

**TURTLECREEK TOWNSHIP BOARD OF TRUSTEES**

**ON**

**JANUARY 8**

**18**

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on January 8, 2018 at 7:00 p.m. with the following person present:

TRUSTEES: Jonathan Sams, Jim VanDeGrift and Daniel Jones  
CHIEF FISCAL OFFICER: Amanda K. Childers  
GUEST: Ron Chasteen, Michael Shaffer, Mike Stater, Steve Flint, and Mike Jameson

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

The minutes of the previous meeting on 12/22/2017 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. Mike Stater from the Small Business Development Council presented the Trustees with an overview of his organization and what benefits it provides to the township. He requested that the Township continue to support the SBDC with membership dues at the Bronze level of \$1,000.00. Mr. Jones moved for acceptance to authorize payment to SBDC in the amount of \$1,000.00, seconded by Mr. VanDeGrift. All voiced a "YEA" vote and the motion was passed.

Mr. VanDeGrift made a motion to approve the 2018 Permanent Appropriations. Mr. VanDeGrift seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 18-01-01**. (A copy of the resolution is included in the minutes).

Mr. VanDeGrift made a motion to approve the payment of insurance run out claims and Medical Mutual fees. Mr. Jones seconded the motion to make payment in the amount of \$103,076.02 to JHP. All voiced a "YEA" vote and the motion was passed with **Resolution 18-01-02**. (A copy of the resolution is included in the minutes).

Mr. VanDeGrift made a motion to approve payment for health insurance benefits by ACH. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 18-01-03**. (A copy of the resolution is included in the minutes).

Mr. Jones made a motion to approve to pay for the reimbursement of insurance by ACH. Mr. VanDeGrift seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 18-01-04**. (A copy of the resolution is included in the minutes).

Mr. Jones made a motion to approve for the payment of premiums for Accident and Health Insurance for Township Volunteers in the amount of \$5,607.00 to Burnham & Flower. Mr. VanDeGrift seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 18-01-05**. (A copy of the resolution is included in the minutes).

Fiscal Officer, Amanda Childers asked the Trustees for their comments on the Crossroad plans for Regional Planning. The Township Administrator, Tammy Boggs will take those comments to Regional Planning next week. Items discussed included medians on State Routes 63 and 741 and pedestrian crossings at 63 and 741. Additionally, a possible new pedestrian entrance to Armco Park closer to the planned Sports Park.

Department Reports:

**Fire/EMS:**

Steve Flint, Fire Chief, informed the board that he will be making an insurance claim for the missing radio and that there is a \$500.00 deductible.

**Road and Bridge:**

Ron Chasteen, Road Supervisor, informed the board that the road department has used just over 307 tons of salt so far this winter. Comparatively, only 186 tons was used last year. Mr. Sams and the other Trustees thanked all the staff involved with Snow plowing and the application of salt.

Mr. Sams stated that the Township has received a letter to approve Estates of Keever Creek Section 1 Phase 1A has been received. Mr. Jones asked Mr. Chasteen if we are ready to do that. Mr. Chasteen stated the developer is to give us a letter agreeing to fix any disturbance on the section we are accepting. So until that letter is received we are not ready to accept it.

Mr. Sams reviewed the letter to the Engineer's Office regarding the construction of new roads in subdivisions. Mr. Jones stated that he would like to get more input from industry experts before submitting the letter. He expects to have that information by the next meeting.

Mr. Sams stated the township received the 2017 Township Highway System Mileage Certification from the Ohio Department of Transportation. The current mileage for the township is 62.789.

**Administration:**

**Fiscal Officer Reports:**

**General Reports:**

**1. CORRESPONDENCE:**

**IN:**

Letter from Charter Communications regarding Amended Substitute Senate Bill 117

Letter from OTARMA Board of Directors regarding the calendar

Letter from US Department of Veterans Affairs regarding Opioid Safety Initiative

Letter from WC Rural Zoning regarding zoning violation at 639 Nixon Camp Road

Letter from WC Rural Zoning regarding zoning violation at 3939 Wilmington Road

Letter from WC Engineer's office regarding acceptance of The Estates of Keever Creek Section 1, Phase 1A

**OUT:**

Letter to Judge Mark Bowen regarding the Trustees Bonds

Letter to Ohio Insurance Service Agency terminating Dental, Vision, and Life Insurance Effective 12-21-17

Letter to WC Auditor regarding Certificate of the Total Amount from All Sources Available for Expenditure, and Balances report

Email from Census regarding the 2018 Boundary and Annexation Survey

The Fiscal Officer presented the bills, which were due and the following checks were approved and signed. Check Nos. 29368 through 29448 (copy to follow) and Vouchers 171-2017 through 177-2017.

The Fiscal Officer reported the following income from:

Post Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
12/1/17	1062-2017	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$8,140.54	GAS EXCISE TAX NOVEMBER 2017 (DIRECT DEPOSIT)
12/15/17	1063-2017	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$930.50	LOCAL GOVERNMENT HB 49 DECEMBER 2017 (DIRECT DEPOSIT)
12/15/17	1064-2017	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$5,033.07	LOCAL GOVERNMENT DECEMBER 2017 (DIRECT DEPOSIT)
12/22/17	1065-2017	WARREN COUNTY AUDITOR, MATT NOLAN	2231-592-0000	\$1,665.00	NEW \$5 PERMISSIVE AUTO NOVEMBER 2017 (DIRECT DEPOSIT)
12/22/17	1066-2017	WARREN COUNTY AUDITOR, MATT NOLAN	2011-536-0000	\$1,783.61	MOTOR VEHICLE LICENSE TAX NOVEMBER 2017 (DIRECT DEPOSIT)
12/22/17	1067-2017	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$2,829.41	CENTS PER GALLON DECEMBER 2017 (DIRECT DEPOSIT)
12/22/17	1068-2017	WARREN COUNTY AUDITOR, MATT NOLAN	2231-104-0000	\$7,215.00	OLD \$5 PERMISSIVE TAX AUTO NOVEMBER 2017 (DIRECT DEPOSIT)
12/22/17	1068-2017	WARREN COUNTY AUDITOR, MATT NOLAN	2231-592-0000	\$7,215.00	OLD \$5 PERMISSIVE TAX AUTO NOVEMBER 2017 (DIRECT DEPOSIT)
12/29/17	1096-2017	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$8,393.05	GAS EXCISE TAX DECEMBER 2017 (DIRECT DEPOSIT)
				<b>\$43,205.18</b>	
12/15/17	1072-2017	OH DEPT OF PUBLIC SAFETY	2191-599-0000	\$750.00	EMS GRANT
12/19/17	1074-2017	OH DEPT OF PUBLIC SAFETY	2191-599-0000	\$585.20	EMS GRANT FUND 503
				<b>\$1,335.20</b>	
12/30/17	1075-2017	TURTLECREEK TOWNSHIP	1000-892-0000	\$22,863.77	REIMBURSEMENT OF LEGAL SERVICE FOR LEBANON TURTLECREEK TIF
				<b>\$22,863.77</b>	
12/28/17	1080-2017	WARREN COUNTY AUDITOR	2031-892-0000	\$1,408.75	REIMBURSEMENT FOR STREET SWEEPING
				<b>\$1,408.75</b>	

Post Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
12/1/17	1029-2017	AARP	2191-299-0000	\$251.38	LIFE SQUAD SERVICES
12/4/17	1030-2017	AETNA	2191-299-0000	\$12.20	LIFE SQUAD SERVICES
12/4/17	1031-2017	AETNA	2191-299-0000	\$486.24	LIFE SQUAD SERVICES
12/6/17	1032-2017	AARP	2191-299-0000	\$260.12	LIFE SQUAD SERVICES
12/6/17	1033-2017	AETNA	2191-299-0000	\$491.65	LIFE SQUAD SERVICES
12/6/17	1034-2017	AETNA	2191-299-0000	\$754.05	LIFE SQUAD SERVICES
12/6/17	1035-2017	CGS	2191-299-0000	\$1,132.85	LIFE SQUAD SERVICES
12/7/17	1036-2017	CGS	2191-299-0000	\$388.09	LIFE SQUAD SERVICES
12/7/17	1037-2017	HUMANA	2191-299-0000	\$409.41	LIFE SQUAD SERVICES
12/7/17	1038-2017	UNITED HEALTHCARE	2191-299-0000	\$629.96	LIFE SQUAD SERVICES
12/11/17	1039-2017	ANTHEM	2191-299-0000	\$442.00	LIFE SQUAD SERVICES
12/11/17	1040-2017	ANTHEM	2191-299-0000	\$457.00	LIFE SQUAD SERVICES
12/11/17	1041-2017	AETNA	2191-299-0000	\$516.53	LIFE SQUAD SERVICES
12/12/17	1042-2017	HUMANA	2191-299-0000	\$89.96	LIFE SQUAD SERVICES
12/12/17	1043-2017	HWHO	2191-299-0000	\$455.82	LIFE SQUAD SERVICES
12/12/17	1044-2017	CGS	2191-299-0000	\$1,787.28	LIFE SQUAD SERVICES
12/13/17	1045-2017	CARESOURCE	2191-299-0000	\$269.06	LIFE SQUAD SERVICES
12/13/17	1046-2017	CGS	2191-299-0000	\$365.25	LIFE SQUAD SERVICES
12/13/17	1047-2017	UMWA	2191-299-0000	\$393.15	LIFE SQUAD SERVICES
12/14/17	1048-2017	STATE OF OHIO MEDICAID	2191-299-0000	\$174.52	LIFE SQUAD SERVICES
12/14/17	1049-2017	MOLINA HEALTHCARE	2191-299-0000	\$174.52	LIFE SQUAD SERVICES
12/15/17	1050-2017	CGS	2191-299-0000	\$1,629.05	LIFE SQUAD SERVICES
12/18/17	1051-2017	MEDICAL MUTUAL	2191-299-0000	\$112.56	LIFE SQUAD SERVICES
12/18/17	1052-2017	AETNA	2191-299-0000	\$474.34	LIFE SQUAD SERVICES
12/19/17	1053-2017	HWHO	2191-299-0000	\$196.83	LIFE SQUAD SERVICES
12/19/17	1054-2017	MEDICAL MUTUAL	2191-299-0000	\$486.26	LIFE SQUAD SERVICES
12/20/17	1055-2017	CARESOURCE	2191-299-0000	\$351.68	LIFE SQUAD SERVICES
12/20/17	1056-2017	AETNA	2191-299-0000	\$476.54	LIFE SQUAD SERVICES
12/20/17	1057-2017	CGS	2191-299-0000	\$1,798.15	LIFE SQUAD SERVICES
12/21/17	1058-2017	STATE OF OHIO MEDICAID	2191-299-0000	\$174.37	LIFE SQUAD SERVICES
12/21/17	1059-2017	CGS	2191-299-0000	\$742.46	LIFE SQUAD SERVICES
12/21/17	1060-2017	UMR	2191-299-0000	\$1,027.12	LIFE SQUAD SERVICES
12/22/17	1061-2017	CGS	2191-299-0000	\$357.82	LIFE SQUAD SERVICES
12/4/17	1069-2017	STATE OF OHIO	2191-299-0000	\$3,065.40	LIFE SQUAD SERVICES LCI 2ND QTR 2017 (DIRECT DEPOSIT)
12/5/17	1070-2017	STATE OF OHIO	2191-299-0000	\$1,157.58	LIFE SQUAD SERVICES WCI 2ND QTR 2017 (DIRECT DEPOSIT)
12/8/17	1071-2017	STATE OF OHIO	2191-299-0000	\$4,829.00	LIFE SQUAD SERVICES LCI 3RD QTR 2017 (DIRECT DEPOSIT)
12/15/17	1073-2017	PREMIER HEALTH PLAN	2191-299-0000	\$301.64	LIFE SQUAD SERVICES
12/28/17	1076-2017	MEDICOUNT	2191-299-0000	\$290.79	LIFE SQUAD SERVICES
12/28/17	1077-2017	UNITED OF OMAHA	2191-299-0000	\$99.00	LIFE SQUAD SERVICES
12/28/17	1078-2017	STATE FARM MUTUAL AUTOMOBILE INSURANCE C	2191-299-0000	\$740.38	LIFE SQUAD SERVICES
12/26/17	1081-2017	ANTHEM BCBS	2191-299-0000	\$74.65	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/26/17	1082-2017	HUMANA	2191-299-0000	\$221.72	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/27/17	1083-2017	AETNA	2191-299-0000	\$146.82	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/27/17	1084-2017	UNITED HEALTHCARE	2191-299-0000	\$249.61	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/27/17	1085-2017	HBPII	2191-299-0000	\$347.25	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/27/17	1086-2017	CGS	2191-299-0000	\$719.59	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/28/17	1087-2017	AETNA	2191-299-0000	\$428.20	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/28/17	1088-2017	CARESOURCE	2191-299-0000	\$553.13	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/28/17	1089-2017	AETNA	2191-299-0000	\$636.66	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/28/17	1090-2017	UNITED HEALTHCARE	2191-299-0000	\$1,568.18	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/28/17	1091-2017	CGS	2191-299-0000	\$1,918.71	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/29/17	1092-2017	ANTHEM	2191-299-0000	\$153.24	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/29/17	1093-2017	STATE OF OHIO MEDICAID	2191-299-0000	\$173.19	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/29/17	1094-2017	AETNA	2191-299-0000	\$372.40	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/29/17	1095-2017	MOLINA HEALTHCARE	2191-299-0000	\$444.90	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
				<b>\$36,260.26</b>	
12/28/17	1079-2017	M SPEITH	2031-892-0000	\$10.00	GREEN ADDRESS SIGN
				<b>\$10.00</b>	
12/29/17	1097-2017	STAROHIO	1000-701-0000	\$15,591.01	DECEMBER 2017 INTEREST
12/31/17	1098-2017	PRIMARY	1000-701-0000	\$14.60	DECEMBER 2017
				<b>\$15,605.61</b>	

**Visitor Concerns**

None

**Trustee Reports:**

None

There being no further business, Mr. Jones 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 January 30, 2018 at 8:00 A.M.

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

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

**PERMANENT  
18- 01- 01  
TOWNSHIP ANNUAL APPROPRIATION  
RESOLUTION**

The **Board of Trustees** of TURTLECREEK TOWNSHIP, in WARREN COUNTY, OHIO met in REGULAR session on the 8<sup>th</sup> day of JANUARY, 2018, 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, 2018**, 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. VanDeGrift 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 8, 2018

\_\_\_\_\_  
Board of Township Trustees Fiscal Officer

**RESOLUTION 18-01-02  
TURTLECREEK TOWNSHP  
WARREN COUNTY, OHIO**

**APPROVING FOR PAYMENT FOR MEDICAL MUTUAL FEES AND INSURANCE  
RUN OUT CLAIMS TO JHP**

WHEREAS, Turtlecreek Township is responsible for the health insurance run out claims to JHP and administration fees to Medical Mutual for the year ending 2017; and

WHEREAS, Turtlecreek Township has agreed to have JHP administer the health insurance run out claims and Medical Mutual to assist with this process; and

WHEREAS, Turtlecreek Township has received a projected amount from JHP of \$103,076.02 for the health insurance run out claims and fees; and

NOW THEREFORE BE IT RESOLVED, Turtlecreek Township shall pay to JHP the amount of \$103,076.02 for the health insurance run out claims and fees.

Motion made by Mr. VanDeGrift, seconded by Mr. Jones. All voiced a "YEA" vote and the resolution was passed.

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

Resolution adopted this 8th day of January, 2018.

\_\_\_\_\_  
Chief Fiscal Officer

**TURTLECREEK TOWNSHIP BOARD OF TRUSTEES  
WARREN COUNTY, OHIO**

Resolution Number: 18-01-03  
2018

Date of Resolution: January 8,

**TOPIC OF RESOLUTION: BOARD RESOLUTION ADOPTING AN ACH  
PAYMENT POLICY FOR HEALTH INSURANCE PREMIUMS**

**RESOLUTION**

**WHEREAS**, in lieu of a manual warrant, an ACH payment will be issued for Health Insurance Premiums; and,

**WHEREAS**, it is the desire of this Board and the Fiscal Officer to adopt this method of issuing funds; and,

**NOW THEREFORE BE IT RESOLVED**, that this Board does hereby authorize the use of ACH payments for Health Insurance Premiums.

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

Mr. Jim VanDeGrift	“YEA”
Mr. Daniel F. Jones	“YEA”
Mr. Jonathan D. Sams	“YEA”

Resolution adopted this 8th day of January, 2018.

**TURTLECREEK TOWNSHIP  
BOARD OF TRUSTEES**

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Attest: Amanda K. Childers, Fiscal Officer

**TURTLECREEK TOWNSHIP BOARD OF TRUSTEES  
WARREN COUNTY, OHIO**

Resolution Number: 18-01-04      Date of Resolution: January 8, 2018

**TOPIC OF RESOLUTION:    BOARD RESOLUTION ADOPTING AN ACH  
PAYMENT POLICY FOR HRA PAYMENTS WITH FLEXBANK**

**RESOLUTION**

**WHEREAS**, in lieu of a manual warrant, an ACH payment will be issued for HRA payments with FlexBank; and,

**WHEREAS**, it is the desire of this Board and the Fiscal Officer to adopt this method of issuing funds; and,

**NOW THEREFORE BE IT RESOLVED**, that this Board does hereby authorize the use of ACH payments for HRA payments with FlexBank.

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

Mr. Jim VanDeGrift	“YEA”
Mr. Daniel F. Jones	“YEA”
Mr. Jonathan D. Sams	“YEA”

Resolution adopted this 8th day of January, 2018.

**TURTLECREEK TOWNSHIP  
BOARD OF TRUSTEES**

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Attest: Amanda K. Childers, Fiscal Officer

**RESOLUTION 18-01-05  
TURTLECREEK TOWNSHP  
WARREN COUNTY, OHIO**

**BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall renew the accident and health insurance policy for the volunteer employees with Burnham & Flower Insurance at an approximate cost of \$5,607.00. Source of the funds will be from the EMS Fund and Fire Fund. (Other- Insurance and Bonding). Resolution was initiated by Mr. Jones and seconded by Mr. VanDeGrift. All voiced a "YEA" vote and the resolution passed.

Adopted this 8<sup>th</sup> day of January, 2018

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