

RUSHCREEK TOWNSHIP TRUSTEES
BOARD MEETING
07/16/2014

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.

Visitors

Tracy Shahan, Joe Westenbarger, Pat Kasson

Minutes

The minutes of the July 2nd 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 #357-2014 – 384-2014 and Warrants #39566-39579 in the amounts of \$22,415.45 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 Order #42-2014 & 14-2014 were presented for signatures.

** Appropriation Changes following Connie's report on health insurance reimbursements.

Business

At 7:05pm, Hart made a motion to go into Executive Session under ORC 121.22 (G)(3) and Dave seconded the motion. Roll Call: Bill, aye; Dave, aye; Hart, aye. Executive Session Ended: 7:55pm.

Connie reported the following:

- One zoning permit has been issued since the last meeting to Stan Durham, 841 Pomo Court; accessory building and deck extension.
- An amended certificate was received from the County Auditor to purchase the LifePack 15 with the purchase order approved. Hart made a motion to purchase the LifePack 15 plus accessories in the amount of \$25,903.50 from Physio-Control and Dave seconded the motion. Roll Call: Hart, aye; Bill, aye; Dave, aye.
- The Firefighters Association presented the second quarter financial report which was distributed to the Trustees and filed with these minutes.
- The magic-jack which is used to handle long distance phone charges was damaged by lightning at the same time various equipment at the fire house was damaged. Magic-Jack was replaced.
- Since early in 2014 legislation changes under health care has made some drastic changes effecting health insurance reimbursements. Reimbursements are considered taxable income retroactive to January 1, 2014. Rushcreek Township has several employees that this change has impacted. Recently the UAN software sent instructions on how to move health insurance reimbursements from the accounting side to the payroll side. July health insurance reimbursements were not made until this pay period. In order to ease the employees into the transition it was decided to divide the "prior" insurance reimbursement figures into two separate pay periods. One employee that this affects is no longer employed so contact will have to be made to recover the outstanding taxes. It is anticipated to have the entire accounting matter settled by the next pay period. The IRS payment made during this pay period includes prior insurance reimbursements.
- Due to the healthcare reimbursements being taxable income the following appropriation changes were approved by the Trustees:

- \$5,000.02 from 1000-110-221 to 1000-110-129(Fiscal Officer)
- \$14,002.04 from 2031-330-221 to 2031-330-119(Trustees)
- \$629.40 from 2031-330-221 to 2031-330-130(Road Superintendent)
- \$1,337.70 from 2191-220-221 to 2191-220-139 (Fire Chief)
- \$65.00 from 1000-110-230 to 1000-110-213(Medicare)
- \$215.00 from 2021-330-420 to 2021-330-213(Medicare)

Representing the fire department Bill reported the following:

- Relocated the EMS supplies to a more user-friendly and secured area for the authorized personnel.
- Reviewing second round of new applicants.
- Currently writing a no-activity policy for current personnel. There are a couple employees quickly reaching the maximum 1500 hours so it is imperative to finish the no-activity policy in a timely manner.
- A.C. Brian Irwin and Chief Duvall have scheduled the oil field fire & safety class at Wooster, Ohio in September.
- Employee Handbooks have been delivered and sheets signed with the exception of a few.
- EMS billing started on July 1st. Revenue should not be anticipated for two to three months. Medicare runs will take up to six months for processing.

Hart advised that he has been working with A.C. Irwin with reconfiguring hardware and software systems on the fire department computer. An existing computer is simply not responding to downloads and he will recommend replacement immediately as it directly affects our billing program.

Will presented the Trustees with a list of expenditures for the next period in the amount of \$3,150.00. Hart stated he would like to add an additional \$350.00 to the list for replacement of the EMS Coordinator computer. Dave made a motion to approve the list of expenses totaling \$3,500.00 and Hart seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye. Runs reported during the pay period: 13 squad and 5 fire.

Representing the road department Dave reported the following:

- Four culverts were replaced; one on Rutter Hill and three on Geneva School Road.
- A tree was removed on Graffis Road and another on Bethel Road.
- Tree limbs were chipped as needed on various township roads. Additional limbs have been reported since the last storm.
- Patching material applied on Heyd and Locust Grove Roads utilizing the Durapatcher.
- The Trustees were advised that chip seal is scheduled for the week of the 25th of August and to free their schedules in order to complete the project.
- Cold patch took a price increase from \$75.00 per ton to \$95.00 per ton delivered. If picked up at the plant in Nelsonville, the cost is \$85.00 per ton.

Bob presented the Trustees with a list of expenditures for the next period in the amount of \$21,000.00. Hart made a motion to approve the list of expenses and Dave seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye.

Discussion was held regarding employing an additional two individuals to help with the chip/seal program. It is anticipated that with the road crew and all three trustees along with two additional employees, it will take five working days (not necessarily in continuum). Reference was made to the "Employee Handbook" in order to remain compliant with Township policies. Hart made a motion to advertise in the next Towne Crier Eastern Edition for two openings for temporary employment of up to five project days and Dave seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

Meeting Adjourned: 8:45pm

