with this project on his property. He was unaware of the problem of Richard's leave and wished to help facilitate the project so they could place the land in crops. Dave made it clear that he wanted this handled in a proper way to avoid a perception of favors being traded. Different scenarios were discussed, and it was decided that a work session would be held on Wednesday March 12<sup>th</sup> at the work site at 4pm. Bob will bring excavation flags to mark the site and he will execute an excavation permit as needed.

Joel Denny gave an update on the Regional Planning meeting. Reminded Hart he would be unavailable during the next two months because of his job. Hart agreed to attend during April & May.

Denise Beery reported that the Fire Fighters Association wishes to hold a Breakfast with the Bunny fund raiser on April 5<sup>th</sup> at the fire department. A pancake breakfast is planned where a local photographer will take pictures of the children with the bunny. This will be their first year so they plan on keeping it simple. Connie advised she will forward our insurance agent's name as they will need to have the proper insurance paperwork in order to have the event. It is her understanding that since they are a component of the Township our current policy will cover the event. The necessary paperwork must be received from the company in order to have the event. Dave made a motion to approve the usage of the fire department for the event pending insurance verification and Hart seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye. The Trustees and Fiscal Officer expressed their best wishes for a successful event.

Ray Stemen advised he will be on the ballot in May for the position to serve on the Republican Party Central Committee representing precinct Rushcreek B. He requested support from the community.

At 7:46pm Hart made a motion to enter Executive Session under ORC 121.22(G)(1) for a personnel issue and Dave seconded the motion. Roll Call: Hart, aye; Bill, aye; Dave, aye. Hart informed the public that the session could possibly be lengthy and they were invited to go to the fire department. Once the session was over a call would be made to the department and everyone be invited back into regular session. Executive Session Ended: 9:25pm.

At 9:26pm Hart made a motion to enter Executive Session under ORC 121.22(G)(1) for a personnel issue requesting Chief Joe Westenbarger be invited. Dave seconded the motion. Roll Call: Hart, aye; Bill, aye; Dave, aye. Executive Session Ended: 9:40pm.

The fire department was called and advised that Rushcreek Township Board of Trustees were back in regular session and invited all those waiting to return.

Representing the fire department Bill reported the following:

- The Big Sky Fire Engine Refurbishing Inc. preventative maintenance contract was presented to the Trustees at the last board meeting. Since then it was simplified to \$2,950.00 for oil, oil filters, fuel filters, marker light bulbs, turn signal bulb, and inspection for three pumpers, tanker truck and a ladder truck. Additional repairs are billed at a labor rate of \$55.00 per hour. Dave explained to Hart the history of Big Sky. After discussion, Dave made a motion to enter into contract with Big Sky in the amount of \$2,950.00 for preventative maintenance and Bill seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.
- Fifteen ladders were tested and a few needed welding which Worthington Cylinders agreed to repair.
- Richland Township fire department borrowed medic 542 while their vehicle was out of service. Trustees were contacted for prior approval. It was noted that this unit needed service, after it went out. There was a question as to whether it was getting less service and use since the new squad had been purchased. It needs to be maintained as before and used as much as the new squad.
- Tanner Kline requested permission to use the station car while attending class at the fire academy. Hart made a motion to grant permission to Tanner allowing use of the station car and Dave seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

Joe presented the Trustees with a list of expenditures for the next period in the amount of \$3,100.00. 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: 15 squad and 6 fire.

Representing the road department Dave reported the following:

- Due to the recent snow storms the road department has been plowing & treating road on an almost continual basis.

- Equipment repair was completed on two plows. The International had some minor repairs.
- Several weeks ago the board was presented a contract from the County with regard to using our salt bin and equipment. Dave spoke with Trustees from other Townships; Ryan Young, Jim Carmichael, and Mark Sharp. Each stated that no compensation had been offered. Dave stated the county removed all of the material except a small amount. It was anticipated the remainder would be moved by mid-March. Dave had was unable to reach Jason at the County and indicated there might have been a misunderstanding that he told them it needed to be out of our area immediately.

Miscellaneous expenditure request for the next period in the amount of \$1,500.00 was requested. 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:

- No zoning permits were issued since the last meeting.
- The 4<sup>th</sup> quarter 2013 financial statement of the Firefighters Association was distributed to the Trustees and is filed with these minutes.
- The 2013 Mileage Certification from the County Engineer's office was presented to the Trustees. The document was prepared by Jim Baughman from the Ohio Department of Transportation. Rushcreek Township mileage for 2013 has not changed from 2012. Total mileage was 39.251.
- In order to maintain our group rating with BWC, we are required to complete a 2 Hour Safety Training session between January 1<sup>st</sup> & December 31<sup>st</sup>, 2014. Packets were distributed to each Trustee. Frank Gates is offering these sessions around the state or BWC is offering an on-line training session. The on-line training can be a 2 hour class or a combination of classes that equal 2 hours. There will be a test at the end of the course to get the credit. Documentation indicating completion of the requirement must be submitted to Frank Gates. On-line training is offered at <https://www.bwc.ohio.gov/employer/programs/safety/SandHWebTrain.asp> Each Trustee agreed to take the course online.
- The Durapatcher was delivered and Burnham & Flowers was contacted to add to our insurance policy. The title office advised it was necessary to get a title. Once completed we will send to the Bureau of Motor Vehicle for gratis plates.
- The County Engineer will be holding the annual meeting with the Trustees the week of March 24-April 4<sup>th</sup> between 7am – 4pm. The Trustees instructed Connie to schedule the meeting any day at 7am. This notice also requested Townships who wished to participate in their liquid asphalt bid process for chip/seal to contact Eric McCrady by March 21<sup>st</sup>. They will need a list of materials & quantities. They also included an invitation to contact them if we wish to have them assist us with sealing our roads. Connie was instructed to invite the Road Superintendent.
- On February 25<sup>th</sup> an email was sent to OPWC regarding Project CQX11 since we have not received notification that J&J Schlaegel had received payment. Abbey DeHart was on leave so her supervisor Linda Bailiff, Program Administrator responded. She stated that payment was issued on February 21, 2014 in the amount of \$101,061.00. This information was on their website however the payment confirmation letter would not be mailed until later in March. Therefore, this paperwork was processed on our end immediately instead of waiting on the confirmation letter. \*\*Please refer to Treasurer's report concerning processing the purchase order on this project.
- Fairfield Union Superintendent Jan Broughton nominated Rushcreek Township on the Ohio School Board Association 2014 Business Honor Roll. It is unsure if we will win the nomination, but it was certainly an honor to be nominated. The application was distributed to the Trustees and Road Superintendent. The nomination was made for the outstanding job our Road Department did of keeping roads safe and passable for the school busses and students during the extreme weather this winter season. Hart advised he will contact Superintendent Broughton and express our gratitude for the nomination, and give specific recognition to the road department personnel. The State of the School Address is scheduled for March 13<sup>th</sup> and Hart will represent Rushcreek Township.

- On March 11<sup>th</sup> Certificate of Deposit #3945691 in the amount of \$75,000 with the Bremen Bank becomes due. Citizen Bank & Bremen Bank were contacted and the following quotes were received: Bremen Bank – 12 month .30%, 17 month .75%, 18 month .40%. Citizens – 12 month .21%, 18 month .36%, 24 month .41%. It was Connie's recommendation that we reinvest the \$75,000 with Bremen Bank for the 17 month period. Dave made a motion to reinvest CD#3945691 with Bremen Bank for a 17 month term at an interest rate of .75% and Hart seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.
- A draft contract was sent to the Village of Baltimore for their proofing. Once it's returned and with approval, it will be signed by Road Superintendent for processing. A copy of the draft contract was distributed.
- Fairfield County OTA March 15<sup>th</sup> meeting will have John Carlisle from OTA discussing cell towers and how Townships can increase revenue.
- An article was in the Eagle Gazette on March 4<sup>th</sup> regarding a man who was accused of stealing salt from a Hocking Township barn during the weekend. A witness spotted a man filling two large, gray trash cans with salt and then placed in a red & white pickup. Deputies traced the vehicle back to a home in Carroll where they found the evidence. According to the article, the suspect told deputies that he thought he had permission to take the salt. The loss was estimated to be \$125.00 and the suspect was scheduled to be arraigned in Fairfield County Municipal Court.

Hart reported that the order for the SCBA equipment and accessories is being processed by Finley Fire. He continued to report that we were contacted by reporter Dan Jones of the Towne Crier requesting information on material used during this extreme winter season. Hart referred him to Road Superintendent Bob Suer which resulted in an interview and an article was published in the most recent edition.

Dave reported that he attended the Health Department District Advisory Council meeting on March 3<sup>rd</sup>. As a result, the 2015 contribution for the support of the General Health District will increase by approximately \$1,700.00 due to the County tax re-evaluation the current payment for 2014 is \$11,318.26. According to Ed Laramie, Fairfield County Deputy Auditor, Rushcreek Township tax evaluation increased approximately 34% on the land. Dave also reported that he has been in contact with AEP on the incentive program to get the necessary light changes. He will report when he has something solid.

Meeting Adjourned: 10:55 pm

*Bob Suer*

*David Myers*

*Art Van Horn*