

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

MAY 26

20

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held by teleconference on May 26, 2020 at 8:00 a.m. with the following persons:

TRUSTEES: Dan Jones, Jim VanDeGrift and Jonathan Sams

FISCAL OFFICER: Amanda Childers

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

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

The minutes of the meeting held on May 11, 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.

Department Reports:

Fire/EMS:

Mike Jameson, Fire Chief, informed the Board that a position for Part-Time EMT/FF1 has been posted and both he and the Assistant Fire Chief have recommended Siarah McCoy to fill the position effective May 21, 2020 at a pay rate of \$16.50 per hour. Ms. McCoy's hours of work will be twenty four hour shifts. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve hiring Siarah McCoy for Part-Time EMT/FF1 effective May 21, 2020 at the rate of \$16.50 per hour, working twenty four hour shifts. All present voiced a "YEA" vote and the motion passed with **Resolution 20-05-03**. (A copy of the resolution will be included in the minutes).

Mike Jameson, Fire Chief, informed the Board that a position for Full-Time EMS - Intermediate has been posted and both he and the Assistant Fire Chief have recommended Brad Edrington to fill the position effective June 6, 2020 at a pay rate of \$14.50 per hour. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve hiring Brad Edrington effective June 6, 2020 at the rate of \$14.50 per hour. All present voiced a "YEA" vote and the motion passed with **Resolution 20-05-04**. (A copy of the resolution will be included in the minutes).

Chief Jameson requested authorization to purchase three drop cords from CM Mockbee for Station 31 at a cost of approximately \$1,100.00. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the purchase from C M Mockbee for three drop cords at a purchase price of \$1,100.00. All present voiced a "YEA" vote and the motion was passed.

Chief Jameson informed the Board that the new Station 33 storm water system is being installed.

Road and Bridge:

Ron Chasteen, Road and Bridge Supervisor, informed the Board that the Road department needs to replace the long chassis floor jack. Summit Racing Equipment offers a new long-chassis floor jack at an approximate cost of \$850.00. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve the purchase of the floor jack from Summit Racing Equipment in the amount of \$850.00. All present voiced a "YEA" vote and the motion passed with **Resolution 20-05-05**. (A copy of the resolution will be included in the minutes).

Mr. Chasteen informed the Board that the blacktop companies are waiting for the rain to let up to continue their work on road resurfacing projects. Pointview subdivision is complete. Nickel and Liberty Keuter Roads are next to be completed.

Administration:

Tammy Boggs, Township Administrator was not in attendance but had previously informed the Board that she received a letter from Warren County Rural Zoning regarding a rezoning request for Glenmore Park PUD total of 350 homes on 141 acres on Butler Warren Road. As proposed there are valuation and storm water concerns. The expected pricing is 225,000 for the townhouses and 400,000 for the homes. On Thursday May 25, 2020 Jonathan Sams will attend the meeting on behalf of the Trustees.

Mrs. Boggs left information for the Board to discuss they need to establish a water line easement with Warren County Water & Sewer Department for the new Fire Station 33. The Board will need to authorize Mr. Dan Jones, Chairperson to sign the water line easement agreement. Mr. Sams made

a motion, seconded by Mr. VanDeGrift to approve the Resolution described above. All present voiced a "YEA" vote and the motion passed with **Resolution 20-05-06**. (A copy of the resolution will be included in the minutes).

Mrs. Boggs left the Board to approve expenditures authorized by Township Administrator or Township Officer or Employee authorized by Township Administrator in the cumulative amount of \$1,575.66. The purchases include \$35.92 from Sams, \$269.85 from Yost Pharmacy, \$260.79 from Global Industrial, \$591.55 from KAM Manufacturing, \$20.88 from Home Depot, \$37.92 from Rural King, \$328.80 from Summit Racing and \$29.95 from Amazon. Mr. Sams made a motion, seconded by Mr. VanDeGrift to subsequently approve the expenditures in the cumulative amount of \$1,575.66. All present voiced a "YEA" vote and the motion passed with **Resolution 20-06-07**. (A copy of the resolution will be included in the minutes).

General Reports:

CORRESPONDENCE:

IN:

Email from Duke Energy regarding Keever Road
Letter from Ohio Bureau of Workers Compensation regarding the completion of the grant
Letter from Delta Dental stating that they provided a one-month credit for services
Email from resident regarding a dead animal on their property
Email from Mr. Wright regarding water issues on his property
Public Records request from New Perspective Asset Management
Email from Mr. Steiner regarding recycling bin at Station 33

OUT:

Email to Duke Energy regarding Keever Road
Letter to Ms. McCoy regarding a job offer
Letter to Elite Computers Inc requesting a quote for IT services
Letter to Intrust IT requesting a quote for IT services
Letter to Titan Tech requesting a quote for IT services
Letter to Emerge requesting a quote for IT services
Letter to Warren County Regional Planning regarding Charleston Place – 3rd Addition
Letter to Mr. Edrington regarding a job offer
Email to Mr. Steiner regarding recycling bin at Station 33

Fiscal Officer Reports:

The Fiscal Officer presented the bills, which were due, and the following checks were approved and signed. Check Nos. 32152 through 32175 (copy to follow) and Vouchers 492-2020 through 546-2020.

The Fiscal Office reported the following income from:

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
5/13/20	5/21/20	443-2020	CINCINNATI BELL	1000-303-0000	\$537.82	1ST QTR 2020 FRANCHISE FEE (DIRECT DEPOSIT)
					\$537.82	
5/19/20	5/19/20	414-2020	CITY OF LEBANON	1000-591-0007	\$2,119.34	1ST QTR 2020 JEDD INCOME TAX PAYMENT
5/14/20	5/21/20	445-2020	CITY OF MONROE	1000-591-0008	\$33,099.06	1ST QTR 2020 JEDD INCOME TAX PAYMENT (DIRECT DEPOSIT)
					\$35,218.40	
5/18/20	5/19/20	411-2020	LAS COLINAS	2031-892-0000	\$270.00	CEDAR TRACE SNOW REMOVAL 2019-2020
5/18/20	5/19/20	412-2020	KEEVER CREEK LLC	2031-892-0000	\$390.00	KEEVER CREEK SNOW REMOVAL 2019-2020
					\$660.00	
5/19/20	5/20/20	415-2020	BASS PRO SETTLEMENT	2192-892-0000	\$119.67	CLASS ACTION SUIT REIMBURSEMENT OF FEES
					\$119.67	
5/4/20	5/19/20	404-2020	BUREAU OF WORKERS COMP	1000-892-0000	\$43,250.78	COVID-19 RELIEF 2018 PREMIUM REFUND
					\$43,250.78	
5/18/20	5/19/20	413-2020	K HURTT	2031-892-0000	\$10.00	GREEN ADDRESS SIGN
					\$10.00	
5/8/20	5/19/20	407-2020	TRICARE	2191-299-0000	\$81.88	LIFE SQUAD SERVICES
5/12/20	5/19/20	408-2020	SHEAKLEY UNICOMP	2191-299-0000	\$705.80	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/12/20	5/19/20	409-2020	MUTUAL OF OMAHA	2191-299-0000	\$81.88	LIFE SQUAD SERVICES
5/12/20	5/19/20	410-2020	MUTUAL OF OMAHA	2191-299-0000	\$96.76	LIFE SQUAD SERVICES
5/1/20	5/21/20	416-2020	AARP SUPPLEMENTAL	2191-299-0000	\$82.79	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/1/20	5/21/20	417-2020	HNB-ECHO	2191-299-0000	\$262.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/1/20	5/21/20	418-2020	CGS	2191-299-0000	\$624.03	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/4/20	5/21/20	419-2020	CGS	2191-299-0000	\$379.88	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/5/20	5/21/20	420-2020	CGS	2191-299-0000	\$744.83	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/6/20	5/21/20	421-2020	AARP	2191-299-0000	\$194.14	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/7/20	5/21/20	422-2020	ANTHEM BLUE	2191-299-0000	\$82.64	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/7/20	5/21/20	423-2020	ANTHEM BLUE	2191-299-0000	\$216.20	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/7/20	5/21/20	424-2020	UNITED HEALTHCARE	2191-299-0000	\$253.63	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/8/20	5/21/20	425-2020	HNB-ECHO	2191-299-0000	\$182.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/8/20	5/21/20	426-2020	AARP SUPPLEMENTAL	2191-299-0000	\$275.82	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/8/20	5/21/20	427-2020	CGS	2191-299-0000	\$380.47	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/8/20	5/21/20	428-2020	AETNA	2191-299-0000	\$925.54	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/11/20	5/21/20	429-2020	ANTHEM BLUE	2191-299-0000	\$169.61	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/11/20	5/21/20	430-2020	UNITED HEALTHCARE	2191-299-0000	\$184.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/11/20	5/21/20	431-2020	CIGNA	2191-299-0000	\$679.97	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/11/20	5/21/20	432-2020	CGS	2191-299-0000	\$682.33	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/11/20	5/21/20	433-2020	ANTHEM BLUE	2191-299-0000	\$734.10	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/12/20	5/21/20	434-2020	CGS	2191-299-0000	\$340.10	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/13/20	5/21/20	435-2020	HNB-ECHO	2191-299-0000	\$140.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/13/20	5/21/20	436-2020	ANTHEM BLUE	2191-299-0000	\$141.52	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/14/20	5/21/20	437-2020	CGS	2191-299-0000	\$360.16	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/14/20	5/21/20	438-2020	UNITED HEALTHCARE	2191-299-0000	\$404.28	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/15/20	5/21/20	439-2020	AARP SUPPLEMENTAL	2191-299-0000	\$94.78	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/15/20	5/21/20	440-2020	ANTHEM BLUE	2191-299-0000	\$381.45	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/18/20	5/21/20	441-2020	AETNA H09	2191-299-0000	\$310.69	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/18/20	5/21/20	442-2020	CGS	2191-299-0000	\$2,086.44	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/18/20	5/21/20	448-2020	STATE OF OHIO	2191-299-0000	\$7,719.20	LIFE SQUAD SERVICES LCI 1ST QTR 2020 (DIRECT DEPOSIT)
5/1/20	5/19/20	402-2020	MEDICOUNT MANAGEMENT INC	2191-299-0000	\$1,093.48	LIFE SQUAD SERVICES MARCH 2020 DEPOSITS
					\$21,092.40	
5/18/20	5/21/20	446-2020	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$930.50	LOCAL GOVT HB49 MAY 2020 (DIRECT DEPOSIT)
5/18/20	5/21/20	447-2020	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$4,799.80	LOCAL GOVT MAY 2020 (DIRECT DEPOSIT)
					\$5,730.30	
5/4/20	5/19/20	405-2020	OHIO TAX EXCISE & ENERGY DIVISION	2031-539-0002	\$503.84	MOTOR FUEL TAX REFUND
					\$503.84	
5/1/20	5/19/20	403-2020	LASER IMAGING AND DESIGN INC	2041-892-0000	\$968.00	R CAMPBELL MONUMENT FOUNDATION SEC 63, LOTS 1-4
5/5/20	5/19/20	406-2020	LASER IMAGE AND DESIGN INC	2041-892-0000	\$400.00	R CAMPBELL MONUMENT FOUNDATION SEC 63, LOTS 1-4 ADDITIONAL COST
					\$1,368.00	
5/13/20	5/21/20	444-2020	STATE OF OHIO	1000-535-0000	\$166,158.88	REAL PROPERTY TAX ROLLBACK 1ST HALF TY 2019 (DIRECT DEPOSIT)
					\$166,158.88	

Other Business:

None.

Visitor Concerns:

None.

Trustee Reports:

The May 26, 2020 meeting will occur partially in person at the Township meeting room with social distancing and a limit of ten persons. Others will still be able to WebEx in.

There being no further business, Mr. Sams 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 June 8, 2020 at 7:00 P.M.

Signed: _____ Chairman of the Board

Attest: _____ Fiscal Officer

**RESOLUTION 20-05-03
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**HIRE SIARAH MCCOY, EFFECTIVE MAY 21, 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 Siarah McCoy be hired as a Part Time EMT/FF1 working 24-hour shifts; and

NOW THEREFORE BE IT RESOLVED, the Turtlecreek Township Board of Trustees hereby approves the hiring of Siarah McCoy for the position of Part-Time EMT/FF1, effective hire dated of May 21, 2020 at the rate of \$16.50 per hour. Ms. McCoy’s hours of work will be 24 hours shifts.

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

Adopted this 26th day of May, 2020

Signed: _____ “YEA”

_____ “YEA”

_____ “YEA”

Attest: _____ Chief Fiscal Officer

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

**HIRE BRAD EDRINGTON, EFFECTIVE JUNE 6, 2020, AS A
FULL-TIME EMS – INTERMEDIATE**

WHEREAS, a position of “Full-Time EMS - Intermediate” 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 Brad Edrington be hired as a Full - Time EMS - Intermediate; and

NOW THEREFORE BE IT RESOLVED, the Turtlecreek Township Board of Trustees hereby approves the hiring of Brad Edrington for the position of Full –

Time EMS - Intermediate, effective hire dated of June 6, 2020 at the rate of \$14.50 per hour.

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

Adopted this 26th day of May, 2020

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

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

WHEREAS, the Maintenance Department has a need to replace the long -chassis floor jack due to failure of the current piece of equipment; and

WHEREAS, the price for new long-chassis floor jack is \$850.00 from Summit Racing Equipment; and

WHEREAS, the source of the funds for will split between the Road, EMS, and Fire Department Fund small tools.

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the purchase of the long-chassis floor jack from Summit Racing Equipment in the amount of \$850.00.

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

Adopted this 26th day of May, 2020

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Fiscal Officer

**RESOLUTION 20-05-06
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION TO AUTHORIZE DANIEL F. JONES,
TURTLECREEK TOWNSHIP TRUSTEES,
TO SIGN WATER LINE EASEMENT FOR PROPERTY LOCATED
AT 1550 STATE ROUTE 741, FIRE STATION 33**

WHEREAS, the Turtlecreek Township Board of Trustees have the need to establish a water line easement with Warren County Water & Sewer Department for the property located at 1550 State Route, Lebanon, Ohio for the access/maintenance of the water line and water meter; and

WHEREAS, the Turtlecreek Township Board of Trustees have authorized Daniel F. Jones, Chairperson, to sign the water line easement on behalf of Turtlecreek Township Trustees; and

THEREFORE, by motion of Mr. Sams and seconded by Mr. VanDeGrift the above resolution was approved. All voiced a "YEA" vote and the resolution passed.

Adopted this 26th day May, 2020

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

Attest: _____ Chief Fiscal Officer

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

Resolution Number: 20-05-07

Date of Resolution: May 26, 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. Sams moved adoption of the foregoing Resolution, being seconded by Mr. VanDeGrift. Upon call of the roll, the following vote resulted:

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

Resolution adopted this 26th day of May, 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: _____

END OF MINUTES.