

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

APRIL 13

20

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held by teleconference on April 13, 2020 at 7:00 p.m. with the following persons:

TRUSTEES: Jim VanDeGrift, Dan Jones and Jonathan Sams.

FISCAL OFFICER: Amanda Childers

GUEST: Tammy Boggs, Mike Jameson, Ron Chasteen, Brian Elleman and Brad Edrington.

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

The minutes of the meeting held on March 9, 2020 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.

The minutes of the Special meeting held on March 18, 2020 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. Sams. All were in favor and the minutes were approved as written.

The minutes of the Special meeting held on March 19, 2020 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. Sams. 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. Sams 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:

Mike Jameson, Fire Chief, reported back to the Board that Shannon Deye had found a reconditioned stair climber from Commercial Fitness Solutions for \$1,790.00 which includes shipping and set up. Mr. VanDeGrift stated he will check with another source and report back.

Chief Jameson informed the Board that a position for a Part-Time EMT/FF1 has been posted and both he and the Assistant Fire Chief have recommended Olivia Monroe to fill the position effective April 11, 2020 at the rate of \$16.50 per hour. Ms. Monroe's hours of work will be 12 hour shifts every third day. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve hiring Olivia Monroe for Part-Time EMT/FF1 effective April 11, 2020 at the rate of \$16.50 per hour. All voiced a "YEA" vote and the motion was passed. **Resolution 20-04-01.** (A copy of the resolution will be included in the minutes.)

Chief Jameson informed the Board that John Seckel is signed up for the Blue Card Training. Assistant Chief Brian Elleman and Captain Jon Paul Campbell have both completed the online portion.

Chief Jameson informed the Board that the planned purchase of two Surface Pro 7s from Mobile Demand are no longer available at the cost of \$3,369.63 and are now \$300.00 more due to high demand. Chief Jameson requested a motion to authorize the purchase for an additional \$300.00. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the additional \$300.00 for the two Surface Pro 7s from Mobile Demand. All present voiced a "YEA" vote and the motion was passed.

Chief Jameson gave the Board an update on current Covid-19 information. The following was included: There are three confirmed cases in Turtlecreek Township however, we have not been on calls to those locations recently, surgical masks are placed on all patients we see, if dispatched to known Covid-19 patients or those with similar symptoms; our staff are wearing N95 masks, eyewear, gown or Tyvek suits which follow CVC guidelines. Also, all meetings and trainings are cancelled for now, shift crew training is occurring, two people are consistently at Station 31, three to five are at Station 32, the Chief and Assistant Chief are split between Stations 31 and 32. Social Distancing is being followed as much as possible. Crews are decontaminating our areas, medic units are being decontaminated at the Stations. Our N95 will be sent for decontamination processing in Columbus.

EMS is isolating from the Road Department. Daily Telecom with the other Fire Chiefs in Warren County and the Emergency Management Center. Station crews at 31 have given residents on that side of town quicker response times. Chief Jameson gave heartfelt thanks to Administrator Tammy Boggs for getting Station 31 supplied with all the many things needed to get that station operational. Additionally he thank Assistant Chief Brian Elleman for his help in all the preparations. Chief Jameson informed the Board on the inventory numbers for PPEs. If needed more can be supplied by the Emergency Management Center. The Dispatch Center is screening calls to determine if there is a risk of COVID 19 so the EMS crews can be informed to wear protective gear but all HIPPA rules are followed.

Assistant Chief Brian Elleman informed the Board that call volumes are down due to people avoiding the hospitals, so those that go are really sick. There were 156 calls in March and 48 calls so far in April (13th). Station 31 medics are responding to residents in about five minutes which is much quicker than running from Station 32. Hoping to help plan and participate in a nurse appreciation parade event at Atrium. We have a full time position posted on the Ohio Fire Chief's Association website. Mr. Elleman and Mr. Sams participated in a podcast as well as a video to Otterbein residents. They received good feedback on both talks. There is a lot of information to read and consider as COVID 19 changes are made known.

The Trustees thanked the entire staff and leadership for all they are doing to take care of our Township Residents and each other. The teamwork is necessary and appreciated.

Road and Bridge:

Ron Chasteen, Road and Bridge Supervisor, requested approval for the 2020 Resurfacing projects and Striping Project in the amount of \$462,045.70. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve the resolution described above. All present voiced a "YEA" vote and the motion was passed with **Resolution 20-04-02**. (A copy of the Resolution is included in the minutes.)

Mr. Chasteen gave an update on his departments activities. He stated his department has been social distancing while mowing and cleaning up equipment from winter activities.

Administration:

Tammy Boggs, Township Administrator, requested a Resolution to prohibit any event or convening of a group that could bring more than ten persons at the same time in a room in any Turtlecreek Township owned or operated buildings and facilities pursuant to the Director of the Ohio Department of Health Order to Limit and/or prohibit mass gatherings in response to the COVID-19 Pandemic. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the resolution described above. All present voiced a "YEA" vote and the motion was passed with **Resolution 20-04-03**. (A copy of the Resolution is included in the minutes.)

Mrs. Boggs requested a temporary revision to the Personnel Policy Manual regarding the use of sick time due to COVID-19 to allow employees that have concerns working during the COVID-19 Pandemic to utilize their sick time to stay at home and not work at any other place of employment. The change will be in effect from April 4, 2020 until rescinded revising Section 6.03 (C) of the Personnel Policy Manual. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the Resolution described above. All present voiced a "YEA" vote and the motion was passed with **Resolution 20-04-04**. (A copy of the Resolution is included in the minutes.)

Mrs. Boggs requested a Resolution to ratify her decision to exclude our emergency responders from the application of the new public health emergency leave effective April 1, 2020 and ending on December 31, 2020. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve the Resolution as described above. All present voiced a "YEA" vote and the motion was passed with **Resolution 20-04-05**. (A copy of the Resolution is 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 \$2,948.15. The purchases are \$37.82 from LaRosa's, \$378.45 from Costco, \$263.49 from Walmart, \$731.98 from Home Depot, \$460.90 from Discount Drainage, \$209.95 from Rural King, \$181.25 from Northern Tool, \$129.88 from Sams Club, \$130.12 from Amazon, \$385.00 from Blue Card and \$39.21 from Midwest Steel. Mr. VanDeGrift made a motion, seconded by Sams to subsequently approve the expenditures in the cumulative amount of \$2,948.15. All present voiced a "YEA" vote and the motion was passed with **Resolution 20-04-06**. (A copy of the Resolution is included in the minutes.)

Mrs. Boggs requested approval for the renewal of the CareWorks premium in the amount of \$1,854.00. CareWorks is the third party administrator for Workers Comp. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the motion. All present voiced a "YEA" vote and the motion was passed.

Mrs. Boggs informed the Board that she received a notice from Warren County Regional Planning regarding the Shaker Run Pod E, G, & H Revised Preliminary Plan. Changes include lot reduction from 1271 lots to 1255 lots, Street Configuration in Pods E & H change in lot number and configuration in Pods E, G, & H, and cluster mailbox units in Pods E, G & H. The Trustees had no concerns or comments. (A letter will be sent to Warren County Regional Planning stating this information).

Mrs. Boggs informed the Board that she received a notice of revision from Warren County Regional Planning of revision to Creek Song PUD. The revision increased the allowable number of lots from 62 to 80. The PUD has the option of supplying their own sewer or using the City of Lebanon for sewer. The Trustees would request that values stay at the value as described by the developer. (A letter will be sent to Warren County Regional Planning stating this information).

Mrs. Boggs informed the Board that we have started the FEMA Grant paperwork for the COVID-19 reimbursements.

Mrs. Boggs informed the Board that Warren County is looking to market all that our area has to offer in a magazine with Conway Publications. The goal of the publication is to boost Economic Development for Lebanon, Monroe, Mason, Turtlecreek Township, Clearcreek Township, Deerfield Township, City of Middletown and Warren County. The cost to participate is \$600 - \$1000 for the May issue targeting 50,000 people and businesses in the Cincinnati area. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the motion. All present voiced a "YEA" vote and the motion was passed.

General Reports:

CORRESPONDENCE:

IN:

Letter from Warren County Prosecutor regarding the FFCRA
Letter from Ms. King regarding the Solid Rock Church holding services during the Coronavirus Pandemic
Letter from Ohio Attorney General regarding Open Meetings Act
Letter from Department of Commerce of the 2019 Fire Department Training Grant
Letter from Department of Commerce regarding renewal of Liquor Permit
Letter from Duke Energy regarding digital improvements
Email from Mr. Santaromita regarding WCARA meeting
Email from Warren County Prosecutor regarding COVID – 19 questions
Email from Mr. Schmidt regarding procedures at Otterbein Home
Email from Mr. Kasik regarding a tree down
Email for Public Records request from Ohio Open the Books
Letter from ISO regarding Building Code Effectiveness Grading Schedule Program
Letter from NOVO Solutions regarding COVID – 19
Letter from Ohio Deferred Compensation regarding their operation standards during COVID – 19
Email from Mr. Majors regarding property in Turtlecreek Township
Email from Warren County Prosecutor regarding Public Meetings during COVID – 19
Letters from AFLAC regarding COVID – 19
Email from Van Trust regarding property in Turtlecreek Township
Letter from Warren County Regional Planning regarding the revised preliminary plan for Shaker Run Pod E, G, & H
Letter from Warren County Rural Zoning Inspection regarding zoning violation at 1679 N. Route 42, Lebanon, Ohio
Letter from Warren County Rural Zoning Inspection regarding zoning violation at 1711 N. Route 42, Lebanon, Ohio

OUT:

- Email to Mr. Santaromita regarding WCARA meeting
- Email to Public Records request to Ohio Open the Books
- Email to Mr. Majors regarding property in Turtlecreek Township
- Email to Van Trust regarding property in Turtlecreek Township
- Resolution from Warren County Commissioners regarding the approval of the Amendment to the Warren County Comprehensive Plan to Include the Eastern Turtlecreek Plan
- Letter to Ms. Monroe regarding job offer for Part-Time EMT/FF1

Fiscal Officer Reports:

Amanda Childers, Fiscal Officer, informed the board a line item transfer would need to occur from within the General fund taking \$1,000,000.00 from Contingencies to Other-Capital Outlay to be able to pay for construction costs of the new Fire Station 33. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the line item transfer. All present voiced a “YEA” vote and the motion passed with **Resolution 20-04-07**. (A copy of the resolution will be included in the minutes).

The Fiscal Officer presented the bills which were due and the following checks were approved and signed. Check Nos. 32021 through 32089 (copy to follow) and Vouchers 294-2020 through 399-2020.

The Fiscal Office reported the following income:

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
3/2/20	3/14/20	186-2020	B OSBORNE	2192-892-0000	\$8.00	TOWNSHIP LOGO SHIRT PURCHASE
					\$8.00	
3/2/20	3/14/20	187-2020	CHARTER COMMUNICATIONS	1000-303-0000	\$32,885.46	4TH QTR 2019 CABLE FRANCHISE FEES
					\$32,885.46	
3/18/20	3/24/20	229-2020	OHIO DEPARTMENT OF COMMERCE	2192-805-0000	\$2,212.36	FIRE DEPT TRAINING GRANT
					\$2,212.36	
3/26/20	4/2/20	264-2020	HOSKINS FUNERAL HOME	2041-302-0000	\$450.00	GRAVE OPEN/CLOSE R CAMPBELL SECT 63/ LOT
3/3/20	3/14/20	189-2020	D JONES	2041-804-0000	\$280.00	SALE OF CEMETERY PLOT SECT 34 LOT 5
					\$730.00	
3/23/20	3/24/20	232-2020	M MCCARTY	2031-892-0000	\$10.00	GREEN ADDRESS SIGN
					\$10.00	
3/6/20	3/14/20	191-2020	PREMIER HEALTH	2191-803-0000	\$1,000.00	HOLLINGSHEAD BOARD CONTRIBUTION TO EMS
					\$1,000.00	
3/2/20	3/14/20	184-2020	TRICARE	2191-299-0000	\$284.00	LIFE SQUAD SERVICES
3/2/20	3/14/20	185-2020	UNITED AMERICAN INSURANCE CO	2191-299-0000	\$100.27	LIFE SQUAD SERVICES
3/6/20	3/14/20	190-2020	WASHINGTON NATIONAL INSURANCE	2191-299-0000	\$87.21	LIFE SQUAD SERVICES
3/10/20	3/14/20	192-2020	BLUE CROSS BLUE SHIELD OF FLORIDA	2191-299-0000	\$86.60	LIFE SQUAD SERVICES
3/10/20	3/14/20	193-2020	D SCHULTZ	2191-299-0000	\$78.23	LIFE SQUAD SERVICES
3/10/20	3/14/20	194-2020	MIDDLETOWN WORKS UNION RETIREE FUND	2191-299-0000	\$78.23	LIFE SQUAD SERVICES
3/11/20	3/14/20	195-2020	TRICARE	2191-299-0000	\$325.35	LIFE SQUAD SERVICES
3/13/20	3/24/20	226-2020	MIDWESTERN INSURANCE ALLIANCE	2191-299-0000	\$609.75	LIFE SQUAD SERVICES
3/16/20	3/24/20	227-2020	A CULLEN	2191-299-0000	\$170.43	LIFE SQUAD SERVICES
3/17/20	3/24/20	228-2020	PARAMOUNT ADVANTAGE	2191-299-0000	\$124.00	LIFE SQUAD SERVICES
3/18/20	3/24/20	230-2020	R BALOGH	2191-299-0000	\$80.00	LIFE SQUAD SERVICES
3/23/20	3/24/20	231-2020	TRICARE	2191-299-0000	\$331.42	LIFE SQUAD SERVICES
3/31/20	4/2/20	266-2020	UNITED OF OMAHA	2191-299-0000	\$100.11	LIFE SQUAD SERVICES
3/31/20	4/2/20	267-2020	PARAMOUNT ADVANTAGE	2191-299-0000	\$124.00	LIFE SQUAD SERVICES
3/2/20	3/16/20	196-2020	AARP	2191-299-0000	\$92.19	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/2/20	3/16/20	197-2020	MEDICAL MUTUAL	2191-299-0000	\$265.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/2/20	3/16/20	198-2020	CGS	2191-299-0000	\$946.80	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/3/20	3/16/20	199-2020	AARP	2191-299-0000	\$194.59	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/3/20	3/16/20	200-2020	MOLINA HEALTHCARE	2191-299-0000	\$318.59	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/3/20	3/16/20	201-2020	AETNA	2191-299-0000	\$368.64	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/3/20	3/16/20	202-2020	HHP LOU	2191-299-0000	\$678.72	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/3/20	3/16/20	203-2020	CGS	2191-299-0000	\$909.86	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/4/20	3/16/20	204-2020	HNB-ECHO	2191-299-0000	\$130.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/5/20	3/16/20	205-2020	AETNA	2191-299-0000	\$380.78	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/6/20	3/16/20	206-2020	HUMANA	2191-299-0000	\$119.09	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/6/20	3/16/20	207-2020	AETNA	2191-299-0000	\$163.69	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/6/20	3/16/20	208-2020	AARP	2191-299-0000	\$185.35	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/6/20	3/16/20	209-2020	UNITED HEALTHCARE	2191-299-0000	\$252.14	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/6/20	3/16/20	210-2020	AETNA	2191-299-0000	\$385.18	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/6/20	3/16/20	211-2020	ANTHEM BLUE	2191-299-0000	\$438.19	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/9/20	3/16/20	212-2020	AETNA BETTER HEALTH	2191-299-0000	\$76.90	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/9/20	3/16/20	213-2020	BUCKEYE COMMUNITY	2191-299-0000	\$122.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/9/20	3/16/20	214-2020	ANTHEM BLUE	2191-299-0000	\$1,091.84	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/9/20	3/16/20	215-2020	CGS	2191-299-0000	\$2,531.08	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/10/20	3/16/20	216-2020	HUMANA	2191-299-0000	\$284.19	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/10/20	3/16/20	217-2020	HWHO	2191-299-0000	\$648.55	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/11/20	3/16/20	218-2020	HNB-ECHO	2191-299-0000	\$180.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/12/20	3/16/20	219-2020	STATE OF OHIO MEDICAID	2191-299-0000	\$10.43	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/12/20	3/16/20	220-2020	UNITED HEALTHCARE	2191-299-0000	\$1,259.80	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/12/20	3/16/20	221-2020	CGS	2191-299-0000	\$1,838.35	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/13/20	3/16/20	222-2020	AARP	2191-299-0000	\$96.46	LIFE SQUAD SERVICES (DIRECT DEPOSIT)

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
3/13/20	3/16/20	223-2020	ANTHEM BLUE	2191-299-0000	\$372.65	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/13/20	3/16/20	224-2020	AETNA	2191-299-0000	\$447.99	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/13/20	3/16/20	225-2020	CGS	2191-299-0000	\$754.37	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/16/20	3/25/20	234-2020	MOLINA HEALTHCARE	2191-299-0000	\$177.60	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/16/20	3/25/20	235-2020	MEDICAL MUTUAL	2191-299-0000	\$232.73	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/16/20	3/25/20	236-2020	CGS	2191-299-0000	\$2,601.96	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/17/20	3/25/20	237-2020	PALMETTO	2191-299-0000	\$351.44	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/17/20	3/25/20	238-2020	ANTHEM BCBS	2191-299-0000	\$559.83	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/17/20	3/25/20	239-2020	CGS	2191-299-0000	\$1,945.65	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/18/20	3/25/20	240-2020	HNB - ECHO	2191-299-0000	\$346.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/18/20	3/25/20	241-2020	AETNA	2191-299-0000	\$380.78	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/18/20	3/25/20	242-2020	CGS	2191-299-0000	\$528.78	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/19/20	3/25/20	243-2020	HUMANA	2191-299-0000	\$81.42	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/19/20	3/25/20	244-2020	STATE OF OHIO MEDICAID	2191-299-0000	\$175.99	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/20/20	3/25/20	245-2020	ANTHEM BLUE	2191-299-0000	\$141.52	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/20/20	3/25/20	246-2020	AARP	2191-299-0000	\$165.43	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/20/20	3/25/20	247-2020	AETNA	2191-299-0000	\$376.11	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/23/20	3/25/20	248-2020	AARP	2191-299-0000	\$96.46	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/23/20	3/25/20	249-2020	ANTHEM BLUE	2191-299-0000	\$97.68	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/23/20	3/25/20	250-2020	ANTHEM BLUE	2191-299-0000	\$98.64	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/23/20	3/25/20	251-2020	MEDICAL MUTUAL	2191-299-0000	\$107.13	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/23/20	3/25/20	252-2020	AETNA BETTER	2191-299-0000	\$526.99	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/23/20	3/25/20	253-2020	ANTHEM BLUE	2191-299-0000	\$890.66	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/23/20	3/25/20	254-2020	CGS	2191-299-0000	\$1,714.59	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/24/20	4/2/20	268-2020	HUMANA	2191-299-0000	\$96.91	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/24/20	4/2/20	269-2020	UNITED HEALTHCARE	2191-299-0000	\$212.84	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/24/20	4/2/20	270-2020	CGS	2191-299-0000	\$759.16	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/25/20	4/2/20	271-2020	ECHO	2191-299-0000	\$8.16	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/25/20	4/2/20	272-2020	ANTHEM BLUE	2191-299-0000	\$93.41	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/26/20	4/2/20	273-2020	UNITED HEALTHCARE	2191-299-0000	\$641.06	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/26/20	4/2/20	274-2020	CGS	2191-299-0000	\$1,092.69	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/27/20	4/2/20	275-2020	ANTHEM BLUE	2191-299-0000	\$134.90	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/27/20	4/2/20	276-2020	AARP	2191-299-0000	\$186.41	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/27/20	4/2/20	277-2020	AETNA	2191-299-0000	\$406.54	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/30/20	4/2/20	278-2020	CGS	2191-299-0000	\$1,085.52	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/31/20	4/2/20	279-2020	HWHO	2191-299-0000	\$462.16	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
3/30/20	4/2/20	265-2020	MEDICOUNT	2191-299-0000	\$276.24	LIFE SQUAD SERVICES FEBRUARY 2020 DEPOSITS
3/2/20	3/14/20	188-2020	MEDICOUNT MANAGEMENT INC	2191-299-0000	\$58.92	LIFE SQUAD SERVICES JANUARY 2020 DEPOSITS
3/18/20	3/25/20	258-2020	STATE OF OHIO	2191-299-0000	\$5,304.96	LIFE SQUAD SERVICES WCI 4TH QTR 2019 (DIRECT DEPOSIT)
					\$40,540.29	
3/16/20	3/25/20	256-2020	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$930.50	LOCAL GOVT HB49 MARCH 2020 (DIRECT DEPOSIT)
3/16/20	3/25/20	257-2020	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$5,302.70	LOCAL GOVT MARCH 2020 (DIRECT DEPOSIT)
3/9/20	3/25/20	255-2020	WARREN COUNTY AUDITOR, MATT NOLAN	2011-536-0000	\$906.84	MOTOR VEHICLE LICENSE TAX 2019 EXCESS IRP (DIRECT DEPOSIT)
3/23/20	3/25/20	260-2020	WARREN COUNTY AUDITOR, MATT NOLAN	2011-536-0000	\$2,038.07	MOTOR VEHICLE LICENSE TAX FEBRUARY 2020 (DIRECT DEPOSIT)
3/23/20	3/25/20	259-2020	WARREN COUNTY AUDITOR, MATT NOLAN	2231-592-0000	\$1,873.50	NEW \$5 PERMISSIVE AUTO FEBRUARY 2020 (DIRECT DEPOSIT)
3/23/20	3/25/20	261-2020	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$2,529.72	CENTS PER GALLON MARCH 2020 (DIRECT DEPOSIT)
3/23/20	3/25/20	262-2020	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$17,752.79	GAS EXCISE TAX MARCH 2020 (DIRECT DEPOSIT)
3/23/20	4/2/20	263-2020	WARREN COUNTY AUDITOR, MATT NOLAN	2231-104-0000	\$8,118.50	OLD \$5 PERMISSIVE AUTO TAX FEB 2020 (DIRECT DEPOSIT)
					\$39,452.62	
3/23/20	3/24/20	233-2020	BUREAU OF WORKERS COMPENSATION	1000-892-0000	\$7,203.00	REFUND OF PREMIUM OVERPAYMENT
					\$7,203.00	
3/31/20	4/3/20	280-2020	STAROHIO	1000-701-0000	\$5,951.73	MARCH 2020 INTEREST
3/31/20	4/3/20	281-2020	PRIMARY	1000-701-0000	\$67.07	MARCH 2020 INTEREST
3/23/20	4/6/20	282-2020	CD 4	1000-701-0000	\$336.32	MARCH 2020 INTEREST
3/25/20	4/6/20	283-2020	CD 7	1000-701-0000	\$296.08	MARCH 2020 INTEREST
3/26/20	4/6/20	284-2020	CD 5	1000-701-0000	\$326.43	MARCH 2020 INTEREST
3/27/20	4/6/20	285-2020	CD 17	1000-701-0000	\$316.54	MARCH 2020 INTEREST
3/27/20	4/6/20	286-2020	CD 20	1000-701-0000	\$366.00	MARCH 2020 INTEREST
3/30/20	4/6/20	287-2020	CD 22	1000-701-0000	\$336.32	MARCH 2020 INTEREST
3/30/20	4/6/20	288-2020	CD 14	1000-701-0000	\$304.18	MARCH 2020 INTEREST
3/30/20	4/6/20	289-2020	CD 16	1000-701-0000	\$326.43	MARCH 2020 INTEREST
3/30/20	4/6/20	290-2020	CD 23	1000-701-0000	\$375.89	MARCH 2020 INTEREST
3/2/20	4/7/20	291-2020	US BANK	1000-701-0000	\$2,451.04	FEBRUARY SWEEP INTEREST
					\$11,454.03	

Other Business:

None.

Visitor Concerns:

None.

Trustee Reports:

Mr. VanDeGrift stated that he is proud of all that the Township staff is doing to get us through this difficult time. He remarked at the team work and leadership across all levels.

Mr. Sams agreed and was happy that our first telephone meeting went so smoothly.

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 April 28, 2020 at 8:00 A.M.

Signed: _____ Chairman of the Board

Attest: _____ Fiscal Officer

**RESOLUTION 20-04-01
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**HIRE OLIVIA MONROE, EFFECTIVE APRIL 11, 2020
AS A PART TIME EMT/FF1**

WHEREAS, a position of "Part-Time EMT/FF1 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 Olivia Monroe be hired as a Part Time EMT/FF1 working a 12-hour shift every third day; and

NOW THEREFORE BE IT RESOLVED, the Turtlecreek Township Board of Trustees hereby approves the hiring of Olivia Monroe for the position of Part-Time EMT/FF1, effective hire dated of April 11, 2020 at the rate of \$16.50 per hour. Ms. Monroe's hours of work will be 12 hours shifts.

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

Adopted this 13th day of April, 2020

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 20-04-02
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**2020 Warren County Engineer's Annual Resurfacing with
Barrett Paving Materials and Striping Project**

WHEREAS, Turtlecreek Township desires to participate in the 2020 Resurfacing and Striping Project through the Warren County Engineer's Office; and

WHEREAS, the Warren County Engineer's Office meets all applicable State and local requirements through the bid process for resurfacing; and

WHEREAS, in order to save money and expedite the bidding process, it benefits Turtlecreek Township to enter into an agreement with the Warren County Engineer's Office for the 2020 Resurfacing and Striping Project for the 2020 construction season; and

WHEREAS, the bid for the resurfacing project has been received and Barrett Paving Materials, Inc. bid was \$460,123.00 for the annual resurfacing and \$1,922.70 for the striping project and the Warren County Engineer's office accepted the bid; now

THEREFORE, BE IT RESOLVED, by the Board of Trustees of Turtlecreek Township to paid to Barrett Paving Materials, Inc. the amount of \$460,123.00 and \$1,922.70 for the striping for the 2020 annual resurfacing project for Turtlecreek Township,

Mr. VanDeGrift moved for adoption of the foregoing resolution, begin seconded by Mr. Sams. Upon call of the roll, the following vote resulted:

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

Resolution adopted this 13th day of April, 2020.

Turtlecreek Township

Chief Fiscal Officer

**RESOLUTION 20-04-03
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

PROHIBIT ANY EVENT OR CONVENING THAT COULD POTENTIALLY BRING TOGETHER TEN (10) OR MORE PERSONS AT THE SAME TIME IN A ROOM DESIGNED FOR MEETINGS AND CONFERENCES IN THE TURTLECREEK TOWNSHIP ADMINISTRATION BUILDING OR ANY OTHER TOWNSHIP OWNED OR OPERATED BUILDINGS AND FACILITIES PURSUANT TO DIRECTOR OF THE OHIO DEPARTMENT OF HEALTH ORDER TO LIMIT AND/OR PROHIBIT MASS GATHERINGS IN RESPONSE TO THE COVID-19 PANDEMIC

WHEREAS, in response to the COVID-19 pandemic, on March 12, 2020, the Director of the Ohio Department of Health issued an Order to Limit and/or Prohibit Mass Gatherings in the State of Ohio defined as an event or convening that brings together one hundred (100) or more persons in a single room or single space at the same time, such as an auditorium, stadium, arena, large conference room, meeting hall, theater, or any other confined indoor or outdoor space; and,

WHEREAS, on March 16, 2020, the Director of the Ohio Department of Health amended her prior Order by re-defining the number to fifty (50) or more person; and,

WHEREAS, on April 2, 2020, the Director of the Ohio Department of Health amended her prior Order by re-defining the number to ten (10) or more person; and,

WHEREAS, in accordance with section 3701.56 of the Ohio Revised Code, a township shall enforce quarantine and isolation orders, and the rules the department of health adopts; and,

WHEREAS, in order to comply with the said Orders, and further the Board finds that in the interest of public health, it is necessary to prohibit any event or convening that could potentially bring ten (10) or more persons at the same time in a room designed for meetings and conferences in the Turtlecreek Township Administration Building or any other township owned or operated buildings and facilities.

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

1) Except as otherwise provided herein, any event or convening in a meeting or conference room located in the Turtlecreek Township Administration Building or any other township owned or operated buildings and facilities that could potentially bring together ten (10) or more persons at the same time is prohibited until such time as this Resolution may be amended or rescinded.

2) All action taken relating to and this Resolution is an administrative act by the Board.

3) The findings made by the Board in the above WHEREAS clauses are hereby adopted as a part of these resolving paragraphs.

4) All action taken relating to and this Resolution occurred in an open meeting of this Board in compliance with the Ohio Public Meeting Act, Session 121.22, et seq. of the Ohio Revised Code.

Mr. Sams moved for adoption of the foregoing resolution being seconded by Mr. VanDeGrift. Upon call of roll, the following vote resulted:

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

Adopted this 13th day of April, 2020

Attest: _____ Chief Fiscal Officer

**RESOLUTION 20-04-04
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

WHEREAS, the Board of Trustees of Turtlecreek Township, Warren County, Ohio have a need for a temporary revision to the Personnel Policy Manual regarding the use of sick time due to COVID - 19; and

WHEREAS, the Board of Trustees of Turtlecreek Township, Warren County, Ohio would like to temporarily revise Section 6.03 (C) of the Personnel Policy

Manual to allow employees that have concerns working during the COVID – 19 Pandemic to utilize their sick time to stay at home and not work at any other place of employment; and

WHEREAS, the change will be in effect from April 4, 2020 until this resolution is rescinded.

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the revision of Section 6.03 (C) of the Personnel Policy Mannual until rescinded.

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

Adopted this 13th day of April, 2020

Signed: _____ “YEA”

_____ “YEA”

_____ “YEA”

Attest: _____ Chief Fiscal Officer

**RESOLUTION 20-04-05
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

WHEREAS, the Board of Trustees of Turtlecreek Township, Warren County, Ohio have received the notice of the Families First Coronavirus Response Act Policy (FFCRA); and

WHEREAS, the Board of Trustees of Turtlecreek Township, Warren County, Ohio will ratify the decision made by the Township Administrator, Tammy Boggs, that the township has elected, pursuant to the Emergency Paid Sick Leave Act to exclude health care providers and emergency responders from the application of the new public health emergency leave effective April 1, 2020 and ending on December 31, 2020; and

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio that they shall approve and ratify this election to exclude health care providers and emergency responders from the application of the new public health emergency leave effective April 1, 2020 and ending on December 31, 2020

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

Adopted this 13th day of April, 2020

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

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

Resolution Number: 20-04-06

Date of Resolution: April 13, 2020

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

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

Resolution adopted this 13^h day of April, 2020.

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 K. Childers

TITLE: Fiscal Officer

DATE: _____

**RESOLUTION 20-04-07
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

BE IT REOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall transfer within the General Fund from Account 1000-930-930-0000 (Contingencies) to Account 1000-760-790-0000 (Other – Capital Outlay) an amount of \$1,000,000.00 for construction of Fire Station 33. Mr. Sams moved for adoption of the foregoing resolution. The motion was seconded by Mr. VanDeGrift. All voiced a “YEA” vote and the resolution passed.

Adopted this 13th day of April, 2020

Signed: _____ “YEA”

_____ “YEA”

_____ “YEA”

Attest: _____ Chief Fiscal Officer

End of minutes.