

RUSHCREEK TOWNSHIP TRUSTEES

MEETING MINUTES

December 3, 2025

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

Charlie Hockman, RPC representative

REGIONAL PLANNING

Charlie reported Greenfield Twp review of a lot split. Charlie also addressed the length of time needed to approve lot splits through the office. Specifically addressing a property on County Line Road, Matt and Tim Thomas were splitting. Holli indicated to Charlie that she was not aware of any delays occurring in the office. She indicated the delay may be coming from the Health Department regarding the additional requirement now of back up samples for systems in the event a system would fail. Trustee Ashbaugh stated these are the rules for new systems to have a back up plan if the primary system fails. Lisa indicated that Matt Thomas had been advised by Regional Planning the delay was at the Township.

MINUTES

The Minutes from the November 19, 2025 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.

FINANCIAL SECTION

Warrant #'s 44124 through 44130 and EFT 520-2025 through 544 -2025 in the amount of \$55,099.68  
November Bank Reconciliation

Then and Now Purchase order 30,31,32,33,34 to Allied and MWG for Trustee Downard to insurance coverage.

Supplemental appropriation changes for End of Year (specifics attached)

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

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

Fiscal Office

- All invoices that require payment in 2025 must be submitted by December 26<sup>th</sup>. All open purchase orders will be closed on that date
- 2026 **temporary** budget submitted to Fiscal Office by 16<sup>th</sup> in preparation for 17<sup>th</sup> Board Meeting review.
- Need and mileage submissions for RPC in writing to reimbursement by **15<sup>th</sup> of December**.
- Final EOY meeting approving temporary budget and swearing in of new Trustees on 12/31, the Board will select a time for that special meeting on December 17<sup>th</sup> and then we will publish.
  - 1<sup>st</sup> payroll of New Year on January 1<sup>st</sup>.
  - 1<sup>st</sup> meeting of New Year January 7<sup>th</sup>.

Fire

Chief verified that Aladtec has been notified of our intention to convert to Vector Solutions in November. We need to provide Aladtec with a final usage date for the software. Asst. Chief Irwin indicated we are at a place in the conversion process that we can notify Aladtec of an end date.

Chief stated the departments intention to apply for the Ohio Department of Commerce Fire Marshall grant in the max amount of \$15,000.00 for 3 sets of gear . Lisa asked if we should consider applying for attack line again rather than replacement gear. Chief indicated his thoughts this was rarely approved but would follow up. The grant is due by the end of January. Chief stated that FF Graham had reviewed all of the gear and dates to determine what was needed.

EMS	11	RUNS	TRANSPORTS	8
FIRE	2			
MVA	4			
MUTUAL AID	6	GIVEN	3	RECEIVED

	GIVEN	RECEIVED
Berne Township	1	0
Junction City	1	0
Marion	1	0
Lancaster	0	1
Pleasant	1	1
Richland	0	1
Misc. (Somerset, Hopewell, Straitsville, New Lex)	2	0
Walnut	0	0
Logan	0	0
Hocking	0	0
Air Evac	0	0

**Zoning**

- Returning check # 010894 to Stephson Cleaning for a zoning permit for conex box pole building submitted. Rebba Stephson cancelling project at this time 7525 Bremen Road
- PA office looking for a response and copy of the section of the Zoning Resolution that prevent more than one residence per parcel for 2715 Mt. Zwingli Road, Vyas property
  - No well or septic permit copies received for 715 Zion Road, Stalford

**Road Department**

Tree clean up on Rutter Hill Road. Trustee Ashbaugh stated this project has been ongoing since the ice storm damage several years ago.  
 Digging out bad spot on Fairview Road  
 Clearing limbs after high winds  
 Cleared roads after recent snowfall

**Administration**


Trustee Downard did receive a response from the PA office regarding the additional questions posed regarding trap shooting at Pheasant Landing, LLC. Trap shooting as a business is not covered by ODNR or Agritourism if any fees are being charged. Trustee Downard has summarized the advice we received from the PA office and passed it on to the owners of Pumpkin Vine Golf Course. At this time the Township has no role in zoning. The Board and Zoning Inspector will monitor on a as needed basis.

The letter regarding the camper(s) at 3250 Mt. Zwingli Road to Mr. Matthews has been returned a 2<sup>nd</sup> time from the tax address on file Maya Lane. Trustee Downard will look for any additional addresses we can send. Trustee Moyer suggested we may just need to hand deliver to the Mt. Zwingli address.

**Further Business:**

NONE

Trustee Ashbaugh moved to adjourn at 7:20 p.m.

  
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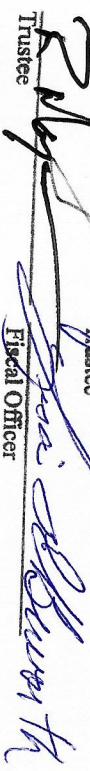

  
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**Appropriation Supplemental**

December 2025

Post Date	Transaction Date	Account Code	Amount	Resolution Number	Type	Purpose	Budgetary Correction
12/01/2025	12/01/2025	2191-220-190-0002	\$1,000.00	12/03MINUTES	Permanent	EOY REALLOC FOR PART TIME SALARY	No
12/01/2025	12/01/2025	2191-220-240-0000	-\$1,000.00	12/03MINUTES	Permanent	EOY REALLOC FOR PART TIME SALARY	No
12/02/2025	12/03/2025	1000-110-221-0000	\$2,450.00	12/3 MINUTES	Permanent	EOY ADJUSTMENT TO COVER INSURANCE FOR	No
12/02/2025	12/03/2025	1000-110-312-0000	-\$2,450.00	12/3 MINUTES	Permanent	EOY ADJUSTMENT TO COVER INSURANCE FOR	No
12/03/2025	12/03/2025	2031-330-221-0000	\$3,550.00	12/3 minutes	Permanent	realloc for final prem and jan 2026 premim billing	No
12/03/2025	12/03/2025	2031-330-323-2000	-\$3,550.00	12/3 minutes	Permanent	realloc for final prem and jan 2026 premim billing	No

  
 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.