

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

JANUARY 11

16

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on January 11, 2016 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, Michael Jameson, Ron Chasteen, Stan Williams, Matt Obringer, George Butts, Michael Shaffer, Gary Boeres, and Gregory Johnson.

The meeting opened with Mr. VanDeGrift leading the Pledge of Allegiance.

Mr. Sams arrived at 7:20 p.m. for the meeting.

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. VanDeGrift. 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. VanDeGrift 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.

Mr. Jones made a motion to approve the 2016 Permanent Appropriations. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 16-01-01**. (A copy of the resolution is included in the minutes).

Mr. Matt Obringer, Warren County Regional Planning, presented updates on the Cincinnati Zoo property and that a plan has been submitted for breeding facility on State Route 741. The Cincinnati Zoo will also be hosting a Cheetah presentation on Saturday, January 16, 2016 at the 741 location.

Mr. Butts requested information regarding the water and the sewers for the zoo property. Mr. Obringer stated that they are not sure what the process will be regarding these issues. Mr. Obringer believes at this time the facility will not require sewers.

Mr. Obringer informed the Trustees that Union Village has submitted plans for the Stage 2 development and this will be reviewed at the county on January 28, 2016 at 1 p.m. in the Warren County Regional Planning meeting.

Mr. Obringer updated the Trustees on the Greentree Golf Course plan. The developer is asking for a waiver that the commercial does not have to be completed prior to the residence sections. The meeting will be held Tuesday, January 12, 2016 at 10:00 a.m. at the county building.

Mr. Obringer informed the Trustees that the plan is for the county to apply for grants from OKI for the bike trail project.

Warren County Regional Planning presented the Trustees with the site plan for Union Village Special District 1 – Otterbein PUD Stage 2 for review. The Trustees reviewed the plan and have no comments or concerns at this time. A letter will be sent to Warren County Regional Planning with this information.

The township received the 2015 Township Highway System Mileage Certification from the Ohio Department of Transportation. The current mileage for the township is 61.518. Mr. Sams made a motion to approve the mileage and return the paperwork to the Warren County Engineer's office. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed.

The township's annual renewal for anti-virus is due and the cost for the renewal will be \$405.00 for 15 computers for one (1) year. Mr. Jones made a motion to approve the renewal at the cost of \$405.00 provided by Ferris Electronics. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed.

The township received notice that the State of Ohio Department of Transportation revised the speed limit on Miller Road to 35 miles per hour. Mr. Jones made a motion for the new speed limit to be posted. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed.

Ms. Boggs requested that the Trustees authorize the posting of the annual vacation hours for the part-time employees for the year of 2015. Mr. VanDeGrift made a motion to allow the posting of the vacation hours for the part-time employees for 2015. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 16-01-02**. (A copy of the resolution is included in the minutes).

#### Department Reports:

Fire/EMS: Steve Flint, Fire Chief and Mike Jameson, Assistant Fire Chief reported fire and EMS incident information. Assistant Chief Jameson informed the Trustees that the repair on the pressure washer cost an additional \$180.35. Mr. Sams made a motion to approve the increase in cost for the repair. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed.

Road and Bridge: Ron Chasteen, Road Supervisor, presented his weekly department activity reports completed since the previous meeting. Mr. Chasteen and Ms. Boggs discussed the annual road resurfacing project with the county and it was decided that the township will send a letter stating that the township wishes to participate in the project. Mr. Chasteen will compile the roads that he wishes to address for 2016.

#### Correspondence – In:

Email from WC Health Commissioner regarding a board member appointment to the District Advisory Council. Meeting scheduled for March 1, 2016 at 5:30 p.m.

Email from StarPlus regarding FDIC protection

News release from WC Engineer's office that Mason-Morrow-Millgrove Road is reopened

Email from Cincinnati Bell that an agreement has been reached with AMC Networks

#### Correspondence – Out:

Email to GEO Census regarding annual boundary survey

Legal notice to the Pulse Journal that year-end financial reports are completed

The Fiscal Officer presented the bills which were due and the following checks were approved and signed. Check Nos. 25280 through 25377 (copy to follow) and Vouchers 141-2015, 142-2015, 4-2016, 5-2016.

The Fiscal Office reported the following income from: Warren County Auditor ,M. Nolan - \$7,948.63 (Dec 15 Gas Excise Tax), HHP Ohio – \$1,392.23 (Life Squad Services), Caresource - \$1,357.68 (Life Squad Services), Anthem - \$4,226.91 (Life Squad Services), HIC Ohio - \$7,256.12 (Life Squad Service), CGS - \$1,386.56 (Life Squad Service), United HealthCare - \$4,631.70 (Life Squad Service), Aetna - \$3,615.02 (Life Squad Service), Medical Mutual - \$74.08 (Life Squad Service), Community Insurance - \$909.32 (Life Squad Service), State of Ohio Medicaid - \$789.90 (Life Squad Service), UMR CCD - \$730.82 (Life Squad Service), Sedgwick Claims - \$527.08 (Life Squad Service), Equitable - \$102.20(Life Squad Service), American Family Insurance - \$678.72 (Life Squad Service), Paramount Advantage - \$99.10 (Life Squad Service), Cigna - \$526.96 (Life Squad Service), UHC Community - \$288.17 (Life Squad Service), Lebanon Citizens National Bank - \$7,125.03 (Various Interest Receipts), Miami Valley Gaming - \$250,000.00 (2015 HB5 Funds), StarPlus - \$979.02 (December 15 Interest), StarOhio - \$8.38 (December 15 Interest).

A motion was made by Mr. Jones that the Board of Trustees adjourn into executive session to discuss personnel matter (payroll) 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. 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.

The Trustees discussed that Ms. Jennifer Niehaus will receive a pay increase of .50 cents per hour effective December 26, 2015 pay cycle. Mr. Jones made a motion for the increase. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 16-01-03**. (A copy of the resolution is included in the minutes).

There being no further business the Mr. Jones 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 is scheduled for January 26, 2016 at 8:00 a.m.

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

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

**PERMANENT  
16-01-01  
TOWNSHIP ANNUAL APPROPRIATION RESOLUTION**

The **Board of Trustees** of TURTLECREEK TOWNSHIP, in WARREN COUNTY, OHIO met in REGULAR session on the 11<sup>th</sup> day of JANUARY, 2016, at the TOWNSHIP MEETING HALL with the following members present:

DAN JONES  
JONATHAN D.SAMS  
JAMES VANDEGRIFT

Mr. Jones 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, 2016**, 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. Sams 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 11, 2016

\_\_\_\_\_  
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 11<sup>th</sup> day of January, 2016.

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

**RESOLUTION 16-01-02  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the fiscal officer is allowed to enter earned vacation hours for the part-time employees leave balances for the 2015 year. The part-time employees will earn vacation at a rate of .0385 for every regular hour that they worked in 2015. This balance will be added to their leave balances as of January 2016.

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

Adopted this 11<sup>th</sup> day of January, 2016.

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

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

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

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

**RESOLUTION 16-01-03  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio that

**WHEREAS**, the Turtlecreek Township Board of Trustees approved the pay increase to \$.50 per hour effective December 26, 2015 for Jennifer Niehaus, and;

**THEREFORE**; the new pay rate will be \$16.75 per hour effective December 26, 2015.

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

Adopted this 11<sup>th</sup> day of January, 2016.

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

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

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

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