

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

FEBRUARY 26

13

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on February 26, 2013 at 8:00 a.m. with the following person present:

TRUSTEES: Jim VanDeGrift, Dan Jones and Jonathan D. Sams.

CHIEF FISCAL OFFICER: Tammy Boggs

GUEST: Steve Flint, Mike Jameson, Erin Monroe, Larry Wilson, Michael Shaffer, Sydney Warm, and Penny Haas.

The meeting opened with Mr. VanDeGrift 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. Jones moved for acceptance, seconded by Mr. Sams. All were in favor and the minutes were approved as written.

The Fiscal Officer reported that the one (1) year CD's for the General Fund, EMS Fund, and the Fire Fund will mature on February 27, 2013. People's First Bank in Mason will provide the township with a renewal rate of .75% for all three (3) CD's. The CD's will be renewed at this rate for a one (1) year term to mature on February 27, 2014.

The Fiscal Officer informed the Trustees that a new fund needs to be established for the I71/123 TIF. Mr. Sams made a motion to establish a new fund for the I71/123 TIF Fund number 2901. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 13-02-10**. (A copy of the resolution is included in the minutes).

The Fiscal Officer notified the Trustees that the annual renewal for the Public Entity Insurance is due. The renewal cost is \$6,930.00. Mr. Sams made a motion to renew the insurance for 2013. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed.

The Fiscal Officer notified the Trustees that a line item transfer is required for fund 2193 for needed expenses. Mr. Jones made a motion to transfer \$20,000.00 from 2193-930-930-0000 (Contingencies) to 2193-290-599-005 (EMS/Fire Expenses). Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 13-02-11**. (A copy of the resolution is included in the minutes).

Department Reports:

Fire/EMS: Steve Flint, Fire Chief, Mike and Jameson, Assistant Fire Chief, reported fire and EMS incident information. Chief Flint requested the approval for two EMT's to attend paramedic school at Sinclair College. The cost of the school will be \$5,400 for Andy Ryerson and \$5,400 for John Seckel. Mr. Jones made a motion to approve paramedic school for Andy Ryerson and John Seckel at a cost of \$5,400 each with Sinclair College. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 13-02-12**. (A copy of the Resolution is included in the minutes). Chief Flint discussed with the Trustees information regarding a fund raising item for the auxiliary with regards to providing a photographer to take family portraits. The Trustees requested additional information from the auxiliary before making a decision. Chief Flint requested the purchase of kitchen appliances for Station 31 to complete the updates to the station. The approximate cost of the appliances will be \$2,000.00. Mr. Sams made a motion to purchase the appliances. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 13-02-13**. (A copy of the resolution is included in the minutes). Assistant Chief Jameson informed the Trustees that his Ohio Task Force One training will be sometime in April. This will be a week-long training that he will attend. Assistant Chief Monroe informed the Trustees that the OCHSA manual is up for renewal. The cost of the renewal for five (5) years will be \$627.00. Mr. Sams made a motion to renew the manual. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed. Assistant Chief Monroe informed the Trustees that the EMS billing company has suggest that the township modify their billing rates. Mr. Sams made a motion to increase the EMS billing rates effective February 26, 2013. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 13-02-14**. (A copy of the resolution is included in the minutes). Assistant Chief Monroe informed the Trustees that the township received \$6,000.00 for the EMS grant for the year and she will be purchasing King Vision Disp Blades, King Vision Video Laryngoscope Blade, Central Venous Cannulation Simulator, and back boards. Mr. Jones made a motion to approve the purchase with the grant money. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 13-02-15**. (A copy of the resolution is included in the minutes),

Road and Bridge: Larry Wilson, Road Supervisor, presented his weekly department activity reports completed since the previous meeting. Mr. Wilson reported on the walk thru with the Warren County Engineer's Office for Timberwood Subdivision. The developer has a punch list to complete before acceptance.

The Trustees consider the appointments for the Warren County Regional Planning for 2013. Mr. Sams made a motion to appoint Michael Shaffer, Fred Grimm, and Dr. Robert Haas as Turtlecreek Township's representatives. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed.

Bricker & Eckler sent an engagement letter to the township for the I75 JEDD. Mr. Sams made a motion to sign the engagement letter for Bricker & Eckler with the approximate fee of \$20,000.00. It is the understanding that the developer will pay the fees. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 13-02-16**. (A copy of the resolution is included in the minutes).

Warren County Amateur Radio Association has requested the use of the township's meeting room once a month. The Trustees discussed the availability of the meeting room and decided that they may use the room once a month for their meetings.

The Fiscal Officer informed the Trustees that the necessary paperwork is being completed for the demolition of the Freiberg property on Hart Road.

The Annual Records Commission meeting of the Board of Turtlecreek Township Trustees was held at 8:00 a.m. during the regular meeting. No records will be disposed of at this time.

Mr. Sams updated the Trustees with regards to the I75 Corridor and that the township is proceeding with the I75 JEDD. Mr. Sams reported that the Boundary Survey has been completed.

Mr. Jones reported on the stream protection overlay meeting and that the county is in the process of completing the overlay.

Mr. Skip Warm comment that he is very pleased with the Road Department, they do an excellent job. Mr. Warm also informed the Trustees that he is the contact person for the Red Cross in this area.

Correspondence – In:

- *GovDeal News letter
- *Letter from Warren County Combined Health District regarding complaint
At 932 Natalie Lane.
- *Letter from Buchanan Equipment regarding Annual Commercial Products Expo
- *Letter from Warren County United Way regarding Annual Meeting on March 20, 2013
- *Letter from VSP regarding schedule A form.
- *Letter from Ohio Insurance Agency regarding AFLAC
- *Letter from Warren County Engineer's regarding Timberwood Estates acceptance

Correspondence – Out:

- *Letter to Warren County Engineer's Office regarding 2013 chip/seal project
- *Letter to Warren County Regional Planning regarding comprehensive plan
- *Letter to Humana regarding changing administrator

The Fiscal Officer presented the bills which were due and the following checks were approved and signed. Check Nos.18803 through 18871, (copy to follow) and Voucher 24-2013, 25-2013.

The Fiscal Office reported the following income from: CompManagement – \$568.81 (Life Squad Services), UMR - \$108.55 (Life Squad Services), GEHA - \$77.68 (Life Squad Services), United of Omaha Life - \$88.72, C. Mangroo - \$718.00, Union Bankers - \$88.30, J. Smith - \$18.03, K. Bentley - \$30.00, K. Phipps - \$60.13, US Treasury - \$464.70, Otterbein - \$270.53, MVP Health Plan - \$324.31, TriHealth Senior Link - \$485.79, Horizon blue Cross - \$90.55, Stine Kilburn - \$250.00 (Open/Close Martin), Lebanon Citizens National Bank - \$16,785.46 (Various Interest Receipts),

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.

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A discussion was held regarding the pay increases for the employees for 2013. Mr. Sams made a motion for pay increases for employees for 2013 and suggested an adjustment for several of the evaluations. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed for pay increases as stated in **Resolution 13-02-17**. (A copy of the resolution is included in the minutes).

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 March 11, 2013.

Signed: _____ President

Attest: _____ Chief Fiscal Officer

**RESOLUTION 13-02-10
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**A RESOLUTION CREATING THE I71/123 TIF
FUND NUMBER 2901**

WHEREAS, the Turtlecreek Township Board of Trustees must create a fund separate from all other township funds for the purpose of receiving funds to be used as designated in the language for the I71/123; and,

WHEREAS, this special money will be used for I71/123 TIF expenses as designated by the TIF language:

NOW THEREFORE, BE IT RESOLVED by the Turtlecreek Township Board of Trustees that a new fund shall be created and named the I71/123 TIF Fund 2901 and which shall be segregated from all other township funds.

BE IT FURTHER RESOLVED that the following fund will be established as of February 26, 2013.

Mr. Sams moved to adopt the foregoing resolution. Mr. Jones seconded the motion. All voiced a "YEA" vote and the resolution was passed.

Adopted this 26th day of February, 2013

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 13-02-11
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

BE IT REOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall transfer within the EMS/Fire Fund from Account 2193-930-930-0000 (Contingencies) to Account 2193-290-599-0005 (EMS/Fire Expense) an amount of \$20,000.00 for needed expenses. Mr. Jones moved for adoption of the foregoing resolution. The motion was seconded by Mr. Sams. All voiced a "YEA" vote and the resolution passed.

Adopted this 26th day of February, 2013

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 13-02-12
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION TO ENTER INTO A CONTRACT FOR EMT PARAMEDIC SCHOOLING WITH
ANDY RYERSON AND JOHN SECKEL.**

WHEREAS, it is the intent of Turtlecreek Township Board of Trustees to pay for the EMT Paramedic training for Andy Ryerson and John Seckel, they 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 two (2) years for Emergency Medical Technician and volunteer no less than twelve (12) hours per week, or forty-eight (48) hours per month. The cost of the paramedic school will be approximately \$5,400.00.

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

Adopted this 26th day of February, 2013

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

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

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall purchase appliances for Station 31 . The total cost will be approximately \$2,000.00. Source of the funds will be the EMS/Fire Special Levy Fund Account #2193-290-323-0000 (Repairs and Maintenance). Resolution was initiated by Mr. Sams and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 26th day of February, 2013

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 13-02-14
TURTLECREEK TOWNSHP
WARREN COUNTY, OHIO**

**RESOLUTION TO INCREASE CHARGES FOR THE BILLING OF AMBULANCE
TRANSPORTS MADE BY THE TURTLECREEK TOWNSHIP EMERGENCY MEDICAL
SERVICES**

WHEREAS, the Board of Trustees contracted with Medicount Management, Inc. to begin billing for ambulance transports effective January 1, 2005; and

WHEREAS, MBI, Inc. has recommended the Board increase the billing charges to maintain consistency with the usual and customary rates for emergency services/transport provided in this area; and

THEREFORE, BE IT RESOLVED, the Board of Turtlecreek Township Trustees shall authorize and establish the following insurance billing rates for ambulance transports made by the Turtlecreek Township Emergency Medical Services effective February 26, 2013:

Rate per Transport	BLS: \$554.00	ALS1: \$756.00	ALS2: \$857.00
Plus mileage per loaded mile:	BLS: \$14.11	ALS1: \$14.11	ALS2: \$14.11

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

Adopted this 26th day of February, 2013

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 13-02-15
TURTLECREEK TOWNSHP
WARREN COUNTY, OHIO**

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall purchase king vision reusable digital display disp blades, king vision video laryngoscope blade, central venous cannulation simulator, and back boards at the approximate cost of \$6,000.00. Source of the funds will be from the EMS Fund #2191-760-740-0000 (Machinery, Equipment and Furniture). Resolution was initiated by Mr. Jones and seconded by Mr. Sams. All voiced a "YEA" vote and the resolution passed.

Adopted this 26th day of February, 2013

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 13-02-16
TURTLECREEK TOWNSHP
WARREN COUNTY, OHIO**

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they should allow up to \$20,000.00 in legal fees to Bricker & Eckler for the I75 JEDD Project. Source of the funds will be General Fund 1000-110-319-0000 (Other – Professional and Technical Services). Resolution was initiated by Mr. Sams and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 26th day of February, 2013

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 13-02-17
TURTLECREEK TOWNSHP
WARREN COUNTY, OHIO**

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the township employees shall be compensated at the rate listed below effective March 9, 2012.

ROAD DEPARTMENT

Technician:	Tim Castle	\$19.25 per hour
Technician	Kent Hurtt	\$15.25 per hour
Technician	Ron Chasteen	\$16.00 per hour
Technician	Steven Schnetzer	\$15.25 per hour
Supervisor	Larry Williams	\$21.50 per hour

Summer part-time employees shall be paid \$10.50 per hour (with a CDL driver license, \$9.00 per hour (without a CDL), and additional amount may be paid for returning (re-hires) employees at the discretion of the board.

EMS DEPARTMENT

Mike Abbott		\$13.50 per hour	
Donna Banks		\$12.20 per hour	
Jon Paul Campbell		\$18.00 per hour	
	Fire Fund	10%	\$ 1.80
	EMS Fund	90%	\$16.20
Mitch Conway		\$10.00 per hour	
Jackie Davis		\$16.85 per hour	
Scott Davis		\$11.50 per hour	
Brad Edrington		\$12.50 per hour	
Alan Foley		\$12.00 per hour	
Brian Fultz		\$12.00 per hour	
Jeromy Guerra		\$16.85 per hour	
	EMS Fund	90%	\$15.17
	Fire Fund	10%	\$ 1.68
Penny Haas		\$12.35 per hour	
Dan Hill		\$10.10 per hour	
Shawn Mason		\$12.00 per hour	
Melissa Wainscott		\$13.00 per hour	
Robert Wallman		\$10.00 per hour	

CHIEFS

Steven Flint		\$68,700.00	
	Fire Fund	75%	\$51,525.00
	EMS Fund	20%	\$13,740.00
	General Fund	5%	\$ 3,435.00
Michael Jameson		\$61,800.00	
	Fire Fund	55%	\$33,990.00
	EMS Fund	35%	\$21,630.00
	Road Depart	10%	\$ 6,180.00
Erin Monroe		\$55,200.00	
	EMS Fund	90%	\$49,680.00
	Fire Fund	10%	\$ 5,520.00

Resolution was introduced by Mr. Sams and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 26th day of February, 2013

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer