

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

NOVEMBER 12

18

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on November 12, 2018 at 7:00 p.m. with the following persons present:

TRUSTEES: Jonathan Sams, Daniel Jones and Jim VanDeGrift
FISCAL OFFICER: Amanda Childers
GUEST: Tammy Boggs, Michael Shaffer, Mike Jameson, Steve Flint, Brenda Wehmer and Doug Miller

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

The minutes of the meeting held on October 30, 2018 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. 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.

Department Reports:

Fire/EMS:

Steve Flint, Fire Chief, informed the board that we applied for a Loeb Grant to enable the Township to buy four Lucas devices for the squads. The devices do mechanical chest compressions. The request was awarded in the amount of \$20,000.00 which will fund the purchase of two devices.

Road and Bridge:

Mrs. Boggs reported for Ron Chasteen, Road Department Supervisor, that the trucks are now ready for winter.

Administration:

Tammy Boggs, Township Administrator, notified the Board that there will be a retirement luncheon on November 30, 2018 for longtime employee Tim Castle. The board will present him with a proclamation in honor of his 32 years of dedicated services to the Township.

Mrs. Boggs informed the Board that the committee for the construction of Station 33 has interviewed and scored the short list of Criteria Architects based on the requirements listed in the RFQ. The committee would request that the Board authorize selection of KZF Design as the Criteria Architect of choice and request that a contract process be initiated. Mr. VanDeGrift made a motion, seconded by Mr. Jones to authorize the selection and initiate the contract process. All present voiced a "YEA" vote and the motion passed with **Resolution 18-11-01**. (A copy of the resolution will be included in the minutes).

Mrs. Boggs requested authorization to sign the professional services contract for Warren County Regional Planning for future services. Mr. Jones made a motion, seconded by Mr. VanDeGrift to authorize Mrs. Boggs to sign the professional services contract for Warren County Regional Planning for future services for the township. All present voiced a "YEA" vote and the motion passed with **Resolution 18-11-02**. (A copy of the resolution will be included in the minutes).

Mrs. Boggs informed the board that OKI had sent a letter requesting nominations for the OKI 2019 Board of Directors. Mr. Sams already serves on the board as the Warren County Association of Trustees and Clerks. No nominations from the Trustees will be submitted.

Mrs. Boggs informed the board that Warren County Rural Zoning Commission had sent a letter for rezoning on the Deger property from R-1 to PUD. The board requested the Fire Chief to review the plans. The Trustees had no concerns or comments as long as the changes comply with current zoning. (A letter will be sent to Warren County Regional Planning stating this information).

Mrs. Boggs informed the board that Warren County Rural Zoning Commission had sent a letter for rezoning on the Schmerge property from Ag to R-1 on 45.3509 acres containing two lots off of Glosser Rd. The Trustees had no concerns or comments as long as the changes comply with current zoning. (A letter will be sent to Warren County Regional Planning stating this information).

Mrs. Boggs informed the board that Warren County Regional Planning had sent a letter for the replat of Lot 10 in Charleston Place. The Trustees had no concerns or comments as long as the changes comply with current zoning. (A letter will be sent to Warren County Regional Planning stating this information).

Mrs. Boggs requested subsequent approval for expenditures authorized by Township Administrator or Township Officer or Employee authorized by Township Administrator in the cumulative amount of \$271.51. Mr. VanDeGrift made a motion, seconded by Mr. Jones to subsequently approve the expenditures in the cumulative amount of \$271.51. All present voiced a "YEA" vote and the motion passed with **Resolution 18-11-03**. (A copy of the resolution will be included in the minutes)

Chris Pratt of Horan Associates presented the board with the employee insurance plan options for 2019 including medical, dental, vision and life insurance. Mr. Pratt was able to offer the same coverage with Medical Mutual of Ohio with no increase in premium for 2019. Mr. Jones made a motion, seconded by Mr. VanDeGrift to renew health insurance benefits with Medical Mutual for 2019. All present voiced a "YEA" vote and the motion was passed.

General Reports:

CORRESPONDENCE:

IN:

Letter from resident asking about the repaving of S. Liberty Keuter Road
Letter from The Loeb Foundation regarding the EMS grant for the 2018-2019 in
The amount of \$20,000
Email from Ms. Weingartner regarding disposing of refrigerators
Letter from District #10 PWIC regarding appointments to Natural Resources
Assistance
Warren County Board of Commissioners legal notice for public hearing on new
rules and Regulations for the Design of Storm Sewer
Council from Miami University
Email from Mr. Lloyd regarding hunting in the township
Letter from OKI for the nominations for the OKI 2019 Board of Directors
Letter from Warren County Rural Zoning Commission regarding rezoning of
Stephen Deger
Letter from Warren County Rural Zoning Commission regarding rezoning of
William Schmerge property
Letter from Warren County Regional Planning for a replat of Lot 10 in Charleston
Place

OUT:

Email to Mr. Lloyd replying to the hunting questions
Email to Ms. Weingartner regarding disposal of refrigerators
Letter to Warren County Regional Planning regarding the Miami Valley Gaming
Revised PUD
Letter to Warren County Regional Planning regarding the Greentree Acres Robert
Burns Replat
Letter to Reading High School Athletic Boosters regarding a donation in memory
of Mr. Howard Cutter

Fiscal Officer Reports:

The Fiscal Officer presented the bills which were due and the following checks were approved and signed. Check Nos. 30951 through 30972 (copy to follow) and Vouchers 241-2018 through 285-2018.

The Fiscal Office reported the following income:

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
10/29/18	11/5/18	907-2018	CINCINNATI BELL TELEPHONE	1000-303-0000	\$593.76	3RD QTR 2018 FRANCHISE FEE (DIRECT DEPOSIT)
10/30/18	11/1/18	890-2018	CITY OF LEBANON	1000-591-0007	\$2,488.86	3RD QTR 2018 JEDD INCOME TAX PAYMENT
					\$3,082.62	
10/22/18	11/1/18	883-2018	US TREAS CHAMPVA	2191-299-0000	\$98.26	LIFE SQUAD SERVICES
10/24/18	11/1/18	884-2018	COMMONWEALTH OF MASSACHUSETTS	2191-299-0000	\$94.43	LIFE SQUAD SERVICES
10/26/18	11/1/18	885-2018	TRICARE	2191-299-0000	\$91.34	LIFE SQUAD SERVICES
10/26/18	11/1/18	886-2018	WELLMARK	2191-299-0000	\$85.30	LIFE SQUAD SERVICES
10/29/18	11/1/18	887-2018	R WITHAM	2191-299-0000	\$265.00	LIFE SQUAD SERVICES
10/29/18	11/1/18	888-2018	PARAMOUNT ADVANTAGE	2191-299-0000	\$103.51	LIFE SQUAD SERVICES
10/23/18	11/5/18	891-2018	CGS	2191-299-0000	\$2,225.75	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/24/18	11/5/18	892-2018	AARP	2191-299-0000	\$89.86	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/24/18	11/5/18	893-2018	ANTHEM BLUE	2191-299-0000	\$95.46	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/24/18	11/5/18	894-2018	AETNA	2191-299-0000	\$380.49	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/25/18	11/5/18	895-2018	HWHO	2191-299-0000	\$152.53	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/25/18	11/5/18	896-2018	ANTHEM BLUE	2191-299-0000	\$698.44	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/26/18	11/5/18	897-2018	CARESOURCE	2191-299-0000	\$272.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/29/18	11/5/18	898-2018	BUCKEYE COMMUNITY	2191-299-0000	\$94.69	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/29/18	11/5/18	899-2018	MOLINA HEALTHCARE	2191-299-0000	\$181.28	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/29/18	11/5/18	900-2018	AARP	2191-299-0000	\$200.80	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/29/18	11/5/18	901-2018	ANTHEM BLUE	2191-299-0000	\$860.41	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/29/18	11/5/18	902-2018	MEDICAL MUTUAL	2191-299-0000	\$912.15	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/29/18	11/5/18	903-2018	HWHO	2191-299-0000	\$918.92	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/30/18	11/5/18	904-2018	HUMANA	2191-299-0000	\$115.51	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/30/18	11/5/18	905-2018	CGS	2191-299-0000	\$317.65	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/30/18	11/5/18	906-2018	ANTHEM BCBS	2191-299-0000	\$422.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
					\$8,675.78	
10/31/18	11/7/18	910-2018	STAROHIO	1000-701-0000	\$33,821.43	OCTOBER 2018 INTEREST
10/31/18	11/7/18	911-2018	PRIMARY	1000-701-0000	\$9.11	OCTOBER 2018 INTEREST
					\$33,830.54	
10/30/18	11/5/18	908-2018	A BELTRAN	1000-892-0000	\$151.00	PURCHASE OF COMPUTER LOT THROUGH GOVDEALS
10/30/18	11/5/18	909-2018	A GATCH	1000-892-0000	\$11.00	PURCHASE OF PRINTER LOT THROUGH GOVDEALS
					\$162.00	

Visitor Concerns:

Mike Shaffer informed the board that the next Regional Zoning meeting is on November 27, 2018.

Trustee Reports:

A motion was made by Mr. Jones that the Board of Trustees adjourns into executive session to discuss personnel Real Estate and Personnel matters pursuant to ORC 121.22 (G) (1) and (G) (2) at 7:46 p.m. The motion was seconded by Mr. VanDeGrift and upon call of roll call, Mr. Sams “YEA”, Mr. Jones “YEA” and Mr. VanDeGrift “YEA” and the executive session was entered.

By motion of Mr. VanDeGrift that the Board of Trustees adjourns 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. Jones the executive session ended. Upon call of roll, Mr. Jones “YEA”, Mr. VanDeGrift “YEA” and Mr. Sams “YEA” the Board returned to regular session at 9:45 p.m.

Mr. VanDeGrift informed the board that he attended Warren County Township Trustees Association meeting and dinner. There were 20 Trustees and approximately 21 non-trustees in attendance.

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 November 27, 2018 at 8:00 A.M.

Signed: _____ President

Attest: _____ Fiscal Officer

**RESOLUTION 18-11-01
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

WHEREAS, the Board of Trustees of Turtlecreek Township, Warren County, Ohio have issued an RFQ for a Criteria Architect for the Station 33; and

WHEREAS, the committee for the construction of Station 33 has interviewed and scored the short list of Criteria Architects based on the requirements listed in the RFQ; and

WHEREAS, the committee would request that the Board of Trustees of Turtlecreek Township authorize selection of KZF Design as the Criteria Architect of choice and request that a contract process be initiated by the Board.

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall authorize the selection and initiated the contract process.

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

Adopted this 12th day of November, 2018

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 18-11-02
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION TO AUTHORIZE TAMMY BOGGS, ADMINISTRATOR, TO
SIGN PROFESSIONAL SERVICE CONTRACT WITH
WARREN COUNTY REGIONAL PLANNING**

WHEREAS, the Turtlecreek Township Board of Trustees have authorized Tammy Boggs, Administrator, to sign the professional service contract with Warren County Regional Planning; and

WHEREAS, the agreement will be in place for future services for the township with Warren County Regional Planning; and

THEREFORE, by motion of Mr. Jones and seconded by Mr. VanDeGrift, Tammy Boggs, has the authority to sign the agreement as stated above. All voiced a "YEA" vote and the resolution passed.

Adopted this 12th day November, 2018

Signed: _____ " YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

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

Resolution Number: 18-11-03

Date of Resolution: November 12, 2018

TOPIC OF RESOLUTION: BOARD RESOLUTION SUBSEQUENTLY APPROVING EXPENDITURES NOT EXCEEDING TWENTY-FIVE HUNDRED DOLLARS BY TOWNSHIP ADMINISTRATOR OR TOWNSHIP OFFICER OR EMPLOYEE AUTHORIZED BY TOWNSHIP ADMINISTRATOR

RESOLUTION

WHEREAS, this Board adopted Resolution Number 16-04-12, dated April 26, 2016, authorizing the Township Administrator to incur obligations on behalf of the Township not to exceed Two Thousand Five Hundred Dollars, and further authorizing the Township Administrator to authorize other Township Officers and Employees to incur obligations on behalf of the Township not to exceed Two Thousand Five Hundred Dollars; and,

WHEREAS, pursuant to section 507.11 (A) of the Ohio Revised Code, and Section 3 of the aforementioned Resolution, the obligations incurred by the Township Administrator on behalf of the Township, or that the Township Administrator authorizes a Township Officer or Employee to incur, shall be subsequently approved by adoption of formal resolution of this Board at the next regularly scheduled Board meeting after receipt by the Township Fiscal Officer of proper voucher for the obligation or obligations incurred; and,

WHEREAS, this Board has been notified by the Township Fiscal Officer she is in receipt of a proper voucher or vouchers for obligations incurred by the Township Administrator or authorized Township Officer or Employees, a copy or copies of which are attached hereto.

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

Section 1. This Board does hereby subsequently approve the obligations incurred by the Township Administrator or Township Officer or Employees on behalf of the Township, a copy or copies of the vouchers of which are attached hereto.

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. Jones. Upon call of the roll, the following vote resulted:

Mr. Sams	-	YEA
Mr. VanDeGrift	-	YEA
Mr. Jones		YEA

Resolution adopted this 12TH day of November, 2018.

CERTIFICATION:

The undersigned does hereby certify that the foregoing is a true and accurate copy of the above Resolution adopted on the aforementioned date by the Board of Township Trustees.

SIGNATURE: _____

NAME: Amanda Childers

TITLE: Chief Fiscal Officer

DATE: _____