

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

MAY 29

18

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on May 29, 2018 at 8:00 a.m. with the following persons present:

TRUSTEES: Jonathan Sams and Jim VanDeGrift. Mr. Jones was absent.

FISCAL OFFICER: Amanda Childers

GUEST: Tammy Boggs, Steve Flint, Ron Chasteen, Mike Jameson, Jenny Niehaus and Tim Castle.

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

The minutes from the May 14, 2018 will be offered for approval at the next meeting when Mr. Jones is present.

Department Reports:

Fire/EMS:

Mike Jameson, Assistant Fire Chief, requested approval to begin looking at a new tower truck. He will form a committee to research options, costs and suitability. The Trustees requested to be informed when demonstrations are to occur, so they may attend. The old tower truck is showing signs of metal fatigue but will be kept as a secondary unit as long as repairs and maintenance are cost effective.

Mr. Jameson requested approval for additional repairs on Engine 32, in the amount of \$900.00. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve repairs for Engine 32 for \$900.00. All present voiced a "YEA" vote and the motion was passed.

Tammy Boggs, Township Administrator, requested approval to add two new hires. Alex Beltran will be a part time EMS as of 5-28-18 at \$12.50 per hour, Noah Zimmer will be part time EMS as of 6-2-18 at \$12.50 per hour. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve the hiring of Alex Beltran as a part time EMS employee at \$12.50 per hour. All present voiced a "YEA" vote and the motion was passed with Resolution **18-05-05** (a copy of the resolution will be included in the minutes).

Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve the hiring of Noah Zimmer as a part time EMS employee at \$12.50 per hour. All present voiced a "YEA" vote and the motion was passed with Resolution **18-05-06** (a copy of the resolution will be included in the minutes).

Steve Flint, Fire Chief, informed the Trustees paper work was presented from Tim Klenk of his resignation. Mrs. Boggs requested affirmation from the Trustees. Mr. VanDeGrift made a motion, seconded by Mr. Sams to affirm Mr. Klenk's resignation.

Road and Bridge:

Ron Chasteen, Road Supervisor, informed the board that his department has completed the 1st round of mowing. Crack sealant has been applied to the roads at Calloway Farms.

Mr. Chasteen informed the Trustees that Terracon will be evaluating hill slippage on Liberty Keuter Road on May 31st. The road will be shut down two days for that process.

Mr. Chasteen informed the Trustees that two metal pipes on Nixon Camp and Utica will be replaced with plastic pipes. The pipes are expected to cost around \$500.00

Mr. Chasteen informed the board that asphalt is out for bid for roadway projects.

Administration:

Mrs. Boggs informed the board that she would like to form a committee to begin planning for Station 33 development.

Mrs. Boggs informed the board that Conger Construction Co wants to put a construction trailer on the Park land before the closing sale. A resolution to authorize temporary entrance and use agreement is needed to accommodate this to occur. Mr. VanDeGrift made a motion, seconded by Mr. Sams to authorize the temporary entrance and use agreement. All present voiced a "YEA" vote and the motion was passed with resolution **18-05-04** (a copy of the resolution will be included in the minutes).

Mrs. Boggs requested authorization to renew our Managed Care Organization (MCO) with CareWorks who handles our Workers Comp relationship. Mrs. Boggs was able to negotiate the cost from \$2,401.00 down to \$1,800.00. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve the renewal of our MCO with Careworks for \$1,800.00. All present voiced a "YEA" vote and the motion was passed.

Mrs. Boggs informed the board that LeCl pulled their rezoning request on the composting site.

Mrs. Boggs informed the board that a land discussion involving Union and Greentree Roads occurred at the Warren County Commissioners work session. Currently the zoning at that location is mixed use neighborhood.

Jenny Neihaus, Administrative Assistant, informed the board she is working on updating the inventory appraisal of township office equipment.

A motion was made by Mr. VanDeGrift that the Board of Trustees adjourns into executive session to discuss personnel EMS/Fire and Road Department Personnel matters pursuant to ORC 121.22 (G) (1). The motion was seconded by Mr. Sams and upon call of roll call, Mr. Sams "YEA" and Mr. VanDeGrift "YEA" the executive session was entered at 8:52 p.m.

There being no further discussion to be held in executive session, Mr. VanDeGrift made a motion that the Board of Trustees adjourn out of executive session and return to the open meeting and ask the Fiscal Officer to note in the minutes that NO ACTION WAS TAKEN. The motion was seconded by Mr. Sams and the executive session ended. Upon call of roll, Mr. Sams "YEA" and Mr. VanDeGrift "YEA" the Board returned to regular session at 9:11 p.m.

General Reports:

CORRESPONDENCE:

IN:

Letter to Noah Zimmer offering the position of part time EMT
Letter to Alex Beltran offering the position of part time EMT
Letter from CareWorksComp regarding enrollment in the MCO
Letter from Premier Health regarding donations from Jill Wilson and Larry Hollingshead
Resolution from Warren County Commissioners regarding the public hearing for rezoning on LeCl composting site
Legal Notice from Warren County Commissioners regarding the additional five dollars for motor vehicle tax
Press release from Warren County Engineer's office of road closure on May 31, 2018 for Liberty Keuter Road

OUT:

Letter to Warren County Engineer's Office appointing the prevailing wage coordinator for Union Village Development
Letter to Timothy Klenk regarding resignation from the department

Fiscal Officer Reports:

The Fiscal Officer presented the bills which were due and the following checks were approved and signed. Check Nos. 30154 through 30207 (copy to follow) and Vouchers 68-2018, 69-2018, 71-2018 and 72-2018.

The Fiscal Office reported the following income from:

Post Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
5/8/18	354-2018	OHIO DEPARTMENT OF COMMERCE	2193-599-0000	\$3,126.95	FIRE DEPARTMENT TRAINING GRANT
				\$3,126.95	
5/3/18	382-2018	STATE OF OHIO	2191-299-0000	\$2,721.60	LIFE SQUAD SERVICES LCI 4TH QTR 2018(DIRECT DEPOSIT)
5/9/18	383-2018	STATE OF OHIO	2191-299-0000	\$3,228.20	LIFE SQUAD SERVICES WCI 1ST QTR 2018(DIRECT DEPOSIT)
5/22/18	385-2018	STATE OF OHIO	1000-533-0000	\$14.00	LIQUOR LICENSE PERMIT FEES (DIRECT DEPOSIT)
5/16/18	384-2018	STATE OF OHIO	1000-535-0000	\$155,097.37	REAL PROPERTY TAX ROLLBACK 1ST HALF TY 2017 (DIRECT DEPOSIT)
				\$161,061.17	
5/14/18	387-2018	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$930.50	LOCAL GOVT HB49 MAY 2018 (DIRECT DEPOSIT)
5/14/18	389-2018	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$5,658.13	LOCAL GOVT MAY 2018 (DIRECT DEPOSIT)
5/7/18	386-2018	WARREN COUNTY AUDITOR, MATT NOLAN	2011-536-0000	\$720.82	MOTOR VEHICLE LICENSE TAX 2017 EXCESS IRP (DIRECT DEPOSIT)
5/21/18	390-2018	WARREN COUNTY AUDITOR, MATT NOLAN	2011-536-0000	\$2,227.21	MOTOR VEHICLE LICENSE TAX APRIL 2018 (DIRECT DEPOSIT)
5/21/18	389-2018	WARREN COUNTY AUDITOR, MATT NOLAN	2231-592-0000	\$1,825.50	NEW \$5 PERMISSIVE AUTO APRIL 2018 (DIRECT DEPOSIT)
5/21/18	392-2018	WARREN COUNTY AUDITOR, MATT NOLAN	2231-104-0000	\$7,910.50	OLD \$5 PERMISSIVE LICENSE TAX APRIL 2018 (DIRECT DEPOSIT)
5/21/18	391-2018	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$2,724.98	CENTS PER GALLON MAY 2018 (DIRECT DEPOSIT)
5/21/18	393-2018	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$8,378.18	GAS EXCISE TAX MAY 2018 (DIRECT DEPOSIT)
				\$30,375.82	
5/3/18	346-2018	L CRAIG	2031-892-0000	\$10.00	GREEN ADDRESS SIGN
5/3/18	347-2018	J KUENLE	2031-892-0000	\$10.00	GREEN ADDRESS SIGN
5/23/18	372-2018	S HOEFFEL	2031-892-0000	\$10.00	GREEN ADDRESS SIGN
5/24/18	374-2018	C SCHUH	2031-892-0000	\$25.00	GREEN ADDRESS SIGNS
				\$55.00	
5/4/18	350-2018	PREMIER HEALTH	2191-803-0000	\$2,000.00	HOLLINGSHEAD AND WILSON BOARD CONTRIBUTIONS TO EMS
				\$2,000.00	
5/1/18	345-2018	COMPANAGEMENT	2191-299-0000	\$667.80	LIFE SQUAD SERVICES
5/3/18	348-2018	L LOSEKAMP	2191-299-0000	\$300.00	LIFE SQUAD SERVICES
5/3/18	349-2018	A JARBOE	2191-299-0000	\$92.13	LIFE SQUAD SERVICES
5/8/18	351-2018	PROGRESSIVE	2191-299-0000	\$680.15	LIFE SQUAD SERVICES
5/8/18	352-2018	ERIE INSURANCE COMPANY	2191-299-0000	\$552.95	LIFE SQUAD SERVICES
5/8/18	353-2018	M MILLER FOR J SODERLUND	2191-299-0000	\$450.46	LIFE SQUAD SERVICES
5/10/18	355-2018	GEICO CASUALTY CO	2191-299-0000	\$678.72	LIFE SQUAD SERVICES
5/11/18	356-2018	COLONIAL PENN LIFE INSURANCE	2191-299-0000	\$88.68	LIFE SQUAD SERVICES
5/14/18	357-2018	TRICARE	2191-299-0000	\$237.44	LIFE SQUAD SERVICES
5/18/18	371-2018	PARAMOUNT ADVANTAGE	2191-299-0000	\$91.75	LIFE SQUAD SERVICES
5/24/18	373-2018	C ARNOLD	2191-299-0000	\$414.50	LIFE SQUAD SERVICES
5/1/18	358-2018	CGS	2191-299-0000	\$368.43	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/1/18	359-2018	CIGNA	2191-299-0000	\$506.26	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/2/18	360-2018	AETNA	2191-299-0000	\$93.99	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/2/18	361-2018	AETNA	2191-299-0000	\$511.97	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/3/18	362-2018	ANTHEM	2191-299-0000	\$95.61	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/3/18	363-2018	CGS	2191-299-0000	\$607.28	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/4/18	364-2018	AARP	2191-299-0000	\$93.84	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/4/18	365-2018	UNITED HEALTHCARE	2191-299-0000	\$311.55	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/4/18	366-2018	CGS	2191-299-0000	\$369.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/7/18	367-2018	ANTHEM	2191-299-0000	\$413.60	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/8/18	368-2018	HUMANA	2191-299-0000	\$158.31	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/9/18	369-2018	UMR	2191-299-0000	\$64.82	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/10/18	370-2018	AARP	2191-299-0000	\$76.90	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/15/18	375-2018	AARP	2191-299-0000	\$304.96	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/16/18	376-2018	AARP	2191-299-0000	\$94.28	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/21/18	377-2018	ANTHEM	2191-299-0000	\$472.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/22/18	378-2018	UNITED HEALTHCARE	2191-299-0000	\$356.30	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/23/18	379-2018	CARESOURCE	2191-299-0000	\$356.40	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/24/18	380-2018	BUCKEYE COMMUNITY	2191-299-0000	\$171.43	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/24/18	381-2018	AETNA	2191-299-0000	\$1,183.43	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
				\$10,864.94	

Visitor Concerns:

None.

Trustee Reports:

None.

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 June 11, 2018 at 7:00 P.M.

Signed: _____ President

Attest: _____ Fiscal Officer

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

Resolution Number: 18-05-04

Date of Resolution: May 29, 2018

**TOPIC OF RESOLUTION: APPROVING AND AUTHORIZING TOWNSHIP
ADMINISTRATOR TO ENTER INTO A TEMPORARY ENTRANCE AND USE AGREEMENT
WITH THE WARREN COUNTY PORT AUTHORITY**

RESOLUTION

WHEREAS, the Warren County Port Authority desires to use a part of the Township Park located at 3021 Greentree Road, for placement of a temporary office trailer for construction-related activities on adjacent properties prior to the closing of the purchase/sale of such property by the Township to the Warren County Port Authority; and,

WHEREAS, the Board is willing to accommodate the foregoing request subject to the Warren County Port Authority entering into the attached written agreement prepared on the Township's behalf by the County Prosecutor's Office.

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

- Section 1.** That the Board does hereby approve and authorize the Township Administrator, Tammy Boggs, to execute the attached Temporary Entrance and Use Agreement.
- Section 2.** That the Board is acting in its administrative capacity in adopting this Resolution.
- Section 3.** That the recitals contained within the Whereas Clauses set forth above are incorporated by reference herein.
- Section 4.** 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. VanDeGrift moved adoption of the foregoing Resolution, being seconded by Mr. Sams. Upon call of the roll, the following vote resulted:

Mr. Sams	-	"YEA" _
Mr. VanDeGrift	-	"YEA" _

Resolution adopted this 29th day of May, 2018.

TURTLECREEK TOWNSHIP TRUSTEES

AMANDA KING CHILDERS,
FISCAL OFFICER

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

**HIRE ALEX BELTRAN, EFFECTIVE MAY 28, 2018, AS A PART TIME EMS “BASIC”
24 HOURS BI-WEEKLY**

WHEREAS, a position of “Part-Time EMS” has been posted within the Turtlecreek Township Fire Department/Emergency Medical Service, and

WHEREAS, the Fire Chief and Assistant Chief of Turtlecreek Township Fire Department and Emergency Medical Service have recommended that Alex Beltran be hired as a Part Time EMS-BASIC at the recommended hours of 24 bi-weekly, and

NOW THEREFORE BE IT RESOLVED, the Turtlecreek Township Board of Trustees hereby approves the hiring of Alex Beltran for the position of Part-Time EMS BASIC, effective hire dated of May 28, 2018 at the rate of \$12.50 per hour. Mr. Beltran’s hours of work will be established as 24-hour regular shift bi-weekly as approved by the Assistant Chief.

Mr. VanDeGrift moved for adoption of the foregoing resolution, seconded by Mr. Sams. All voiced a “YEA” vote and the resolution passed.

Adopted this 29th day of May, 2018

Signed:	_____	“YEA”
	_____	“YEA”
Attest:	_____	Chief Fiscal Officer

**RESOLUTION 18-05-06
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**HIRE NOAH ZIMMER, EFFECTIVE JUNE 2, 2018, AS A PART TIME EMS “BASIC”
24 HOURS BI-WEEKLY**

WHEREAS, a position of “Part-Time EMS” has been posted within the Turtlecreek Township Fire Department/Emergency Medical Service, and

WHEREAS, the Fire Chief and Assistant Chief of Turtlecreek Township Fire Department and Emergency Medical Service have recommended that Noah Zimmer be hired as a Part Time EMS-BASIC at the recommended hours of 24 bi-weekly, and

NOW THEREFORE BE IT RESOLVED, the Turtlecreek Township Board of Trustees hereby approves the hiring of Noah Zimmer for the position of Part-Time EMS BASIC, effective hire dated of June 2, 2018 at the rate of \$12.50 per hour. Mr. Zimmer’s hours of work will be established as 24-hour regular shift bi-weekly as approved by the Assistant Chief.

Mr. VanDeGrift moved for adoption of the foregoing resolution, seconded by Mr. Sams. All voiced a “YEA” vote and the resolution passed.

Adopted this 29th day of May, 2018

Signed:	_____	“YEA”
	_____	“YEA”
Attest:	_____	Chief Fiscal Officer

End of Minutes