

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

FEBRUARY 11

13

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on February 11, 2013 at 7:00 p.m. with the following person present:

TRUSTEES: Jim VanDeGrift arrived at 7:15 p.m., Dan Jones and Jonathan D. Sams.

CHIEF FISCAL OFFICER: Tammy Boggs

GUEST: Steve Flint, Mike Jameson, Larry Wilson, Neil Tunison, Penny Haas, John Seckel, and Jackie Davis.

The meeting opened with Mr. Jones leading the Pledge of Allegiance.

The minutes of the previous meeting were received by the Trustees prior to the meeting for review. Since there were no additions or corrections, Mr. Sams moved for acceptance, seconded by Mr. Jones. All were in favor and the minutes were approved as written.

The Fiscal Officer notified the Trustees that the financial reports for the previous month were available for their review. By motion of Mr. Sams and seconded by Mr. Jones the following reports were approved. Cash Summary by Fund (month to date and year to date), Fund Status Report, and Bank Reconciliation for the previous month.

Mr. Neil Tunison, Warren County Engineer, presented the Trustees with information regarding Enterprise Pipeline, that will be developed and maintain in Warren County. The new Enterprise Pipeline will involve some of the township roads. Mr. Tunison proposed a Roadway Use and Maintenance Agreement for the Pipeline Construction and Infrastructure be entered into by the Trustees. Mr. Sams made a motion to enter into the agreement. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 13-02-06**. (A copy of the resolution is included in the minutes).

The township received from the Ohio Division of Liquor Control a notice of a new liquor license for Miami Valley Gaming & Racing LLC. The Trustees have no objections to this request and the necessary documents will be returned to the Ohio Division of Liquor Control.

The 2012 Township Highway System Mileage Certification has been received and signed by the Trustees. Turtlecreek Township is responsible for maintaining 58.320 miles of public road.

Ms. Boggs informed the Trustees that the township has outdated computer equipment and the equipment has no value. Mr. Jones made a motion to disposal of five (5) computers, seven (7) printers, one (1) scanner, three (3) monitor screens and one (1) desk. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed. All the computer hard drives will be cleaned and the items will be donated.

The Turtlecreek Township Trustees support the appointment of the Clearcreek Township Trustee to the Warren County 9-1-1 Planning Committee. Mr. Jones made a motion to support the appointment of Cathy Anspach to the Warren County 9-1-1 Planning Committee. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 13-02-01**. (A copy of the resolution is included in the minutes).

The 2013 Warren County Regional Planning Membership Dues are \$1,466.60 for Turtlecreek Township. Mr. Jones made a motion to pay the dues. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 13-02-02**. (A copy of the resolution is included in the minutes).

Mr. Sams reported that a letter has been sent to Warren County Planning Commission regarding a comprehensive plan for Turtlecreek Township. The township will also be looking to establish steering committees for the I75 Corridor plan and Turtlecreek Township.

Mr. Jones reported information that he obtained regarding the culvert policy for other townships. A discussion was held with the Trustees regarding the culvert replacements for Turtlecreek Township. The Trustees decided that the township will provide advice to the residents in regards to the replacement of the culverts but the cost will be the responsibility of the residents. A motion was made by Mr. Jones that the township will not incur the cost of the replacement of culverts for the residents. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed.

Mr. Sams reported to the Trustees that he had interviewed applicants for the Administrative Assistant position and would recommend the hiring of Jennifer Niehaus for the position. Mr. Sams made a motion to hire Ms. Niehaus for Administrative Assistant. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 13-02-09**. (A copy of the resolution is included in the minutes).

Department Reports:

Fire/EMS: Steve Flint, Fire Chief, Mike Jameson, Assistant Fire Chief, and Erin Monroe, EMS Chief reported fire and EMS incident information. Chief Flint requested that the Trustees hire Andy Ryerson, Intermediate EMT and Shawna Lynch, Paramedic EMT, full time effective February 23, 2013. Mr. Ryerson rate of pay will be \$14.00 per hour and Ms. Lynch's rate of pay will be \$14.50. Mr. Sams made a motion to hire Andy Ryerson, Intermediate EMT at the rate of \$14.00 per hour and Shawna Lynch, Paramedic EMT at the rate of \$14.50 per hour as full time employees. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 13-02-04 and 13-02-05**. (A copy of the resolution is included in the minutes). Chief Flint requested the approval to sent Brian Holtel to Fire Training at a cost of \$925.00. Mr. Sams made a motion to approve the Fire Training for Brian Holtel. Mr. Jones seconded the motion. Mr. Holtel will be attending Warren County Career Center for his training. The motion was passed with **Resolution 13-02-03**. (A copy of the resolution is included in the minutes). The EMS and Fire volunteers hired on February 4, 2013 are as follows: Dan Wood, Adam Horwarth, Alexander Guard, Zach Thuney, Toby Raikes, Christian Zopff, Bruce Osborne, Brian Holtel, and Christopher Mackey.

Road and Bridge: Larry Wilson, Road Supervisor, presented his weekly department activity reports completed since the previous meeting. Mr. Wilson informed the Trustees that Stonewall Subdivision had a missing stop sign. Mr. Greg Carmack for Warren County Engineer's office informed Mr. Wilson that a stop sign should be placed at Jason Court. A resolution is necessary when placing a stop sign. Mr. Sams made a motion to place the stop sign on Jason Court. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 13-02-07**. (A copy of the resolution is included in the minutes). Mr. Wilson informed the Trustees that the City of Lebanon would like to sell their Road Planer at a cost of \$5,000.00. Mr. Wilson would like to purchase this item for the Road Department. Mr. Sams made a motion to purchase the road planer at a cost of \$5,000.00 for the City of Lebanon. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 13-02-08**. (A copy of the resolution is included in the minutes).

Correspondence – In:

- *Letter from Medicare Railroad Carrier regarding enrollment for pay to address Update
- *Letter from WC Department of Emergency Services regarding the 911 Planning Committee
- *Letter from Rush Truck Centers regarding billing
- *The AccuMed Group regarding HIPAA
- *Email from Rumpke regarding the dumpster at Station 33 for recycle material
- *Email from Senour Flaherty regarding renewal questionnaire
- *Email from Mike Grauwelman regarding TIF agreements
- *Email from Warren County Health District Advisory Council annual meeting on March 5 At 6:00 p.m. Health Department Conference Room
- *Thank you letter from Nancy Hester
- *Thank you letter from Michelle Underwood
- *Thank you letter from Raye Kimberlin
- *Letter from WC Combined Health District regarding sewage treatment system at 2693 Timber Ct.
- *Letter from WC Engineer's Office regarding work permit for Duke Energy on Nixon Camp
- *Resolution from WC Commissioners regarding adjustment for water at the park
- *Resolution from WC Commissioners regarding approval of the creations of the Lebanon-Turtlecreek Joint Economic Development District
- *Letter from WC Engineer's Office regarding work permit for Duke Energy on Waynesville Road
- *Email from WC Engineer's Office that the racino address is 6000 SR 63

Correspondence – Out:

*Letter to WC Engineer’s Office regarding 2013 Equipment Inventory

The Fiscal Officer presented the bills which were due and the following checks were approved and signed. Check Nos.18735 through 18802, (copy to follow) and Voucher 19-2013.

The Fiscal Office reported the following income from: Warren County Auditor, N. Nelson - \$7,239.77 (January 2013 Gas Excise), State of Ohio Medicaid – \$634.46 (Life Squad Services), Anthem - \$1,515.77 (Life Squad Services), Caresource - \$715.43 (Life Squad Services), United HealthCare - \$3,114.77 (Life Squad Services), Aetna - \$4,138.14 (Life Squad Services), CGS - \$8,693.51 (Life Squad Services), Amerigroup - \$344.33 (Life Squad Services), HIC - \$2,313.58 (Life Squad Services), Community Insurance - \$498.44 (Life Squad Services), Cigna - \$810.00 (Life Squad Services), HHP Ohio - \$471.73 (Life Squad Services), Humana - \$820.00 (Life Squad Services), N. Tu Ho - \$10.00 (Life Squad Services), Progressive - \$806.00 (Life Squad Services), Encompass - \$808.38 (Life Squad Services), GEHA - \$88.02 (Life Squad Services), Medicaid Management - \$49.50 (Life Squad Services), G Carozza - \$17.92 (Life Squad Services), J. Smith - \$18.03 (Life Squad Services), D. Blanton - \$64.80 (Life Squad Services), Otterbein – 2,314.42 (Life Squad Services), Lebanon Citizens National Bank - \$124.07 (Various Interest Receipts), StarOhio - \$2.29 (Various Interest Receipts), The Hatfield Inn - \$43.71 (December 2012 Motel Tax), Time Warner Cable - \$24,393.04 (4th Quarter 2012 Franchise Fee), R Berryman - \$100.00 (Life Squad Services).

A motion was made by Mr. Sams that the Board of Trustees adjourn into executive session to discuss personnel matter pursuant to ORC 121.22 (G) (1). The motion was seconded by Mr. Jones and upon call of roll call, Mr. VanDeGrift “YEA”, Mr. Jones “YEA”, and Mr. Sams “YEA” the executive session was entered. By motion of Mr. Sams that the Board of Trustees adjourn out of executive session and return to the open meeting and ask the Fiscal Officer to note in the minutes that NO ACTION WAS TAKEN. The motion was seconded by Mr. Jones the executive session ended. Upon call of roll, Mr. VanDeGrift “YEA”, Mr. Jones “YEA” and Mr. Sams “YEA” the Board returned to regular session.

There being no further business Mr. Sams made a motion to adjourn the meeting. The motion was seconded by Mr. Jones. All voiced a “YEA” vote and the motion was passed.

The next regular meeting has been scheduled for February 26, 2013 at 8:00 a.m.

Signed: _____ President

Attest: _____ Chief Fiscal Officer

**RESOLUTION 13-02-01
TURTLECREEK TOWNSHP
WARREN COUNTY, OHIO**

**SUPPORTING THE APPOINTMENT OF THE CLEARCREEK TOWNSHIP TRUSTEE
TO THE WARREN COUNTY 9-1-1 PLANNING COMMITTEE**

WHEREAS, PURSUANT TO Ohio Revised Code Section 5507.06, the Warren County Board of Commissioners is reconvening the Warren County 9-1-1 Planning Committee for the purpose of revising the County's 9-1-1 Final Plan; and

WHEREAS, Turtlecreek Township believes that Clearcreek Township Trustee, Cathy Anspach can well represent Turtlecreek Township on the Warren County 9-1-1 Planning Committee; and

NOW, THEREFORE, BE IT RESOLVED by the Trustees of Turtlecreek Township, Warren County, Ohio:

SECTION 1. The Turtlecreek Township Trustees hereby support the appointment of Cathy Anspach, Clearcreek Township Trustee, to serve as the representative of the townships to the Warren County 9-1-1 Planning Committee.

SECTION 2. This Resolution shall become effective immediately upon its passage.

Adopted this 11th day of February, 2013

Signed: Jim VanDeGrift "YEA"

Daniel Jones "YEA"

Jonathan D. Sams "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 13-02-02
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall pay to the Warren County Regional Planning Commission the sum of \$1,544.70. Source of the funds will be from the General Fund #1000-120-599-0000 (Other – Other Expenses).

Resolution was initiated by Mr. Jones and seconded by Mr. Sams. All voiced a “YEA” vote and the resolution passed.

Adopted this 11th day of February, 2013.

Signed: _____ “YEA”

_____ “YEA”

_____ “YEA”

Attest: _____ Chief Fiscal Officer

**RESOLUTION 13-02-03
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

RESOLUTION TO ENTER INTO A CONTRACT FOR LEVEL ONE FIREFIGHTER SCHOOLING WITH BRIAN HOLTEL.

WHEREAS, it is the intent of Turtlecreek Township Board of Trustees to pay for the Level One Firefighter training for Brian Hodel, and will enter into a contract, with the contract stating, that the student agrees to provide the Trustees services in accordance with his newly acquired level of training for a period of no less than one (1) year for Firefighter and volunteer no less than ten percent (10%) of the Fire Departments runs. The cost of the classes will be \$925.00 to the Warren County Career Center.

THEREFORE, by motion of Mr. Sams and seconded by Mr. Jones the above resolution was approved. All voiced a “YEA” vote and the resolution passed.

Adopted this 11th day of February, 2013

Signed: _____ “YEA”

_____ “YEA”

Attest: _____ Chief Fiscal Officer

**RESOLUTION 13.02-04
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

HIRE SHAWNA LYNCH, EFFECTIVE FEBRUARY 23, 2013, AS A FULL TIME EMS
"PARAMEDIC" 40 HOURS PER WEEK

WHEREAS, a new position of "Full Time EMS-Paramedic" has been established within the
Turtlecreek Township Fire Department/Emergency Medical Service, and

WHEREAS, the Fire Chief and Assistant EMS Chief of Turtlecreek Township Fire Department
and Emergency Medical Service have recommended that Shawna Lynch be hired as a Full Time
EMS-Paramedic at the recommended hours of 40 per week, and

NOW THEREFORE BE IT RESOLVED, the Turtlecreek Township Board of Trustees hereby
approves the hiring of Shawna Lynch for the position of Full Time EMS Paramedic, effective
February 23, 2013 at the rate of \$14.50 per hour. Ms. Lynch's hours of work will be established
as 40 hours per week as approved by the Assistant EMS Chief.

Mr. Sams moved for adoption of the foregoing resolution, seconded by Mr. Jones. All voiced a
"YEA" vote and the resolution passed.

Adopted this 11th day of February, 2013

Signed: _____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 13.02-05
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

HIRE ANDY RYERSON, EFFECTIVE FEBRUARY 23, 2013, AS A FULL TIME EMS
"INTERMEDIATE" 40 HOURS PER WEEK

WHEREAS, a new position of "Full Time EMS-Intermediate" has been established within the
Turtlecreek Township Fire Department/Emergency Medical Service, and

WHEREAS, the Fire Chief and Assistant EMS Chief of Turtlecreek Township Fire Department
and Emergency Medical Service have recommended that Andy Ryerson be hired as a Full Time
EMS-Intermediate at the recommended hours of 40 per week, and

NOW THEREFORE BE IT RESOLVED, the Turtlecreek Township Board of Trustees hereby
approves the hiring of Andy Ryerson for the position of Full Time EMS Intermediate, effective
February 23, 2013 at the rate of \$14.00 per hour. Mr. Ryerson's hours of work will be established
as 40 hours per week as approved by the Assistant EMS Chief.

Mr. Sams moved for adoption of the foregoing resolution, seconded by Mr. Jones. All voiced a
"YEA" vote and the resolution passed.

Adopted this 11th day of February, 2013

Signed: _____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 13-02-06
TURTLECREEK TOWNSHP
WARREN COUNTY, OHIO**

WHEREAS, Turtlecreek Township has maintenance responsibilities for various roads and streets in its Township; and

WHEREAS, Enterprise Liquid Pipeline LLC intends to construct a pipeline through Warren County whose construction activities may have impact on roads maintained by Turtlecreek Township; and

WHEREAS, Enterprise Liquid Pipeline LLC, the Board of County Commissioners of Warren County, and the Board of Trustees of Turtlecreek Township desire to enter into an agreement providing for the repair and maintenance of roads and bridge in Turtlecreek Township thereon as a result of pipeline activities; now

THEREFORE BE IT RESOLVED, for the Board of Trustees of Turtlecreek Township to enter into a "Road Use Maintenance Agreement for Pipeline Construction and Infrastructure in Warren County" with Enterprise Liquid Pipeline LLC and the Board of County Commissioner of Warren County.

Adopted this 11th day of February, 2013

Signed: _____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 13-02-07
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

ERECT STOP SIGNS ON JASON COURT AT THE INTERSECTION OF TRINITY DRIVE SO THAT SAID INTERSECTION FUNCTIONS AS A ONE (1) - WAY STOP INTERSECTION.

WHEREAS, Ohio Revised Code Sections 4511.65 provides that local authorities may designate additional through highways, and shall erect stop signs, yield signs, or traffic control signals at all streets and highways intersecting such through highways, or may designate any intersection as a stop or yield intersection and shall erect like signs at one or more entrances for such intersection; and

NOW THEREFORE BE IT RESOLVED, upon the recommendation of Neil F. Tunison, Warren County Engineer, to erect stop signs on Jason Court at the intersection of Trinity Drive so that said intersection functions as a one (1) – way stop intersection.

Resolution was initiated by Mr. Sams and seconded by Mr. Jones. All voiced a “YEA” vote and the resolution passed.

Adopted this 11th day of February, 2013

Signed: _____

“YEA”

“YEA”

“YEA”

Attest: _____

Chief Fiscal Officer

**RESOLUTION 13-02-08
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall purchase an asphalt milling attachment from City of Lebanon for the Road Department at the approximate cost of \$5,000.00. Source of the funds will be from the Permissive Motor Vehicle Fund #2231-330-430-0000 (Small Tools and Minor Equipment). Resolution was initiated by Mr. Sams and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 11th day of February, 2013

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 13-02-09
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that Jennifer Niehaus be hired as Administrative Assistant effective March 11, 2013 at the rate of pay of \$14.50 per hours.

Mr. Sams moved for adoption of the foregoing resolution. The motion was seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 11th day of February, 2013

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer