

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

DECEMBER 11

17

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on December 11, 2017 at 7:00 p.m. with the following person present:

TRUSTEES: Jim VanDeGrift, Daniel Jones, and Jonathan Sams (Arrived at 8:17 p.m.)

CHIEF FISCAL OFFICER: Amanda Childers

GUESTS: Steve Flint, Tammy Boggs, Steve Flint, Michael Jameson, Ron Chasteen and Christopher Pratt.

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

The minutes of the previous meeting, November 28, 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. Jones. 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. Sams 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 for appointments to the Volunteer Fire Fighters Dependents Fund for the 2018 year. Mr. VanDeGrift seconded the motion. All voiced a "YEA" vote and the motion was passed. The appointments are Mr. Daniel Jones, Mr. Jim VanDeGrift, Mr. Jon Campbell, Mr. Brent Wright, Mr. Frank Tone, and Mr. JonPaul Campbell as secretary.

Tammy Boggs, Township Administrator, presented the Temporary Appropriations as well as the Year End Resolutions to the Trustees. She noted that the only change from last year was the rate for travel expense reimbursement is now .535 cents per mile. Mr. Jones made a motion to approve the Temporary Appropriations and Year End Resolutions. Mr. VanDeGrift seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolutions 17-12-01 – 17-12-18**. (Copies of the resolutions are included in the minutes.)

Department Reports:

Fire/EMS:

Steve Flint, Fire Chief informed the Trustees that employee Mike Abbott has a broken arm and will need surgery to repair it. Mr. Abbott was not on duty when the accident occurred. It is expected he will be off for several weeks.

Mike Jameson, Assistant Fire Chief stated that the new Medic Unit is in service.

Road and Bridge:

Ron Chasteen, Road Supervisor, informed the board that the snow plows were out on Saturday and some Sunday spreading 45 tons of salt on the roads.

Administration:

Mrs. Boggs informed the board it was time to elect officers for next year. Mr. Jones made a motion, seconded by Mr. VanDeGrift to appoint Trustee Jonathan Sams as President of the board for 2018. All present voiced a "YEA" vote and the motion passed. Mr. Jones followed with a motion, seconded by Mr. Sams to appoint Trustee James VanDeGrift as Vice President of the board for 2018. All present voiced a "YEA" vote and the motion passed.

Mrs. Boggs, followed up with the Trustees on drafting a letter to the Engineer's Office to detail subdivision roadway construction requirements. Mr. Chasteen gave his input to the Trustees in writing for them to review for the letter.

Mrs. Boggs informed the board that Mitchell Conway who has worked as a part-time employee who is now a full-time employee. Per the Personnel Policy, his calculated anniversary date due to part time hours is 1.52 years. His calculated anniversary date for vacation accrual only will be 05/01/2016. Mr. VanDeGrift made a motion, seconded by Mr. Jones to accept the calculated anniversary date of 05/01/2016. All present voiced a "YEA" vote and the motion passed with **Resolution 17-12-19** (A copy of the resolution will be included in the minutes.)

Mrs. Boggs informed the board that Mitchell Conway who has been hired as a full-time employee effective November 1, 2017 is entitled to vacation accrual based on part-time hours worked as described in the Personnel Policy. Mr. Conway is due 15.57 hours of vacation credit. Additionally, Mr. Conway is due personal time of 3.69 hours as described in the Personnel Policy. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the credit of vacation leave of 15.57 hours and personal time of 3.69 hours be added to the pay period ending December 8, 2017. All Present voiced a "YEA" vote and the motion passed with **Resolution 17-12-20**. (A copy of the resolution will be included in the minutes.)

Mrs. Boggs asked the Trustees if they wanted to make a donation to the Lebanon Food Pantry. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the donation to the Lebanon Food Pantry in the amount of \$500.00. All Present voiced a "YEA" vote and the motion passed with **Resolution 17-12-24**. (A copy of the resolution will be included in the minutes.)

Mrs. Boggs informed the board that the Warren County Amateur Radio Club is wanting to use the meeting room every 1st Tuesday of the month. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the group's use of the room every 1st Tuesday of the month. All present voiced a "YEA" vote and the motion passed.

Mrs. Boggs requested approval to pay the Lebanon/Turtlecreek JEDD Board 2017-2018 Risk Insurance policy with reimbursement from the JEDD in the amount of \$1,309.00. Whereas the Lebanon-Turtlecreek JEDD Board does not have enough funds to pay the premium the Board of Turtlecreek Township will pay the premium at this time and will be reimbursed from the JEDD Board once they obtain enough funding. Mr. Jones moved for acceptance, seconded by Mr. VanDeGrift to approve the payment with Reimbursement from the JEDD. All voiced a "YEA" vote and the motion was passed. **Resolution 17-12-21** (A copy of the resolution will be included in the minutes.)

Mrs. Boggs introduced Chris Pratt from Horan Associates who presented various employee benefit options for the Township to review. Mr. Pratt gave the Trustees six options with detailed coverage descriptions.

Mrs. Boggs requested approval to engage Horan in obtaining Health Insurance Benefits with Medical Mutual of Ohio for health insurance, Principal for dental, Principal VSP Choice Network for eye, and Principal for life insurance policies to be effective January 1, 2018. Mr. Jones moved for acceptance, seconded by Mr. VanDeGrift to approve engagement of Horan in obtaining Health Insurance Benefits and participation in the insurance plans described above. All voiced a "YEA" vote and the motion was passed. **Resolution 17-12-22** (A copy of the resolution will be included in the minutes.)

Mrs. Boggs informed the Trustees that the new insurance plan does carry a higher deductible but at a cost savings on the premium. It was decided that the Employees and Elected Official's deductible will be funded with the FlexBank HRA Program beginning January 1, 2018. Mr. Jones moved for acceptance, seconded by Mr. VanDeGrift to approve funding the deductibles starting January 1, 2018. All voiced a "YEA" vote and the motion was passed. **Resolution 17-12-23** (A copy of the resolution will be included in the minutes.)

Mrs. Boggs informed the Trustees that the current insurance carrier would need to be terminated before the new coverage takes effect on January 1, 2018. In response, Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve Mrs. Boggs to officially execute all documents regarding the termination of insurance coverage with JHP and OPEC as of December 31, 2017. All voiced a "YEA" vote and the motion was passed. **Resolution 17-12-25** (A copy of the resolution will be included in the minutes.)

Fiscal Officer Reports:

General Reports:

CORRESPONDENCE:

IN:

Letter from Medicount regarding year end reports

Email from Proclamations department

Letter from OPEC=HC regarding JHP deadlines

Letter from Duke Energy regarding annual application for adjustment to rider rates

OUT:

- Letter to OAEVT for W-9.
- Letter to Larry’s Lock Safe and Security Center for W-9.
- Blanket Certificate for Interstate Batteries
- Letter regarding health insurance benefits for Amanda Childers
- Letter to Careworks for W-9
- Letter to Heritage Fire Equipment for W-9

The Fiscal Officer presented the bills which were due and the following checks were approved and signed. Check Nos. 29214 through 29295 (copy to follow) and Vouchers 164-2017, and 165-2017.

The Fiscal Officer reported the following income from:

Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
12/4/17	995-2017	CITY OF LEBANON	1000-101-0000	\$467.30	2016 TAX YEAR WHITE ANNEXATION SETTLEMENT
				\$467.30	
12/5/17	1003-2017	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$2,609.76	CENTS PER GALLON NOVEMBER 2017 (DIRECT DEPOSIT)
12/5/17	1000-2017	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$930.50	LOCAL GOVERNMENT HB49 NOVEMBER 2017 (DIRECT DEPOSIT)
12/5/17	1004-2017	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$4,704.46	LOCAL GOVERNMENT NOVEMBER 2017 (DIRECT DEPOSIT)
12/5/17	1002-2017	WARREN COUNTY AUDITOR, MATT NOLAN	2011-536-0000	\$1,986.39	MOTOR VEHICLE LICENSE TAX OCTOBER 2017 (DIRECT DEPOSIT)
12/5/17	1001-2017	WARREN COUNTY AUDITOR, MATT NOLAN	2231-592-0000	\$1,792.50	NEW\$5 PERMISSIVE AUTO OCTOBER 2017 (DIRECT DEPOSIT)
12/5/17	1005-2017	WARREN COUNTY AUDITOR, MATT NOLAN	2231-104-0000	\$7,767.50	OLD \$5 PERMISSIVE AUTO OCTOBER 2017 (DIRECT DEPOSIT)
				\$19,791.11	
12/4/17	992-2017	D CHALFONT	2041-892-0000	\$100.00	FOUNDATION FOR BURIAL MONUMENT
12/4/17	994-2017	M BUSTLE	2041-302-0000	\$450.00	GRAVE OPEN/CLOSE SECTION 9 LOT 3
12/4/17	993-2017	M BUSTLE	2041-804-0000	\$280.00	SALE OF CEMETERY PLOT IN SECTION 9 LOT 3
				\$830.00	
12/4/17	989-2017	PREMIER HEALTH PLAN	2191-299-0000	\$250.00	LIFESQUAD SERVICES
12/4/17	990-2017	TRICARE	2191-299-0000	\$168.85	LIFESQUAD SERVICES
12/4/17	991-2017	PARAMOUNT ADVANTAGE	2191-299-0000	\$90.28	LIFESQUAD SERVICES
11/30/17	966-2017	CARESOURCE	2191-299-0000	\$174.37	LIFESQUAD SERVICES (DIRECT DEPOSIT)
11/30/17	967-2017	UNITED HEALTHCARE	2191-299-0000	\$96.52	LIFESQUAD SERVICES (DIRECT DEPOSIT)
11/30/17	968-2017	STATE OF OHIO MEDICAID	2191-299-0000	\$169.96	LIFESQUAD SERVICES (DIRECT DEPOSIT)
11/30/17	969-2017	CGS	2191-299-0000	\$1,382.63	LIFESQUAD SERVICES (DIRECT DEPOSIT)
11/30/17	970-2017	CGS	2191-299-0000	\$807.61	LIFESQUAD SERVICES (DIRECT DEPOSIT)
11/30/17	971-2017	ANTHEM	2191-299-0000	\$42.88	LIFESQUAD SERVICES (DIRECT DEPOSIT)
11/30/17	972-2017	UHC COMMUNITY	2191-299-0000	\$171.43	LIFESQUAD SERVICES (DIRECT DEPOSIT)
11/30/17	973-2017	CGS	2191-299-0000	\$315.53	LIFESQUAD SERVICES (DIRECT DEPOSIT)
11/30/17	974-2017	MEDICAL MUTUAL	2191-299-0000	\$464.39	LIFESQUAD SERVICES (DIRECT DEPOSIT)
11/30/17	975-2017	ANTHEM	2191-299-0000	\$92.58	LIFESQUAD SERVICES (DIRECT DEPOSIT)
11/30/17	976-2017	CGS	2191-299-0000	\$329.79	LIFESQUAD SERVICES (DIRECT DEPOSIT)
11/30/17	977-2017	MOLINA HEALTHCARE	2191-299-0000	\$315.53	LIFESQUAD SERVICES (DIRECT DEPOSIT)
11/30/17	978-2017	AETNA	2191-299-0000	\$358.36	LIFESQUAD SERVICES (DIRECT DEPOSIT)
11/30/17	979-2017	HWHO	2191-299-0000	\$393.69	LIFESQUAD SERVICES (DIRECT DEPOSIT)
11/30/17	980-2017	ANTHEM	2191-299-0000	\$828.53	LIFESQUAD SERVICES (DIRECT DEPOSIT)
11/30/17	981-2017	AARP	2191-299-0000	\$199.32	LIFESQUAD SERVICES (DIRECT DEPOSIT)
11/30/17	982-2017	UNITED HEALTHCARE	2191-299-0000	\$487.08	LIFESQUAD SERVICES (DIRECT DEPOSIT)
11/30/17	983-2017	UNITED HEALTHCARE	2191-299-0000	\$361.17	LIFESQUAD SERVICES (DIRECT DEPOSIT)
11/30/17	984-2017	CARESOURCE	2191-299-0000	\$277.88	LIFESQUAD SERVICES (DIRECT DEPOSIT)
11/30/17	985-2017	ANTHEM	2191-299-0000	\$307.00	LIFESQUAD SERVICES (DIRECT DEPOSIT)
11/30/17	986-2017	CGS	2191-299-0000	\$416.66	LIFESQUAD SERVICES (DIRECT DEPOSIT)
11/30/17	987-2017	ANTHEM	2191-299-0000	\$976.75	LIFESQUAD SERVICES (DIRECT DEPOSIT)
12/5/17	996-2017	MOLINA HEALTHCARE	2191-299-0000	\$306.38	LIFESQUAD SERVICES (DIRECT DEPOSIT)
12/5/17	997-2017	ANTHEM	2191-299-0000	\$343.83	LIFESQUAD SERVICES (DIRECT DEPOSIT)
12/5/17	998-2017	CGS	2191-299-0000	\$365.22	LIFESQUAD SERVICES (DIRECT DEPOSIT)
12/5/17	999-2017	UNITED HEALTHCARE	2191-299-0000	\$1,631.52	LIFESQUAD SERVICES (DIRECT DEPOSIT)
12/4/17	988-2017	MEDICOUNT MANAGEMENT	2191-299-0000	\$96.37	LIFESQUAD SERVICES OCTOBER EMS BILLING FEE DEPOSITS
12/6/17	1008-2017	STATE OF OHIO	2191-299-0000	\$1,053.16	LIFESQUAD SERVICES WCI 3RD QTR (DIRECT DEPOSIT)
				\$13,275.27	
12/7/17	1009-2017	STAROHIO	1000-701-0000	\$14,439.19	NOVEMBER 2017 INTEREST
12/7/17	1010-2017	PRIMARY	1000-701-0000	\$17.14	NOVEMBER 2017 INTEREST
				\$14,456.33	

Visitor Concerns:

Trustee Reports:

Mr. VanDeGrift made a motion seconded by Jones to enter into executive session to discuss the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of township Administrative, Fire, EMS, and Road personnel pursuant to ORC 121.22(G)(1). Upon roll call to enter executive session, Mr. VanDeGrift “YEA” and Mr. Jones “YEA”. All voiced a “YEA” vote and the motion passed to enter into executive session at 08:09 p.m.

There being no further discussion to be held in executive session, Mr. Jones made a motion seconded by Mr. VanDeGrift to exit out of executive session to the regular scheduled meeting of the township board of trustees. Upon roll call to exit executive session, Mr. Jones “YEA” and Mr. VanDeGrift “YEA”. All present voiced a “YEA” vote and the motion was passed at 08:16 p.m.

At 8:17 Mr. Sams arrived, at that time Mr. Sams made a motion seconded by VanDeGrift to enter into executive session to discuss the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of township Administrative, Fire, EMS, and Road personnel pursuant to ORC 121.22(G)(1). Upon roll call to enter executive session, Mr. Sams "YEA", Mr. VanDeGrift "YEA" and Mr. Jones "YEA". All voiced a "YEA" vote and the motion passed to enter into executive session at 08:17 p.m.

There being no further discussion to be held in executive session, Mr. Sams made a motion seconded by Mr. VanDeGrift to exit out of 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 at 08:40 p.m.

The Trustees held a discussion regarding the pay increases for the township employees for 2018. The Trustees noted pay increases for all areas are based on merit. Mr. Sams made a motion seconded by Mr. Jones to increase pay as defined in Resolution **17-12-26**. All voiced a "YEA" vote and the motion was passed with **Resolution 17-12-26** (a copy of the resolution is included in the minutes).

Mrs. Boggs asked the board if they would sign the engagement letter from Frost Brown Todd attorneys to represent the Township in future economic development issues. Mr. Jones made a motion, seconded by Mr. Sams to approve signing the engagement letter with Frost Brown Todd. All present voiced a "YEA" vote and the motion passed.

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 has been rescheduled for December 22, 2017 at 8:30 a.m.

Signed: _____ President

Attest: _____ Chief Fiscal Officer

RESOLUTION 17-12-01

Turtlecreek Township
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall accept the Temporary Appropriations for the calendar year 2018. Resolution was introduced by Mr. Jones and seconded by Mr. VanDeGrift. All voiced a "YEA" vote and the resolution passed.

Adopted this 11th day of December, 2017

RESOLUTION 17-12-02

Turtlecreek Township
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall pay all utility and cleaning bills for administrative buildings (including heat, telephone, gas, electric, garbage disposal, cleaning, etc.) 40% from the General Fund and 60% from the EMS/Fire Levy Fund and all utility bills for the fire stations (including heat, telephone, gas, electric, garbage disposal, etc.) from the EMS/Fire Fund. Resolution was introduced by Mr. Jones and seconded by Mr. VanDeGrift. All voiced a "YEA" vote and the resolution passed.

Adopted this 11TH day of December, 2017

RESOLUTION 17-12-03

Turtlecreek Township
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall reimburse township officials and employees \$0.535 per mile when traveling on official business out of the township in their personal vehicles. The Township will cover the cost of hotel expenses and reimburse a flat sum of \$40.00 per day for meal allowance when attending full day or overnight conferences during the calendar year beginning January 1, 2018, for Township Trustees, Fiscal Officer and employees. Resolution was introduced by Mr. Jones and seconded by Mr. VanDeGrift. All voiced a "YEA" vote and the resolution passed.

Adopted this 11th day of December, 2017

RESOLUTION 17-12-04

Turtlecreek Township
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall appoint for a period of one (1) year, effective January 1, 2018 – Steven Flint as Fire Chief, Michael Jameson as Assistant Fire Chief. Resolution was introduced by Mr. Jones and seconded by Mr. VanDeGrift. All voiced a "YEA" vote and the resolution passed.

Adopted this 11th day of December, 2017

RESOLUTION 17-12-05

Turtlecreek Township
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the trustees and fiscal officer of Turtlecreek Township are entitled to the maximum compensation permitted by the Ohio Revised Code (based on the amounts allowable by the law and annual certifications). Resolution was introduced by Mr. Jones and seconded by Mr. VanDeGrift. All voiced a "YEA" vote and the resolution passed.

Adopted this 11th day of December, 2017

RESOLUTION 17-12-06

Turtlecreek Township
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the Volunteer Fire Department personnel shall be on the following schedule of reimbursement for the pay period beginning January 1, 2018 to December 31, 2018: Annual Rate: Secretary \$100.00, Treasurer \$100.00, Drivers \$150.00. Firemen \$17.00 per run if there is a fire, \$12.00 per run if it is a false alarm, disregard, wash out, no flame, etc. Officers (Captains and Lieutenants) receive the same base pay plus an additional \$1.00 per run. Attendance at each meeting (business and practice) shall be compensated at the same base rate for fire runs. Resolution was introduced by Mr. Jones and seconded by Mr. VanDeGrift. All voiced a "YEA" vote and the resolution passed.

Adopted this 11th day of December, 2017

RESOLUTION 17-12-07

Turtlecreek Township
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the Volunteers Life Squad shall be on the following schedule of reimbursement for the pay period beginning January 1, 2018 to December 31, 2018: EMT's \$17.00 per run, Advanced EMT's \$18.00 per run, Paramedics \$19.00 per run, all receive an amount of \$12.00 per run if it is a non-transport situation. Officers (Captains and Lieutenants) receive their base pay plus an additional \$1.00 per run. Attendance at meetings (business and practice) shall be compensated at the same rate as their base compensation for runs. Non-Certified observers shall be reimbursed at half the EMT rate for runs and meetings/training. The Secretary shall receive \$100.00 per year. Resolution was introduced by Mr. Jones and seconded by Mr. VanDeGrift. All voiced a "YEA" vote and the resolution passed.

Adopted this 11th day of December, 2017

RESOLUTION 17-12-08

Turtlecreek Township
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that newly elected/appointed Trustees and/or Fiscal Officer shall be entitled to their choice of disability insurance (single policy) or hospitalization insurance, including life, which will be provided by the Medical Mutual of Ohio health carrier, dental and vision insurance (family policies) will be provided by a separate carrier for their terms beginning on or after January 1, 2018. At the present time, the carriers are Medical Mutual of Ohio, Principal Dental, and VSP (policy benefits are defined in their specific contracts). Resolution was introduced by Mr. Jones and seconded by Mr. VanDeGrift. All voiced a "YEA" vote and the resolution passed.

Adopted this 11th day of December, 2017

RESOLUTION 17-12-09

Turtlecreek Township
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall continue the maintenance contracts with Medtronic Physio-Control (terms and amounts that prevail). The ambulance fund account 2191-230-323-0000 (Repairs and Maintenance) shall be the source of payment. Resolution was introduced by Mr. Jones and seconded by Mr. VanDeGrift. All voiced a "YEA" vote and the resolution passed.

Adopted this 11th day of December, 2017

RESOLUTION 17-12-10

Turtlecreek Township
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall transfer from the General Fund to the Road and Bridge Fund an amount of \$100,000.00 for Year 2018 appropriation. Resolution was introduced by Mr. Jones and seconded by Mr. VanDeGrift. All voiced a "YEA" vote and the resolution passed.

Adopted this 11th day of December, 2017

RESOLUTION 17-12-11

Turtlecreek Township
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall contribute an amount of \$12,321.00 to the Warren County Drug Task Force as the Year 2018 contribution. The General Fund shall be the source of funds. Resolution was introduced by Mr. Jones and seconded by Mr. VanDeGrift. All voiced a "YEA" vote and the resolution passed.

Adopted this 11th day of December, 2017

RESOLUTION 17-12-12

Turtlecreek Township
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall provide coffee, meals and refreshments at public function such as hearings, meetings and work sessions to attendees as deemed necessary by the board. The General Fund shall be the source of funds. Resolution was introduced by Mr. Jones and seconded by Mr. VanDeGrift. All voiced a "YEA" vote and the resolution passed.

Adopted this 11th day of December, 2017

RESOLUTION 17-12-13

Turtlecreek Township
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that blanket and super blanket certificates have a maximum limit of \$100,000.00. Resolution was introduced by Mr. Jones and seconded by Mr. VanDeGrift. All voiced a "YEA" vote and the resolution passed.

Adopted this 11th day of December, 2017

RESOLUTION 17-12-14

Turtlecreek Township
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall not make any changes to Resolution 03-12-20 concerning intent to dispose surplus items, including vehicles, by internet auction, and that this resolution be renewed and effective for the year 2018. In addition, Resolution 03-12-21, concerning the agreement with Govdeals, Inc. for on-line auction service for the disposal of surplus items, including vehicles, is renewed and effective for the year 2018. Resolution was introduced by Mr. Jones and seconded by Mr. VanDeGrift. All voiced a "YEA" vote and the resolution passed.

Adopted this 11th day of December, 2017

RESOLUTION 17-12-15

Turtlecreek Township
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the new hire pay for EMS employees shall be compensated at the rate listed below effective January 1, 2018

Paramedic	\$14.00
Intermediate	\$13.00
Basic	\$12.50
Observer Full	\$ 8.50
Observer Half	\$ 6.00

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

Adopted this 11th day of December, 2017

RESOLUTION 17-12-16

Turtlecreek Township
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the Trustees hereby ratify and confirm all actions taken in good faith by the Board of Trustees, Fiscal Officer, and the Officers of Turtlecreek Township and make such exception from policy as may be necessary to accommodate such ratification. Resolution was initiated by Mr. Jones and seconded by Mr. VanDeGrift. All voiced a "YEA" vote and the resolution passed.

Adopted this 11th day of December, 2017

RESOLUTION 17-12-17

Turtlecreek Township
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that all vacation hours that may not be carried over for the 2018 year for employees will be paid out on the payroll check dated January 12, 2018 as vacation buyout. Resolution was initiated by Mr. Jones and seconded by Mr. VanDeGrift. All voiced a "YEA" vote and the resolution passed.

Adopted this 11th day of December, 2017

RESOLUTION 17-12-18

Turtlecreek Township
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall appoint for a period of one (1) year, effective January 1, 2018 -Tammy Boggs as Administrator. Resolution was introduced by Mr. Jones and seconded by Mr. VanDeGrift. All voiced a "YEA" vote and the resolution passed.

Adopted this 11th day of December, 2017.

The signatures below indicate acceptance and attestation of **Resolutions 17-12-01 through 17-12-18**. Any exceptions to be so noted below.

Exceptions: None

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

**RESOLUTION 17-12-19
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION TO DETERMINE CALCULATED ANNIVERSARY DATES
FOR ACCRUAL OF VACATION TIME**

WHEREAS, Mitchell Conway has worked as part-time employee prior to being hired full-time;

WHEREAS, the Turtlecreek Township's Personal Policy Manual, Section 6.02 (d) states that part-time employees that are hired to full-time positions shall be credited with a prorated service credit based on number of hours worked, divided by 2080;

WHEREAS, Mitchell Conway should be credited with 1.52 years for part-time service with Turtlecreek Township and;

NOW THEREFORE, BE IT RESOLVED, by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the trustees approve accrual time for vacation only based on the anniversary date of 05/01/2016 for Mitchell Conway and that the vacation time be credited on a bi-weekly basis.

Mr. VanDeGrift moved to adopt the foregoing Resolution. Mr. Jones seconded the motion and upon call of the roll the following vote resulted:

Mr. VanDeGrift	"YEA"
Mr. Jones	"YEA"

Resolution adopted this 11th day of December, 2017.

THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES

Attest: _____ Chief Fiscal Officer

**RESOLUTION 17-12-20
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION AUTHORIZING THE PART-TIME
VACATION CREDIT AND PRORATED PERSONAL TIME
FOR MITCHELL CONWAY**

WHEREAS, Mitchell Conway has been hired as a full-time employee effective November 1, 2017;

WHEREAS, Mitchell Conway was a part-time employee prior to full-time and is entitled to vacation accrual based on part-time hours worked;

WHEREAS, Mitchell Conway worked 404.50 hours from January 1, 2017 until October 31, 2017 and he is entitled to .0385 hours of vacation per hour worked;

WHEREAS, Mitchell Conway's vacation credit of 15.57 should be added to pay period ending December 8, 2017;

WHEREAS, Mitchell Conway is entitled to personal time on a prorated basis of .923 hours for four (4) pay periods remaining in the year of 2017, which would be a total of 3.69 hours;

WHEREAS, Mitchell Conway's personal time will be added to pay period ending December 8, 2017;

NOW THEREFORE, BE IT RESOLVED, by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the trustees approved the credit of vacation leave of 15.57 and personal time of 3.69 be added to the pay period ending December 8, 2017.

Mr. Jones moved to adopt the foregoing Resolution. Mr. VanDeGrift seconded the motion and upon call of the roll the following vote resulted:

Mr. VanDeGrift	-	"YEA"
Mr. Jones		"YEA"

Resolution adopted this 11th day of December, 2017.

THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES

Attest: _____

Chief Fiscal Officer

**RESOLUTION 17-12-21
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**PAYMENT OF INSURANCE PREMIUM FOR THE
LEBANON – TURTLECREEK JEDD BOARD INSURANCE**

WHEREAS, the Board of Turtlecreek Township have received an invoice for the 2017-2018 Risk Insurance for the Lebanon – Turtlecreek JEDD Board in the amount of \$1,309.00;

WHEREAS, the Lebanon – Turtlecreek JEDD Board does not have enough of a fund balance to pay the premium;

WHEREAS, the Board of Turtlecreek Township will pay the premium at this time and will be reimbursed from the JEDD Board once they obtain enough funding in the fund balance;

NOW THEREFORE BE IT RESOLVED, that the Board of Turtlecreek Township will pay this invoice and will be reimbursed in the future.

Mr. Jones moved to adopt the foregoing Resolution, being seconded by Mr. VanDeGrift. Upon call of the roll, the following vote resulted:

Resolution adopted this 11th day of December, 2017.

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

**RESOLUTION 17-12-22
TURTLECREEK TOWNSHP
WARREN COUNTY, OHIO**

**A RESOLUTION AUTHORIZING THE PARTICIPATION WITH
HORAN IN OBTAINING HEALTH INSURANCE BENEFITS**

WHEREAS, the Turtlecreek Township Board of Trustees have engaged Horan in obtaining health insurance benefits and;

WHEREAS, the township has elected to insurance with Medical Mutual of Ohio for health insurance, Principal for dental, Principal VSP Choice Network for eye, and Principal for life insurance policies effective January 1, 2018;

NOW THEREFORE, BE IT RESOLVED by the Turtlecreek Township Board of Trustees that the employees and elected officials participate in the insurance plans listed above effective January 1, 2018.

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

Adopted this 11th day of December, 2017

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

**RESOLUTION 17-12-23
TURTLECREEK TOWNSHP
WARREN COUNTY, OHIO**

**A RESOLUTION AUTHORIZING FUNDING OF
MEDICAL INSURANCE DEDUCTIBLE**

WHEREAS, the Turtlecreek Township Board of Trustees have renewed the health insurance benefits with Medical Mutual of Ohio and;

WHEREAS, the township has renewed the insurance at a higher deductible at a cost savings on the premium;

NOW THEREFORE, BE IT RESOLVED by the Turtlecreek Township Board of Trustees that the employees and elected officials' deductible will be funded with the FlexBank HRA Program.

BE IT FURTHER RESOLVED that the deductibles will be funded starting January 1, 2018.

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

Adopted this 11th day of December, 2017

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

**RESOLUTION 17-12-24
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall make a donation to the Lebanon Food Pantry in the amount of \$500.00. Source of the funds will be from the General Fund #1000-110-591-0000 (Contributions to other Organizations). Resolution was initiated by Mr. VanDeGrift seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 11th day of December, 2017

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

**RESOLUTION 17-12-25
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION TO AUTHORIZE TAMMY BOGGS, TOWNSHIP
ADMINISTRATOR, TO EXECUTE THE DOCUMENTS TO TERMINATE
INSURANCE COVERAGE WITH JHP AND OPEC.**

WHEREAS, the Turtlecreek Township Board of Trustees has authorized Tammy Boggs to officially execute all documents regarding the termination of insurance coverage with JHP and OPEC; and

WHEREAS, Tammy Boggs will finalize the termination of coverage with JHP and OPEC effective December 31, 2017; and

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

Adopted this 11TH day December, 2017

Signed: _____ " YEA"

" YEA"
Attest: _____ Chief Fiscal Officer

**RESOLUTION 17-12-26
TURTLECREEK TOWNSHP
WARREN COUNTY, OHIO**

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the township employees shall be compensated at the rate listed below effective December 23, 2017.

ROAD DEPARTMENT

Supervisor	Ron Chasteen	\$23.45 per hour		
Technician:	Tim Castle	\$21.63 per hour		
Technician	Steven Schnetzer	\$18.62 per hour		
Technician	Kent Hurtt	\$18.88 per hour		
Mechanic	John Seckel	\$18.03 per hour		
	EMS/Fire	60%	\$10.82	
	Road Department	40%	\$ 7.21	

Summer part-time employees shall be paid \$10.50 per hour (with a CDL driver license, \$9.00 per hour (without a CDL), and additional amount may be paid for returning (re-hires) employees at the discretion of the board.

EMS DEPARTMENT

All employees to be paid out of the EMM/Fire Fund 2193

JonPaul Campbell	\$23.07 per hour
Jackie Davis	\$20.00 per hour
Brian Elleman	\$20.62 per hour
Jeromy Guerra	\$20.30 per hour
Shawna Lynch	\$18.00 per hour
Mitch Conway	\$16.12 per hour
Alan Foley	\$16.28 per hour
Matthew Helton	\$15.50 per hour
Gideon Conger	\$17.00 per hour
Mike Abbott	\$16.71 per hour
Scott Davis	\$14.06 per hour
Jeffrey Dahlhoff	\$13.27 per hour
Brad Edrington	\$15.22 per hour
Penny Haas	\$16.22 per hour
Dan Hill	\$13.40 per hour
Brian Holtel	\$13.79 per hour
Missy Wainscott	\$15.76 per hour
Jessica Conway	\$13.27 per hour
Shelby Deye	\$13.00 per hour
Shannon Deye	\$12.88 per hour
Alex Guard	\$12.75 per hour
Mark Hall	\$12.88 per hour
Chris Bartesko	\$13.27 per hour

CHIEFS

Steven Flint	\$80,301.38 annually
EMS/Fire Fund	95% \$76,286.31
General Fund	5% \$ 4,015.07
Michael Jameson	\$77,309.43 annually
EMS/Fire Fund	90% \$69,578.49
Road Depart	10% \$ 7,730.94

ADMINISTRATIVE

Tammy Boggs	\$81,120.00 annually
Jennifer Niehaus	\$17.82 per hour

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

Adopted this 11th day of December, 2017

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