

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

JANUARY 14

13

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on January 14, 2013 at 7:00 p.m. at 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, Sgt. Chris Miller David Fornshell, Brad Edrington, and Michael Shaffer.

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. 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. Annual Financial Reports and other relevant quarterly and annual reports for 2012.

Warren County Prosecutor, David Fornshell, presented the annual report for 2012. Mr. Fornshell reported that the felony caseload increased 12.5% from 2011.

Ms. Boggs informed the Trustees that new office furniture is required for two offices. The approximate cost is \$2,603.00 for both offices. The price was compared to the state bid price from Staples and is approximately \$1,000.00 less. Mr. Sams made a motion to purchase the furniture from Dorn's at the approximate cost of \$2,603.00. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 13-01-06**. (A copy of the resolution is included in the minutes).

Ms. Boggs informed the Trustees of a meeting with Ohio Airports Focus Study on 1-14-2013 from 2:00 – 4:00 p.m. at the Warren County Career Center.

Ms. Boggs informed the Trustees of the township association meeting on 1-17-2013 at 7:00 p.m. at the Union Township meeting room.

Mr. Sams made a motion to approve the 2013 Permanent Appropriations. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 13-01-01**. (A copy of the resolution is included in the minutes).

Mr. Sams made a motion to pay Mr. Larry Wilson \$45.00 per month for his cell phone charges as the phone is also used for township business. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 13-01-02**. (A copy of the resolution is included in the minutes).

Sgt. Chris Miller, Warren County Sheriff's Office, reported that they have had an increase in break-ins recently. The break-ins consist of barns and garages, The sheriff's office would like for the residents of Turtlecreek to be aware and alert the sheriff's office if they notice anything.

Mr. Sams informed the Trustees that the TIF passed with OKI and the process will be moving forward.

Mr. Jones and Mr. VanDeGrift both addressed their concerns regarding standing water in the ditches in Buckeye Fields subdivision.

Department Reports:

Fire/EMS: Steve Flint, Fire Chief, Mike Jameson, Assistant Fire Chief, and Erin Monroe, EMS Chief reported fire and EMS incident information. Assistant Chief Monroe discussed the purchase of mattress for the bunk rooms. Mr. VanDeGrift made a motion to purchase six (6) mattresses at the cost of \$299.00 each from Sleep Tite. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 13-01-03**. (A copy of the resolution is included in the minutes). Assistant Chief Monroe report the EMS runs for 2012 at 1,444. An increase of 254 from 2011. Chief Flint discussed with the Trustees remodeling needs at Station 31. Chief Flint is requesting new flooring at an approximate cost of \$1,400.00. The volunteer firemen will lay the floor. Mr. Jones made a motion to purchase the flooring from Halsey Myers. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 13-01-04**. (A copy of the resolution is included in the minutes). Assistant Chief Jameson informed the Trustees that the fire department has nine (9) volunteers that need to attend school. The cost of the school will be \$455.00 per person. Mr. Jones made a motion to approve nine (9) volunteers to attend fire training at the Warren County Career Center. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 13-01-05**. (A copy of the resolution is included in the minutes). Assistant Chief Jameson requested the approval to send four (4) employees to technical rope training at the Warren County Career Center at a cost of \$395.00 per person. Mr. Sams made a motion to approve the rope training. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed. The EMS volunteers who will be attending EMT Basic Class are as follow: Jessica Conway, Chris Bartesko, Angel Delao, and Devon Poling. Each of these volunteers will sign a contract that commits them to one year of service after completion of school with a minimum requirement of 48 hours per month. The volunteers hired for EMS and Fire for January 2013 are as follows: Matt Angel, Jessica Conway, Angel Delao, Greg Johnson, Jeremy O'Neil, Dorian Patton, Devan Poling, Larry Reynolds, and Michael Weimer.

Road and Bridge: Larry Wilson, Road Supervisor, presented his weekly department activity reports completed since the previous meeting. Mr. Wilson discussed with the Trustees the policy for mailbox replacement due to damage by the snow plow. The Trustees determined to adopt the same policy as the county. Mr. Sams made a motion to adopt the county's policy for replacement of mailboxes. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion were passed with **Resolution 13-01-07**. (A copy of the resolution is included in the minutes).

Correspondence – In:

- \*Letter from Warren County Combined Health regarding failure to comply with orders to correct
- \*Lack of running water at 331 Cold Springs Road
- \*Letter from Premier Health Partners of new address
- \*Letter from Normac Co of winter rates
- \*Letter from OTARMA of distribution for 2013
- \*Letter from WC Recorder of notice to file zoning resolutions
- \*Letter from Bricker & Eckler of Dec invoice \$13,245.00.
- \*Letter from Innotion Enterprises Inc regarding a HUD property
- \*Email from WC Engineer's Office regarding the cost of chip seal and stripping
- \*Letter from Scottsdale Indemnity regarding renewal of Public Officials Liability
- \*Letter from WC Rural Zoning regarding adoption of the 71/123 JEDD overlay
- \*Letter from WC Rural Zoning regarding zoning appeals decision

Correspondence – Out:

- \*Letter faxed to SERB regarding public employer annual information report
- \*Letter to OKI of designated representative
- \*Letter to WC Telecommunications requesting pagers
- \*Letter to Western Star for Public Notice for Annual Financial Reports
- \*Letter to Enterprise Products regarding contribution request
- \*Letter to WC Regional Planning regarding Vistas of Shaker Run
- \*Letter to WC Engineer's Office regarding Buckeye Fields
- \*Letter to WC Regional Planning regarding Record Plat Trails of Shaker Run Section 8
- \*Letter to WC Regional Planning regarding Planned Unit Development Stage 3 Otterbein
- \*Letter to Humane Assoc regarding donation
- \*Letter to WC Engineer's Office regarding participation in the annual

The Fiscal Officer presented the bills which were due and the following checks were approved and signed. Check Nos.18493 through 18650, (copy to follow) and Voucher 79-82.

The Fiscal Office reported the following income from: Warren County Auditor, N. Nelson - \$7,499.72 (December 2012 Gas Excise Tax), \$2,616.19 (December 2012 Cents Per Gallon), \$3,798.60 (December 2012 Local Gov't), \$1,425.00 (November 2012 New \$5 Perm Auto Tax), \$1,577.72 (November 2012 Motor Vehicle Licenses), \$6,175.00 (November 2012 \$5 Permissive Auto), Aetna Life – \$2,417.36 (Life Squad Services), Anthem - \$5,949.21 (Life Squad Services, CGS - \$7,843.67 (Life Squad Services), United Healthcare - \$6,050.72 - \$6,050.72 (Life Squad Services), Community Insurance - \$1,609.06 (Life Squad Services), State of Ohio - \$244.48 (Life Squad Services), HIC - \$1,686.61 (Life Squad Services), Caresource - \$273.47 (Life Squad Services), J Roflow - \$116.48 (Life Squad Services), Nationwide Insurance - \$620.00 (Life Squad Services), Government Employees Insurance - \$89.43 (Life Squad Services), SC State Employees Health - \$270.95 (Life Squad Services), D. Minor - \$56.81 (Life Squad Services), Federated Allied - \$177.31 (Life Squad Services), Mound Welfare - \$71.99 (Life Squad Services), K. Bentley - \$30.00 (Life Squad Services), K. Phipp - \$30.00 (Life Squad Services), C. Tatman - \$79.22 (Life Squad Services), Highmark Blue - \$90.69 (Life Squad Services), Cigna - \$813.60 (Life Squad Services), Reliance Medical - \$874.10 (Life Squad Services), Medicount Management - \$22.50 (Life Squad Services), Molina HealthCare - \$169.96 (Life Squad Services), H. Hurt - \$30.00(Life Squad Services),G. Carozza - \$17.92 (Life Squad Services), Highmark Blue - \$207.68 (Life Squad Services), Lebanon Citizens National Bank - \$6,557.14 (Various Interest Receipts), StarOhio - \$3.09 (Various Interest Receipts), The Hatfield Inn - \$279.26 ( October, November, December 2012 Motel Tax).

A motion was made by Mr. Jones 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. Sams 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. Jones 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. Sams 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 January 29, 2013 at 8:00 a.m.

Signed: \_\_\_\_\_ President

Attest: \_\_\_\_\_ Chief Fiscal Officer

**PERMANENT  
13-01-01  
TOWNSHIP ANNUAL APPROPRIATION RESOLUTION**

The **Board of Trustees** of TURTLECREEK TOWNSHIP, in WARREN COUNTY, OHIO met in REGULAR session on the 14<sup>th</sup> day of JANUARY, 2013, at the TOWNSHIP MEETING HALL with the following members present:

DAN JONES

JONATHAN D.SAMS

JAMES VANDEGRIFT

Mr. Sams moved the adoption of the following Resolution:

**BE IT RESOLVED** by the *Board of Trustees* of TURTLECREEK

TOWNSHIP, WARREN COUNTY, OHIO that to provide for the current expenses

and

other expenditures of said Board of Trustees, during the fiscal year, ending **December 31,**

**2013**, the following sums be and the same are hereby set aside and **appropriated** for

the several purposes for which expenditures are to be made for and during said fiscal year,

as follows, viz:

Mr. Jones seconded the **Resolution** and the

roll being called upon its adoption the vote resulted as follows:

MR. JIM VANDEGRIFT                      "YEA"

MR. DAN JONES                              "YEA"

MR. JONATHAN D. SAMS                  "YEA"

**Adopted** JANUARY 14, 2013

\_\_\_\_\_  
Board of Township Trustees Fiscal Officer

**THE STATE OF OHIO, WARREN COUNTY, ss:**

I, TAMMY BOGGS, Fiscal Officer of the Board of Trustees  
of Turtlecreek Township, in Warren  
County Ohio, and in whose custody the Files, Journals and Records  
of said Board are required by the Laws of the State of Ohio to be  
kept, do hereby certify that the foregoing **Annual Permanent Appropriation  
Resolution** is taken and copied from the original Resolution now on  
file with said Board, that the foregoing Resolution has been compared  
by me with the said original and that the same is a true and correct  
copy thereof.

**WITNESS** my signature, this 14<sup>th</sup> day of January, 2013.

\_\_\_\_\_  
Township Fiscal Officer

**RECAPITULATION OF FUNDS**

1000	GENERAL	\$5,040,007.29
2011	MOTOR VEHICLE LICENSE FUND	\$ 73,693.44
2021	GASOLINE TAX FUND	\$ 266,273.89
2031	ROAD & BRIDGE FUND	\$1,203,649.73
2041	CEMETERY FUND	\$ 30,668.98
2191	SPECIAL LEVY EMS FUND	\$1,193,365.18
2192	SPECIAL LEVY FIRE FUND	\$1,752,533.51
2193	SPECIAL LEVY EMS/FIRE FUND	\$2,081,915.96
2231	\$5.00 PERMISSIVE AUTO TAX FUND	\$ 324,209.11
2401-2433	ALL LIGHTING DISTRICTS	<u>\$ 101,353.06</u>
<b>GRAND TOTAL OF ANNUAL APPROPRIATIONS FOR ALL FUNDS</b>		<b>\$12,067,670.15</b>

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

**RESOLUTION TO AUTHORIZE REIMBURSEMENT FOR CELL PHONE CHARGES FOR  
LARRY WILSON**

**WHEREAS**, it is the intent of the Turtlecreek Township Board of Trustees to authorize reimbursement of cell phone charges in the amount of \$45.00 per month to Mr. Wilson. This is what the cost to the township would be if a cell phone was provided to Mr. Wilson. The reimbursement will be for the year beginning January 1, 2013 and extend to December 31, 2013.

**WHEREAS**, reimbursement will be paid at the end of each month.

**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 14<sup>th</sup> day of January, 2013.

Signed: \_\_\_\_\_ "YEA"

\_\_\_\_\_ "YEA"

\_\_\_\_\_ "YEA"

Attest: \_\_\_\_\_ Chief Fiscal Officer

**RESOLUTION 13-01-03  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall purchase six (6) mattresses for the EMS bunk rooms at a cost of \$299.00 from Sleep Tite. Source of the funds will be from the EMS Fund #2191-760-740-0000 (Machinery, Equipment and Furniture). Resolution was initiated by Mr. VanDeGrift and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 14<sup>th</sup> day of January, 2013

Signed: \_\_\_\_\_ "YEA"

\_\_\_\_\_ "YEA"

\_\_\_\_\_ "YEA"

Attest: \_\_\_\_\_ Chief Fiscal Officer

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

**BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall purchase flooring for Station 31 . The total cost will be approximately \$1,400.00 from Halsey Myers. 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. Jones and seconded by Mr. Sams. All voiced a "YEA" vote and the resolution passed.

Adopted this 14<sup>th</sup> day of January, 2013

Signed: \_\_\_\_\_ "YEA"

\_\_\_\_\_ "YEA"

\_\_\_\_\_ "YEA"

Attest: \_\_\_\_\_ Chief Fiscal Officer

**RESOLUTION 13-01-05  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION TO PAY FOR FIRE TRAINING CLASS FOR  
NINE EMPLOYEES**

**WHEREAS**, it is the intent of Turtlecreek Township Board of Trustees to pay for the Fire Training Class for nine employees. The cost of the course is \$455.00 per person to the Warren County Career Center. Source of the funds will be the Fire Fund 2192-220-599-0000 (Other – Other Expenses).

**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 14<sup>th</sup> day of January, 2013

Signed: \_\_\_\_\_ "YEA"

\_\_\_\_\_ "YEA"

\_\_\_\_\_ "YEA"

Attest: \_\_\_\_\_ Chief Fiscal Officer

**RESOLUTION 13-01-06  
TURTLECREEK TOWNSHP  
WARREN COUNTY, OHIO**

**BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall purchase office furniture from Dorn's at the approximate cost of \$2,603.00. Source of the funds will be from the General Fund #1000-110-430-0000 (Small Tools and Minor Equipment) and EMS/Fire Fund 2193-760-740-0000 (Machinery, Equipment, and Furniture). Resolution was initiated by Mr. VanDeGrift and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 14<sup>th</sup> day of January, 2013.

Signed: \_\_\_\_\_ "YEA"

\_\_\_\_\_ "YEA"

\_\_\_\_\_ "YEA"

Attest: \_\_\_\_\_ Chief Fiscal Officer

**RESOLUTION 13-01-07  
TURTLECREEK TOWNSHP  
WARREN COUNTY, OHIO**

**RESOLUTION TO ADOPT A STORM DAMAGE POLICY FOR  
REPLACEMENT OF MAILBOXES AND FENCES**

**WHEREAS**, Turtlecreek Township will provide a policy in regards to replacement of mailboxes and fences caused by storm damage and snow plows.

**THEREFORE, BE IT RESOLVED**, the Turtlecreek Township Board of Trustees does hereby adopt a storm damage policy, as attached hereto and made a part hereof.

Mr. Sams moved for adoption of the foregoing resolution, being seconded by Mr. Jones.

Adopted this 14<sup>th</sup> day of January, 2013

Signed: \_\_\_\_\_ "YEA"

\_\_\_\_\_ "YEA"

\_\_\_\_\_ "YEA"

Attest: \_\_\_\_\_ Chief Fiscal Officer