

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

APRIL 29

14

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on April 29, 2014 at 8:00 a.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, Nelda Lane, Michael Shaffer and Jennifer Niehaus.

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.

Ms. Boggs informed the Trustees that the quote for the Employment Practice Liability coverage was received from Senour Flaherty insurance and for 1M limit coverage with \$5,000 deductible the premium is \$1,500.00. With 1M limit coverage with \$10,000 deductible the premium is \$1,125.00. Mr. Sams made a motion to purchase the \$5,000.00 deductible at \$1,500.00 annually. Mr. VanDeGrift seconded the motion. All voiced a "YEA" vote and the motion was passed.

The Warren County Rural Zoning Commission provided the Trustees with the PUD for Otterbein's Union Village and this will be heard on May 13, 2014 at 6:45 in the commissioners meeting room.

Ms. Boggs informed the Trustees that Clemans Nelson provided the supervisors and additional personnel with the management training program on April 22nd and 23<sup>rd</sup>. The training provided good information that the supervisors can apply in the future.

Ms. Boggs attended the Ohio Sunshine Law training in Clinton County on April 25, 2014. This meets her ORC requirements for her current term of office.

Ms. Boggs and Mr. Sams met with Mr. Brad Ruppert, LCNB, regarding the current status of the township's investment account. They requested that Mr. Ruppert only look at current investments with a term of two (2) years or less at this time.

A resolution is required to authorize Mr. Jones to sign the temporary entrance agreement with Mr. and Mrs. David White to repair yard damage created by the fire departments tower truck. Mr. Sams made a motion to authorize Mr. Jones to sign the requested document. Mr. VanDeGrift seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 14-04-03**. (A copy of the resolution is included in the minutes).

Mr. VanDeGrift discussed the leadership/management training provided to the township by Clemans Nelson. He felt that the training was beneficial for the employees.

Mr. Sams stated that he had spoken with Mr. Vonderhaar, Union Township Trustee, regarding a culvert that needs to be repaired on Turtlecreek Union Road. Half of the culvert is the responsibility of Turtlecreek and the other half is Union. The county will do the repair work and the townships will split the cost. Mr. Sams made a motion to pay for half of the culvert repair. Mr. VanDeGrift seconded the motion. All voiced a "YEA" vote and the motion was passed. The township does not have a cost figure at this time and will follow up in an additional meeting to discuss the cost.

Mr. Sams informed the Trustees that Otterbein Homes would like to present to the Board of Trustees the planned PUD for Union Village on May 13, 2014 at 9:15 at the township administrative building. This will be posted as a special meeting for that day.

Mr. Shaffer stated that a lot of discussion is being held by Regional Planning regarding the traffic control for the Union Village development.

Department Reports:

Fire/EMS: Steve Flint, Fire Chief and Mike Jameson, Assistant Fire Chief reported fire and EMS incident information. Chief Flint informed the Trustees that Mr. Paul Leis resigned from the EMS volunteer department effective 4-22-14. Chief Flint stated that the old cots have been placed on GovDeals. Assistant Chief Jameson reported to the Trustees that the technical rescue team has been called out three (3) times.

Road and Bridge: Larry Wilson, Road Supervisor, presented his weekly department activity reports completed since the previous meeting. Mr. Wilson notified the Trustees that the Engineer's office will be applying for Issue I money for the Liberty Keuter Road project with the projected date of 2015 for repair. The approximate cost will be \$800,000.00. Ms. Boggs verified with Mr. Wilson that the Road Department is maintaining the hours that the equipment in the Road Department is used on a routine basis. Mr. Wilson stated that they are tracking the usage. Ms. Boggs followed up with Mr. Wilson regarding the status of the signs for the township roads that are difficult for large trucks. Mr. Wilson stated that he was in contact with Mr. Carmack for the Engineer's office regarding this matter. Mr. Wilson informed the Trustees that he spoke with Mr. Nice at the Prosecutor's office on April 28<sup>th</sup> regarding the no parking signs. Mr. Wilson requested the purchase of fifteen (15) signs that state Turtlecreek Township maintenance begins. The approximate cost of the signs will be \$40.00 per sign from Kleem. Mr. Sams made a motion to purchase the signs. Mr. VanDeGrift seconded the motion. All voiced a "YEA" vote and the motion was passed. Mr. Wilson discussed with the Trustees contracting with a company to sweep Keever Road. The approximate cost would be \$700.00. The Trustees determine that this matter would be continued until the next meeting. Mr. Wilson and the Trustees discussed the culvert on Tumbleweed that is in need of repair. Mr. Wilson discussed placing a slip lining in the existing culvert as a repair. The Trustees will continue this until the next meeting to obtain additional information before making a decision. Mr. Wilson present the Trustees with additional road work for the 2014-2017 period. Mr. Wilson stated that the micro surfacing/mastic surface repair will last five (5) to seven (7) years. The Trustees reviewed the additional roads suggested by Mr. Wilson and Mr. Sams requested that Mr. Wilson, Ms. Boggs and himself sit down and prepare a budget plan that will enable the repairs in the future. Mr. Wilson requested the purchase of an additional four (4) crack sealer skids from DJL at the approximate cost of \$1,200.00. Mr. Sams made a motion to purchase the crack sealer. Mr. VanDeGrift seconded the motion. All voiced a "YEA" vote and the motion was passed. Mr. Wilson requested the approval for the Road Department to attend the Traffic Sign training at ODOT on May 20, 2014 from 8:30 – 3:15. The Trustees continued this request until the next meeting.

Correspondence – In:

- \*Email to Cox Ohio regarding legal notice
  - \*Letter from Doctor's Urgent Care regarding Department of Transportation Certified medical examiner requirements
  - \*Warren County Rural Zoning violation on Bradley & Melanie Blair
  - \*Letter from Jon Husted regarding primary election
  - \*Email of viewing on Mulford Road vacate
  - \*Letter from Cincinnati Bell regarding selling to Verizon Wireless
  - \*Townships quarterly audit for MBI
  - \*Resolution from Warren County Commissioners regarding text amendments to zoning Code approval
  - \*Letter from WC Engineer's regarding punch list for Trails of Shaker Run Section 5A
  - \*Email from OPERS regarding outreach program
  - \*Email from Warren County Planning regarding meeting on May 7<sup>th</sup> for I75 Area plan
  - \*Star Ohio and Star Plus Monthly Summary Report
  - \*Letter from WC Engineers regarding punch list for Shaker Run Section One Phase C
  - \*Mental Health Recovery Services Newsletter
  - \*Press release from WC Engineers office regarding road closure on Butler Warren Road
  - \*Email from Bricker & Eckler regarding Otterbein engagement letter.
  - \*Email from Captain Campbell that Paul Leis resigned on 4-22-14
  - \*Letter from WC Commissioners regarding legal notice for Mabrey Road
  - \*Letter from WC Rural Zoning of legal notice for zoning change on Otterbein Homes
  - \*WC Commissioners resolution for final hearing concerning the vacation of Mabrey Road

Correspondence – Out:

- \*Letter to Warren County Institution for 1<sup>st</sup> quarter fees
  - \*Letter to Lebanon Correctional for 1<sup>st</sup> quarter fees
  - \*Letter to Mr. & Mrs. David White returning \$1.00
  - \*Email to Cox Ohio regarding legal notice
  - \*Letter to Warren County Regional Planning regarding Estates of Keever Creek Section 1 Phase 1E
  - \*Email from WC Prosecutors office regarding temporary entrance
  - \*Email to Patty Ross regarding street light requested at entrance to Shaker Run

The Fiscal Officer presented the bills which were due and the following checks were approved and signed. Check Nos.20974 through 21047 (copy to follow) and voucher 40-2014.

The Fiscal Office reported the following income from: Warren County Auditor, N. Nelson - \$2,069.28 (March 14 Motor Vehicle License), \$7,371.62 (March 14 \$5 Permissive Auto Tax), \$4,699.50 (March 14 New \$5 Permissive Auto), \$2,301.32 (April 14 Cents Per Gallon), National Mutual Insurance – \$626.70\_ (Life Squad Services), Tricare - \$364.42 (Life Squad Services), Middletown Works - \$165.40 (Life Squad Services), K. Bentley - \$30.00 (Life Squad Service), Molina HealthCare - \$214.06 (Life Squad Service), Transamerica Life Insurance - \$79.89 (Life Squad Service), Time Insurance Company - \$100.00 (Life Squad Service), G. Barnes - \$1,366.00 (Life Squad Service), Ohio Department - \$6,479.98 (2013 Fire Training Grant), Dept of Safety - \$5,056.12 (EMS Grant), Lebanon Citizens National Bank - \$.48 (Various Interest Receipts).

A motion was made by Mr. VanDeGrift that the Board of Trustees adjourns into executive session to discuss personnel matters concerning the Road Department pursuant to ORC 121.22 (G) (1). The motion was seconded by Mr. Sams 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.

The Trustees discussed the issues with Road Department personnel and will contact the Prosecutor's office for additional assistance.

There begin 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 May 12, 2014 at 7:00 p.m.

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

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

**RESOLUTION 14-04-03  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION TO AUTHORIZE DANIEL F. JONES TO EXECUTE THE AGREEMENT FOR  
TEMPORARY ENTRANCE AND WORK AGREEMENT FOR MR. AND MRS DAVID WHITE.**

**WHEREAS**, the Turtlecreek Township Board of Trustees has authorized the yard repair at 1036 Mulford Road, Lebanon, Ohio 45036;

**WHEREAS**, the Trustees have authorized Mr. Daniel F. Jones to sign the agreement for the township.

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

Adopted this 29<sup>TH</sup> day April, 2014

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

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

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

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