

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

JUNE 28

16

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on June 28, 2016 at 8:00 a.m. with the following person present:

TRUSTEES: Jim VanDeGrift, Jonathan Sams, and Daniel Jones
CHIEF FISCAL OFFICER: Gregory S. Johnson
GUEST: Tammy Boggs, Steve Flint, Michael Jameson, Ron Chasteen, Jenny Niehaus, Joe Garrett, and Michael Shaffer

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

The minutes of the previous meeting on 6/13/2016 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.

Department Reports:

Fire/EMS:

Steve Flint, Fire Chief, informed the board that veteran firefighter and engineer Mike Ryerson was retiring from the department. Mr. Sams will present a letter to Mike at the next business meeting of the Fire Department on behalf of the Board of Trustees thanking him for his service.

Road and Bridge: Ron Chasteen, Road Supervisor, informed the board that the Road Dept. was busy with blacktop work and mowing. Mr. Chasteen also informed the trustees of the plans to fix a ditch issue along State Route 42 and the need for an property entrance agreement with property owner Bennett for access to repair the ditch. Mr. Jones made a motion seconded by Mr. Sams to obtain property entrance agreement for the township Road Dept. to repair the ditch and authorizes Mr. VanDeGrift as President of the board to sign the temporary entrance agreement. All present voiced a "YEA" vote and the motion was passed.

Administration:

Mrs. Boggs, Township Administrator presented a brief overview of the declining state of the carpet throughout the station and asked if the trustees would be inclined to go ahead and replace the flooring. Mr. Sams made a motion, seconded by Mr. Jones to approve Mrs. Boggs to replace the carpet and tile where needed with a spending amount of up to \$11,000.00. All present voiced a "YEA" vote and the motion passed with resolution **16-06-08** (a copy of the resolution will be included in the minutes).

Mrs. Boggs also informed the board that Andy Ryerson was requesting official bio's from the elected officials for the township website.

Mrs. Boggs informed the board that the internal survey and salary survey were both completed at this time and that she would be compiling all of the information and sharing with the board in the coming weeks and months.

Mrs. Boggs informed the board that the township did not receive the grant for the retrofit of the administration building lights to LED style lighting. Mr. VanDeGrift discussed the retrofit and questioned the amount of time needed for the retrofit and how imposing it would be on the crews in the building during work hours to complete the process. Mrs. Boggs will gather more information and report back when available to the board.

Mrs. Boggs informed the board that a question had been raised regarding looking at possibly aggregating gas and electric. The matter would have to be approved by trustees and be placed on a ballot for the residents of the township to vote on. A visitor to the meeting and employee of TreBel, Mr. Garrett, informed the board of the benefits of aggregation and presented the board with information on the process and how the process worked. The board made no motion on the matter at this time.

Mrs. Boggs and Chief Flint informed the board that they would like to increase the service requirement from members of the department receiving training assistance from the department by changing the contract employees are required to sign to receive training funds. Mr. Jones made a motion, seconded by Mr. Sams to change the training contract to increase the service commitment for those wishing to pursue an EMT-B certificate to 2 years and for those wishing to receive a EMT-P certificate to 4 years for EMS related training, and those pursuing firefighter levels must serve the township for at least two years and respond to forty-four runs annually for Volunteer and Firefighter I, and eighty-eight runs annually for Firefighter II. All present voiced a

“YEA” vote and the motion passed with resolution **16-06-07** (a copy of the resolution will be included in the minutes).

Fiscal Officer Reports:

Mr. Johnson informed the board of his desire to enroll the township in Treasurer of State Josh Mandel’s Ohio Checkbook to increase transparency of township expenses. At this time there is no cost to the township to enroll and the frequency to which information is transmitted to the site will be up to the Fiscal Officer. Mr. Sams made a motion, seconded by Mr. Jones to approve Mr. Johnson, Fiscal Officer, to enroll the township in Ohio Checkbook.

Trustees Reports:

None

General Reports:

1. CORRESPONDENCE:

IN:

- Email from Chad Stull regarding zoning and planning codes
- Letter from Prime Health Services, Inc regarding provider
- Resolution from WC Commissioners regarding approval text amendments to the zoning code
- Legal Notice WC Commissioners regarding rezoning of Shaker Run Golf Course
- Email from TriHeath that Occupational Medicine will be closed July 2- July 4

OUT:

- Letter to Rick Murray regarding seasonal job

The Fiscal Officer presented the bills which were due and the following checks were approved and signed. Check Nos. 26218 through 26275 (copy to follow) and Vouchers 66-2016 through 68-2016.

The Fiscal Office reported the following income from:

Post Date	Transaction Date	Receipt Type	Receipt Number	Source	Account Code	Total Receipt	Purpose
6/13/16	6/14/16	STD	452-2016	DERINDA CHALFANT	2041-302-0000	\$350.00	CEMETERY BURIAL SERVICE FEES
6/16/16	6/16/16	INT	460-2016	LCNBONEYF INVESTMENT	1000-701-0000	\$2.17	DIVIDENDS MAY 2016
6/16/16	6/16/16	GAIN	464-2016	FHLMC 02 INVESTMENT	1000-701-0000	\$360.00	Gain on Investment
6/16/16	6/16/16	GAIN	465-2016	FFCB 2 INVESTMENT	1000-701-0000	\$140.00	Gain on Investment
6/16/16	6/16/16	GAIN	466-2016	FHLMC 01 INVESTMENT	1000-701-0000	\$720.00	Gain on Investment
6/16/16	6/16/16	GAIN	467-2016	FNMA 6 INVESTMENT	1000-701-0000	\$258.75	Gain on Investment
6/16/16	6/16/16	GAIN	468-2016	FNMA 4 INVESTMENT	1000-701-0000	\$4,147.50	Gain on Investment
6/14/16	6/14/16	STD	453-2016	Lavonne Hine	1000-892-0000	\$10.00	Green Address Sign
6/16/16	6/16/16	INT	461-2016	FFCB 7	1000-701-0000	\$625.00	INTEREST DEPOSIT DATE 5/16/2016
6/16/16	6/16/16	INT	456-2016	FHLMC 01	1000-701-0000	\$1,125.00	INTEREST DEPOSIT DATE 5/16/2016 (\$1,250.00 LESS ACCRUED INTEREST OF \$125.00 = \$1,125.00)
6/16/16	6/16/16	INT	462-2016	FHLMC 02	1000-701-0000	\$562.50	INTEREST DEPOSIT DATE 5/16/2016 (\$625.00 LESS ACCRUED INTEREST \$62.50 = \$562.50)
6/16/16	6/16/16	INT	463-2016	FFCB 2	1000-701-0000	\$372.00	INTEREST DEPOSIT DATE 5/18/2016
6/16/16	6/16/16	INT	457-2016	FNMA 6	1000-701-0000	\$1,405.62	INTEREST DEPOSIT DATE 5/27/2016 (INTEREST OF \$1462.50 LESS ACCRUED INTEREST OF \$56.88 = \$1,405.62)
6/16/16	6/16/16	INT	458-2016	FHLB62	1000-701-0000	\$1,300.00	INTEREST DEPOSIT DATE 5/31/2016
6/16/16	6/16/16	INT	459-2016	FNMA 4	1000-701-0000	\$718.75	INTEREST DEPOSIT DATE 5/31/2016
6/20/16	6/23/16	STD	470-2016	TRICARE	2191-299-0000	\$89.34	LIFESQUAD SERVICES
6/13/16	6/13/16	STD	449-2016	PROGRESSIVE	2191-299-0000	\$678.72	LIFESQUAD SERVICES
6/13/16	6/13/16	STD	450-2016	BCBS OF MICHIGAN	2191-299-0000	\$81.71	LIFESQUAD SERVICES
6/13/16	6/13/16	STD	451-2016	PARAMOUNT ADVANTAGE	2191-299-0000	\$174.37	LIFESQUAD SERVICES
6/14/16	6/14/16	STD	454-2016	ALLSTATE	2191-299-0000	\$621.36	LIFESQUAD SERVICES
6/14/16	6/14/16	STD	455-2016	M. St. John	2191-299-0000	\$30.00	LIFESQUAD SERVICES
6/17/16	6/23/16	STD	469-2016	MEDICOUNT MANAGEMENT	2191-299-0000	\$250.00	LIFESQUAD SERVICES
6/20/16	6/23/16	STD	471-2016	PREMIER HEALTH PLAN	2191-299-0000	\$206.94	LIFESQUAD SERVICES
6/24/16	6/27/16	STD	472-2016	M. Simpson	2191-299-0000	\$105.04	LIFESQUAD SERVICES

Mr. Jones made a motion seconded by Mr. VanDeGrift to enter into executive session to discuss the appointment, employment, dismissal, promotion, demotion, or compensation of EMS personnel pursuant to ORC 121.22(G)(1). Upon roll call to enter executive session, Mr. Sams "YEA", Mr. Jones "YEA", and Mr. VanDeGrift "YEA". All voiced a "YEA" vote and the motion passed to enter into executive session at 08:52 a.m.

There being no further discussion to be held in executive session, Mr. VanDeGrift made a motion seconded by Mr. Sams to enter out off executive session to the regular scheduled meeting of the township board of trustees. Upon roll call to exit executive session, Mr. Sams "YEA", Mr. Jones "YEA", and Mr. VanDeGrift "YEA". All present voiced a "YEA" vote and the motion was passed.

Mrs. Boggs informed the board that after interviewing several applicants for the Part Time EMS postings, she, Chief Flint, and Asst. Chief Jameson were recommending the hiring of Jessica Conway (EMT-B) and James Coyle (EMT-P) to fill the open Part Time postings. Both individuals were interviewed, along with the other candidates, by Fire Department Chiefs from neighboring townships and cities, along with our Ranked Department officers including Trustee Jonathan Sams and township Administrator Tammy Boggs. Upon the referral, Mr. Jones made a motion, seconded by Mr. Sams to hire Jessica Conway (EMT-B) as a part time employee. All present voiced a "YEA" vote and the motion passed with resolution **16-06-05** (a copy of the resolution will be included in the minutes). Further on the referral, Mr. Jones also made a motion, seconded by Mr. Sams to hire James Coyle (EMT-P) as a part time employee. All present voiced a "YEA" vote and the motion passed with resolution **16-06-06** (a copy of the resolution will be included in the minutes).

Visitor Concerns

None

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

The next regular meeting is scheduled for July 11th, 2016 at 7:00 P.M.

Signed: _____ President

Attest: _____ Chief Fiscal Officer

**RESOLUTION 16-06-05
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

HIRE JESSICA CONWAY, EFFECTIVE JULY 9, 2016, AS A PART TIME EMS "BASIC" 24 HOURS BI-WEEKLY

WHEREAS, a new position of "Part-Time EMS" has been posted within the Turtlecreek Township Fire Department/Emergency Medical Service, and

WHEREAS, the Fire Chief and Assistant Chief of Turtlecreek Township Fire Department and Emergency Medical Service have recommended that Jessica Conway be hired as a Part Time EMS-BASIC at the recommended hours of 24 bi-weekly, and

NOW THEREFORE BE IT RESOLVED, the Turtlecreek Township Board of Trustees hereby approves the hiring of Jessica Conway for the position of Part-Time EMS BASIC, effective July 9, 2016 at the rate of \$9.50 per hour. Ms. Conway's hours of work will be established as 24 hours bi-weekly as approved by the Assistant Chief.

Mr. Jones moved for adoption of the foregoing resolution, seconded by Mr. Sams. All voiced a "YEA" vote and the resolution passed.

Adopted this 28th day of June, 2016

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 16-06-06
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

HIRE JAMES COYLE, EFFECTIVE JULY 29, 2016, AS A PART TIME EMS "PARAMEDIC" 24 HOURS BI-WEEKLY

WHEREAS, a new position of "Part-Time EMS" has been posted within the Turtlecreek Township Fire Department/Emergency Medical Service, and

WHEREAS, the Fire Chief and Assistant Chief of Turtlecreek Township Fire Department and Emergency Medical Service have recommended that James Coyle be hired as a Part Time EMS-PARAMEDIC at the recommended hours of 24 bi-weekly, and

NOW THEREFORE BE IT RESOLVED, the Turtlecreek Township Board of Trustees hereby approves the hiring of James Coyle for the position of Part-Time EMS PARAMEDIC, effective July 29, 2016 at the rate of \$11.50 per hour. Mr. Coyle's hours of work will be established as 24 hours bi-weekly as approved by the Assistant Chief.

Mr. Jones moved for adoption of the foregoing resolution, seconded by Mr. Sams. All voiced a "YEA" vote and the resolution passed.

Adopted this 28th day of June, 2016

Signed: _____	"YEA"
_____	"YEA"
_____	"YEA"
Attest: _____	Chief Fiscal Officer

**RESOLUTION 16-06-07
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

MODIFY THE TURTLECREEK TOWNSHIP FIRE DEPARTMENT AND EMERGENCY MEDICAL SERVICES CONTRACT

WHEREAS, the Turtlecreek Township Fire Department and Emergency Medical Services Department has a Fire Fighter/EMS Contract for employees attending school paid for by the township; and

WHEREAS, the contract has been updated to indicate the increase in cost for the schooling and the commitment that the employees must provide to the township as reimbursement for the cost that the township pays for the schooling; and

WHEREAS, the Trustees will now request a two-year commitment for EMT-B and a four-year commitment for EMT-I/EMT-P and no less than twelve hours per week or forty-eight hours per month; and

WHEREAS, the Trustees will now request a two-year commitment for Firefighter levels and to respond to forty-four runs per level for Volunteer, Level One and eighty-eight runs for Level Two Firefighter; and

NOW THEREFORE BE IT RESOLVED, the Turtlecreek Township Board of Trustees hereby approves the modifications to the Fire Fighter/EMS Contract effective June 28, 2015 and a copy of the contract is attached to this resolution.

Mr. Jones moved for adoption of the foregoing resolution, seconded by Mr. Sams. All voiced a "YEA" vote and the resolution passed.

Adopted this 28th day June, 2016

Signed: _____	"YEA"
_____	"YEA"
_____	"YEA"
Attest: _____	Chief Fiscal Officer

**RESOLUTION 16-06-08
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

AUTHORIZATION FOR ADMINISTRATOR TO REPLACE FLOORING IN ADMINISTRATION BUILDING AT COST UP TO \$11,000.00

WHEREAS, the Turtlecreek Township Administration Building is in need of flooring replacement and repair

WHEREAS, Tammy Boggs, Administrator, has gathered quotes to replace worn flooring in the Township's Administration Building located at 670 North State Route 123, Lebanon, OH 45036

NOW THEREFORE BE IT RESOLVED, the Turtlecreek Township Board of Trustees hereby approves the Township Administrator to spend up to \$11,000.00 for the replacement and/or repair of flooring throughout the administration building.

Mr. Sams moved for adoption of the foregoing resolution, seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 28th day June, 2016

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer