

RUSHCREEK TOWNSHIP TRUSTEES  
BOARD MEETING  
05/07/2014

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, Acting Fire Chief. Bill asked that all cell phones be muted along with all fire radios except the Chief's.

Visitors

Shirley Shumaker, Gina Johnson, Chris Redding, Joe Westenbarger, Maxwell Shahan, Tracy Shahan, and Deb Fetty.

Agenda Items

Alicia Conrad was on the agenda and called prior to the meeting postpone and requesting to be placed on the May 21<sup>st</sup> meeting. Judy Stemen requested to be on the agenda and was not present.

Minutes

The minutes of the April 16th 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 #216-2014 - 248-2014 and Warrants #39335 - 39501 in the amounts of \$125,863.87 were presented to the Trustees for signatures along with the April bank reconciliation. Dave made a motion to pay the bills and Hart seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye. As per the meeting of March 21<sup>st</sup> the Trustees approved the transfer of \$309 from the General Fund to the Fire Fund but failed to approve the following appropriation change. The following appropriation was presented for Trustee approval. \$309 from 1000-110-313 to 1000-910-910. Also, amended certificate #3 was received from the County Auditor for this transaction.

Business

A work session was held on April 30<sup>th</sup> beginning at 4pm. Acting Chief Will Duvall and Acting Assistant Chief Brian Irwin presented the Trustees with an EMS billing program. Research will be handled by the Fiscal Officer for implementation of the service to be compliant with local and state law in order for the Trustees to made a decision on whether to proceed or not. Discussion was held with a local landowner who is assisting with correction of a sight problem on Durbin Run and Pleasantview Roads. A work agreement will be prepared. Discussion was also held on a chip/seal program for the 2014 season.

Representing the fire department Bill reported the following:

- On May 10<sup>th</sup> the Boy Scouts are doing the creek clean-up as discussed at the April 16<sup>th</sup> Rushcreek Township board meeting. Permission was requested to utilize the mini-engine to pull the tires out of the creek. Bill made a motion to grant permission for the use of the mini-engine with trained personnel for the event and Dave seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.
- A revised timesheet for the fire department was prepared by Chief Duvall and presented for approval. After reviewing, Hart made a motion to approve the fire department timesheet and Dave seconded the motion. Roll Call: Dave, aye; Hart, aye; Bill, aye.

Chief Duvall presented the Trustees with a list of expenditures for the next period in the amount of \$5,900.00. Bill made a motion to approve the list of expenses and Dave seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye. Runs reported during the pay period: 16 squad and 8 fire.

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

- The topics covered by the Village of Bremen's April newsletter with regard to alcohol sales, annexation, and JEDD were reviewed. After speaking to the individuals with vested interest in

that development, it was decided to wait until after the Regional Planning Commission meeting in which all three Trustees attended on May 6<sup>th</sup>. A response to the newsletter will be forthcoming. The Trustees are in support of the business development plan and will continue to be a resource as the plan progresses. The variance application was approved by the Commission with staff recommendations. Included was a plat/re-plat approval for the owner. ODOT approved a change of access to the property.

- The Fire Chief position will be officially posted on Wednesday, May 14<sup>th</sup> with notification sent to the Towne Crier. All qualified candidates will be encouraged to apply. Details of the position will be posted at that time.
- After receiving a request from the road superintendent, all lighting in the equipment barn was replaced with LED lighting and installed by Hart.
- Fairfield Union Superintendent Jan Broughton nominated Rushcreek Township on the Ohio School Board Association 2014 Business Honor Roll. 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 reported that he was contacted by Superintendent Broughton who announced that Rushcreek Township received the award. The award will be presented on Monday, May 19<sup>th</sup> at 7pm and Superintendent Broughton invited the Township Board to attend. In Richard's absence Dave was involved with the upkeep of the roads during this winter season. All Trustees agreed to be present for the Road Superintendent to accept the award.

Representing the road department, Dave reported the following:

- The Pleasantview ditch was repaired at Collin's property.
- Ireland road was patched with the new Durapatcher in preparation of the chip/seal program.
- Seventy percent of the gravel roads have been graded and stoned.
- The landowner on West Point Road moved the pine trees to maintain compliance of the Township right-of-way policy. A thank you note was presented for signatures.

Bob presented the Trustees with a list of expenditures for the next period in the amount of \$2,050.00. Dave made a motion to approve the list of expenses and Hart seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye.

Bob stated that Mark Leader owner of Leader Machinery visited the Township on Tuesday, May 6<sup>th</sup> to check the Durapatcher due to the problems we have been experiencing. The thermostat and temperature gauges were both functioning to specs. The emulsion that was in the tank matched the temperature gauge of 150 degrees. The emulsion was evaluated and found to be overheated prior to delivery which removes the water that aids in the flow through the machine. Per Mark's instructions, the emulsion was diluted with water and soap and heated overnight. A damaged area on Marietta received the mixture which resulted in the tank being 90% clean. The tank is now sitting through a twelve hour clean-out and should then be ready for clean emulsion. Mark agreed to speak with the Village of Baltimore so they do not encounter the same problems with their machine at the risk of using overheated emulsion.

Dave presented two estimates (Claypool Electric and MK Electric) on updating electrical lighting for the Township and Fire Department. Copies were distributed to the Trustees for their review and discussion. Hart suggested Dave get a final cost of each fixture. Since this is the line of work of Hart's full-time job, he volunteered to help Dave with comparison pricing.

Dave advised that he spoke with Stacia Cordle on Avalon Road who is a relative. Her driveway has a collapsed driveway culvert and wished to have it replaced. All residents are handled the same, she will be invoiced and once payment is made the culvert will be ordered and installed.

Connie reported the following:

- In regard to the EMS billing program - During the work session it was reported that both Hocking and Amanda Townships are involved with EMS billing. Hocking was contacted and the company that they use is one of the companies that Rushcreek is considering. Trustee Ellinger praised the

company highly. However, since Hocking's fiscal officer is new it was decided to go to the fiscal officer at Amanda Township Melissa Tremblay. Melissa is also a "visiting clerk" with the UAN software system. Melissa was contacted and asked what her fee would be to set up in our system should the Trustees decided to implement. We are awaiting her reply. Bill asked if Will & Brian were being kept informed. Connie replied that she had discussed this with the Chief and he was to inform others in order to respect the "chain of command".

- Spreadsheets for the 2015 budget are being completed to distribute to department heads.
- Natural Wellness Centre owner Dr. Grilliot held an open house on May 3<sup>rd</sup>. Assistant Chief Irwin organized the fire department's table at the event. Each employee present did an outstanding job.
- One zoning permit was issued since the last meeting for a building addition to Chad Ashbaugh, 2780 Bethel Road.
- The Employee Handbooks along with the Standard Operating Procedures were given to Chief Duvall for distribution to the employees. Each employee will sign an acknowledgement of receipt.
- Fairfield County Commissioners executed a resolution lifting the weight restrictions on county and township roads between April 18<sup>th</sup> and April 30<sup>th</sup>. Copy distributed to Trustees & Road Superintendent. Rushcreek Township, weight signs were lifted April 21<sup>st</sup>.
- A citizens' complaint was received from Mary McLaughlin representing the residents on Graffis Road. At the entrance of Graffis Road, the property on the left side has an overgrowth of weeds as well as a collection of used tires. The 2<sup>nd</sup> house on the right side has weed overgrowth and trash to the door and beyond. A copy was distributed to Trustees & Road Superintendent. Dave stated since this was his road of oversight, he contacted Mary McLaughlin but had not received a return call. After discussion it was decided a letter would be sent to the health department with a copy to Mrs. McLaughlin since the trash presented a health problem. Several years ago the Township contracted a mowing on one of the properties and placed the cost on their property tax. Hart will contact Prosecuting Attorney Jason Dolin because the owner had stated the IRS had seized the property.
- A citizens' complaint was received from Kristina Durnell in regards to their property located at 1000 Thomas Road. She stated that the Township and school buses had used her driveway as a turn-a-round which resulted in a collapsed culvert. A copy was distributed to Trustees & Road Superintendent. Ms. Durnell was not concerned about the usage, just the damage that was a result of use. Bob stated he spoke with Mr. Durnell and advised him that the culvert was plugged not collapsed. Several options will be drafted and presented to the Durnells in order to eliminate the problem.
- Certification was received on the 2015 Taxing Budget for the General Health District. In 2014 the amount charged is \$11,338.26 and for 2015 the figure increased to \$13,060.50.
- The results of the Bureau of Workers' Compensation audit was distributed to the Trustees. The Township has two manual ratings with one for the volunteer employees. All employees at the fire department are able to work during scheduled hours except the single carded employees. Those employees are classified as the "volunteers" and reported at the 9439 manual rate. The rosters will be reviewed to determine the status of these individuals.
- The May Grassroots Clippings was distributed to all members. The Trustees were advised to pay close attention to the article on "Health care reimbursements changing with Affordable Care Act". After speaking with the State Auditor we were referred to get clarification from the County Prosecutor. Both Hart and Connie will consult with Jason Dolin.
- On April 23<sup>rd</sup> Chief Duvall and the Fiscal Officer submitted a request for funds to FEMA based on Finley Fire Invoice INV360234DB. The invoice amount was \$79,137.50 which covered 20 Air-Pak SCBA - \$71,740, 25 AV3000 Mask - \$5,337.50, and 2 Pak-Tracker Locators - \$2,060. Amount requested was \$75,181 which was 95% FEMA portion. The \$3,957 difference was the 5% local share. On May 1st from FEMA deposited \$75,181 into the account which was our request for grant number EMW-2012-FO-07027. Hart stated this was a result of a long process to salvage what could have been a great loss to the Township and Fire Department. Even after months of efforts to reconstruct and correct erroneous figures plus the help of the County Prosecutor's office, the final resolutions would not have been made without the detailed help of Connie and Chief Duvall. After receiving the order, Chief Duvall caught discrepancies with the type of cylinders delivered. We now have new and usable personal protection equipment for our

fire fighters. Our taxpayers can now be assured that their monies have been properly applied for the greater good in this community. Hart made a motion to apply for an amended certificate from the county auditor to change the FEMA income and expense from \$84,601 to \$75,181 and Dave seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

- Fairfield County Board of Elections & the Prosecutors office is hosting a seminar on June 26th from 6p to 8p at Liberty Center. The seminar covers new levy filing, change in personnel, and how we are affected by annexed property. RSVP to Kay Blair at 652-7007.
- County Engineer office sent notification that the OPWC Culvert Project CQX11 retainage can be paid to J&J Schlaegel on May 25<sup>th</sup> which is six months after acceptance. Since our next board meeting will be May 21<sup>st</sup> Dave made a motion to issue a warrant in the amount of \$7,045.81 and have ready but hold for mailing until the 25<sup>th</sup>. Bill seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.
- On Thursday a call was received from resident Darlene Smith. She reported that there was a large log in the creek near Howell Park. The current of the creek was swift and the water was high. Young children were walking across the log and a child fell into the creek and was swept under several times. Two older kids took notice and went into the creek and brought the child to safety. Chief Will Duvall responded from home and went to the incident site. He secured the area to prevent any further risk to the children. A thank you card was received from Darlene Smith and distributed to the Trustees and Chief Duvall. Hart responded that this is the kind of initiative that the community can expect out of the Bremen-Rushcreek Fire Department in the future.

Connie asked that the Trustees evaluate how they wished to handle the finances now that the road department is operating at full staff. After discussion, Hart made a motion to apply for an Amended Certificate in the Gas Tax Fund. 2021-330-190 increased to \$58,680.00; 2021-330-211 increased to \$18,590.00; 2021-330-213 increase to \$1,922.00; and 2021-330-230 increased to \$5,312.00. Bill seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

At 8:10pm, Hart made a motion to go into Executive Session under ORC 121.22 (G)(1) to discuss personnel matters concerning public employees and Dave seconded the motion. Roll Call: Bill, aye; Dave, aye; Hart, aye. Bill advised all present that no further business will be conducted after the Executive Session ends.

Executive Session Ended: 9:20pm.

Meeting Adjourned: 9:21pm.

