

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

SEPTEMBER 24

19

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on September 24, 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, Ron Chasteen, Jennifer Niehaus, Mike Jameson and Mike Shaffer.

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

The minutes of the meeting held on September 9, 2019 were received by the Trustees prior to the meeting for review. Since there were no additions or corrections, Mr. Sams moved for acceptance, seconded by Mr. VanDeGrift. All were in favor and the minutes were approved as written.

Department Reports:

Fire/EMS:

Mike Jameson, Assistant Fire Chief, informed the Board that there are outdated fire helmets that can no longer be used in a fire. There are approximately twenty of them. The old helmets can be given to members of the Fire Department.

Mr. Jameson informed the Board that the new hoses will be tested. The old hose is out dated and he would like to donate the old hose to the Warren County Career Center for training purposes if they would want them. The Trustees made some other suggestions so Mr. Jameson will report back to the Trustees at the next meeting.

Road and Bridge:

Ron Chasteen, Road Department Supervisor, informed the Board that his department had bermed the newly refinished roads with gravel.

Mr. Chasteen informed the Board that his crew will be mowing next week. Additionally, they hope to apply crack seal and some blacktop work.

Mr. Chasteen was pleased to inform the Board that the new service truck is in. It is a 2019 Ford F-20 Crew Cab. Mr. Chasteen stated he would like to get a bed liner. The old Truck will be sold on GovDeals as it is not needed. Mr. Sams made a motion, seconded by Mr. Jones to approve the sale of the old service truck on GovDeals.

Mrs. Boggs informed the Board that Randy Retallick is due a pay increase as he has completed his one year probationary period. His pay will increase to \$19.47 per hour effective September 14, 2019. Mr. Sams made a motion, seconded by Mr. Jones to approve the pay increase for Mr. Retallick to \$19.47 effective September 14, 2019. All present voiced a "YEA" vote and the motion passed with **Resolution 19-09-08** (A copy of the resolution will be included in the minutes.)

Administration:

Tammy Boggs, Township Administrator, requested subsequent approval for expenditures authorized by Township Administrator or Township Officer or Employee authorized by Township Administrator in the cumulative amount of \$725.09. The purchases include \$125.10 to Sams and \$599.99 to Rural King. Mr. Sams made a motion, seconded by Mr. Jones to subsequently approve the expenditures in the cumulative amount of \$725.09. All present voiced a "YEA" vote and the motion passed with **Resolution 19-09-10**. (A copy of the resolution will be included in the minutes).

Mrs. Boggs informed the Board that they needed to follow up on the Architectural/Design Review Board Memorandum of Understanding. The Trustees support it and Mrs. Boggs will notify Warren County Regional Planning.

Mrs. Boggs informed the Board she received notice from Warren County Regional Planning regarding the Union Village Phase 1A Final Plat. Comments were due by September 20th which fell before our meeting date. Mrs. Boggs will remind Warren County Regional Planning that they need to give ample time for the Trustees to review at scheduled Township Meetings. The Trustees had

no comments or concerns regarding Union Village Phase 1A Final Plat. (A letter will be sent to Warren County Regional Planning stating this information.)

Mrs. Boggs informed the Board she received Notice from Warren County Regional Zoning regarding the Bates-Borgemenke Estates Alternative Plat. The change is redrawing property lines to eliminate a line through a barn. Mrs. Boggs asked the trustees if they had any comments or concerns for Warren County Rural Zoning. The Trustees had none. (A letter will be sent to Warren County Rural Zoning stating this information).

Mrs. Boggs informed the Board she received Notice from Warren County Regional Zoning regarding a replat of Lot 34 in Timbercreek II Section 5. The change is to make two lots out of Lot 34. Mrs. Boggs asked the trustees if they had any comments or concerns for Warren County Rural Zoning. The Trustees had none as long as the change complies with subdivision regulations. (A letter will be sent to Warren County Rural Zoning stating this information).

Mrs. Boggs informed the Board that she received Notice from Warren County Regional Zoning regarding a replat of Lakeside at Shaker Run Section One Revision. The replat corrects an issue with the rear yard setback bringing it comply with zoning regulations. Mrs. Boggs asked the trustees if they had any comments or concerns for Warren County Regional Zoning. The Trustees had none. (A letter will be sent to Warren County Regional Zoning stating this information).

Mrs. Boggs informed the Board that she received a letter of thanks to the Trustees and Township for the actions of Township EMTs Shannon Deye and Alan Foley, when her four year old was having a seizure.

Mrs. Boggs informed the Board that OTARMA is now offering employee dishonesty and Faithful Performance of duties bonds in lieu of surety bonds. The cost is an additional \$300.00 per year. Mr. Sams requested more information to be supplied at the next meeting.

General Reports:

CORRESPONDENCE:

IN:

Email from Lodging requesting resolution for lodging tax
Email from Ms. Sharts regarding concern for creek
Email regarding WC Child Assessment 7 Response Evaluation
Letter from PUCO regarding finding of order regarding disconnection of electric and gas in winter emergencies.
Letter from Warren County Engineer's office regarding Estates of Keverer Creek Section 2 walk through
Letter from Mr. Faust regarding questions on hemp
Email from prosecutor's office regarding growing of hemp

OUT:

Email to Ms. Sharts regarding contacts for the question regarding the creek
Email to prosecutor's office regarding the growing of hemp
Letter to Ohio Department of Taxation regarding the lodging tax
Letter to Warren County Regional Planning regarding the Otterbein Stage 2 Modification
Letter to Warren County Regional Planning regarding Hud

Fiscal Officer Reports:

Mrs. Childers Informed the Board that we need to rescind **Resolutions 19-08-09** and **19-08-10** pertaining to Artificial Lighting for Union Village Phase 1 Residential and Commercial. Mr. Sams made a motion, seconded by Mr. Jones to approve the rescission. All present voiced a "YEA" vote and the motion passed with **Resolution 19-09-09** (A copy of the resolution will be included in the minutes.)

Mrs. Childers informed the Board that we have received a lighting petition for Union Village Phase 1A Residential, Phase 1B Residential and Phase 1 Commercial. A public hearing is to be held on October 14, 2019 at 7:00 p.m.

Mrs. Childers informed the board that the 2017-2018 audit conducted by the State Auditor's Office is now finalized. Mrs. Childers also informed the board that the Auditor's Office offers a post audit conference if the Township would be inclined but requested we decline the conference. The trustees agreed and Mrs. Childers will return the appropriate form to the State Auditor's Office informing them of such.

The Fiscal Officer presented the bills, which were due, and the following checks were approved and signed. Check Nos. 31539 through 31674 (copy to follow) and Vouchers 818-2019 also 1006-2019 through 1058-2019.

The Fiscal Office reported the following income from:

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
9/9/19	9/16/19	779-2019	A THOMPSON	2041-302-0000	\$450.00	GRAVE OPEN/ CLOSE SECTION SECTION 34 LOT 7
					\$450.00	
9/16/19	9/16/19	784-2019	H SNYDER	2031-892-0000	\$10.00	GREEN ADDRESS SIGN
					\$10.00	
9/3/19	9/16/19	773-2019	FLANAGAN LIEBERMAN HOFFMAN & SWAIM	2191-299-0000	\$389.42	LIFE SQUAD SERVICES
9/3/19	9/16/19	774-2019	TRICARE	2191-299-0000	\$362.33	LIFE SQUAD SERVICES
9/3/19	9/16/19	775-2019	PARAMOUNT ADVANTAGE	2191-299-0000	\$169.96	LIFE SQUAD SERVICES
9/3/19	9/16/19	776-2019	BLUE CROSS BLUE SHIELD	2191-299-0000	\$105.53	LIFE SQUAD SERVICES
9/3/19	9/16/19	777-2019	HEALTH PLAN	2191-299-0000	\$93.60	LIFE SQUAD SERVICES
9/5/19	9/16/19	778-2019	NATIONAL ASSOC OF LETTER CARRIERS HEALTH	2191-299-0000	\$86.99	LIFE SQUAD SERVICES
9/9/19	9/16/19	780-2019	WESTFIELD	2191-299-0000	\$595.55	LIFE SQUAD SERVICES
9/9/19	9/16/19	781-2019	WESTFIELD	2191-299-0000	\$800.55	LIFE SQUAD SERVICES
9/9/19	9/16/19	782-2019	TRICARE	2191-299-0000	\$369.26	LIFE SQUAD SERVICES
9/11/19	9/16/19	783-2019	STATE FARM	2191-299-0000	\$581.21	LIFE SQUAD SERVICES
9/16/19	9/16/19	785-2019	TRICARE	2191-299-0000	\$92.70	LIFE SQUAD SERVICES
9/3/19	9/16/19	786-2019	ANTHEM BLUE	2191-299-0000	\$181.19	LIFE SQUAD SERVICES
9/3/19	9/16/19	787-2019	AARP	2191-299-0000	\$265.92	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/3/19	9/16/19	788-2019	CGS	2191-299-0000	\$524.17	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/3/19	9/16/19	789-2019	ANTHEM BLUE	2191-299-0000	\$969.92	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/4/19	9/16/19	790-2019	CIGNA	2191-299-0000	\$82.76	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/5/19	9/16/19	791-2019	CGS	2191-299-0000	\$312.60	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/6/19	9/16/19	792-2019	CARESOURCE	2191-299-0000	\$189.38	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/6/19	9/16/19	793-2019	ANTHEM BLUE	2191-299-0000	\$297.29	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/6/19	9/16/19	794-2019	CGS	2191-299-0000	\$2,301.66	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/9/19	9/16/19	795-2019	ANTHEM BLUE	2191-299-0000	\$178.69	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/9/19	9/16/19	796-2019	ANTHEM BLUE	2191-299-0000	\$389.88	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/9/19	9/16/19	797-2019	CGS	2191-299-0000	\$1,405.34	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/10/19	9/16/19	798-2019	CARESOURCE	2191-299-0000	\$171.43	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/10/19	9/16/19	799-2019	HUMANA	2191-299-0000	\$228.54	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/10/19	9/16/19	800-2019	AARP	2191-299-0000	\$278.12	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/11/19	9/16/19	801-2019	AETNA	2191-299-0000	\$718.86	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/12/19	9/16/19	802-2019	CGS	2191-299-0000	\$1,089.64	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/12/19	9/16/19	803-2019	ANTHEM BLUE	2191-299-0000	\$1,254.88	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/13/19	9/16/19	804-2019	CARESOURCE	2191-299-0000	\$175.84	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/13/19	9/16/19	805-2019	CGS	2191-299-0000	\$373.42	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/16/19	9/19/19	807-2019	ANTHEM BLUE	2191-299-0000	\$95.29	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/16/19	9/19/19	808-2019	ANTHEM BLUE	2191-299-0000	\$99.04	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/16/19	9/19/19	809-2019	ANTHEM BLUE	2191-299-0000	\$417.96	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/16/19	9/19/19	810-2019	CGS	2191-299-0000	\$440.91	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/17/19	9/19/19	811-2019	HUMANA	2191-299-0000	\$83.06	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/17/19	9/19/19	812-2019	CARESOURCE	2191-299-0000	\$184.66	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/17/19	9/19/19	813-2019	HBPIIL	2191-299-0000	\$209.30	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/17/19	9/19/19	814-2019	ANTHEM BCBS	2191-299-0000	\$579.33	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/18/19	9/19/19	815-2019	CGS	2191-299-0000	\$3,059.63	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/5/19	9/16/19	806-2019	STATE OF OHIO	2191-299-0000	\$5,973.54	LIFE SQUAD SERVICES WCI 2ND WTR 2019 (DIRECT DEPOSIT)
					\$26,179.35	
9/16/19	9/19/19	816-2019	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$930.50	LOCAL GOVT HB49 SEPTEMBER 2019 (DIRECT DEPOSIT)
9/16/19	9/19/19	817-2019	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$6,652.66	LOCAL GOVT SEPTEMBER 2019 (DIRECT DEPOSIT)
9/18/19	9/19/19	818-2019	WARREN COUNTY AUDITOR, MATT NOLAN	1000-101-0000	\$1,278,780.59	SEPT 2019 2ND HALF SETTLEMENT TAX YEAR 2018 (DIRECT DEPOSIT)
					\$1,286,363.75	

Other Business:

None.

Visitor Concerns:

Mike Shaffer updated the Board on current happenings with Warren County Regional Planning.

Trustee Reports:

Mr. Sams asked Mrs. Boggs about emergency siren towers in subdivisions and if they can be set up like a lighting district where the residents are assessed on their property taxes. Mrs. Boggs will research this and report back at the next meeting.

A motion was made by Mr. Sams that the Board of Trustees adjourns into executive session to discuss Fire Personnel matters pursuant to ORC 121.22 (G) (1) at 8:40 a.m. The motion was seconded by Mr. Jones 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. Jones 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. Sams the executive session ended. Upon call of roll, Mr. Jones "YEA", Mr. Sams "YEA" and Mr. VanDeGrift "YEA" and the Board returned to regular session at 9:20 a.m.

There being no further business, Mr. Sams made a motion, seconded by Mr. Jones to adjourn the meeting. All present voiced a "YEA" vote and the motion passed.

The next regular meeting is scheduled for October 14, 2019 at 7:00 P.M.

Signed: _____ President

Attest: _____ Fiscal Officer

**RESOLUTION 19-09-08
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION AUTHORIZING THE PAY
INCREASE FOR RANDY RETALICK**

WHEREAS, Randy Retallick has completed his year probationary period; and

WHEREAS, the Road Department Supervisor has determined that Randy Retallick's pay rate should be increased to \$19.47 per hour; and

WHEREAS, Randy Retallick's \$19.47 per hour pay rate is effective as of September 14, 2019; 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 \$19.47 per hour effective September 14, 2019.

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

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

Resolution adopted this 24th day of September, 2019.

THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES

Attest: _____ Chief Fiscal Officer

**RESOLUTION 19-09-09
TURTLECREEK TOWNSHP
WARREN COUNTY, OHIO**

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they rescind Resolutions 19-08-09 and 19-08-10 pertaining to Artificial Lighting for Union Village Phase 1 Residential and Commercial.

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

Adopted this 24th day of September, 2019.

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

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

Resolution Number: 19-09-10 Date of Resolution: September 24, 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 24th day of September, 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: _____

END OF MINUTES.