

RUSHCREEK TOWNSHIP TRUSTEES
BOARD MEETING
04/16/2014

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 Bill Molisee, Ass't. Fire Chief. Bill Myers asked that all cell phones be muted along with all fire radios except the Chief's.

Visitors

Deputy Cruse, Jack Mattlin, Alicia Conrad, Ray Stemen, Joseph Westenbarger, Maxwell Shahan, Tracy Shahan, Kristen Fetty, Tanner Kline, Tad Moyer, Carl Burnett, Chris Redding, Mary Hoffman, and Denise Beery.

Agenda Items

Ray Stemen discussed the County aggregate program and the results of a discussion with Bill Bradish of Palmer Energy Company. Hart advised that he attended the Regional Planning meetings when this subject was being discussed. The majority of people in the Township have South Central Power and this program is only for customers with American Electric Power. Under the "choice" program customers using AEP are able to select a carrier of their choice whether in the County aggregate program or not.

Tad Moyer reported that the Scouts will be cleaning the creek around Young's bottom to the bridge on May 10th and requested the Township dispose of the tires that is removed. The Trustees agreed to take the tires however this will be at an expense since Community Action does not have the finances for 2014 to help with tire clean-up. Bill Myers encouraged Tad to contact the Conservancy District for financial aid. Tad also discussed establishing a fire board. Other communities have established a fire board which has been helpful for educating the governing bodies.

Denise Beery was present representing the Association. Topics covered. 1) toilet paper holder needed replaced in the restroom prior to the April 5th event which the Association covered and wished to be reimbursed. Hart made a motion to reimburse the Association \$11.73 for the purchase and Dave seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye. Denise reported that the Association made a profit of \$302.42 from the April 5th event. 2) Requested an update on software for EMS billing and purchase of tough-books. 3) Requested an update on the FEMA gear purchase and if the Township still wishes to have the \$4,000 which was committed. 4) Requested an explanation on how the Trustees were going to handle replacing the Chief position. Hart thanked Denise for the Associations concerns and advised that these items would be covered later in the meeting within other agenda items.

Minutes

The minutes of the April 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. Dave 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.

Dave stated that Joe Westenbarger contacted him stating he didn't like the reference to resignation when his letter stated he was retiring. Hart replied that the Employee Handbook states that proper procedure is to provide a two week notice before leaving. Bill advised he spoke with Will & Brian who stated in other departments an employee resigns his position to retire. As a gesture of kindness, Hart suggest a motion be entertained. Dave made a motion to revise the minutes to read retirement with no reference to resignation and Bill seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye.

Treasurer's Report

EFT #184-2014 - 214-2014 and Warrants #39456-39469 in the amounts of \$17,709.49 were presented to the Trustees for signatures. Dave made a motion to pay the bills and Bill seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

The first half real estate tax settlement arrived. Land values increased which resulted in an increase of revenue. Unbeknownst to the Township until receiving notification from the County Auditor, on November 5, 2013 the County Commissioners passed a resolution increasing the collection for the Fairfield County Land Reutilization Corporation (Land Bank) an additional 5%. This resulted in a substantial increase in fees to each of the Township funds. Department heads have been consulted and the following appropriation changes were approved by the Trustees.

- \$200 from 1000-110-313 to 1000-110-314
- \$400 from 2031-330-420 to 2031-330-314
- \$1,500 from 2191-220-318 to 2191-220-314
- \$900 from 2192- 330-400 to 2192-330-314

***** Refer to report regarding OTARMA payment for authorization on transferring money per AOS instructions.**

Business

Representing the fire department Bill reported the following:

- Each of the Trustees has separately met with Brian Irwin to discuss the EMS billing program. A work session is scheduled for Wednesday, April 30th at 4pm at the Township to evaluate the financial obligations to institute the program.
- The air cylinders ordered through the FEMA grant came in however, Chief Duvall discovered that they were incorrect. Thirty minute cylinders were ordered but forty-five minutes cylinders were received which is unacceptable. Finley Fire salesman, Marc Weekly met with Chief Duvall and picked up the incorrect cylinders. The correct merchandise will be shipped shortly. Hart added that the invoice situation with Finley Fire has not been resolved. However, in answer to the Association's question we are still moving forward and once this matter has been cleared, we will contact the Association for the \$4,000 donation commitment.
- Chief Duvall met with Big Sky to discuss truck maintenance issues. The results of this discussion will be reported at the next meeting.

Chief Duvall had presented the Board with a list of expenditures for the next period in the amount of \$5,650.00. Bill made a motion to approve the list of expenses and Hart seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye.

Assistant Chief Bill Molisee reported runs made during the pay period: 13 squad and 10 fire. To report on the recent fire at Webb-Summit, everything came together very well under the new leadership of Acting Chief Will Duvall. Several other departments responded with mutual aid to Bremen-Rushcreek including; Berne Township, Richland Township, Marion Township. The Eagle Gazette had a reporter on the scene resulting in a well-written article and pictures. Bill finished his report reinforcing that under Chief Duvall's leadership, things ran smoothly.

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

- The Township policy requires the appointment of an Interim Fire Chief for a minimum of 6 months before filling the vacancy of this position. Some pre-planning for the search and selection to fill this position will take some time. This policy is being reviewed by the trustees.
- As the trustees were given a few hours' notice of Joe Westenhager's retirement, planning for an Interim Fire Chief could not be set up in a timely manner. The Trustees are pleased with the opportunity to make appointments for the Acting Fire Chief and Assistant Chief so that these plans can be finalized.
- Acting Chief, Will Duvall and Acting Assistant Chief, Brian Irwin has met with Hart on administrative reviews and they are doing well with changes to improve procedures at the Fire Department. Assistant Chief Bill Molisee met with Hart and Will to inventory records and materials in the former Assistant Chief's office. Forensic computer and file analysts have met to review the computer and records found in the office as part of the ongoing investigation.
- Bill Molisee has been a big help with this and the transition of new leadership in the Fire Department. Bill, Will, and Brian should be commended for their efforts as the management of the department is redefined.
- Rick Hoffman remains on suspension during the process. The media has been informed that we are careful about the release of information current or past employees, we continue to consult

with the county prosecutor's office on these matters and speculation of the outcome of Rick Hoffman's employment with the township would be unfair. The local news [Eagle Gazette] has been cooperative and respectful in these matters.

- As a response to the public commentary by some of the Fire Department personnel, the trustees want to remind everyone concerned of the township's media policy and the employees are required to abide by this policy. It has been posted for public viewing over the past few weeks. Additional copies are available.
- After reviewing the April newsletter from Bremen's Village Administrator with regards to annexation of the property at St. Rt. 37/664, information will be gathered to verify the facts put out by the Village. Corporate executives from Dollar General will be contacted along with comprehensive research prior to discussing with Village officials. Dave stated that the Township, in a collaborated effort with the Chamber of Commerce, put did a lot of work to bring Dollar General to the community. The local owner had discussed this issue with him at some length and Dave had assured him that the Township would stay pro-active in making sure the store would remain in the Township. The township finds the Village statements cursory and inaccurate on various points and not acceptable to proceed in this manner. Consequently, the township has been contacted by several taxpayers upset with the Village Administrator's preemptive statements and call for coalition. For the Village to just up and rip it out from underneath the Township is just not acceptable. Hart advised he will continue the Township research and keep the other Trustees advised.
- Regional Planning Commission mailed plans for the new location of the Quik-Stop and requested the township provide a verbal agreement by Friday, April 18th. Dave agreed to take the plans to owner Jeff Qualls and based on the results of that discussion, he will notify Regional Planning prior to the deadline.

Representing the road department Dave reported the following:

- Two 12" X 30' culverts were replaced, one on Purvis Road and one on McCullough.
- Avalon Road near Perry County has been under water since April 4th.
- 200 gallons of emulsion were picked up from Baltimore for the Durapatcher. The crew had a demo on the machine with Hocking Township attending. The machine has been utilized; however it will take some practice to become efficient. The end result will save money and repair the chip/seal roads much better. The Durapatcher requires the stone that is used to be dry otherwise the mixture will compact inside the machine and become a concrete consistency. Part of Bob's expenditure request is to purchase dry stone and place it in our storage bin, which is under roof and will keep the stone dry.
- The new employee, John Farmer is working out well and shows interest in his performance.
- The roads graded to date: Holiday, Zion, Purvis from Locust Grove to the Perry County line, Fairview from Marietta Road to Trails End.
- A letter was sent to Nathan Hawkins to move his pine trees on West Point Road. We have had no response. Trustee Bill Myers was asked to make a visit to the residents.

Bob requested the Trustees scheduled a work session to discuss the chip/seal plan for this year which includes what roads, how much mileage, cost, and how this will be accomplished. It was decided to plan a work session on April 30th following the fire department session at 5:30pm. Bob then presented the Trustees with a list of expenditures for the next period in the amount of \$7,800. Dave made a motion to approve the list of expenses and Bill seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye.

Bill Myers requested that during the work session Chuck Elick be contacted re: Durbin Run & Pleasantview Roads and invited to attend. This way the Trust could discuss as "committee meeting" prior to a regular meeting. No decision was made in the work session. On April 30th meeting as follows: 4:00-5:30pm fire department/EMS billing, 5:30-6:00pm Chuck Elick prepare a chip/seal program. Regarding the site problem on Pleasantview Road, the Trust could get several items discussed and a decision made in the work session. On April 30th meeting as follows: 4:00-5:30pm fire department/EMS billing, 5:30-6:00pm Chuck Elick prepare a chip/seal program, 6:00pm regarding the site problem on Pleasantview Road.

Connie reported the following:

- Two zoning permits for accessory buildings were issued since the last meeting: James Bailey, 6545 Pleasantview Rd. and Chad Ashbaugh, 2780 Bethel Rd.
- Received the Fairfield County Engineer's 2013 Annual Report. Copies distributed to Trustees & Road Superintendent.
- *** A check was received from OTARMA, our insurance carrier in the amount of \$201.00. The fire department sold an old squad reducing their premium by \$309.00 and the road department added the Durapatcher at an additional premium of \$108.00. Since the policy runs from September 2013-2014 it is not possible to modify funds paid in 2013. The State Auditor was contacted to advice on how to process this transaction. A copy of his correspondence was distributed to the Trustees. The \$201.00 is to be placed into the General Fund. Dave made a motion to transfer \$309.00 from the General Fund to the Fire Fund to reimburse for the premium reduction for the squad and Hart seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye. The Road Department will be billed (Township as the vendor) from General Fund for the \$108.00 to recover the cost of the Durapatcher.
- The U.S. Federal government's System for Award Management (SAM) must be annually updated in order to process federal grant monies. The update requirement had to be completed before May 31st and was submitted and accepted on April 15, 2014.
- Patti Bratton who is in charge of the tire disposal with Community Action had contacted the Township late December 2013 and advised that tire disposal funds had not been financed for 2014. She stated that nothing had changed however rumor was that the County Health Department MIGHT have a community drop-off drive but doubted if it would be available for governmental bodies.

Meeting Adjourned: 8:05pm

Bill Myers
Dave Myers
Hart