

## TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

JUNE 25

19

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on June 25, 2019 at 8:00 a.m. with the following persons present:

TRUSTEES: Jim VanDeGrift, Dan Jones and Jonathan Sams

FISCAL OFFICER: Amanda Childers

GUEST: Tammy Boggs, Steve Flint, Mike Jameson, Ron Chasteen, Jennifer Niehaus, Mike Shaffer and Randy Chenault.

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

The minutes of the meeting held on June 10, 2019 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. Sams. All were in favor and the minutes were approved as written.

Mr. Randy Chenault from Steve Chabot's office introduced himself to the Board and informed them of the types of assistance available to the Board and Turtlecreek Township Residents. He said that they have four caseworkers and can assist with issues involving Social Security, Veterans Affairs, Immigration, State Dept., IRS and Passport issues. The Board thanked Mr. Chenault for attending and informing them of the many topics of assistance offered by Senator Chabot's office.

Department Reports:

### **Fire/EMS:**

Steve Flint, Fire Chief, informed the Board that fire hoses made before 1987 must be replaced due to fire code. We have until year end to replace them. Chief Flint will get pricing and report back to the Board.

Mike Jameson, Assistant Fire Chief, informed the Board that there was a fire at Philippi Hall and before the Fire Trucks arrived the maintenance man took action to enter the room with thick black smoke and used a fire extinguisher to put out the fire on a stove. He would like to present a proclamation plaque in coordination with Otterbein Home to thank him.

### **Road and Bridge:**

Ron Chasteen, Road Department Supervisor, informed the Board of six roads needing crack repairs. Mr. Chasteen requested authorization to engage Leader Machinery Company, LTD to provide the crack repairs at approximately \$11,445.58. Mr. Sams made a motion, seconded by Mr. Jones to approve the contract to repair the roads with Leader Machinery Company, LTD for \$11,445.58. All present voiced a "YEA" vote and the motion passed with **Resolution 19-06-10**. (A copy of the resolution will be included in the minutes).

### **Administration:**

Tammy Boggs, Township Administrator, informed the Board that Warren County Park Board requested a letter of support for a grant for a Solar Pollinator Habitat Discovery Trail Project. Mr. Sams made a motion, seconded by Mr. Jones to provide the letter of support. All present voiced a "YEA" vote and the motion was passed.

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 \$401.10. The purchases include Sam's Club for \$115.70, Supply House for \$161.83 and Rural King for \$123.57. Mr. Sams made a motion, seconded by Mr. Jones to subsequently approve the expenditures in the cumulative amount of \$401.10. All present voiced a "YEA" vote and the motion passed with **Resolution 19-06-07**. (A copy of the resolution will be included in the minutes).

Mrs. Boggs informed the Board that she had reached out to Duke to get an approximate cost to run gas to the new fire station. Duke quoted approximately \$157,000.00. The Board decided to forego that option.

**General Reports:**

**CORRESPONDENCE:**

**IN:**

Email from Poggemeyer regarding Fire Station  
Email from Decision Site regarding development in the Springboro School District  
Letter from Ohio Department of Commerce regarding the 2019 Equipment Grant  
Email from American Transparency regarding public records request for payroll  
Email from Captain Elleman regarding his crew  
Notice from Warren County Auditor regarding Budget hearing on August 28<sup>th</sup>  
Notice from Warren County Engineer's office regarding salt for 2019-2020. Cost this year is \$84.40 per ton  
Email regarding street lights in Stone Wall Subdivision  
Letter from Premier Health regarding donation  
Letter from Ohio Department of Taxation regarding pari mutual wagering

**OUT:**

Email to Decision Site regarding development in the Springboro School District  
Email to American Transparency regarding public records request for payroll  
Respond to email regarding street lights in Stone Wall Subdivision  
Letter to Mr. Hollingshead regarding donation  
Letter to Warren County Zoning regarding the Cincinnati Zoo Conditional Use/Site Plan  
**Letter to Mr. Hollingshead regarding donation**  
Letter for Authorization for Release of Governmental Eligible Customer List  
Letter to Miller Diversified Construction regarding fire station  
Letter to Conger Construction Group regarding fire station  
Letter to Bunnell Hill Construction regarding fire station

**Fiscal Officer Reports:**

Amanda Childers, Fiscal Officer, requested authorization to amend the 2019 Annual Appropriations in Fund 2031 by \$329.98. Mr. Sams made a motion, seconded by Mr. Jones to approve the amendment of the 2019 Annual Appropriations in Fund 2031 by \$329.98. All present voiced a "YEA" vote and the motion passed with **Resolution 19-06-08**. (A copy of the resolution will be included in the minutes).

Promptly at 8:15 a.m. the annual budget hearing was held. The Trustees received the budget proposal prior to the meeting for review. After a brief discussion, Mr. Sams moved for the acceptance and forwarding of the proposal to the county auditor, and was seconded by Mr. Jones. All present voiced a "YEA" vote and the motion was passed with **Resolution 19-06-09** (A copy of the resolution is included in the minutes).

At 8:21 a.m. the annual budget hearing was closed upon the motion of Mr. Sams, seconded by Mr. Jones, all voiced a "YEA" vote and the budget hearing was closed and returned to the regular scheduled meeting of the township board of trustees.

The Fiscal Officer presented the bills, which were due, and the following checks were approved and signed. Check Nos. 31449 through 31470 (copy to follow) and Vouchers 621-2019 through 682-2019.

The Fiscal Office reported the following income from:

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
6/13/19	6/24/19	507-2019	BUREAU OF WORKERS COMPENSATION	1000-892-0000	\$465.00	REFUND OF PREMIUM
					<b>\$465.00</b>	
6/21/19	6/24/19	510-2019	CITY OF LEBANON	1000-591-0007	\$2,433.15	1ST QTR 2019 JEDD INCOME TAX PAYMENT
					<b>\$2,433.15</b>	
6/19/19	6/24/19	509-2019	G CONGER	2031-892-0000	\$15.00	GREEN ADDRESS SIGN
					<b>\$15.00</b>	
6/13/19	6/24/19	508-2019	PREMIER HEALTH	2191-803-0000	\$1,500.00	HOLLINGSHEAD BOARD CONTRIBUTIONS TO EMS
					<b>\$1,500.00</b>	
6/21/19	6/24/19	511-2019	WASHINGTON NATIONAL INSURANCE	2191-299-0000	\$99.34	LIFE SQUAD SERVICES
6/24/19	6/24/19	512-2019	TRICARE	2191-299-0000	\$269.51	LIFE SQUAD SERVICES
6/10/19	6/24/19	514-2019	AARP	2191-299-0000	\$222.50	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/10/19	6/24/19	515-2019	ANTHEM	2191-299-0000	\$1,182.29	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/11/19	6/24/19	516-2019	ANTHEM BCBS	2191-299-0000	\$477.34	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/11/19	6/24/19	517-2019	HBPIIL	2191-299-0000	\$487.50	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/11/19	6/24/19	518-2019	AETNA	2191-299-0000	\$864.48	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/12/19	6/24/19	519-2019	AETNA	2191-299-0000	\$82.46	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/12/19	6/24/19	520-2019	AARP	2191-299-0000	\$94.06	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/12/19	6/24/19	521-2019	UNITED HEALTHCARE	2191-299-0000	\$322.50	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/12/19	6/24/19	522-2019	CGS	2191-299-0000	\$8,574.69	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/13/19	6/24/19	523-2019	AARP	2191-299-0000	\$179.69	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/13/19	6/24/19	524-2019	ANTHEM BLUE	2191-299-0000	\$210.78	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/13/19	6/24/19	525-2019	CGS	2191-299-0000	\$669.60	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/13/19	6/24/19	526-2019	UNITED HEALTHCARE	2191-299-0000	\$1,977.42	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/17/19	6/24/19	527-2019	CGS	2191-299-0000	\$1,102.65	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/18/19	6/24/19	528-2019	CGS	2191-299-0000	\$2,112.97	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/19/19	6/24/19	529-2019	HUMANA	2191-299-0000	\$86.23	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/19/19	6/24/19	530-2019	AARP	2191-299-0000	\$191.74	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/19/19	6/24/19	531-2019	ANTHEM BLUE	2191-299-0000	\$469.34	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/19/19	6/24/19	532-2019	AETNA	2191-299-0000	\$876.48	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/19/19	6/24/19	533-2019	CGS	2191-299-0000	\$1,190.11	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/20/19	6/24/19	534-2019	AARP	2191-299-0000	\$194.15	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/20/19	6/24/19	535-2019	AETNA	2191-299-0000	\$319.73	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/20/19	6/24/19	536-2019	UNITED HEALTHCARE	2191-299-0000	\$351.53	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/21/19	6/24/19	537-2019	UNITED HEALTHCARE	2191-299-0000	\$266.12	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/24/19	6/24/19	513-2019	STATE OF OHIO	2191-299-0000	\$2,652.48	LIFE SQUAD SERVICES WCI 1ST QTR 2019 (DIRECT DEPOSIT)
					<b>\$25,527.69</b>	

**Other Business:**

None.

**Visitor Concerns:**

Mike Shaffer discussed current happenings at Warren County Zoning with the Eastern Turtlecreek Plan. Once the plan is complete it will be offered at a hearing at a Turtlecreek Township Meeting for approval before going to the Warren County Commissioners for final approval.

**Trustee Reports:**

Mr. VanDeGrift discussed a meeting he attended with Architectural Design Board involving Home Building Standards which once approved will be presented to the Turtlecreek Township Board.

Mr. VanDeGrift discussed that the fire at Mr. Joe Wilson's building on State Route 42 was a total loss. The fire was originally thought to be inside the city limits so Lebanon Fire Dept. was dispatched and Turtlecreek Township was dispatched once it was realized to be in our jurisdiction. Turtlecreek Township Board and Fire Dept. thanks Lebanon Fire Dept. for running the fire scene that day.

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 July 8, 2019 at 7:00 P.M.

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

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

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

Resolution Number: 19-06-07

Date of Resolution: June 25, 2019

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

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

Resolution adopted this 25<sup>th</sup> day of June, 2019.

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: \_\_\_\_\_

**AMENDED PERMANENT  
19-06-08  
TOWNSHIP ANNUAL APPROPRIATION RESOLUTION**

The **Board of Trustees** of TURTLECREEK TOWNSHIP, in WARREN COUNTY, OHIO met in REGULAR session on the 25<sup>th</sup> day of June, 2019, at the TOWNSHIP MEETING HALL with the following members present:

JIM VANDEGRIFT

DAN JONES

JONATHAN D.SAMS

Mr. Sams 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,**

**2019**, 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. Jones 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** JUNE 25, 2019

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

---

THE STATE OF OHIO, WARREN COUNTY, ss:

I, AMANDA K. CHILDERS Fiscal Officer of the Board of Trustees of Turtlecreek Township, in Warren County Ohio, and in whose custody the Files, Journals and Records of said Board are required by the Laws of the State of Ohio to be kept, do hereby certify that the foregoing *Annual Revised Permanent Appropriation Resolution* is taken and copied from the original Resolution now on file with said Board, that the foregoing Resolution has been compared by me with the said original and that the same is a true and correct copy thereof.

**WITNESS** my signature, this 25<sup>th</sup> day of JUNE, 2019.

\_\_\_\_\_  
Township Fiscal Officer

---

---

ANNUAL APPROPRIATION  
REVISED PERMANENT

RESOLUTION

BOARD OF TOWNSHIP TRUSTEES

Turtlecreek Township,  
Warren County, Ohio.

Passed JUNE 25, 2019

For the Fiscal Year Ending  
December 31st, 2019

---

---

Filed \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
County Auditor

By \_\_\_\_\_  
Deputy

---

---

**RESOLUTION 19-06-09  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall accept the budget proposal as submitted and forward the documents to the Warren County Budget Commission for review. Resolution was initiated by Mr. Sams and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 25<sup>th</sup> day of June, 2019.

Signed: \_\_\_\_\_ "YEA"

Signed: \_\_\_\_\_ "YEA"

Signed: \_\_\_\_\_ "YEA"

Attest: \_\_\_\_\_ CHIEF FISCAL OFFICER

**RESOLUTION 19-06-10  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio have determined a need for repairs to the township roads; and

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio have engaged Leader Machinery Company, LTD to provide the crack repairs for Shaker Run Blvd, Rock Rose Ct, Gideon Drive, Bendel Drive, Trinity Drive, and Charleston Place at the approximate cost of \$11,445.58; and

**WHEREAS**, the source of the funds for repairs will be the Motor Vehicle License Tax Fund (2011-330-360-0000 Contracted Services) ; and

**THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the road repairs at the approximate cost of \$11,445.58.

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

Adopted this 25<sup>th</sup> day of June, 2019

Signed: \_\_\_\_\_ "YEA"

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

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

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

END OF MINUTES.