

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

OCTOBER 9

17

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on October 9, 2017 at 7:00 p.m. with the following persons present:

TRUSTEES: Jim VanDeGrift, Daniel Jones and Jonathan Sams
CHIEF FISCAL OFFICER: Amanda Childers
GUEST: Steve Flint, Mike Jameson, Tammy Boggs, and Ron Chasteen.

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

The minutes of the previous meeting on 9/26/2017 and 10/2/2017 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 monthly financial status reports for information entered through October 8th were given to the Trustees prior to the meeting for review. Since there were no additions or corrections, Mr. Sams moved for acceptance, seconded by Mr. VanDeGrift. All present were in favor and the reports were accepted.

Department Reports:

Fire/EMS:

Chief Steve Flint reported that the Township has received an improved ISO rating. The rating went from a 5 to a 4. This rating is contingent upon three areas: water supply, dispatching time after alarms and fire department equipment and operation. Insurance companies often use the rating system to determine premiums. This could result in lower fire insurance premiums for property owners and businesses within the township. Those seeking to reduce their premiums would need to contact their insurance company.

All of the Township Trustees congratulated Chief Flint and all the staff involved on an informative and well attended Open House which occurred on October 8. There were demonstrations on vehicle extrication, Rope Rescue and Fire Fighting. Visitors were given tours of the fire trucks, ambulances, road department vehicles and the administration office. Booths with knowledgeable staff representing local hospitals included Atrium, Kettering and Tri Health. Also, Warren County Dare Officer Kelly McKay was on hand to talk to visitors about the program she teaches in local schools. Everyone seemed to enjoy the refreshments and conversation. The Trustees expressed interest in making this an annual event.

Assistant Chief Mike Jameson requested approval for a replacement pump for brush truck #32, at a cost of \$5,150.00. Brush truck 32 is 25 years old and will have more repair needs in the future as is expected of an older vehicle, but it is still functioning well and the repairs are deemed worthwhile. Mr. Sams moved for acceptance, seconded by Mr. VanDeGrift to approve the payment of \$5,150.23 to Heritage Fire Equipment. All present voiced a "yea" vote and the motion passed with **Resolution 17-10-04** (a copy of the resolution will be included in the minutes).

Mr. Jameson also informed the Trustees of minor repairs being made on township vehicles. The Yukon required a gas pump repair and Engine 32 had a hydraulic leak on its generator. Both are expected back in service within a day or two.

Mr. James VanDeGrift, Township Trustee inquired about the future use of Tower Truck 32 when we purchase a new Tower truck budgeted for 2019. Chief Flint explained the new Tower Truck will go to station 33 and the old one will remain at station 32. Tower Trucks are used primarily for structure fires on buildings with more than one story. Annual testing of the older truck will continue to be done by a specialized company to ensure its operational integrity.

Road and Bridge:

Ron Chasteen, Road Supervisor commented that due to rain his staff had been busy cleaning station 32 in preparation for the Open House. Mr. VanDeGrift commented that both he and his wife Rosie had noticed the cleanliness of the building.

Mr. Chasteen informed the Trustees the crack sealer machine broke down and a part was ordered and should be back in action in a couple of days.

Mr. Chasteen reported that his department is still mowing and needs four or five full days to complete the current round of locations in process. Mr. Jones asked how many mowing rounds

are usually needed during the year and has this year been worse due to the rain volume. Mr. Chasteen said that they do 4-5 rounds per year and that they are on their fifth round now.

Mr. Chasteen informed the Trustees that there would be a burial at the Township Cemetery on Friday. Mr. Sams mentioned that every Ohio Township is constitutionally mandated to have an actively managed cemetery. Mrs. Boggs commented that accuracy and care of the records we maintain for the cemetery are essential.

Mr. Chasteen discussed the current issues with asphalt streaking at the entrance of the Trails of Shaker Run. As each phase of construction is added the wear and tear from heavy equipment damage the roads we have to maintain. Mrs. Boggs stated that she had discussed this matter with Mr. Neil Tunison, Warren County Engineer and they discussed either requesting separate construction entrances or making conditions within the contracts to include the repair of roads effected by newer construction.

Administration:

Mrs. Boggs, Township Administrator requested approval to appoint Amanda Childers as Fiscal Officer Designee for Records Retention. Mr. Sams moved for acceptance, seconded by Mr. VanDeGrift to appoint Mrs. Childers as Fiscal Officer Designee for Records Retention. All present voiced a "yea" vote and the motion passed with **Resolution 17-10-03** (a copy of the resolution will be included in the minutes).

Mrs. Boggs stated she planned to send an email blast to the Township employees thanking them for their efforts in hosting the Open House at Station 32. The Trustees requested that she add their thanks to her email as well.

Fiscal Officer Reports:

General Reports:

CORRESPONDENCE:

IN:

- Letter from Warren County Zoning of zoning violation at 1731 Oregonia Road
- Letter from ISO of new rating for fire protection
- Email from Little Miami Conservancy news letter
- Letter from Warren County Health District of quarterly report
- Letter from US Department of Justice of drug license renewal
- Letter from Warren County Engineer's office of Estates of Keever Creek meeting
- Letter from OTARMA for Trustees bond renewals

OUT:

- Letter to Loeb Foundation for the requested grant for FY2018
- Letter to Medicare for update on information
- Letter from Gregory S. Johnson resigning from Fiscal Position
- Letter to Judge Bogen for Fiscal Officer's Bond
- Letter to UAN for notice of Fiscal Officer change
- Letter to Warren County Zoning regarding site plan review for 5110 ST RT 350
- Letter to Warren County Zoning regarding plan for Robert C. Bennett

The Fiscal Officer presented the bills which were due and the following checks were approved and signed. Check Nos. 28828 through 28960 (copy to follow) and Vouchers 133-2017, 138-2017 and 139-2017.

The Fiscal Officer reported the following income from:

Post Date	Receipt Number	Source	Total Receipt	Purpose
9/1/17	802-2017	WARREN COUNTY AUDITOR, MATT NOLAN	\$8,368.07	GAS EXCISE TAX AUGUST 2017 (DIRECT DEPOSIT)
9/22/17	803-2017	WARREN COUNTY AUDITOR, MATT NOLAN	\$1,954.70	MOTOR VEHICLE LICENSE TAX AUGUST 2017(DIRECT DEPOSIT)
9/22/17	804-2017	WARREN COUNTY AUDITOR, MATT NOLAN	\$2,041.50	NEW \$5 PERMISSIVE AUTO AUGUST 2017 (DIRECT DEPOSIT)
9/22/17	805-2017	WARREN COUNTY AUDITOR, MATT NOLAN	\$2,650.48	CENTS PER GALLON SEPTEMBER 2017 (DIRECT DEPOSIT)
9/22/17	806-2017	WARREN COUNTY AUDITOR, MATT NOLAN	\$8,846.50	OLD \$5 PERMISSIVE AUTO AUGUST 2017 (DIRECT DEPOSIT)
9/29/17	813-2017	WARREN COUNTY AUDITOR, MATT NOLAN	\$8,226.49	GAS EXCISE TAX SEPTEMBER 2017
			\$32,087.74	
9/1/17	753-2017	UNITED HEALTHCARE	\$271.04	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/5/17	754-2017	ANTHEM	\$106.14	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/5/17	755-2017	UNITED HEALTHCARE	\$271.51	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/5/17	756-2017	CGS	\$979.71	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/6/17	757-2017	HUMANA	\$80.20	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/6/17	758-2017	HUMANA	\$133.28	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/6/17	759-2017	CGS	\$822.61	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/7/17	760-2017	UNITED HEALTHCARE	\$110.37	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/7/17	761-2017	CARESOURCE	\$177.31	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/7/17	762-2017	ANTHEM	\$208.76	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/7/17	763-2017	MOLINA HEALTHCARE	\$347.71	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/7/17	764-2017	CGS	\$3,840.41	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/11/17	765-2017	AARP	\$302.97	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/11/17	766-2017	UNITED HEALTHCARE	\$377.20	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/12/17	767-2017	ANTHEM BCBS	\$90.10	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/12/17	768-2017	AARP	\$91.56	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/12/17	769-2017	UNITED HEALTHCARE	\$206.54	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/12/17	770-2017	CGS	\$688.18	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/13/17	771-2017	HUMANA	\$105.85	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/13/17	772-2017	CIGNA	\$600.41	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/13/17	773-2017	AETNA	\$674.86	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/14/17	774-2017	ELECTRONIC COMME	\$99.00	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/15/17	775-2017	ANTHEM	\$84.14	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/15/17	776-2017	PGBA TRICARE	\$755.16	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/15/17	777-2017	AETNA	\$824.32	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/18/17	778-2017	ANTHEM	\$102.92	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/18/17	779-2017	AARP	\$253.78	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/18/17	780-2017	HUMANA	\$387.98	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/18/17	781-2017	CIGNA	\$570.83	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/18/17	782-2017	CGS	\$624.78	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/18/17	783-2017	UNITED HEALTHCARE	\$755.45	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/18/17	784-2017	AETNA	\$1,168.49	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/19/17	785-2017	AARP	\$161.84	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/19/17	786-2017	UNITED HEALTHCARE	\$226.79	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/20/17	787-2017	CGS	\$291.52	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/20/17	788-2017	ANTHEM	\$563.80	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/21/17	789-2017	UNITED HEALTHCARE	\$365.24	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/21/17	790-2017	UNITED HEALTHCARE	\$822.12	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/22/17	791-2017	AARP	\$83.26	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/25/17	792-2017	AARP	\$79.91	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/25/17	793-2017	ANTHEM	\$167.49	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/25/17	794-2017	CGS	\$306.96	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/25/17	795-2017	AETNA	\$369.71	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/25/17	796-2017	AETNA	\$481.92	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/25/17	797-2017	HHP	\$515.42	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/25/17	798-2017	ANTHEM	\$539.50	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/26/17	799-2017	AETNA	\$42.12	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/26/17	800-2017	HWHO	\$518.69	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/26/17	801-2017	HUMANA	\$389.62	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/8/17	807-2017	STATE OF OHIO MEDICAID	\$188.04	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/21/17	808-2017	STATE OF OHIO MEDICAID	\$108.21	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/14/17	809-2017	STATE OF OHIO MEDICAID	\$172.31	LIFESQUAD SERVICE (DIRECT DEPOSITS)
9/25/17	810-2017	MEDICOUNT MANAGEMENT	\$96.23	LIFESQUAD SERVICES
9/25/17	811-2017	COMPANAGEMENT	\$596.59	LIFESQUAD SERVICES
9/26/17	812-2017	MIDDLETOWN WORKS UNION RETIREES FUND	\$90.54	LIFESQUAD SERVICES
9/27/17	814-2017	MOLINA HEALTHCARE	\$92.63	LIFESQUAD SERVICE (DIRECT DEPOSIT)
9/27/17	815-2017	AARP	\$209.85	LIFESQUAD SERVICE (DIRECT DEPOSIT)
9/27/17	816-2017	CARESOURCE	\$351.68	LIFESQUAD SERVICE (DIRECT DEPOSIT)
9/27/17	817-2017	HUMANA	\$698.78	LIFESQUAD SERVICE (DIRECT DEPOSIT)
9/27/17	818-2017	CIGNA	\$969.76	LIFESQUAD SERVICE (DIRECT DEPOSIT)
9/28/17	819-2017	HWHO	\$99.70	LIFESQUAD SERVICE (DIRECT DEPOSIT)
9/28/17	820-2017	STATE OF OHIO MEDICAID	\$104.98	LIFESQUAD SERVICE (DIRECT DEPOSIT)
9/28/17	821-2017	AARP	\$171.47	LIFESQUAD SERVICE (DIRECT DEPOSIT)
9/28/17	822-2017	ANTHEM	\$331.12	LIFESQUAD SERVICE (DIRECT DEPOSIT)
9/28/17	823-2017	UNITED HEALTHCARE	\$899.49	LIFESQUAD SERVICE (DIRECT DEPOSIT)
9/28/17	824-2017	CGS	\$5,542.08	LIFESQUAD SERVICE (DIRECT DEPOSIT)
			\$32,762.94	
9/30/17	825-2017	PRIMARY	\$17.09	SEPTEMBER 2017 INTEREST
9/29/17	826-2017	STAROHIO	\$13,570.89	SEPTEMBER 2017 INTEREST
			\$13,587.98	

Visitor Concerns

None.

Trustee Reports:

Mr. Jonathan Sams, Township Trustee stated that he wants the Road and Bridge Crew to have Township Logo winter jackets. Mrs. Boggs stated she is in the process of obtaining pricing and design options.

Mr. VanDeGrift stated he would be interested in have an employee Family gathering of some type to include a magician. Mrs. Boggs suggested this could be incorporated into the employee family Christmas party.

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

The next regular meeting is scheduled for October 31, 2017 at 8:00 A.M.

Signed: _____ President

Attest: _____ Chief Fiscal Officer

**RESOLUTION 17-10-03
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**APPOINT AMANDA K. CHILDERS AS "PUBLIC RECORDS DESIGNEES'
FOR ALL FINANCIAL RECORDS FOR TURTLECREEK TOWNSHIP.**

WHEREAS, the Ohio General Assembly passed House Bill 9, requiring all public agencies to adopt a written Public Records Policy; and

WHEREAS, Turtlecreek Township adopted a Public Records Policy, effective October 29, 2007; and

FURTHER, WHEREAS, one of the requirements of this law is for all elected officials, or their appointed designee, to attend three hours of training during the public officials' term of office provided and certified by the Ohio General Attorney's Office in order to enhance the officials' knowledge of the duty to provide access to public records as required by Section 149.43 of the Revised Code; and

NOW, THEREFORE, BE IT RESOLVED, effective October 1, 2017, we appoint Amanda K. Childers, the Chief Fiscal Officer, will serve as the Turtlecreek Township's Designee to maintain the financial records. The Board of Trustees further direct that the required training be attended on behalf of this Board. The elected officials are listed below with their individual terms:

- | | |
|---|------------------------------|
| Daniel Jones, Trustee | Current Term Ending 12/31/17 |
| Jonathan D. Sams, Trustee | Current Term Ending 12/31/17 |
| Jim VanDeGrift, Trustee | Current Term Ending 12/31/19 |
| Amanda K. Childers Chief Fiscal Officer | Current Term Ending 03/31/20 |

Mr. Sams moved for the adoption of the foregoing resolution. Mr. VanDeGrift seconded the motion. All voiced a "YEA" vote and the resolution was passed.

Adopted this 9th day of October, 2017

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

**RESOLUTION 17-10-04
TURTLECREEK TOWNSHP
WARREN COUNTY, OHIO**

WHEREAS the #32 Brush Truck requires a replacement pump.

WHEREAS Heritage Fire Equipment can provide the needed pump at a cost of \$5,150.23

THEREFORE BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, approve for the purchase of a pump from Heritage Fire Equipment in the amount of \$5,150.23 for the #32 Brush Truck. Source of the funds will be the Fire Department Repairs and Maintenance #2192-220-323-0000.

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

Adopted this 9th day of October, 2017

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