

RUSHCREEK TOWNSHIP TRUSTEES
MEETING MINUTES
December 20, 2023

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

Pledge to American Flag

Roll Call: Board of Trustees: Chad: Present Tim: Present Jim: Present

Others: Lisa: Present Will: Present Richard: Present Detria: Present

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

VISITORS

Rick Moyer, Deputy Merritt

Minutes

The Minutes from the December 6th regular meeting are presented for approval.

Motion to approve: Trustee Downard **Second:** Trustee Thomas

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

Financial Section:

Reallocate funds for End of Year expenditures in funds (see attached for specifics) Warrants # 43355 through 43375 and EFT's 565-2023 through 589-2023 in the amount of \$ 42,134.77

Purchase orders 28-2023 Allied Health Insurance, 48-2023 and 49-2023 to cover Regional Planning annual fee. Funds allocated from General since adequate funds not available from Zoning.

Are there any changes for the 2024 Temporary Budget? Hearing no further changes, Motion to accept 2024 Temporary Budget as presented. The Board directs Fiscal office to provide a copy of the 2024 Temporary budget to Fairfield County Auditor and implement beginning January 1, 2024 until a 2024 permanent budget is reached by no later than February 21, 2024.

Motion to approve and pay: Trustee Ashbaugh Second: Trustee Downard

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

Fiscal Office

Final date to submit invoices for 2023 is 12/26. Board will be meeting to sign final checks on December 29th

Received information for 2024 insurance rates, meeting scheduled with agent on 12/28 at 9:30 a.m. Trustee Downard has scheduled to attend the meeting with Fiscal Officer. Company is stating there will be approximately a 46% rate increase in premium. The agent suggested we have employees update their information in Form Fire in order to shop for coverage. We received the Form Fire welcome email on Wednesday and will send to the eligible employees.

Fire

Received a \$100.00 Donation from Earl Lehman. We appreciate his contribution to the Department.

Received a \$250.00 Donation from John and Linda Graham. We appreciate their contribution to the Department.

New commodes installed.

Department participated in the Santa parade

Medicount billing submissions will be current prior to end of year. As of the meeting, reports have been submitted through December 10, 2023. Fiscal office asked if a file could be submitted prior to EOY.

Applications for Firefighters to cover other ½ of shift with Firefighter Flint. Chief stated those candidates are being considered but did not offer a date someone could or would be selected.

Fire and EMS runs 12/1/2023 through 12/15/2023.

12- EMS				6- transports
2- Fire				
1- MVA				
4-Mutual Aid given				6- received

Mutual Aid Breakdown

	Given	Received
Berne Township	0	<u>1</u>
Junction City	1	<u>0</u>
Marion	0	<u>0</u>
Lancaster	0	<u>1</u>
Pleasant	0	<u>2</u>
Richland	2	<u>2</u>
Misc. (Somerset, Hopewell, Straitsville, New Lex	1	<u>0</u>

FIRE and EMS

YEAR TO DATE

EMS	424	194 transports
Fire	67	
MVA	26	
Mutual Aid	163 Given	48 Received

TOTAL YEAR TO DATE

517

Zoning

Proposed revisions to zoning application. Detria presented Board with a draft of a new permit application and asked for feedback and approval. The Board made a cursory review of the application and noted some changes. Detria asked for feedback regarding the payment section from the Fiscal Office and Lisa provided some possible alternatives on the application and payment section. Detria will take the feedback and incorporate into the application and provide a 2nd draft for review.

Detria also stated she attended the RPC meeting with the Village in November. Additionally, she is planning to participate in the model zoning code meetings with RPC and has been invited to participate in a Zoning Forum in Logan.

Detria presented the minutes from the Zoning Commission meeting for the Board to review. She highlighted some of the changes the Commission is proposing for the zoning policies. In addition, she noted that the Zoning Commission is recommending Travis Keirns as a replacement for Rick Moyer on the Commission. Discussion regarding some of the proposed changes from the minutes. Trustee Ashbaugh indicated if there are additional changes along with these items would be reviewed in the new year. Detria indicated the commission still had minor adjustments to the Short-Term Rental section to complete.

Detria discussed the letter she hand delivered to Mr. and Mrs. Hiles regarding the camper. She had sent a copy to Trustee Downard and when she did not hear back she assumed there were no changes. There was discussion regarding the confusion and approval of the letter(s) she composed to Mr. and Mrs. Hiles. Detria provided a copy of the letter delivered to Mr. and Mrs. Hiles and the Board reviewed. Trustees' Ashbaugh and Downard stated they wanted further clarification that the issue would not be revisited on April 1st, 2024 and that a solution must be reached by that date.

Lisa presented the unopened check for property located for new construction on Pleasantview Road from the builder for a porch minus an excavation fee. She did not believe the check was correct. Past permits for new construction were issued for a total of \$125.00 regardless of the size or covered porch dimensions. With the resolution passed in February 2023 the fee was modified to .25 per square foot for the 1st floor. Additionally, there has been communication issues regarding the excavation permit for work in the Right of Way. Detria stated the County Auditor taxes for covered porches and that our code is not specific, therefore it is her opinion those should be included in 1st floor square footage. Detria and Richard discussed the ROW permit and how the process should work and if one is needed in this instance. Richard stated they did replace a culvert and did work in the ROW and a permit should have been obtained. Richard spoke directly with the gentleman completing the work. Detria agreed to address the correct fee and check with the builder.

Detria asked the board about the issue with Cell Tower improvements for T-Mobile/Qualtrics at the Beagle Club. She had been researching not able to find the initial permit issued 20+ years ago. Contact was made with Regional Planning to determine if and when a permit was issued. Construction of a new concrete pad with an additional backup generator is pending. Several conversations and miscommunication with the property owner occurred in the prior week. The Board indicated the work could move forward inside the existing structure.

Trustee Thomas stated we had been contacted by Wayne Mutual (David Browning) regarding fire at 119 Mulberry Street. Check will be sent to Township to administer demolition or renovation. Conversation surrounding why we administer this process inside the Village and starting a file to track the progress of demolition. Chief stated he agreed with Wayne Mutual representative the property would be a total loss.

Road Department

Grading and stone on remaining gravel roads along with patching holes.

Preparing dump trucks for winter months.

Signs back on Durbin Run and Ireland Road.

Trees removed from Marietta, Fairview, Young, Rutter Hill.

Suggested list of 2024 Chip Seal roads distributed to the Board.

Frontier continues to move forward with updates to Heyd Road. OUPS ticket was submitted for pole installation.

The Board would like to recognize indivual that assisted or maintained the many cemeteries in the Township throughout the year. Their contribution is appreciated.

Administration

Trustee Downard presented the Board with a draft letter to clarify for Mr. and Mrs. Hiles the intent to have the camper issue resolved by April 1st. Trustee Ashbaugh agreed the letter should be sent. The Board signed and letter will be mailed.

Trustee Downard indicated he would like to move forward with the BWC- SIG grant application process. Lisa indicated the process was completed online and through the BWC portal and would make sure all sign-ins are ready and be available next week to assist.

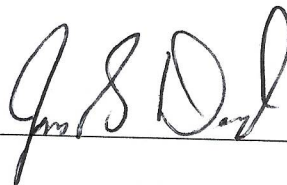
Further business:

Chief asked if any further update on the sign for the Department. Trustee Ashbaugh advised Gene's sign continues to work on draft ideas

Hearing no further business Trustee Ashbaugh moved to Adjourn at 7:52 p.m.



Tom Thomas



RUSHCREEK TOWNSHIP, FAIRFIELD COUNTY
Appropriation Supplemental
 December 2023

12/20/2023 9:45:54 AM
 UAN v2024.1

Post Date	Transaction Date	Account Code	Amount	Resolution Number	Type	Purpose	Budgetary Correction
12/18/2023	12/18/2023	1000-110-111-0000	\$801.50		Permanent	eoY salary from increased budget	No
12/18/2023	12/18/2023	1000-110-315-0000	-\$801.50		Permanent	eoY salary from increased budget	No
12/18/2023	12/18/2023	2192-330-111-0000	\$801.50		Permanent	eoY salary from budget changes in 2/23	No
12/18/2023	12/18/2023	2192-330-323-1000	-\$801.50		Permanent	eoY salary from budget changes in 2/23	No
12/20/2023	12/18/2023	1000-110-221-0000	-\$600.00		Permanent	2024 REGIONAL PLANNING MEMBERSHIP	No
12/20/2023	12/12/2023	1000-110-345-0000	-\$250.00	minutes	Permanent	12/20 annual regional planning invoice	No
12/20/2023	12/18/2023	1000-110-390-0000	\$600.00		Permanent	2024 REGIONAL PLANNING MEMBERSHIP	No
12/20/2023	12/12/2023	1000-110-599-0000	\$400.00	minutes	Permanent	12/20 annual regional planning invoice	No
12/20/2023	12/12/2023	1000-510-300-0000	-\$150.00	minutes	Permanent	12/20 annual regional planning invoice	No

Payment Listing

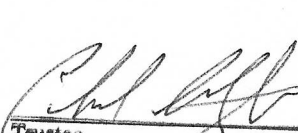


12/22/2023 to 12/31/2023

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
43183	06/21/2023	06/21/2023	AW	BOUND TREE MEDICAL	\$1,297.63 *	C
43183	12/26/2023	12/26/2023	NEG ADJ	BOUND TREE MEDICAL	-\$152.22	O
43376	12/29/2023	12/28/2023	AW	ALADTEC, INC.	\$3,175.00	O
43377	12/29/2023	12/28/2023	AW	MIDWEST PUBLIC SAFETY	\$946.06	V
43377	12/30/2023	12/29/2023	AW	MIDWEST PUBLIC SAFETY	-\$946.06	V
43378	12/29/2023	12/28/2023	AW	BOUND TREE MEDICAL	\$189.42	O
43379	12/29/2023	12/28/2023	AW	COMPANION LIFE INSURANCE COMPANY	\$284.39	O
43380	12/29/2023	12/28/2023	AW	DAVID W FOLTZ	\$20.00	O
43381	12/29/2023	12/28/2023	AW	DUCK, BRUCE	\$15.00	O
43382	12/29/2023	12/28/2023	AW	JOSHUA SCHULTZ	\$15.00	O
43383	12/29/2023	12/28/2023	AW	MOYER RICHARD	\$15.00	O
43384	12/29/2023	12/28/2023	AW	SHAD KISTLER	\$15.00	O
43385	12/29/2023	12/28/2023	AW	OFFICE MART, INC.	\$65.90	O
43386	12/29/2023	12/29/2023	AW	MIDWEST TOWING & RECOVERY LLC	\$946.06	O
Total Payments:					\$4,588.55	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$4,588.55	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.


 Trustee
 
 Trustee
 
 Fiscal Officer

We hereby certify that the amount required to meet the contract, agreement, obligation, payment, or expenditure for the above, was lawfully appropriated for such purpose and was in the treasury or in the process of collection to the credit of the appropriate fund(s) free from any previous encumbrances or obligation.