

RUSHCREEK TOWNSHIP TRUSTEES  
MEETING MINUTES

March 4, 2026

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

**Pledge to American Flag**

**Roll Call of the Board:** Chad: Present Rick: Present Jim: Present

Lisa (fiscal): Present Will (fire): Present Richard (roads): Present

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

**VISITORS**

Asst. Chief Jordan Irwin and Charlie Hockman- RPC representative

**REGIONAL PLANNING**

Charlie reported the meeting approved extensions in Violet Township for the Sycamore Grove development which consists of 38 lots on approximately 29ac. and one final extension for Magnolia Reserve; 33 lots on approximately 33 ac. Additional topics discussed were grants windows opening for CDBG due April 10<sup>th</sup> and the Neighborhood Revitalization grant. Information available at Regional Planning and the County makes Hicks Partners available to assist in applying for those grants.

**MINUTES**

The Minutes from the February 18, 2026 regular meeting **Motion to accept:** Trustee Downard **Second:** Trustee Ashbaugh

**Roll Call: Chad: Aye Jim: Aye Rick: Aye**

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

**CHAIRMAN**

Architect is working on a preliminary plan for the Board's review

Payroll issues with the Fire Department. Trustee Ashbaugh asked how the department plans to address the current issues. Fiscal Officer indicated she currently does not see a backup or cross check to verify hours are correct coming from the department. These errors have a downstream impact on remittances to IRS, State, Local and Pension funds. The last two payroll cycles have had errors of time for both full, part time and volunteer. Asst. Chief Irwin did indicate that he is currently the only person available to make corrections, changes to the new Vector time system. Chief Duvall and Lisa proposed a paper system as back up until redundant systems can be put into place. The Board and Chief and Asst. Chief agreed this system would have employee responsibility and provide a verification that time entered into Vector is correct until they are able to determine if Vector could utilize electronic signatures and approval of time at the 16<sup>th</sup> and 1<sup>st</sup> of the month and have additional personnel adequately trained on the system. This backup will be put in place immediately.

**FINANCIAL SECTION**

Warrant #'s 44187 through 44227 and EFT 97-2026 through 144 -2026 in the amount of \$56,190.31  
February Bank reconciliation

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

**Roll Call: Chad AYE Jim AYE Rick AYE**

**Fiscal Office**

Permanent Budget approved by the County.

OTARMA is requesting a meeting to review the Township's policy. The Board would like to arrange a conference call at the regular meeting on either March 18<sup>th</sup> or April 1<sup>st</sup> at approximately 7:15p.m.

Fire

Would like to apply for the FireHouse Sub grant for battery extrication tools. Asst. Chief Irwin is scheduling an onsite test of the various tools available and would like to arrange for a vehicle to be on site for the demonstration before receiving quotes and grant submission. The Board agreed and indicated where on the property they would prefer that demonstration occurred. The grant is available up to \$40k and is 100%

Letter received from Dee Mowry regarding level of service received from the Department

<b>EMS</b>	<b>12</b>	<b>TRANSPORTS</b>	<b>8</b>	
<b>FIRE</b>	<b>2</b>		<b>0</b>	
<b>MVA</b>	<b>1</b>			
<b>MUTUAL AID</b>	<b>4</b>	<b>GIVEN</b>	<b>1</b>	<b>RECEIVED</b>

	GIVEN	RECEIVED
Berne Township	1	<u>0</u>
Junction City	1	<u>0</u>
Marion	0	<u>0</u>
Lancaster	0	<u>0</u>
Pleasant	0	<u>0</u>
Richland	1	<u>1</u>
Misc. (Somerset, Hopewell, Straitsville, New Lex	1	<u>0</u>
Air Evac		<u>0</u>

Zoning

Conditional Use hearing for Householder is scheduled for March 11, 7 pm at the FireHouse  
Approved lot split working with Stacy at the County  
Permit application for Accessory Bldg, - Miller, 9330 Lancaster New Lexington

Road Department

Continued to plow and treat roads as needed  
Maintenance on equipment  
Trimming trees  
Washing trucks  
Richard took recertification for spray license on 3/3

Date to post bids for level coat for Pleasant View and Durbin Run. The Board would like to post request for bids for bid opening on April 15th. In addition, Post Chip Seal and Chip Seal Stone bids for opening on April 15th

Skid steer purchase is under the bid amount through BobCat Enterprises would the Board like to move forward. The Board agreed to move ahead and directed a Purchase Order be issued from the 2026 budget amount, appropriated under 2021.

Contact made with John Hintz property owner and Gage Sisic (logger) over logging on Fairview & 312 and right of way clean up on Thursday 2/27

#### Administration

Trustee Downard submitted Force Account documents to submit to the County for reimbursement of Zion Road culvert. He also had a meeting with Cheryl from the County Engineering office to discuss prior submissions that were at least 5 years old. There is some missing documentation that Jim will evaluate to determine given the small \$ amount involved is worth pursuing since we have some larger projects planned this year that can be properly documented and submitted for reimbursement.

Update from PA office. The scheduled diversion training that was to take place at the Firehouse for the cemetery matter was cancelled due to a death in one of the participants families. They will look to reschedule.

#### Further Business:

Trustee Moyer presented a quote(attached) from Miller Builders, Orrville, Ohio for the proposed hoop building to the Board. The quote includes the building and a block back wall. Total of \$56,483.00. The containers for the sidewall would be purchase separately initial quote from United Rentals for the containers is \$6,501.08. Trustee Moyer plans to confirm permits, and have discussions with another Township that recently installed a hoop building.

**Trustee Ashbaugh moved to adjourn at 8:02 p.m.**

  
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SALES ESTIMATE  
**MILLER BUILDERS**

613 North Carr Road  
Orrville, Ohio 44667  
Ph# (330) 698-0505 Fax# (330) 698-1232  
Email: millerbuilders@hotmail.com

Customer Name Rush Creek Twp  
Address 213 Marietta Street  
City, Bremen State, Ohio Zip 43107  
Ph# (740) 605-2971 Fax# Email rick.moyer1@gmail.com

Date 03/03/2026

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DESCRIPTION OF PROJECT

PRICE \$

(1) 40x80 Fabric Tension building system with one closed end wall  
With 36" drop to set on 2x2x6 block foundation end wall.  
Main building to be attached to top of steel 8x9'-6" shipping containers  
on each side of building includes all materials, hardware and labor  
to install 40x80 building system.  
Owner to supply and set shipping containers in place

40x80 Building System Total \$ 48,163.00

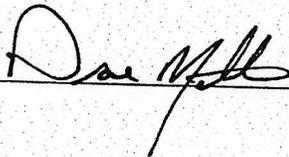
Materials and labor to install 2x2x6 concrete block wall 6' high on back wall  
with hot dip galvanized steel straps with stainless steel anchors to tie block together  
Includes all materials and labor to install 40' block end wall

Back wall 2x2x6 block wall Total \$ 8,320.00

**GRAND TOTAL \$ 56,483.00**

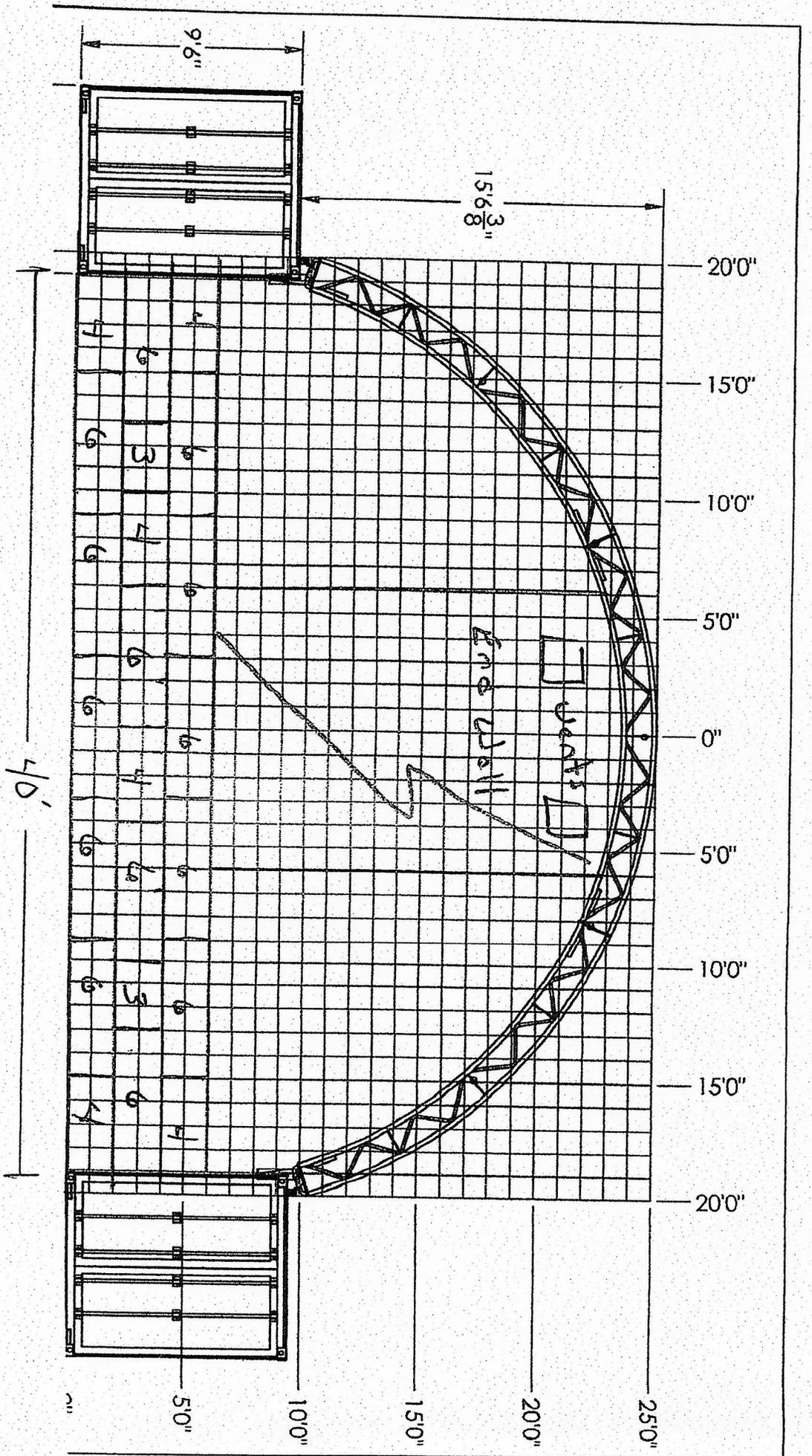
The above prices, specifications and conditions are to the best of the knowledge of Miller Builders at the time of preparing this estimate.

Miller Builders



Date 3/3/26

Thank you for your business.



**Miller Builders**  
 613 North Carr Rd.  
 Orville, OH 44667

BRANCH AE1  
 4400 CARROLL SOUTHERN RD  
 CARROLL OH 43112-9794  
 614-755-9350

**SALE QUOTE**

**# 257890919**

Job #

RUSHCREEK TOWNSHIP  
 213 MARIETTA ST  
 BREMEN OH 43107-1123

Office: 740-605-2971 Job: 740-605-2971

RUSHCREEK TOWNSHIP  
 213 MARIETTA ST  
 BREMEN OH 43107-1123

Customer #	: 8037343
Quote Date	: 01/21/26
UR Job Loc	: 213 MARIETTA ST, BRE
UR Job #	: 1
Customer Job ID:	
P.O. #	: TBD
Ordered By	: RUSHCREEK TOWNSHIP
Written By	: JOEY LOONEY
Salesperson	: JOEY LOONEY

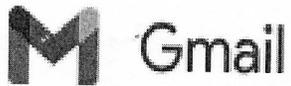
**This is not an invoice  
 Please do not pay from this document**

Qty	Equipment #	Price	Amount			
2	9210180 CONTAINER 8X40X8'6" USED	2750.00	5500.00			
SALES ITEMS:						
Qty	Item number	Stock class	Unit	List Price	Your Price	Amount
2	DELIVERY DELIVERY RENTAL CONTRACT	MCI	EA	295.00	295.00	590.00
Sub-total:						6090.00
Tax:						411.08
Total:						6501.08

ONSITE CONTACT: RUSHCREEK TOWNSHIP

Note: This proposal may be withdrawn if not accepted within 30 days.

WHERE PERMITTED BY LAW, UNITED RENTALS MAY IMPOSE A SURCHARGE OF 2.0% FOR CREDIT CARD PAYMENTS ON CHARGE ACCOUNTS. THIS SURCHARGE IS NOT GREATER THAN OUR MERCHANT DISCOUNT RATE FOR CREDIT CARD TRANSACTIONS AND IS SUBJECT TO SALES TAX. THIS IS NOT A SALE AGREEMENT/INVOICE. THE ITEMS LISTED ABOVE ARE SUBJECT TO AVAILABILITY AND ACCEPTANCE OF THE TERMS AND CONDITIONS OF UNITED'S SALE AGREEMENT/INVOICE WHICH ARE AMENDED FROM TIME TO TIME AND POSTED ONLINE AT <https://www.unitedrentals.com/legal/sale-agreement> AND INCORPORATED HEREIN BY REFERENCE. A PAPER COPY OF THE SALE AGREEMENT/INVOICE TERMS IS AVAILABLE UPON REQUEST.



Rushcreek finance &lt;rushcreekfinance@rushcreektwp.org&gt;

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**OTARMA Meeting Request**

1 message

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**Wendy French** <wfrench@acrisure.com>  
To: Wendy French <wfrench@acrisure.com>

Tue, Feb 24, 2026 at 1:14 PM

Good afternoon. I hope this email finds you well.

I'm reaching out to you today to let you know that part of our obligation as the service provider for OTARMA, is to meet with members at least once every 5 years to review the township's policy and highlight the additional benefits of the OTARMA program, and this is your year.

This can be done at a time throughout the day that works for you including one or two individuals from the township, can be done virtually at your convenience, or in person at your regular meeting. If the township has a local agent, you can also meet with them as well.

Please let us know by contacting me (contact info below) to schedule a brief meeting with your agent.

**Wendy French**

Senior Account Manager

OH/IL Pools - Midwest Division

315 S. Kalamazoo Mall

Kalamazoo, MI 49007

Direct: 269-341-4829

Cell: 269-501-1188



*Coverage may not be issued, bound, changed, modified, altered, canceled or terminated without receiving written confirmation thereof from an authorized representative of Acisure, LLC (or an affiliate) or the applicable insurer. Please contact your Acisure representative with any questions.*

IMPORTANT NOTICE:

