

## TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

AUGUST 29

17

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on August 29, 2017 at 8:00 a.m. with the following person present:

TRUSTEES: Jim VanDeGrift, Daniel Jones, and Jonathan Sams

GUESTS: Steve Flint, Mike Jameson, Ron Chasteen, Tammy Boggs, and Matt Nolan

RECORDING SECRETARY: Jennifer Niehaus

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

The minutes of the previous meeting August 14, 2014 were received by the Trustees prior to the meeting for review. As 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.

Guest present was Matt Nolan, Warren County Auditor, who presented the first Annual Report of the Auditor's office. Mr. Nolan also gave a summary of the functions of the auditor's office, and noted several areas of concentration recently, including an IT upgrade and monitoring skimmer problems. He informed the Board that the Auditor's office has received again the "clean" State of Ohio Certified Audit, and now boasts a AAA bond rating. Mr. Sams and Mrs. Boggs expressed appreciation for the assistance given to the township by Mr. Nolan and his department.  
Department Reports:

### **Fire/EMS:**

Chief Steve Flint reported he had received 3 concrete estimates for the work at Station 31, and determined that the estimate from Crete- Tek was the best price and value, and requested approval. Mr. VanDeGrift moved, seconded by Mr. Sams, to approve the payment of \$4,582.25 to Crete-Tek LLC. All present voiced a "Yea" vote and the motion passed with Resolution **17-08-05** (a copy of the resolution will be included in the minutes).

Assistant Chief Mike Jameson asked for approval of intake valves on the fire trucks to be replaced at a cost of \$2,558.00. Mr. Sams moved for acceptance, seconded by Mr. VanDeGrift to approve the payment of \$2,558.00 to Vogelpohl. All present voiced a "Yea" vote and the motion passed with Resolution **17-08-07** (a copy of the resolution will be included in the minutes).

Assistant Chief Jameson requested approval to send up to 4 of our personnel to Confined Space Training at a cost of \$250.00 each. Mr. Sams made a motion which was seconded by Mr. VanDeGrift, to approve a payment of \$1,000.00 to the Warren County Career Center. All present voiced a "Yea" vote and the motion passed with Resolution **17-08-08** (a copy of the resolution will be included in the minutes).

Assistant Chief Jameson also reported a need to update the gas circular saw(s) at a cost of \$971.66 each for 2 saws. Mr. Sams moved for acceptance, seconded by Mr. VanDeGrift to approve the payment of \$1,933.42 to Buchanan's. All present voiced a "Yea" vote and the motion passed with Resolution **17-08-06** (a copy of the resolution will be included in the minutes).

A description was given by Assistant Chief Jameson of the functions and mission of Ohio Task Force 1, and the difference from our county EMA services. He will likely be deployed to the Texas Hurricane-affected areas in the wake of Harvey; he also asked contingent approval of the Board in the event we may be asked to share resources, for example, one of our watercraft, and they expressed desire to help by offering loan of equipment.

### **Road and Bridge:**

Supervisor Ron Chasteen informed the Board of the closure of Emmons Road September 6-8 while TerraCon performs soil testing by boring. 2 pallets of crack sealer material have been received and will be used as weather permits to continue crack sealing township roads. Mr. Chasteen reported that the water hydrant at Turtlecreek Twp. Park had to be replaced due to damage by vandals. The road crews have been mowing a lot, and Kent Hurtt has been working on vehicle maintenance issues, including a rusted-out oil pan on the low-profile truck.

### **Administration:**

Mrs. Boggs reminded the Board of the special meeting with the Warren County Commissioners on September 5, 2017, at 9:00 a.m. to discuss land acquisition.

Mrs. Tammy Boggs, Administrator, submitted an estimate from Pella to replace 8 rotted windows in the central facility. The windows are 12 years old, and 2 years past warranty coverage. The new windows will be stained to match existing and will carry lifetime warranties. Pella also recommended that each window be opened and the frame cleaned annually. Mr. Sams moved,

seconded by Mr. VanDeGrift, to approve the purchase of windows from Pella at a cost of \$4,793.00. All present voiced a "Yea" vote and the motion passed with Resolution **17-08-09** (a copy of the resolution will be included in the minutes).

Mrs. Boggs asked the Board to consider a fund-raising raffle the Auxiliary hopes to conduct. As the raffle would be for a handgun, and in conjunction with Twenty-Two Three, the Auxiliary prefers that the Board is aware of the nature of the raffle and approves. The Board of Trustees have no issues with the fund raiser.

After her ongoing discussions surrounding health insurance coverage, Mrs. Boggs informed the Board that the township now has the option to possibly return to Medical Mutual, starting August 1, and continuing through year end, without penalty for breach of contract with OPEC. She will continue to evaluate and must make a decision before September 1, 2017. She does, as of today, favor the return to Medical Mutual, but recognizes that the situation evolves each day. Mrs. Boggs requested authorization by the Board to make the decision. Mr. VanDeGrift moved and was seconded by Mr. Sams and Mr. Jones, to give Mrs. Boggs discretion to make the decision about health insurance for employees. All voiced a "Yea" vote and the motion passed with Resolution **17-08-10** (a copy of the resolution will be included in the minutes).

The matter of Kent Hurtt reaching his 8th year of employment with the township was introduced and Mrs. Boggs reported that in conformity with Personnel Policy Manual Section 6.02, Mr. Hurtt should be allotted an additional 40 hours weekly of vacation time and a new accrual rate. Mr. Sams moved to approve, seconded by Mr. VanDeGrift, and all present voiced a "Yea" vote, passing the motion.

Mrs. Boggs also mentioned to the Board that, instead of moving forward with a total logo change for the township, we for now simply change and unify all lettering on vehicles and gear, holding a logo change in reserve for the future. The Board agreed to consider this idea. Mrs. Boggs also displayed the flyer for the Township Open House to be held on October 8, 2017, and the Board had no comments or objections.

**Fiscal Officer Reports:**

**General Reports:**

**CORRESPONDENCE:**

1. CORRESPONDENCE:

**IN:**

- Email from Warren County Mental Health Services for September 2017
- Email from ODRC regarding the use of the meeting room
- Resolution from Warren County Commissioners regarding the rezoning application for Property on Drake Road
- Letter from Bricker & Eckler regarding Union Village documents
- Letter from Premier Health regarding CareFlight service
- Letter from Warren County Soil & Water regarding the detention areas
- Letter from US Department of Commerce regarding the census
- Email from Mr. Perkins regarding overgrowth on tree line
- Legal notice from Warren County Board of Commissioners regarding rezoning
- Email from Miami Valley Gaming for public records request
- Email from Mr. Butts regarding the sewers on the west side of town
- Letter from The Loeb Foundation regarding the grant for 2018 Fiscal Year
- Notice of road closure on Emmons Road for three days beginning September 6, 2017
- Letter from Warren County Rural Zoning of zoning violation at 635 Hoffman, 2372 Hamilton Road, and 1937 Heritage Run Drive
- Email from Warren County EMA regarding a training on Critical Asset Risk Management
- Notice from Warren County Engineer's office of a culvert replace on Cold Springs Road

**OUT:**

- Email out to ODRC regarding the use of the meeting room
- Email out to Mr. Perkins regarding the overgrowth of tree line and that it is the States to Maintain
- Email to Mr. Butts regarding the sewers on the west side of town

Letter to Sinclair Community College for Shannon Deye  
 Letter to Mr. Cavannaugh regarding volunteer position  
 Letter to Warren County Rural Zoning regarding variance request for case  
 #2017-110

Tammy Boggs, Administrator, presented the bills which were due and the following checks were approved and signed. Check Nos. 28563 through 28625 (copy to follow) and Vouchers 118-2017 and 119-2017.

Mrs. Boggs also reported the following income from:

Post Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
8/11/17	649-2017	Donna Meece	2191-892-0000	\$16.00	CPR Card Fee Received from D Meece for D Meece and B Oeder
				<b>\$16.00</b>	
8/14/17	652-2017	Ramsey Maggard Memorials	2041-892-0000	\$238.00	FOUNDATION FOR BURIAL MONUMENT
8/14/17	653-2017	ROBERT WILCOX	2041-892-0000	\$294.00	FOUNDATION FOR BURIAL MONUMENT
				<b>\$532.00</b>	
8/14/17	651-2017	Jerry Meeks	2031-892-0000	\$10.00	Green Address Sign
				<b>\$10.00</b>	
8/11/17	650-2017	American Republic Insurance Co	2191-299-0000	\$84.86	LIFE SQUAD SERVICES
8/14/17	654-2017	COMPANAGEMENT	2191-299-0000	\$570.27	LIFE SQUAD SERVICES
8/14/17	655-2017	PARAMOUNT ADVANTAGE	2191-299-0000	\$171.43	LIFE SQUAD SERVICES
8/14/17	656-2017	MIDDLETOWN WORKS UNION RETIREES FUND	2191-299-0000	\$71.74	LIFE SQUAD SERVICES
8/18/17	657-2017	MIDDLETOWN WORKS UNION RETIREES FUND	2191-299-0000	\$70.43	LIFESQUAD SERVICES
8/18/17	658-2017	COLONIAL PENN LIFE	2191-299-0000	\$82.68	LIFESQUAD SERVICES
				<b>\$1,051.41</b>	

**Visitor Concerns**

None

**Trustee Reports:**

None

There being no further business the 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 is scheduled for September 11, 2017 at 7:00 p.m.

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

Attest: \_\_\_\_\_ Recording Secretary

**RESOLUTION 17-08-05  
 TURTLECREEK TOWNSHIP  
 WARREN COUNTY, OHIO**

**BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, shall paid Crete-Tek LLC the amount of \$4,582.25 for the sidewalk and apron repair at Station 31. Source of the funds will be the Fire Fund (2192).

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

Adopted this 29<sup>th</sup> day of August, 2017

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

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

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

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

**RESOLUTION 17-08-06  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that two (2) circular saws will be purchased from Buchanan's in the amount of 1,933.42 for the Fire Department. Source of the funds will be the Fire Fund (2192).

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

Adopted this 29<sup>th</sup> day of August, 2017

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

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

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

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

**RESOLUTION 17-08-07  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that there is a need to be replaced/repared intake valves on the fire engine. The cost to replace/repair the valves are \$2,558.50. The valves will be purchased from Vogelpohl. Source of the funds will be the Fire Fund (2192).

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

Adopted this 29<sup>th</sup> day of August, 2017

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

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

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

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

**RESOLUTION 17-08-08  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that Fire Department would like to send four (4) department members to confined space training with

the Warren County Career Center. The cost of the class is \$250.00 per person. Source of the funds will be the Fire Fund - Training (2192).

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

Adopted this 29<sup>th</sup> day of August, 2017

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

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

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

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

**RESOLUTION 17-08-09  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall replace eight (8) windows in the township administration building at the approximate cost of \$4,847.00. Pella Sales, Inc will provide the service. Source of the funds will be 1000-120-323-0000 (Repairs and Maintenance). Mr. Sams made a motion to purchase the replacement windows. Mr. VanDeGrift seconded the motion. All voiced a "YEA" vote and the motion was passed.

Adopted this 29<sup>th</sup> day of August, 2017

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

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

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

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

**RESOLUTION 17-08-10  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION TO AUTHORIZE TAMMY BOGGS, ADMINISTRATOR, TO EXECUTE  
CONTRACTS PERTAINING TO THE  
TO TOWNSHIP'S HEALTH INSURANCE BENEFITS**

**WHEREAS**, the Turtlecreek Township Board of Trustees have health insurance benefits that are being discussed with companies;

**WHEREAS**, there may be a need to sign contracts and documents pertaining to the insurance benefits for the township;

**WHEREAS**, Trustees have authorized Tammy Boggs to sign the documents for the township.

**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 29<sup>th</sup> day August, 2017

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

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

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

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