

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

NOVEMBER 27

18

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on November 27, 2018 at 8:00 a.m. with the following persons present:

TRUSTEES: Jonathan Sams, Daniel Jones and Jim VanDeGrift
FISCAL OFFICER: Amanda Childers
GUEST: Tammy Boggs, Ron Chasteen, Mike Jameson, Steve Flint, Tim Castle and Jenny Niehaus.

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

The minutes of the meeting held on November 12, 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.

Department Reports:

Fire/EMS:

Steve Flint, Fire Chief, requested authorization to purchase three Lucas CPR devices. Each device has a cost of \$8,239.00 for a total of \$24,717.00. The Loeb Grant will be used for the first \$20,000.00 and the remainder will be paid from another EMS Grant from the State of Ohio. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the purchase of three Lucas CPR devices using a combination of the Loeb Grant for the first \$20,000.00 and the remainder from a State of Ohio grant. All present voiced a "YEA" vote and the motion passed with **Resolution 18-11-05**. (A copy of the resolution will be included in the minutes).

Chief Flint informed the Board that the reserve was not met on the 1985 Fire Truck being sold on GovDeals. The highest bid received was \$4,425.00. The Trustees authorized Chief Flint to offer the truck to the highest bidder on GovDeals. If the high bidder does not want to make the purchase, the Truck will be relisted with the same reserve. Mr. Jones made a motion, seconded by Mr. VanDeGrift to allow the highest bidder on GovDeals to purchase the 1985 Fire Truck at \$4,425.00. All present voiced a "YEA" vote and the motion passed.

Chief Flint informed the Board that the Suburban needed four new tires at a cost of \$705.47 from Luti Tire. Mr. VanDeGrift made a motion, seconded by Mr. Jones to authorize the purchase of new tires for the Fire Chief's Suburban at a cost of \$705.47. All present voiced a "YEA" vote and the motion passed.

Mrs. Boggs, Township Administrator, informed the Board that contracts previously signed for Jeff Dahlhoff and Alex Guard for Fire School need to be rescinded. The Warren County Career Center has cancelled the classes, so there is no longer a need for the contracts, which have time constraints. Mr. Jones made a motion, seconded by Mr. VanDeGrift to offer to rescind the contracts with Mr. Dahlhoff and Mr. Guard. All present voiced a "YEA" vote and the motion passed.

Road and Bridge:

Ron Chasteen, Road Department Supervisor, informed the Board that Road and Bridge department has been kept busy with slick spots on the roadways, trees and branches down due to the ice storm as well as some guardrail damage.

Mr. Chasteen informed the Board that Barrett has completed all of the black top work.

Trustee Jonathan Sams presented long time employee Timothy Castle with a Proclamation for Timothy Castle Day on November 30, 2018. The Proclamation was approved and signed by all of the Trustees of Turtlecreek Township. All voiced their appreciation to Mr. Castle for his service, loyalty and dedication to the Township and its Residents. (A copy of the Proclamation will be included in the minutes). A Retirement Party luncheon will occur on November 30, 2018 at 11:30 a.m. at the Administration Building.

Mrs. Boggs informed the Board that she and Mr. Chasteen are working on reviewing the roadway specifications for Warren County subdivisions. The information will be used to develop a letter requesting more stringent requirements for roadways and repair of damage done by construction traffic. Her goal is to have the developers build higher quality roads that will serve the residents needs without needing immediate and ongoing repairs.

Mrs. Boggs requested the Board to approve a pay increase for Randy Retallick who passed his CDL testing. Mr. Retallick is due for an increase of \$1.00 per hour, effective October 27, 2018. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the increase in pay for Randy Retallick for \$1.00, effective October 27, 2018. All present voiced a “YEA” vote and the motion passed with **Resolution 18-11-04**. (A copy of the resolution will be included in the minutes).

Mrs. Boggs requested the Board to approve radios for the New Dump Truck and the Service Truck at a cost of \$500.00 each. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the purchase of two radios at a cost of approximately \$500.00 each from Warren County Telecom. All present voiced a “YEA” vote and the motion passed with **Resolution 18-11-06**. (A copy of the resolution will be included in the minutes).

Administration:

Mrs. Boggs informed the board she received a letter from Warren County Regional Zoning concerning a PUD for the Deger property on State Route 48. Mike Williams is developing sixty homes on the seventy-acre parcel. Chief Flint requested greater turn around area, which will be accommodated by the developer. The development will have its own sewer system, as well as gaslights and up lighting on the houses, sidewalks out front and fifteen acres of green space. Mr. Sams requested a reserve fund be established and maintained by the HOA to provide for the repair or replacement of any waste water system and underground storm water system issues. Mr. Sams will draft a letter to Warren County Regional Zoning on this matter. The Trustees had no other issues as long as the development complies with current zoning. (A letter will be sent to Warren County Regional Zoning stating this information).

Mrs. Boggs requested authorization to pay the Worker’s Compensation invoice for 2019 in the amount of \$52,011.00. Mr. VanDeGrift made a motion, seconded by Mr. Jones to authorize payment to Ohio Bureau of Worker’s Compensation by ACH in the amount of \$52,011.00. All voiced a “YEA” vote and the motion was passed with **Resolution 18-11-07**. (A copy of the resolution will be included in the minutes).

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 \$276.87. The purchases include \$125.91 and \$41.99 for the New Ladder Truck, \$44.98 and \$46.48 for tools from Lowes and the title for the new Ladder Truck for \$17.51. Mr. VanDeGrift made a motion, seconded by Mr. Jones to subsequently approve the expenditures in the cumulative amount of \$276.87. All present voiced a “YEA” vote and the motion passed with **Resolution 18-11-08**. (A copy of the resolution will be included in the minutes).

Mrs. Boggs informed the Board of the following items sold on GovDeals by the Township:

Amount	Item Description
610.00	Tractor Weights
2,001.00	Brine Application System
1,667.00	Brine Mixing Tank
556.00	Holding Tank
21.00	Hstackable Drum Rack
4,855.00	Total of sold items

Mrs. Boggs notified the Board that she had received a letter from Warren County Rural Zoning of Text Amendments. The Trustees agreed to table the discussion until the next meeting.

General Reports:

CORRESPONDENCE:

IN:

- Resolution from Warren County Commissioners regarding the creation of the CRA
- Letter from Principal regarding our policy
- Letter from WageWorks regarding open enrollment
- Resolution for Warren County Commissioners regarding the approval of the preliminary site plan for Miami Valley Gaming
- Letter from Principal regarding renewal rates
- Letter from OTARMA regarding election of board members
- Letter from Warren County Zoning regarding zoning violation for Christopher Jones 2372 Hamilton Road
- Letter from Warren County Zoning regarding final notice of zoning violation for Christopher Jones 2372 Hamilton Road

OUT:

- Letter for Timothy Castle regarding insurance benefits
- Professional Service Contract for Warren County Regional Planning

Fiscal Officer Reports:

The Fiscal Officer presented the bills, which were due, and the following checks were approved and signed. Check Nos. 30973 through 31004 (copy to follow) and Vouchers 286-2018 through 357-2018.

The Fiscal Office reported the following income from:

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
11/2/18	11/14/18	942-2018	CITY OF MONROE	1000-591-0008	\$18,794.94	3RD QTR 2018 JEDD INCOME TAX PAYMENT (DIRECT DEPOSIT)
					\$18,794.94	
11/13/18	11/13/18	919-2018	FAMILY DENTISTRY	2191-892-0000	\$175.00	CPR COURSE FEES
					\$175.00	
11/6/18	11/13/18	913-2018	MIDDLETOWN WORKS UNION RETIREES	2191-299-0000	\$71.30	LIFE SQUAD SERVICES
11/8/18	11/13/18	915-2018	A LESTER	2191-299-0000	\$50.00	LIFE SQUAD SERVICES
11/9/18	11/13/18	916-2018	A MIECZKOWSKI	2191-299-0000	\$100.00	LIFE SQUAD SERVICES
11/1/18	11/14/18	920-2018	UNITED HEALTHCARE	2191-299-0000	\$540.34	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/1/18	11/14/18	921-2018	CGS	2191-299-0000	\$727.04	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/2/18	11/14/18	922-2018	CARESOURCE	2191-299-0000	\$91.75	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/2/18	11/14/18	923-2018	CGS	2191-299-0000	\$366.70	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/2/18	11/14/18	924-2018	AETNA	2191-299-0000	\$459.82	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/5/18	11/14/18	925-2018	AETNA	2191-299-0000	\$373.56	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/5/18	11/14/18	926-2018	ANTHEM BLUE	2191-299-0000	\$392.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/5/18	11/14/18	927-2018	HUMANA	2191-299-0000	\$401.43	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/5/18	11/14/18	928-2018	AETNA	2191-299-0000	\$495.29	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/5/18	11/14/18	929-2018	CGS	2191-299-0000	\$1,157.29	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/6/18	11/14/18	930-2018	AARP	2191-299-0000	\$97.53	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/6/18	11/14/18	931-2018	ANTHEM BCBS	2191-299-0000	\$108.26	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/6/18	11/14/18	932-2018	AETNA	2191-299-0000	\$459.82	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/6/18	11/14/18	933-2018	CARESOURCE	2191-299-0000	\$1,143.85	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/7/18	11/14/18	934-2018	AARP	2191-299-0000	\$84.12	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/8/18	11/14/18	935-2018	EQUITABLE LIFE	2191-299-0000	\$93.55	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/8/18	11/14/18	936-2018	HWHO	2191-299-0000	\$97.08	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/8/18	11/14/18	937-2018	ANTHEM BLUE	2191-299-0000	\$373.86	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/8/18	11/14/18	938-2018	UNITED HEALTHCARE	2191-299-0000	\$869.38	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/9/18	11/14/18	939-2018	ANTHEM BLUE	2191-299-0000	\$339.73	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
					\$8,893.70	
11/1/18	11/14/18	941-2018	STATE OF OHIO	2191-299-0000	\$4,126.40	LIFE SQUAD SERVICES LCI 3RD QTR 2018(DIRECT DEPOSIT)
11/1/18	11/14/18	940-2018	STATE OF OHIO	1000-533-0000	\$766.50	LIQUOR LICENSE FEE (DIRECT DEPOSIT)
					\$4,892.90	
11/9/18	11/13/18	918-2018	LOEB FOUNDATION	2192-805-0000	\$20,000.00	LOEB GRANT 2018-2019
					\$20,000.00	
11/8/18	11/13/18	914-2018	B OSBORNE	2192-599-0000	\$24.00	LOGO SWEATSHIRT PURCHASE
11/9/18	11/13/18	917-2018	B OSBORNE	2192-599-0000	\$24.00	LOGO SWEATSHIRT PURCHASE
					\$48.00	
11/2/18	11/13/18	912-2018	M PLUNKETT	1000-892-0000	\$133.00	SALE OF REFRIGERATOR AND MICROWAVE THROUGH GOVDEALS
					\$133.00	

Visitor Concerns:

None.

Trustee Reports:

Mr. Sams discussed future funding issues for State Route 63 on the west side from 741 to Monroe. The estimated cost for making it five lanes is twenty million. It is expected that Federal funding will make up one-half of the cost and local funding will be needed to make up the other half. Local funding will include County, Township and State funding. However, the State is only willing to put forth their resurfacing budgeted amount of \$450,000.00 leaving a very large amount to be paid by Warren County and Turtlecreek Township. More information and planning will need to occur with all parties working together.

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 December 10, 2018 at 7:00 P.M.

Signed: _____ President

Attest: _____ Fiscal Officer

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

**RESOLUTION AUTHORIZING THE PAY INCREASE
FOR COMPLETION AND PASSING OF CDL LICENSE FOR RANDY RETALLICK**

WHEREAS, Randy Retallick has completed and passed his CDL license;

WHEREAS, Randy Retallick was hired with the intent that once he completed and passed his CDL license he would be entitled to a pay increase;

WHEREAS, Randy Retallick should receive \$1.00 per hour pay increase for the completion and passing of his CDL license;

WHEREAS, Randy Retallick's \$1.00 increase is effective as of October 27, 2018;

NOW THEREFORE, BE IT RESOLVED, by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the trustees approved the pay increase of \$1.00 effective October 27, 2018 with the new rate of pay per hour of \$18.00.

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 27th day of November, 2018.

THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES

Attest: _____

Chief Fiscal Officer

**RESOLUTION 18-11-05
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

WHEREAS, the EMS department has a need to purchase three (3) Lucas CPR devices which will be covered in part by the Loeb Grant; and

WHEREAS, the cost of the three (3) devices will be approximately \$24,717.00 from Henry Shein; and

WHEREAS, the source of the funds for the three (3) Lucas CPR devices will be the EMS Fund (2191-760-740-0000 Machinery, Equipment and Furniture).

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the purchase of three (3) Lucas CPR devices from Henry Shein.

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

Adopted this 27th day of November, 2018

Signed: _____ "YEA"
_____ "YEA"
_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 18-11-06
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

WHEREAS, the Road Department has a need to purchase two (2) radios for the Road Department Dump Truck and Service Truck; and

WHEREAS, the cost of the two (2) radios are approximately \$500.00 each from Warren County Telecomm; and

WHEREAS, the source of the funds for two (2) radios will be the Road Department Fund (2031-330-430-0000 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 two (2) radios.

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

Adopted this 27th day of November, 2018

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 18-11-07
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

WHEREAS, the Ohio Bureau of Worker’s Compensation Premiums are due for the 2019 for the township; and

WHEREAS, the cost of the premiums are \$52,011.00 and due by December 21, 2018 for the first installment and total due by January 2, 2019 to received the two (2) percent early payment discount; and

WHEREAS, the townhsip will pay the total premium to receive the percentage discount and the source of the funds will be General Fund, Road Department Fund, EMS Fund, Fire Fund and the EMS/Fire Fund.

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the payment to the Ohio Bureau of Worker’s Compensations for premium payment.

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

Adopted this 27th day of November, 2018

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

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

Resolution Number: 18-11-08

Date of Resolution: November 27, 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 27TH 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: _____