

RUSHCREEK TOWNSHIP TRUSTEES  
BOARD MEETING  
01/21/2015

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 and Road Superintendent.

Visitor  
Joel Denny

Bids

At the November 19, 2014 meeting the Trustees agreed to place the 1983 Arial Platform truck up for sale. An ad with a photograph was placed in the Ohio Township Association magazine at a cost of \$20.00 (warrant #39720). Minimum bid was \$12,000.00. Another ad was submitted to the Ohio Chiefs Association magazine. No bids were received therefore, Chief Duvall suggested turning the sale over to a broker. The Trustees advised him to research this approach and report back with details.

Minutes

The minutes of the January 7th 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 #1-2015 - #32-2015 and Warrants #39782-39799 in the amounts of \$29,207.63 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.

\*\*\* \$2,000.00 from 2031-330-420 to 2031-330-323 (garage door purchase) with Purchase Order #9-2015 being prepared on 1/22/15 with Trustees scheduled to separately come to office and sign.

Old Business

*Hart – Blighted land for RPC – 2/18/15*

*All – Agreement with school district on bus turn-arounds – Hart reported he sent an email to the bus superintendent who advised that a meeting was held earlier this week and a list will be forthcoming. 2/4/15*

*Hart – Chief Duvall contract – Presented for signatures.*

*Hart – Labor hour limit notice to fire department personnel. – Completed & given to Chief for distribution.*

*Bill – Set up quarterly labor hour review schedule with fd.- March 25<sup>th</sup>, June 25<sup>th</sup>, Sep<sup>t</sup>. 25<sup>th</sup>, Dec. 15<sup>th</sup>.*

Business

The Trustees held a work session on Saturday, January 17<sup>th</sup> at 9AM to discuss the fire department 2015 budget with Chief Duvall. The work session announcement was placed on the website along with notification sent to Eagle Gazette. The Trustees reviewed everything to date since the implementation of ems billing specifically and in detail the income that has been generated. Gaps in communication, records, and reports were identified. As a result, a tentative action plan was outlined to identify point person(s) in the fire department responsible for tracking the income and costs of the billing program on a minimum weekly basis.

Chief Will Duvall reported the following:

- In speaking with employee Joe Walton about upcoming training availability, it was discovered that he is certified at fire fighter level II. Documentation was submitted to his personnel file and therefore his pay will increase effective January 16<sup>th</sup> at \$9.00 per hour.
- Letters were sent out to four employees that have had little to no activity during 2014. The letter requested for the employee to schedule time with the department or be removed from the roster.
- Jason Parsley has resigned and turned in his gear on or about January 16, 2015. His name has been removed from the roster. Notation of these circumstances will be placed in the personnel file.
- W-4's will be returned to the office by February 4, 2015.

Will presented the Trustees with a list of expenditures for the next period in the amount of \$5,150.00. Hart 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: 22 squad runs and 6 fire runs.

Road Superintendent Bob Suer reported the following:

- Since the last meeting roads have been plowed and treated twice due to snow and ice.
- Signs on West Point & Borah Hill were replaced due to vandalism.
- Front u-joints were replaced on the 1980 Chevy 4X4 which was done in-house.
- The roll-up door on the shop is in need of repairs or replacement. On Sunday, January 11<sup>th</sup> at 9pm one of the road employees was injured due to the roll-up door malfunctioning. Connie stated a BWC claim was promptly filed and the employee was off work for five days. Proper documentation for his return to work has been filed. Four companies were contacted who submitted bids each stating repairs exceed cost of replacement. Shoff Door Company - \$3,225.00; Pioneer, Woodside, and Nofziger submitted two bids for different quality of doors. Pioneer- \$2,785.00 & \$2,585.00; Woodside - \$2,750.00 & \$2,450.00; Nofziger - \$2,367.00 & \$2,566.00. Companies listed prices for removing and disposing of old door. Bob stated the township would remove and dispose for the scrap prices. Bids were submitted to the Trustees for review. Bob stated that Nofziger was the company who installed the garage door on the storage building and the insulation rating on the higher quality was R13. \*\*\*Discussion was held on appropriation changes which reflect in the Treasurer's Report. After discussion, Hart made a motion to approve the purchase of the door from Nofziger in the amount of \$2,466.00 (differential due to township removing old door) pending W-9 and BWC verifications. Dave seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye. Connie advised she will have the purchase order available for Trustee signatures on Thursday morning.
- High water signs were placed on Avalon Road near Otterbein Road the first of January due to two inches of rainfall and beavers handiwork at the dam structure causing the road to be flooded. Cold weather then followed forming ice. Drivers have been breaching the barriers and ignoring the risk to personal safety and potential property damage. For safety reasons, the road was closed on January 14<sup>th</sup> until further notice. Notification was sent to Fairfield & Perry County Engineers, along with all school systems, 9-1-1 and State Patrol. The notice was also posted on our website. This area has been discussed many times over time and however action is now necessary. A proposed resolution of raising that area of the road was presented by the Road Superintendent; Trees on the road banks west of the flooding could be removed and the banks reconstructed to provide fill to the flooded roadway. This would include shale rock which would providing good base material in the low road bed. Additional material from the yard could be utilized. Contact is currently being made with other property owners in the area to utilize fill material. The Conservancy District was contacted and manpower was offered providing labor for tree removal and moving materials. Both Conservancy District employees have CDL's. An engineer who is also a Director at the District feels this would be a viable solution. On January 20<sup>th</sup> it was discovered that the road closure signs were moved allowing vehicles to gain access. The Sheriff was contacted to monitor the area and write the necessary citations. Hart stated that the plan that the Road Superintendent has presented was excellent. All Trustees concurred and advised Bob to proceed.

Bob presented the Trustees with a list of expenditures for the next period in the amount of \$6,350.00. Hart made a motion to approve the list of expenses and Dave seconded the motion. Roll Call: Dave, aye; Bill, aye; Hart, aye.

Connie reported the following:

- No zoning permits have been issued since the last meeting.
- The outstanding W-2's were mailed on January 20<sup>th</sup>.
- Fairfield Medical Center sent the Alcohol and Substance Abuse Program Agreement. The contract runs for one year January 1, 2015 thru December 31, 2015. The price for ODOT testing is \$42.00 and Non ODOT is \$31.50 for the 9 panel drug test. Alcohol testing is \$26.25 with third party administrator at \$250.00. Hart advised he reviewed the contract prior to the meeting and agreed to the conditions, therefore Hart made a motion to renew the contract with FMC and Dave seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye. Connie stated she will process the paperwork.
- Fairfield County Recorder sent notification advising that ORC 317.081 states the County Recorder shall keep county and township **zoning** resolutions. It is more economical for townships to file resolutions with Regional Planning since there is no charge to file there and RPC is far more capable of answering questions concerning zoning issues. A copy was given to the zoning inspector and each Trustee.
- The Engineer's office sent notice that the County Commissioners adopted Resolution 2015-01.20.x allowing the weight reductions for County and Township roads in 2015. As usual, February 2<sup>nd</sup> is the first date it goes into effect. Rushcreek Township has already sent our road list to the County who forwarded onto the Sheriff Department. According to the notice, just posting signs will not make them enforceable. Per ORC 5577.07 the signs "shall cause to be placed and retained on such highways, at both ends AND AT THE POINTS OF INTERSECTION BY PRINCIPAL ROADS. Last year the Sheriff Dep't. could not enforce some violations because signs were posted at both ends of the road but not at the points of intersection in between where the violator actually entered the reduced road. Bob advised that Rushcreek Township will be in compliance with the proper posting.

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

- A letter was prepared and presented to the Trustees for signatures regarding the McCullough Road situation with Edwin & Caroline McCandlish which was discussed at the last board meeting. Since this will also impact a neighbor Mr. Ickes, he will receive a copy of the letter.
- The public record training which is being co-sponsored by the township and county commissioners is scheduled for March 6<sup>th</sup>. Reservations are being monitored and the Auditor's office is pleased with the progress.
- The website is being updated on a regular basis with the zoning page completed. The public is now able to view the zoning map, Rushcreek Township Zoning Regulations, and the permit application. We will be working on the road page next followed by the fire page.
- An employee manager training seminar at a cost of \$99 per person is being held on February 9<sup>th</sup> in downtown Columbus. It was decided that this would be beneficial to both Bob & Will as township department heads. Hart made a motion to cover the expenses of this class and Bill seconded the motion. Roll Call: Hart, aye; Dave, aye, Bill, aye. Registration was paid in advance by Hart who will be reimbursed. The employees were given the proper form to fill out and return for signatures.

Dave reported that he attended a private spray license class in Columbus. Since the township is organizing the public records class he would like the township to organize a spray license class to be held locally. At the next county OTA meeting he will see if there is an interest from other townships and then proceed.

Connie requested the Trustees hold an Executive Session to discuss the Hoffman case. Bill stated that the Township would be having two executive sessions back to back and once those were finished there would be no further business held.

At 8:26pm Hart made a motion to enter into Executive Session under ORC 121.22(G)(1) for personnel matters with regards to the Hoffman case with Chief Duvall included in the session. Dave seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye. Executive Session Ended: 8:51pm

At 8:52pm Dave made motion to enter into Executive Session under ORC 121.22(G) (1) for personnel matters to discuss job position reviews for the beginning of the year for the fire department. Hart seconded the motion with Chief Duvall included in the session. Roll Call: Hart, yes; Bill, yes; Dave, yes. Bill advised there would be no further business of Rushcreek Township after the Executive Session. Executive Session Ended: 10:15pm.

Meeting Adjourned: 10:16pm

SIGNATURES ON FILE