

RUSHCREEK TOWNSHIP TRUSTEES  
MEETING MINUTES  
March 16, 2022

Chad Ashbaugh, Chairman called the Rushcreek Township Trustee Board meeting to order at 7:00 p.m.

**Pledge to American Flag**

Roll Call: Chad: Present Tim: Present Jim: Present  
Lisa: Present Will: Present Richard: Present

Chad asked that all cell phones be muted except for the Chief's.

**VISITORS**

**Carri Brown, Fairfield County Auditor:** Distributed news and updates from the Auditor's Office for the Trustees. Provided new detailed contact information, information regarding the lodging tax being implemented throughout Fairfield County, updates on streamlining the annual budget process for Townships', information regarding improved conveyance process and advised of the record time for 1<sup>st</sup> half real estate distribution.

**MINUTES**

Minutes from the March 2, 2022 meeting was presented for approval.

**Approval: Motion:** Trustee **Second:** Trustee

**Roll Call: Chad: Aye Tim: Aye Jim: Aye**

Chad reminded everyone that the minutes are available upon request at the Fiscal Officer's office and the website.

**FINANCIAL SECTION**

Warrant #'s 42661 through 42673 and EFT's 136-2022 through 162-2022 in the amount of \$26,268.36

**Motion to accept and pay:** Trustee **Second:** Trustee

**Roll Call: Chad AYE Jim AYE Tim AYE**

**Fiscal Office**

Received 2022 Solid Waste District 2022 plan. They are asking this plan be reviewed and a resolution passed accepting by the board. Trustee Downard is reviewing the CD sent with the information and will advise the Board if any further action is required.

Received a refund of one Month premium for Kristen Krile-Smith from February 2021 when our plan changed from Delta Dental to Companion. Since this is a direct pay optional premium from employees, the funds were receipted and adjusted for a return to Kristen Krile-Smith in the amount of \$32.43.

Penalty and interest and request for the months of August and September 2021 for RITA. Requested a waiver based on past history. Mailed 3/7/2022. If waiver not granted penalty and interest will be \$449.00

Received notice from IRS for 3<sup>rd</sup> quarter 941 penalty and interest on March 14th. Our records indicate paid on 10/1/2021 for the period in question. Appears that Stacy coded as 3<sup>rd</sup> Quarter rather than 4<sup>th</sup> quarter. Technically, they should show an overpayment for 3<sup>rd</sup> quarter. Contacted IRS on 3/14/2022 at 9:48 am, recording stated to busy due to high call volume and disconnected. Called again on 3/15/2022 at 9:14 am; submitted form 843 on IRS.gov with copies of all of our information and bank statements to indicate the error.

Shopping for CD rates, we have excess funds in our checking account (current interest at .08) that would be better utilized after 1<sup>st</sup> half tax receipt. Most rate quotes have been the same due to government funds. We have several CD's that will be renewing with VCNB and two with Merchants. Would like to consider an institution local for signature and other purposes as long as the rates are competitive with all others. Peoples State Bank has competitive rates with VCNB. Noted that Fiscal Officer has a business account at this institution and no consideration was given by Peoples State Bank to create a conflict. I am recommending a \$300,000.00 CD for 12 months at a rate of .15 until rates improve. It has been indicated the Federal Reserve will raise rates in March and will wait for a new quote after the Fed meeting to see if a higher rate may be available.

#### Fire

\*The load system that was delivered to Horton Emergency vehicles was wrong. Working on another date for installation.

\*We received two quotes from Heritage fire Equipment on the engines 1989 and 1999 ,it did not include enclosing the cab on the 1989. Trustees have copy of estimates.

**Motion by Trustee Ashbaugh to accept the estimate for the 1999 Sutphen custom for technical updates, lighting. Second: Trustee Thomas.**

Discussion: Trustee Thomas asked what purchasing a different engine would cost, versus the updates. Chief stated the cost of a new engine would not be feasible and purchasing different used engine would result in work as well. Fiscal Officer advised this could be a micro purchase through ARPA funds since no other vendors are available to perform this type of specialized work. Hearing no further discussion, the chair called the roll. **Roll Call: Chad: Aye Tim: Aye Jim: Aye**

**Motion by Trustee Ashbaugh to accept the estimate for the 1989 Sutphen custom for technical updates, lighting. Second: Trustee Downard.** Hearing no discussion, the chair called the roll. **Roll Call: Chad: Aye Tim: Aye Jim: Aye**

\*Discussion regarding adding a fifth full time employee. Chief addressed the lack of participation by the part time work force and the ability to locate any new recruits. Chief asked the board to consider and weigh the ability of adding a 5 full time Firefighter/EMT. Fiscal office provided the amount of overtime during the 1<sup>st</sup> 5 pays of 2022. 100 hours of OT by Full time Firefighters/EMT/EMTP. Discussion occurred of the overtime and benefits impact versus adding a 5<sup>th</sup> full time person. The Board agreed to consider the funds available the impact of full-time benefits and conduct further discussion at the next board meeting.

#### **Fire and EMS runs 3/1/2022 through 3/16/2022.**

<b>21- EMS</b>	<b>12- Transports</b>
<b>3- Fire</b>	
<b>0- MVA</b>	
<b>7-Mutual Aid given</b>	<b>1- Mutual Aid received</b>

#### Zoning

\*Update on Estep – Meeting Scheduled: Trustee Thomas stated the 3/23 meeting would need to be rescheduled and would provide a new date.

\*Next steps to complete cemetery issue on Sacred Heart/Geneva Trustee Thomas had nothing to update. Trustee Thomas wanted to verify the next steps to resolution. Trustee Ashbaugh stated we still need a survey which was agreed to be paid for by the adjacent property owner (Carpenter) to the cemetery. Once the survey was complete, the board would provide that information to the Prosecutors' Office was preparation of a new deed, permanent easement agreement and conveyance of the other property to the adjacent land owner (Carpenter). Richard Campbell asked that we make sure that in the permanent easement we are not responsible for maintaining any type of driveway for access. We mow and maintain that cemetery 2 times per year and should not need to provide stone or driveway maintenance.

**\*Jeff Sholl**

Bethel Road

New Construction permit request

\***Hershberger.** Remaining issues, reissue check in the amount of \$250.00 minus the stop pay fee he will incur. There is some question regarding variance regarding the 17ft. versus 100 feet within the property line. Trustee Downard stated the issue had been addressed by the Zoning Commission. Trustee Thomas said he would verify with Zoning Inspector and Zoning board of appeals member Loren Young would be advised.

**Road Department**

\*Road crew continuing to work on tree and brush clean up on Holiday, Thomas, Fairview and Rutter Hill  
Cleaning culverts and ditches.

\*Gray Freightliner has to go to FYDA to resolve electrical issue with brake and turn lighting, low beam and running lights.

\*Second Notice on recall for chipper. Wheel and tire replacement

\*Culverts needed for Ireland, 3 on Zion, 1 McCullough (south), 1 Pleasantview – approximate cost \$1900.00.

\*Drum of Motor oil \$754.00

\*Discussion about current generator and hook up or consider new generator 22KW utilizing ARPA funds. Trustees will address further at the next meeting.

Trustee Thomas indicated that Road Supervisor Richard Campbell and he were looking at a field tile drain that tied to one of our drains on Holiday Road. The landowner is updating the field tile and would like to have the current one replaced due to age and condition. The landowner will do the installation if the township will provide 1 joint of double wall plastic pipe. The board agreed.



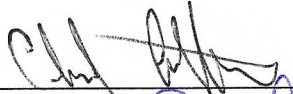
**Administration**

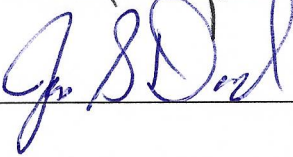
Final Draft of employee handbook presented to the board for review and approval. Sent to Trustee email. Due to size. One printed for meeting. Trustees will review and advise of any final adjustments prior to printing.

**Adjournment:**

Motion to Adjourn: Trustee Ashbaugh

Adjournment time: 7:59 p.m.

  
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**Payment Listing**

UAN v2022.3

3/24/2022 to 4/6/2022

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
163-2022	04/04/2022	04/01/2022	EP	CHAD M ASHBAUGH	\$445.65	O
164-2022	04/04/2022	04/01/2022	EP	LISA A BURNWORTH	\$718.55	O
165-2022	04/04/2022	04/01/2022	EP	DAVID G CAMPBELL	\$1,213.07	O
166-2022	04/04/2022	04/01/2022	EP	RICHARD CURTLENN CAMPBELL	\$1,459.50	O
167-2022	04/04/2022	04/01/2022	EP	STEPHEN M.J. DICKSON	\$314.18	O
168-2022	04/04/2022	04/01/2022	EP	JAMES S DOWNARD	\$468.47	O
169-2022	04/04/2022	04/01/2022	EP	WILLIAM M. DUVALL	\$904.08	O
170-2022	04/04/2022	04/01/2022	EP	AMBER LEE-ANNE FLINT	\$1,496.37	O
171-2022	04/04/2022	04/01/2022	EP	MATTHEW GRAHAM	\$937.12	O
172-2022	04/04/2022	04/01/2022	EP	ERIKA N HEDGES	\$92.13	O
173-2022	04/04/2022	04/01/2022	EP	JEREMI W HEDGES	\$1,541.84	O
174-2022	04/04/2022	04/01/2022	EP	BRIAN K. IRWIN	\$23.04	O
175-2022	04/04/2022	04/01/2022	EP	ANTHONY M. KERR	\$1,275.15	O
176-2022	04/04/2022	04/01/2022	EP	DAVID C. KILBARGER	\$20.08	O
177-2022	04/04/2022	04/01/2022	EP	STEVEN PHILLIP KILBARGER	\$1,634.40	O
178-2022	04/04/2022	04/01/2022	EP	KRISTEN M. KRILE	\$3.17	O
179-2022	04/04/2022	04/01/2022	EP	BRIAN E MCQUEARY	\$272.71	O
180-2022	04/04/2022	04/01/2022	EP	Tad Michael MOYER	\$93.71	O
181-2022	04/04/2022	04/01/2022	EP	NICHOLE F SCHMELZER	\$136.27	O
182-2022	04/04/2022	04/01/2022	EP	RYAN M SMITH	\$1,515.47	O
183-2022	04/04/2022	04/01/2022	EP	TIMOTHY THOMAS	\$515.22	O
184-2022	04/04/2022	04/01/2022	EP	KENNETH JOE WALTON	\$55.46	O
186-2022	04/04/2022	04/01/2022	EW	DEP'T OF TREASURY - IRS	\$3,524.52	O
187-2022	04/04/2022	04/04/2022	CH	TREASURER, STATE OF OHIO	\$876.00	O
188-2022	04/04/2022	04/04/2022	EW	PUBLIC EMPLOYEES RETIREMENT SYSTE	\$2,804.06	O
189-2022	04/04/2022	04/05/2022	EW	Ohio Police & Fire Pension Fund	\$7,168.44	O
42674	04/06/2022	04/01/2022	WH	OHIO CHILD SUPPORT PAYMENT CENTRA	\$190.23	O
42675	04/06/2022	04/06/2022	AW	OFFICE MART, INC.	\$195.30	O
42676	04/06/2022	04/06/2022	AW	FIRST MEDICAL OCCUPATIONAL HEALTH	\$42.00	O
42677	04/06/2022	04/06/2022	AW	FAIRFIELD CTY. FIREFIGHTER'S ASSOC.	\$50.00	O
42678	04/06/2022	04/06/2022	AW	COMPANION LIFE INSURANCE COMPANY	\$265.61	O
42679	04/06/2022	04/06/2022	AW	BAZELL OIL CO. INC.	\$2,020.85	O
42680	04/06/2022	04/06/2022	AW	LANCASTER FIRE SAFETY	\$370.30	O
42681	04/06/2022	04/06/2022	AW	NEWTON TOWNSHIP FIRE DEPT	\$750.00	O
42682	04/06/2022	04/06/2022	AW	RUSHCREEK TOWNSHIP	\$202.62	O
42683	04/06/2022	04/06/2022	AW	VILLAGE OF BREMEN	\$171.76	O
42684	04/06/2022	04/06/2022	AW	SEDGWICK CLAIMS MANAGEMENT SERVI	\$1,025.00	O
42685	04/06/2022	04/06/2022	AW	STAR ENGINEERING INC	\$485.00	O
42686	04/06/2022	04/06/2022	AW	SPECTRUM BUSINESS	\$79.98	O
42687	04/06/2022	04/06/2022	AW	CARTER LUMBER DBA: HOLMES LUMBER	\$2,087.89	O
Total Payments:					\$37,445.20	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$37,445.20	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM -