

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

JANUARY 13

14

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on January 13 2014 at 7:00 p.m. with the following person present:

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

CHIEF FISCAL OFFICER: Tammy Boggs

GUEST: Steve Flint, Michael Jameson, Larry Wilson, Roger Wainscott, Michael Shaffer, 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. VanDeGrift 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. VanDeGrift 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.

The 2013 Township Highway System Mileage Certification has been received and signed by the Trustees. Turtlecreek Township is responsible for 60.648 miles of public road.

Mr. Sams made a motion to approve the 2014 Permanent Appropriations. Mr. VanDeGrift seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 14-01-01**. (A copy of the resolution is included in the minutes).

Mr. VanDeGrift 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. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 14-01-02**. (A copy of the resolution is included in the minutes).

The township meeting room is used for two groups on a regular basis and as per the new policies for the meeting room the Trustees must approve meetings that are held more than once. The Veterans' Bereavement group and the WCARA (Ham Radio Club) meet once a month. Mr. VanDeGrift made a motion that these two groups are approved to meet monthly using the township meeting room. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed.

The township received the request from the Warren County Rural Zoning Department regarding the conditional use/site plan review for secondary living quarters at 2109 Loeb Drive. The Trustees review the plan and have no concerns or comments at this time. A letter will be sent to the Warren County Zoning Department with this information.

The township received the request from the Warren County Regional Planning Commission regarding Shaker Run Section Four, Phase B final plat. The Trustees review the plat and have no concerns or comments at this time. A letter will be sent to the Warren County Zoning Department with this information.

Department Reports:

Fire/EMS: Steve Flint, Fire Chief and Mike Jameson, Assistant Fire Chief reported fire and EMS incident information. Chief Flint reported that the gear washer is not working. A part has been ordered to repair the washer. Chief Flint informed the Trustees that gauges on the fire truck frozen during a fire run on the 7th of January. A report has been filed with our insurance company and they will cover the cost after the \$250.00 deductible is met. The total cost of the gauges will be approximately \$840.00. Chief Flint requested the purchase of new turnout gear for fire department employees. The cost of the gear will be approximately \$5,000.00 from Warren Fire. Mr. VanDeGrift made a motion to purchase the turnout gear at the approximate cost of \$5,000.00. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 14-01-03**. (A copy of the resolution is included in the minutes). Chief Flint requested approval for Mr. Mitch Conway to attend fire fighter I class at the approximate cost of \$930.00. Mr. Sams made a motion to approve Mr. Mitch Conway for fire fighter I class at the Warren County Career Center. Mr. VanDeGrift seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 14-01-04**. (A copy of the resolution is included in the minutes). Assistant Chief Jameson informed the Trustees that the 1994 dump truck has an issue with the drive shaft and is in need of repair. The repair should be completed by Thursday and the truck back in service. Assistant Chief Jameson requested the purchase of tires for the EMS Tahoe at the approximate cost of \$641.00 from Walt Luti Tires. Mr. VanDeGrift made a motion to purchase the tires. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was

passed. Chief Flint discussed the gates on Glosser Road and Natalie Lane. There was a question as to if these gates should be removed. At this time the Trustees have decided not to remove the gates. Assistant Chief Jameson requested that the township cover the cost of the tech rescue team's basic gear. This would include helmets, two (2) t-shirts, and pack for nine (9) people. The approximate cost of these items will be \$1,530.00. Mr. VanDeGrift made a motion to purchase the items. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed.

Road and Bridge: Larry Wilson, Road Supervisor, presented his weekly department activity reports completed since the previous meeting. A discussion was held regarding the no parking signs to be placed in subdivision during a snow event. This issued needs to be followed up with the prosecutor's office for the language of the resolution. M. VanDeGrift made a motion that once the township receives the necessary information from the prosecutor's office for the resolution that the resolution be issued. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed. Mr. Wilson discussed the grant for the road signs and he will complete the list so that the township can apply for the grant. Mr. Wilson discussed with the Trustees that the Road Department is short a seasonal snow plow driver. Mr. VanDeGrift made a motion to post a position for a seasonal snow plow driver with a CDL license at a pay range of \$10.50 per hour up to \$15.00 per hour. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed. Mr. Wilson was instructed to contact Ms. Niehaus to assist him in the posting of this position.

Correspondence – In:

- *Letter from Medical Mutual regarding Affordable Care Act
- *Notice of pricing from MSC Plant
- *Letter to Pulse Journal for Public Notice year end reports
- *Letter from Lebanon Food Pantry thanking township for donation
- *Letter from Duke Energy Retail regarding rates
- *Letter from AmCare regarding increase in cost
- *Letter from Warren County Board of Commissioners regarding legal notice zoning
- *Letter from OhioDas regarding natural gas purchasing program
- *Notice from United States District Court Aetna Litigation
- *Email from Lori Bonifas Ohio Insurance regarding invoice
- *Email from Shannon Jones of new jobs in Dayton
- *Letter from Warren County Engineer's Office regarding annual resurfacing project
- *2014 Annual Report Warren County Prosecutor's Office
- *Email from Star Ohio Monthly Summary Report
- *Email from Auditor Dave Yost regarding Ohio Stops Fraud iPhone App
- *Email from CoxMedia regarding legal notice
- *Email from EmployerNews regarding 2014 IRS Compensation and Contribution Limits
- *Email from Mental Health Recovery Services newsletter
- *Email from Ohio Deferred Compensation staying connected newsletter
- *Email regarding 2014 Annual Employer Information Report
- *Email from StarPlus regarding disclosure update
- *Email newsletter from Ohio Insurance Services
- *Email from Frank Gates regarding Workers' Compensation premium reminder
- *Letter from Warren County Engineer's Office regarding work permit on Melayn Dr
- *Resolution from Warren County Commissioners regarding Text Amendment hearing

Correspondence – Out:

- *Letter to Warren County Engineer's Office regarding 2014 Equipment Inventory

The Fiscal Officer presented the bills which were due and the following checks were approved and signed. Check Nos.20348 through 20527 (copy to follow) and voucher 135-2013, 138-2013, 139-2013, 4-2014.

The Fiscal Office reported the following income from: Warren County Auditor, N. Nelson - \$2,640.13 (Dec 2013 Cents Per Gallon), \$40,893.52 (Montgomery Co Estate Tax), \$4,002.23 (Dec 2013 Local Govt), \$1,506.75 (Nov 2013 \$5 Perm Auto Tax New), \$1,560.56 (Nov 2013 Motor Vehicle License), \$7,665.76 (Dec 2013 Gas Excise), \$6,529.25 (Nov 2013 Perm \$5 Auto), K. Bentley – \$30.00 (Life Squad Services), Tricare - \$180.01 (Life Squad Services), State Farm Auto - \$834.00 (Life Squad Services), United of Omaha Life - \$270.79 (Life Squad Service), D. Baldwin - \$60.00 (Life Squad Services), Medical Mutual - \$507.03 (Life Squad Services), Anthem Community - \$4,307.12 (Life Squad Services), Aetna - \$1,864.79 (Life Squad Services), CGS - \$13,989.18 (Life Squad Services), United HealthCare - \$3,353.45 (Life Squad Services), State of Ohio - \$1,631.21 (Life Squad Services), HIC - \$1,327.30 (Life Squad Services), Physicians Mutual Insurance - \$50.00 (Life Squad Services), South Central Ohio - \$1,016.00 (Life Squad Services), American Republic - \$181.28 (Life Squad Services), Standard Life - \$89.01 (Life Squad Services), Molina HealthCare - \$169.96 (Life Squad Services), GEHA - \$95.33 (Life Squad Services), Erie Insurance - \$367.00 (Life Squad Services), Middletown Works - \$90.71 (Life Squad Services), D. Lube - \$92.27 (Life Squad Services), Otterbein - \$1,587.58 (Life Squad Services), Thorson, Switala - \$648.00 (Life Squad Services), W. Jolly - \$83.98 (Life Squad Services), Lebanon Citizens National Bank - \$8,841.35 (Various Interest Receipts), StarPlus - \$328.52 (Dec 2013 Interest Receipts), Zach Thuney - \$21.00 (T-shirt reimbursement), John Seckel - \$12.00 (T-shirt reimbursement), Stine Kilburn - \$450.00 (Open/Close James Gregg), Gloria Richardson - \$2,190.00 (Purchase of three (3) cemetery lots Section 49 Lots 6, 7, 8).

Mr. Jonathan Sams requested an executive session to discuss personnel matters.

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. VanDeGrift and upon call of roll call, Mr. Jones "YEA", Mr. Sams "YEA", and Mr. VanDeGrift "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. VanDeGrift the executive session ended. Upon call of roll, Mr. Jones "YEA", Mr. Sams "YEA", and Mr. VanDeGrift "YEA" the Board returned to regular session.

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

The next regular meeting has been scheduled for January 28, 2014 at 8:00 a.m.

Signed: _____ President

Attest: _____ Chief Fiscal Officer

**PERMANENT
14-01-01
TOWNSHIP ANNUAL APPROPRIATION RESOLUTION**

The **Board of Trustees** of TURTLECREEK TOWNSHIP, in WARREN COUNTY, OHIO met in REGULAR session on the 13th day of JANUARY, 2014, 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,

2014, 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. VanDeGrift 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 13, 2014

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 13th day of January, 2014.

Township Fiscal Officer

RECAPITULATION OF FUNDS

1000	GENERAL	\$7,009,299.12
2011	MOTOR VEHICLE LICENSE FUND	\$ 93,723.55
2021	GASOLINE TAX FUND	\$ 292,155.77
2031	ROAD AND BRIDGE FUND	\$1,335,003.54
2041	CEMETERY FUND	\$ 31,135.10
2191	SPECIAL LEVY EMS FUND	\$1,135,747.37
2192	SPECIAL LEVY FIRE FUND	\$1,690,484.70
2193	SPECIAL LEVY EMS/FIRE FUND	\$2,884,678.05
2231	\$5.00 PERMISSIVE AUTO TAX FUND	\$ 396,302.13
2401 – 2433	ALL LIGHTING DISTRICTS	\$ 107,509.74
2901	171/123 TIF	\$ 0.00
GRAND TOTAL OF ANNUAL APPROPRIATIONS FOR ALL FUNDS		\$14,976,039.07

**RESOLUTION 14-01-02
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, 2014 and extend to December 31, 2014.

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

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

Adopted this 13th day of January, 2014.

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 14-01-03
TURTLECREEK TOWNSHP
WARREN COUNTY, OHIO**

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall purchase fire turnout gear. The cost of the turnout gear will be approximately \$5,000.00 from Warren Fire Equipment. The source of the funds will be the Fire Fund – 2192-220-430-0000 (Small Tools and Minor Equipment). Resolution was initiated by Mr. VanDeGrift and seconded by Mr. Sams. All voiced a "YEA" vote and the resolution passed.

Adopted this 13th day of January, 2014

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 14-01-04
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION TO PAY FOR FIRE FIGHTER I CLASS
FOR MITCH CONWAY**

WHEREAS, it is the intent of Turtlecreek Township Board of Trustees to pay for Fire Fighter I Class for Mr. Mitch Conway. The cost of the course is \$930.00 per person to the Warren County Career Center. Source of the funds will be the Fire Fund 2192-220-599-0000 (Other – Other Expenses). Resolution was initiated by Mr. Sams and seconded by Mr. VanDeGrift. All voiced a “YEA” vote and the resolution was passed

Adopted this 13th day of January, 2014

Signed: _____ “YEA”

_____ “YEA”

_____ “YEA”

Attest: _____ Chief Fiscal Officer