

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

APRIL 8

13

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on April 8, 2013 at 7:00 p.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, Penny Haas, Jim Bowen, Jackie Davis, Andy Ryerson, Michael Shaffer, and Sheriff Larry Sims.

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 notified the Trustees that the financial reports for the previous month were available for their review. By motion of Mr. Jones and seconded by Mr. Sams 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.

Sheriff Larry Sims presented the annual report for 2012. Sheriff Sims reported that from 2011 to 2012 the calls increased over 3,000. He also reported that foreclosures are still up and the detective cases are up over 40.

The Fiscal Officer informed the Trustees that the Warren County Township's Association meeting will be held at the township building on April 18, 2013.

A replat of Shadywood Acres was received from the Warren County Regional Planning Commission. The Trustees reviewed the replat and have no concerns or comments regarding this replat. A letter will be sent to the Warren County Regional Planning stating this fact.

The Warren County Rural Zoning Commission sent a map amendment for Bethany Church to the Trustees. The Trustees review this information and have no comments or concerns at this time regarding this map amendment. A letter will be sent to the Warren County Rural Zoning Commission stating this fact.

Mr. Michael Shaffer reported that the Warren County Regional Planning's quarterly meeting will be held tomorrow.

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 the hiring of Mr. John Seckel as an EMT Basic part time at the rate of pay \$9.50 per hour effective 4-6-2013. Mr. Sams made a motion to hire Mr. Seckel. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 13-04-01**. (A copy of the resolution is included in the minutes), Chief Flint requested that Mr. Brian Holtel be hired as an EMT Intermediate part time at the rate of pay of \$10.50 per hour effective 4-6-2013. Mr. Sams made a motion to hire Mr. Holtel. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 13-04-02**. (A copy of the resolution is included in the minutes). Ms. Jackie Davis, Turtlecreek Township EMT and Mr. Jim Bowen, Fire and Rescue Studio, presented a fund raiser to the Trustees. They would like to offer a ticket to the residents at a cost of \$25.00 each which will provide a 10 x 13 picture to the residents. The Trustees requested that a disclosure be issued regarding what percentage of the money would go to the Fire Department Auxiliary when it is presented to the public and that the Trustees approve the letter prior to it be issued. Mr. Jones made a motion to approve the fund raiser as long as the conditions that have been placed on the event are met. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed. Assistant Chief Monroe reported on the grant writing class that she attended. Chief Flint reported on the \$1,600.00 training grant that the township received from the 2012 Fire Department Training Grant Division of State Fire Marshall. Chief Flint requested an executive session to discuss personnel. Assistant Chief Jameson requested the purchase of oil at the approximate cost of \$300.00 to replace the oil in the Road Department's crack sealer. He also informed the Trustees that the tandem will need new tires next winter. He will obtain a price to present to the Trustees at a future date.

Road and Bridge: Larry Wilson, Road Supervisor, presented his weekly department activity reports completed since the previous meeting.

Correspondence – In:

- *Letter from Warren County Regional Planning Commission regarding Shadywood Acres Section Three being a replat of Lot 18.
- *Letter from Ohio Division of Liquor Control regarding liquor license for Shaker Golf Group
- *Email from John Johnson regarding parking signs in Shake Run Development
- *Email from Ohio Insurance Services regarding benefits
- *Email from Kristen Hoffman, Nova Title Agency regarding property at 2527 US RT 42
- *Email to Ferris Electronics to purchase Dreamweaver CS6
- *Email to Ms. Jillora Summers regarding JEDD
- *Email from Caleb Bell regarding JEDD board
- *Letter from Warren County Engineer's Office regarding r/w permit on Liberty Keuter
- *Letter from Department of Commerce regarding the 2013 Fire Department Equipment Grant
- *Letter from Medical Mutual requesting records update
- *Email from Ohio Bureau of Workers Comp regarding the BLS Survey
- *Letter from Dayton Miami Valley Safety Council regarding safety training
- *Email from Warren County Engineer's regarding address for Estates of Keever Creek

Correspondence – Out:

- *Email to John Johnson regarding HOA for parking signs
- *Email to Kristen Hoffman, Nova Title Agency that the township has no assessments on 2527 US RT 42
- *Email from Caleb Bell regarding procedures for the JEDD board
- *Letter to Mr. Shaffer regarding meeting on May 1, 2013 regarding I75 Corridor
- *Letter to Mr. Hendrickson regarding meeting on May 1, 2013 regarding I75 Corridor
- *Letters to JEDD property (Armstrong, Capozio, Hoskins, Kramer, Natorp, Patel, Sizemore, Lane, and Summers) owners regarding meeting on April 9, 2013
- *Letter to State of Ohio regarding demolition of 2237 Hart Road
- *Letter to Mr. Freiberg regarding demolition of 2237 Hart Road
- *Letter to Bank One regarding demolition of 2237 Hart Road
- *Letter to Chief of EMS Operations changing program coordinator

The Fiscal Officer presented the bills which were due and the following checks were approved and signed. Check Nos.19023 through 19086, (copy to follow) and Voucher 43-2013, 44-2013.

The Fiscal Office reported the following income from: Warren County Auditor, N. Nelson - \$2,142.21 (February 2013 Settlement Tax), \$256.95 (February 2013 Settlement Trailer Tax), \$7,292.80 (March 2013 Gas Excise Tax), 659.96 (Auto Tax Excess IRP MV License), Anthem – \$2591.58 (Life Squad Services), United HealthCare - \$2,153.49 (Life Squad Services), CGS - \$11,643.64 (Life Squad Services), Cigna - \$689.60 (Life Squad Services), Palmetto - \$1,817.57 (Life Squad Services), Community Insurance - \$374.24 (Life Squad Services), State of Ohio Medicaid - \$193.11 (Life Squad Services), HIC – \$1,897.35 (Life Squad Services), Medical Mutual - \$552.18 (Life Squad Services), Amerigroup - \$169.96 (Life Squad Services), Aetna - \$490.27 (Life Squad Services), United States Treasury - \$320.36 (Life Squad Services), TriCare - \$89.99 (Life Squad Services), Allstate - \$634.00 (Life Squad Services), Medicount - \$27.00 (Life Squad Services), L. Frisby - \$50.00 (Life Squad Services), Otterbein Lebanon - \$165.56 (Life Squad Services), N. Tu Ho - \$95.80 (Life Squad Services), Banker Life - \$97.12 (Life Squad Services), Lebanon Citizens National Bank - \$120.30 (Various Interest Receipts), StarOhio - \$2.01 (Various Interest Receipts), Rivermetals Recycling - \$461.25 (Scrap Metal Sale), Betty Wright - \$600.00 (Cemetery Open/Close), Stine Kilburn - \$450.00 (Cemetery Open/Close), Mackey - \$10.00 (Hat Reimbursement), Stephen Wood - \$10.00 (House # Sign).

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.

Chief Flint requested that a new position be posted for an EMT – Paramedic/Lieutenant Full Time with a pay range of \$15.50 - \$17.00 per hour. Mr. Sams made a motion to post the EMT – Paramedic/Lieutenant position. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed. The Trustees clarified with the Chief that this is the last full time position for the future to be posted. The Trustees also verified with the Chief that the four (4) part time positions are the only open positions at this time.

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 April 30, 2013 at 8:00 a.m.

Signed: _____ President

Attest: _____ Chief Fiscal Officer

**RESOLUTION 13-04-01
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

HIRE JOHN SECKEL EFFECTIVE APRIL 6, 2013, AS A PART TIME EMS-B, MINIMUM OF 48 HOURS PER MONTH REQUIRING MINIMUM OF 12 HOURS ON WEEKEND.

WHEREAS, a new position of "Part Time EMS-B" 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 John Seckel be hired as a Part Time EMS-B at the minimum recommended hours of 48 hours per month requiring minimum of 12 hours on weekend; and

NOW THEREFORE BE IT RESOLVED, the Turtlecreek Township Board of Trustees hereby approves the hiring of John Seckel for the position of Part Time EMS-B, effective April 6, 2013 at the rate of \$9.50 per hour. Mr. Seckel's hours of work will be established as 48 hours minimum per month requiring minimum of 12 hours on weekend 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 8th day April, 2013

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 13-04-02
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

HIRE BRIAN HOLTEL EFFECTIVE APRIL 6, 2013, AS A PART TIME EMS-I, MINIMUM OF 48 HOURS PER MONTH REQUIRING MINIMUM OF 12 HOURS ON WEEKEND.

WHEREAS, a new position of "Part Time EMS-I" 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 Brian Holtel be hired as a Part Time EMS-I at the minimum recommended hours of 48 hours per month requiring minimum of 12 hours on weekend; and

NOW THEREFORE BE IT RESOLVED, the Turtlecreek Township Board of Trustees hereby approves the hiring of Brian Holtel for the position of Part Time EMS-I, effective April 6, 2013 at the rate of \$10.50 per hour. Mr. Holtel's hours of work will be established as 48 hours minimum per month requiring minimum of 12 hours on weekend 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 8th day April, 2013

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer