

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

APRIL 24

18

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on April 24, 2018 at 8:00 a.m. with the following persons present:

TRUSTEES: Jonathan Sams, Daniel Jones and Jim VanDeGrift.

FISCAL OFFICER: Amanda Childers

GUEST: Steve Flint, Ron Chasteen, Mike Jameson, Jenny Niehaus and Dave Fornshell.

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

The minutes from the March 27, 2018 and the April 9, 2018 meetings were given to the board for review prior to the meeting. Since there were no additions or corrections, Mr. VanDeGrift made a motion, seconded by Mr. Jones to accept the minutes as written for the March 27th meeting. Mr. Sams abstained from voting due to his absence at that meeting. As for the April 9th meeting, there were no additions or corrections. Mr. VanDeGrift made a motion, seconded by Mr. Jones to accept the minutes. All were in favor and the minutes were approved as written.

Mr. David Fornshell, Warren County Prosecutor, presented his 2018 Annual report to the Trustees.

Department Reports:

Fire/EMS:

Steve Flint, Fire Chief, requested approval to post for two open part time positions. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the posting of two part time positions. All present voiced a "YEA" vote and the motion was passed.

Mr. Flint requested approval to purchase Fire Turnout Gear. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the purchase of Fire Turnout Gear in an amount up to \$12,978.00. All present voiced a "YEA" vote and the motion was passed with resolution **18-04-10** (a copy of the resolution will be included in the minutes).

Road and Bridge:

Ron Chasteen, Road Supervisor, informed the board that he and Jason Fisher from the County Engineer's office reviewed the ditch issues in the Estates of Keever Creek. The ditches are flowing correctly, but some ditches will not dry out in between periods of rain due to sump pumps and downspouts draining into the ditches. The Trustees explained that if the drainage issue does not involve the right-of-way the township has no authority to provide work on the issue. The residents can make improvements to their ditches as long as they do not impede the flow of water. Mrs. Boggs will write a letter to the HOA about the ditches.

Mr. Chasteen requested authorization to purchase a new 2019 International Dump Truck. The truck has a better engine, better controls for salt application and a faster acting plow. Mrs. Boggs assured the Trustees that the purchase is within the budget for Road and Bridge Equipment. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the purchase of the new Dump Truck for \$78,604.42 along with the Snow and Ice removal package for \$56,392.16. All present voiced a "YEA" vote and the motion was passed with resolution **18-04-08** (a copy of the resolution will be included in the minutes).

Mr. Chasteen presented the Trustees with a paving schedule for the next 5 years. Mr. Sams was assured by Mrs. Boggs that the expected expenses are within budget amounts for 2018 and have been coordinated with the County. The amount for 2018 is estimated in the amount of \$306,369.00. The schedule may be changed as needed in future years.

Mrs. Boggs requested the Trustees to authorize a slope movement evaluation for N. Liberty Keuter Road, to be provided by Terracon at an approximate cost of \$8,250.00. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the slope movement evaluation on N. Liberty Keuter Road by Terracon for \$8,250.00. All present voiced a "YEA" vote and the motion was passed with resolution **18-04-11** (a copy of the resolution will be included in the minutes).

Mrs. Boggs informed the Trustees that she along with the Road Department staff will attend a workshop presented by ODOT on April 26th from 8:30 – 11:30 to learn to direct signal traffic.

Administration:

Tammy Boggs, Township Administrator, informed the Trustees that Alexander Guard, a part time paramedic, is due a pay increase due to completion of his probationary period and passing his paramedic certification, effective 4-14-18. Mr. Guard's rate of pay would be increased from \$13.75 to \$14.00. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the increase in pay rate for Alexander Guard to \$14.00. All present voiced a "YEA" vote and the motion was passed with resolution **18-04-05** (a copy of the resolution will be included in the minutes).

Mrs. Boggs requested authorization to purchase an ID Badge software machine. The cost of the software machine is \$629.00. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the purchase. All present voiced a "YEA" vote and the motion was passed.

Mrs. Boggs informed the Trustees that the EMS department needs to purchase three new desktop computers as well as one laptop and one monitor. The cost from Dell on the desktops is \$1,789.65. The Monitor and laptop from Ferris Electric will be \$750.00. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the purchase of three desktop computers, a laptop and monitor for a total cost of \$2,540.00. All present voiced a "YEA" vote and the motion was passed with resolution **18-04-09** (a copy of the resolution will be included in the minutes).

Mrs. Boggs informed the Trustees that she had compared the costs for lease verses purchase of the new copier and determined that the purchase price was a better deal for the Township. The lease for 3 years was \$6048.00 vs the purchase price of \$5,270.00. Mrs. Boggs obtained authorization previously for the purchase but was asked to compare the lease option. The new copier is being tested for a two-week period to assure it meets the Township's needs.

Mrs. Boggs informed the Trustees that the deeds for the sale of the Greentree Road Park to Warren County Port Authority will need to be signed at the closing. Mrs. Boggs requested authorization to sign the deeds as well as all other closing documents as required on behalf of the Trustees. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve Mrs. Boggs executing the deeds and all other closing documents for the sale of the Greentree Road Park to the Warren County Port Authority. All present voiced a "YEA" vote and the motion was passed with resolution **18-04-06** (a copy of the resolution will be included in the minutes).

Mr. Sams affirmed Mrs. Boggs authorization to sign the sale contract for the Greentree Road park. Mr. Jones made a motion, seconded by Mr. VanDeGrift to affirm Mrs. Boggs signing the sale contract for the Greentree Road Park.

Mrs. Boggs informed the Trustees that a notice from Warren County Regional Planning was received for the Hamilton Road Concept Plan. WCRP requested comments or concerns with the plan to develop the 15 acres with 7 homes. The Fire Chief requested house numbers and sufficient road width to accommodate emergency vehicles. The Trustees approved these requested items and have no additional comments.

Mrs. Boggs requested reimbursement for Paramedic School for Alex Guard in the amount of \$5,344.75 with a signed contract for a 4-year commitment. Mr. VanDeGrift made a motion, seconded by Mr. Jones to reimburse Mr. Guard for his completed EMT Paramedic training in the amount of \$5,344.75. Additionally, Mr. Guard will enter into a contract with the Trustees for four years as an Emergency Medical Technician working no less than twelve hours per week or forty-eight hours per month. All present voiced a "YEA" vote and the motion was passed with resolution **18-04-07** (a copy of the resolution will be included in the minutes).

Mrs. Boggs requested authorization to purchase items for the Township Open House in an approximate amount of \$500.00. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the purchases. All present voiced a "YEA" vote and the motion was passed.

General Reports:

CORRESPONDENCE:

- IN:** Notice from WC Engineer's office of road closure for Keever Road for c construction.
- Letter from Clemans-Nelson of rate increases.
- Notice from WC Health District of quarterly report.
- Email from Mr. Gillen regarding clean dirt.

Letter from Mr. And Mrs. Johnston regarding drain/grate at the ditch and their driveway.
 Email regarding the golf disc course at the township park.
 Email from Internet Frontier regarding listing on the township website.
 Letter from Health Care Logistics regarding ordering supplies.
 Letter from VFIS of Emergency Vehicle Drivers' Training being offered in Dayton.
 Letter regarding the WC Prayer Breakfast Committee on May 3, 2018 at Quaker Heights.
 Email regarding water issues out of the right of way for Ms. Hirschback.
 Legal Notice from WC Commissioners reading the Airport Zoning on May 29, 2018 at 9:00 a.m.
 Resolution from WC Commissioners regarding the text and map amendments to the WC Airport Zoning Regulations.
 Letter from Colonial Life being offered by OPERS.
 Letter from WC Regional Planning regarding the Hamilton Road Concept Plan.

OUT:

Response to email regarding the golf disc course at the township park.
 Email to Ms. Hirschback regarding the water issues out of the right of way.
 Letter to WC Rural Zoning regarding the variance for David Walters.
 Letter to WC Regional Planning Commission regarding the Rentfrow Estates Revision 2.

Fiscal Officer Reports:

The Fiscal Officer presented the bills which were due and the following checks were approved and signed. Check Nos. 29676 through 30068 (copy to follow) and Vouchers 273-2018, 299-2018, 300-2018, 53-2018, 56-2018 and 58-2018.

The Fiscal Office reported the following income from:

Post Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
4/9/18	300-2018	WARREN COUNTY AUDITOR, MATT NOLAN	1000-101-0000	\$1,968.39	1ST HALF 2018 MANUFACTURED HOMES LIKE REAL SETTLEMENT (DIRECT DEPOSIT) TAX YEAR 2017
4/9/18	299-2018	WARREN COUNTY AUDITOR, MATT NOLAN	1000-101-0000	\$283.98	1ST HALF 2018 MANUFACTURED HOMES SETTLEMENT (DIRECT DEPOSIT) TAX YEAR 2017
4/16/18	303-2018	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$2,015.83	CENTS PER GALLON APRIL 2018 (DIRECT DEPOSIT)
4/16/18	273-2018	WARREN COUNTY AUDITOR, MATT NOLAN	1000-101-0000	\$1,391,285.31	FEBRUARY 2018 1ST HALF SETTLEMENT TAX YEAR 2017 (DIRECT DEPOSIT)
4/16/18	306-2018	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$7,749.27	GAS EXCISE TAX APRIL 2018 (DIRECT DEPOSIT)
4/16/18	305-2018	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$4,002.47	LOCAL GOVERNMENT APRIL 2018 (DIRECT DEPOSIT)
4/16/18	301-2018	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$930.50	LOCAL GOVERNMENT HB49 APRIL 2018 (DIRECT DEPOSIT)
4/16/18	304-2018	WARREN COUNTY AUDITOR, MATT NOLAN	2011-536-0000	\$2,093.59	MOTOR VEHICLE LICENSE TAX MARCH 2018 (DIRECT DEPOSIT)
4/16/18	302-2018	WARREN COUNTY AUDITOR, MATT NOLAN	2231-592-0000	\$1,917.00	NEW \$5 PERMISSIVE AUTO MARCH 2018 (DIRECT DEPOSIT)
4/16/18	307-2018	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$8,319.40	OLD \$5 PERMISSIVE AUTO MARCH 2018 (DIRECT DEPOSIT)
				\$1,420,565.74	
4/9/18	284-2018	OHIO PUBLIC ENTITY CONSORTIUM	1000-599-0000	\$3,440.88	RETURN OF FUNDING DEPOSIT LESS FINAL PAYMENT
				\$3,440.88	
4/11/18	279-2018	TRASIK	2031-892-0000	\$10.00	GREEN ADDRESS SIGN
4/12/18	281-2018	J MONNIN	2031-892-0000	\$10.00	GREEN ADDRESS SIGN
				\$20.00	
4/3/18	274-2018	PREMIER HEALTH PLAN	2191-299-0000	\$134.39	LIFE SQUAD SERVICES
4/3/18	275-2018	CMG CORPORATE SERVICES	2191-299-0000	\$57.20	LIFE SQUAD SERVICES
4/6/18	276-2018	OTTERBEIN WORKERS COMP	2191-299-0000	\$517.63	LIFE SQUAD SERVICES
4/9/18	277-2018	TRICARE	2191-299-0000	\$80.59	LIFE SQUAD SERVICES
4/9/18	278-2018	COMP/MANAGEMENT	2191-299-0000	\$1,239.27	LIFE SQUAD SERVICES
4/11/18	280-2018	M DOSTAL	2191-299-0000	\$92.73	LIFE SQUAD SERVICES
4/16/18	282-2018	SHEAKLEY UNICOMP INC	2191-299-0000	\$543.95	LIFE SQUAD SERVICES
4/16/18	283-2018	TRICARE	2191-299-0000	\$94.28	LIFE SQUAD SERVICES
4/3/18	285-2018	HWHO	2191-299-0000	\$180.70	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/3/18	286-2018	ANTHEM BCBS	2191-299-0000	\$509.50	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/5/18	287-2018	ANTHEM	2191-299-0000	\$93.84	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/5/18	288-2018	CGS	2191-299-0000	\$3,438.94	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/11/18	289-2018	CARESOURCE	2191-299-0000	\$177.31	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/11/18	290-2018	PALMETTO	2191-299-0000	\$292.10	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/11/18	291-2018	AETNA	2191-299-0000	\$447.14	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/12/18	292-2018	AARP	2191-299-0000	\$79.41	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/12/18	293-2018	ANTHEM	2191-299-0000	\$191.22	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/13/18	294-2018	CGS	2191-299-0000	\$696.49	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/16/18	295-2018	ANTHEM	2191-299-0000	\$93.99	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/16/18	296-2018	ANTHEM	2191-299-0000	\$407.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/16/18	297-2018	AETNA	2191-299-0000	\$417.35	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/16/18	298-2018	AETNA	2191-299-0000	\$500.72	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
				\$10,285.75	

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 May 14, 2018 at 7:00 P.M.

Signed: _____ Vice-President

Attest: _____ Fiscal Officer

**RESOLUTION 18-04-05
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION AUTHORIZING THE PAY
INCREASE FOR ALEXANDER GUARD**

WHEREAS, Alexander Guard has completed his probationary period and passed his paramedic certification; and

WHEREAS, the Fire Chief has determined that Alexander Guard’s pay rate should be \$14.00 per hour as a part time paramedic; and

WHEREAS, Alexander Guard’s \$14.00 per hour pay rate is effective as of April 14, 2018; and

NOW THEREFORE, BE IT RESOLVED, by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the trustees approved the pay increase to \$14.00 per hour effective April 14, 2018.

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

Mr. Jones	“YEA”
Mr. VanDeGrift	“YEA”
Mr. Sams	“YEA”

Resolution adopted this 24th day of April, 2018.

THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES

Attest: _____

Chief Fiscal Officer

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

Resolution Number: 18-04-06

Date of Resolution: April 24, 2018

TOPIC OF RESOLUTION: CONSUMMATING THE SALE OF REAL ESTATE BY AUTHORIZING THE BOARD OF TRUSTEES TO EXECUTE AND CAUSE THE DELIVERY OF A GENERAL WARRANTY DEED TO THE WARREN COUNTY PORT AUTHORITY FOR THE REAL ESTATE CONSISTING OF 22.39 ACRES LOCATED AT 3021 GREENTREE ROAD OWNED BY TURTLECREEK TOWNSHIP, AND FURTHER AUTHORIZING THE TOWNSHIP ADMINISTRATOR, TAMMY BOGGS TO EXECUTE ALL OTHER CLOSING DOCUMENTS.

RESOLUTION

WHEREAS, the Board holds title to real estate located at 3021 Greentree Road in Turtlecreek Township, Warren County, Ohio, consisting of 22.39 acres, more or less, identified as Parcel # 08-19-400-008, by virtue of a Quit-claim deed recorded 04/17/2018 as Doc. # 2018-010531 in the Office of the Warren County, Ohio Recorder; and,

WHEREAS, this Board adopted Resolution # 18-03-01, dated March 12, 2018, and entered into a Real Estate Purchase and Sales Agreement to sell the said 22.39 acres to the Warren County Port Authority; and,

WHEREAS, the contingencies in the Real Estate Purchase and Sales Agreement have been satisfied or waived in writing, accordingly, the Board desires to consummate the aforementioned transaction in accordance with the terms of the Real Estate Purchase and Sales Agreement.

THEREFORE, BE IT RESOLVED, by the Board of Turtlecreek Township Trustees, Warren County, Ohio, all Trustees casting a vote unanimously concur as follows:

- Section 1.** That the Board does hereby approve and further authorize the attached Warranty deed to be executed by the Turtlecreek Township Board of Trustees.

- Section 2.** That the Board does hereby authorize the Turtlecreek Township Administrator, Tammy Boggs, to deliver the said Warranty deed to the Warren County Port Authority at closing, and further execute on behalf of Turtlecreek Township all other closing documents as required by the Real Estate Purchase and Sale Agreement, including without limitation a Settlement Statement, an Owners/Sellers Affidavit, receipts and releases for taking possession of the net settlement proceeds, and any other customary closing documents, upon approval of the same by the Warren County Prosecutor's Office, as legal adviser to the Board.

- Section 3.** That the Board is acting in its administrative capacity in adopting this Resolution.

Section 4. That the recitals contained within the Whereas Clauses set forth above are incorporated by reference herein.

Section 5. That it is found and determined that all formal actions of the Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Board in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Mr. Sams	-	“YEA”
Mr. VanDeGrift	-	“YEA”
Mr. Jones	-	“YEA”

Resolution adopted this 24th day of April, 2018.

TURTLECREEK TOWNSHIP TRUSTEES

AMANDA KING CHILDERS,
FISCAL OFFICER

**RESOLUTION 18-04-07
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

RESOLUTION TO ENTER INTO A CONTRACT FOR EMT PARAMEDIC SCHOOLING REIMBURSEMENT WITH ALEXANDER GUARD.

WHEREAS, it is the intent of Turtlecreek Township Board of Trustees to reimburse payment for the EMT Paramedic training for Alexander Guard. Alexander Guard will enter into a contract, with the contract stating, that the student agrees to provide the Trustees services in accordance with his/her newly acquired level of training for a period of no less than four (4) years for Emergency Medical Technician and no less than twelve (12) hours per week, or forty-eight (48) hours per month. The cost of the reimbursement for paramedic school is \$5,344.75 made payable to Alexander Guard.

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 24th day of April, 2018

Signed: _____ “YEA”
_____ “YEA”
_____ “YEA”

Attest: _____ Chief Fiscal Officer

**RESOLUTION 18-04-08
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall purchase a 2019 International Dump Truck from Rush Truck Center at the approximate cost of \$78,604.42 and the Snow and Ice Removal Package from Gledhill Road Machinery Co at the approximate cost of \$56,392.16. Source of the funds will be from the Road Department Fund #2031-760-740-0000 (Machinery, Equipment and Furniture). Resolution was initiated by Mr. VanDeGrift and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 24th day of April, 2018

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

**RESOLUTION 18-04-09
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

WHEREAS, the EMS department has a need to purchase three (3) new desktop computers, one (1) laptop and one (1) monitor; and

WHEREAS, the cost of the computer items will be the approximately \$2,540.00; and

WHEREAS, the source of the funds for the purchase of the computers will be the EMS Fund (2191-230-430-0000 Small Tools and Minor Equipment).

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the purchase of the computer items.

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

Adopted this 24th day of April, 2018

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

**RESOLUTION 18-04-10
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall purchase up to \$12,978.00 in Fire Turnout Gear. Source of the funds will be the Fire Fund Account #2192-220-590-0010 (Other Expenses – Fire Uniforms). Resolution was initiated by Mr. VanDeGrift and seconded by Mr. Jones. All voiced a “YEA” vote and the resolution passed.

Adopted this 24th day of April, 2018

Signed: _____ “YEA”

_____ “YEA”
_____ “YEA”

Attest: _____ Chief Fiscal Officer

**RESOLUTION 18-04-11
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

WHEREAS, the Board of Trustees of Turtlecreek Township, Warren County, Ohio have a determined a need for slope movement evaluation on N. Liberty Keuter Road ; and

WHEREAS, the Board of Trustees of Turtlecreek Township, Warren County, Ohio have engaged Terracon to provide the evaluation of this project at an approximate cost of \$8,250.00; and

WHEREAS, the source of the funds for evaluation will be the Road Fund (2031-330-360-0000 (Contracted Services)

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the slope movement evaluation performed by Terracon in the approximate amount of \$8,250.00.

Resolution was initiated by Mr. VanDeGrift and seconded by Mr. Jones. All voiced a “YEA” vote and the motion was passed.

Adopted this 24th day of April, 2018

Signed: _____ “YEA”

_____ “YEA”
_____ “YEA”

Attest: _____ Chief Fiscal Officer

End of minutes.