

**TURTLECREEK TOWNSHIP BOARD OF TRUSTEES**

**ON**

**NOVEMBER 24**

**20**

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held by teleconference and in person on November 24, 2020 at 8:00 a.m. with the following persons:

TRUSTEES: Dan Jones, Jim VanDeGrift and Jonathan Sams

FISCAL OFFICER: Amanda Childers

GUEST: Tammy Boggs, Ron Chasteen, Mike Jameson, Brian Elleman, Dave Seibert, Brad Edrington (phone) and Chris Pratt (phone).

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

The minutes of the meeting held on November 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.

The minutes of the Special meeting held on November 12, 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. Jones. All were in favor and the minutes were approved as written.

Chris Pratt of Horan Associates presented the Board with the employee insurance plan updated options for 2021 for medical insurance, coming in with an annual savings of The Trustees decided to renew with Anthem network for Health Insurance Benefits as they offered the best options at the best price. Tammy Boggs, Township Administrator requested a resolution to approve the premium payment as well as authorizing her to sign all documents for the renewal process. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the renewal of the health insurance benefits with Anthem Network and authorize Tammy Boggs, Administrator to sign all documents for the renewal process. All present voiced a "YEA" vote and the motion was passed with **Resolution 20-11-10**. (A copy of the Resolution is included in the minutes.)

Department Reports:

**Fire/EMS:**

Mike Jameson, Fire Chief, requested authorization to renew the Blue Card Annual Instructor Support Program in the amount of \$2,500.00. Chief Jameson praised the program as well worth the cost. The Township Fire Captains are now certified. Blue Card is an incident command and training program. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the renewal cost of the Blue Card Instructor Program at a cost of \$2,500.00. All present voiced a "YEA" vote and the motion was passed with **Resolution 20-11-11**. (A copy of the Resolution is included in the minutes.)

The Trustees discussed renovating Station 31 and the process to proceed. Chief Jameson and Mrs. Boggs met with KZF to have an initial discussion on adding four bunk rooms, a bathroom with a shower and update the plumbing and heating. Design Build is the recommended process from our legal counsel due to the size of the project. Mr. Sams made a motion, seconded by Mr. VanDeGrift to start the process with the Request for Quote for a Criteria Architect. All voiced a "YEA" vote and the motion passed.

Chief Jameson gave the Trustees an update on Covid-19 numbers in the Township. Currently there are 206 in the Township with nine at LCI, three at WCI, four at Otterbein, one at Community Corrections Facility and one at the Turtlecreek Center.

Chief Jameson informed the Board that Brian Hotel who is an EMS part time is changing to EMS/Fire volunteer effective November 24, 2020. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the change in employment status for Brian Holtel to EMS/Fire volunteer effective November 24, 2020. All present voiced a "YEA" vote and the motion was passed with **Resolution 20-11-19**. (A copy of the Resolution is included in the minutes.)

Chief Jameson informed the Board that Matt Angel has requested to change from EMS/Fire Volunteer to only Fire Volunteer effective November 24, 2020. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the change in employment status for Matthew Angel to Fire Volunteer only effective November 24, 2020. All present voiced a "YEA" vote and the motion was passed with **Resolution 20-11-18**. (A copy of the Resolution is included in the minutes.)

Chief Jameson informed the Board that Shelby Deye has presented her resignation letter from the Department due to moving out of the area effective December 14, 2020. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the resignation of Shelby Deye effective December 14, 2020. All present voiced a "YEA" vote and the motion was passed with **Resolution 20-11-20**. (A copy of the Resolution is included in the minutes.)

Chief Jameson informed the Board he taught a swift water training class for the Warren County Career Center. Additionally, the Township used grant money to purchase a rope gun to launch a rope across the river.

Chief Jameson informed the Board that Dan and Angela Proeschel will provide a grain rescue tube with training from the manufacturer.

Mrs. Boggs informed the Board that we are seeing cars being parked at the new Fire Station on 741. The cars belong to people at the Sports Complex. Mrs. Boggs agreed to work with our Legal Counsel to draft signage to discourage parking there.

Brian Elleman, Assistant Fire Chief, requested authorization to purchase a LIFEPAK 15 cardiac monitor and two batteries for the new Station 33. The cost of the purchase would be approximately \$1,847.57 and would be reimbursed through the Ohio EMS Grant. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the purchase as stated above. All voiced a "YEA" vote and the motion passed.

#### **Road and Bridge:**

Ron Chasteen, Road and Bridge Supervisor, informed the Board that his department has applied crack seal to nine subdivisions and some roads. They will apply more today but expect the outdoor temperatures to put an end to this process soon. Additionally, the snow plow equipment is being made ready for the upcoming season.

Mr. Chasteen informed the Board the Engineer's office is requesting a letter regarding participation in the annual road resurfacing and striping projects for 2021. Mr. Chasteen said he is interested in getting more information about the Reclamite program to extend the life of the resurfaced roads. Mr. Chasteen will need to send the letter to the Engineer's Office by January 4, 2021.

Mrs. Boggs informed the Board that we had applied for funding from OPWC for assistance with the pier walls for Liberty Keuter and Emmons Roads.

Dave Siebert informed the Board that the new water heaters at Station 32 are completely installed and have passed inspection. The Road Trucks are all serviced and ready for the winter.

#### **Administration:**

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 \$2,754.61. The purchases are \$898.00 from Bed Bug (electrostatic fogger for sanitizing), \$24.94 from Lowes, \$379.99 from Micro Center, \$22.92 from Rural King, \$1,044.37 from Costco, \$30.82 from Home Depot and \$353.57 from the Amazon. Mr. Sams made a motion, seconded by VanDeGrift to subsequently approve the expenditures in the cumulative amount of \$2,754.61. All present voiced a "YEA" vote and the motion was passed with **Resolution 20-11-12**. (A copy of the Resolution is included in the minutes.)

Mrs. Boggs requested authorization to allow additional vacation time payout for 2021 due to COVID-19. Employees are currently allowed to carryover forty hours and take a payout of no more than forty hours. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve the excessive vacation buyouts in excess of forty hours for the year 2020 due to the COVID-19 pandemic. All present voiced a "YEA" vote and the motion was passed with **Resolution 20-11-13**. (A copy of the Resolution is included in the minutes.)

Mrs. Boggs informed the Board that additional CARES money in the amount of \$70,563.83 was redistributed from Warren County as other jurisdictions did not use all of the funds they received. The Township will use the additional funds for payroll of EMS and Fire as well as equipment for virtual communication capability.

Brad Edrington, Administrative Assistant, discussed the need for computer equipment to provide virtual ability for all Stations. To update our network interface and structure we need new routers, switches and other upgrades to connect communications between the three Stations. The equipment will cost approximately \$7,610.78 from DoubleRadius. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve the purchase as stated above. All present voiced a "YEA" vote and the motion was passed with **Resolution 20-11-16**. (A copy of the Resolution is included in the minutes.)

Mr. Edrington, requested authorization to purchase TVs and computer equipment to provide virtual ability to Station 32 and Station 33. The cost of the TVs and computer equipment will be approximately \$1,976.79 from supplies and the funds will come from the Cares Funding. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the purchase as stated above. All present voiced a "YEA" vote and the motion was passed with **Resolution 20-11-17**. (A copy of the Resolution is included in the minutes.)

**General Reports:**

**CORRESPONDENCE:**

**IN:**

- Letter from Warren County Regional Planning regarding Shaker Run Section 7 Easement Plat
- Email from Careworks regarding BWC dividend checks
- Email from Warren County regarding CARES funds for non-profits
- Letter from Medicount of new account executive
- Resolution from Warren County Commissioners regarding the public hearing for rezoning for Creek Song has be continued
- Resolution from Warren County Commissioners regarding the administrative hearing for PUD continued
- Email from Mr. Birich regarding traffic issues at 741 and Greentree
- Email from EPA regarding MS4 permit for Shaker Run Section 7
- Email from Mr. Patterson regarding issues with utility lines on Route 42

**OUT:**

- Email to Mr. Birich regarding traffic issues at 741 and Greentree
- Email to Mr. Patterson regarding issues with utility lines on Route 42
- Letter to Warren County Regional Planning regarding Restoration Ranch PUD Stage 2
- Letter to Warren County Zoning regarding variance for Frank and Candace Carte

**Fiscal Officer Reports:**

Amanda Childers, Fiscal Officer requested a resolution approving Amended Appropriations to include the addition of Cares funds in the amount of \$70,563.83. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the Amended Appropriations as stated above. All present voiced a "YEA" vote and the motion was passed with **Resolution 20-11-14**. (A copy of the Resolution is included in the minutes.)

Mrs. Childers requested authorization for ratified line item transfers within the Cares Funds from Account 2272-230-211-000 (OPERS) to Account 2272-230-213-0000 (Medicare) in the amount of \$9,000.00 for needed expenses; from Account 2272-230-190-0000 (Salaries) to Account 2272-230-599-0000 (Other Expenses) in the amount of \$148.60 for needed expenses; from Account 2272-230-211-0000 (OPERS) to Account 2272-230-599-0000 (Other Expenses) in the amount of \$4,061.69 for needed expenses; from Account 2272-230-213-0000 (Medicare) to Account 2272-230-599-0000 (other Expenses) in the amount of \$3,295.46 for needed expenses. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the motion as stated above. All present voiced a "YEA" vote and the motion passed with **Resolution 20-11-15**. (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. 32564 through 32596 (copy to follow) and Vouchers 1182-2020 through 1233-2020.

The Fiscal Office reported the following income from:

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
11/2/20	11/17/20	1056-2020	L FIELDS	2041-804-0000	\$280.00	SALE OF CEMETERY PLOT SECTION 41 LOT 7
11/9/20	11/17/20	1062-2020	STINE FUNERAL HOME	2041-302-0000	\$600.00	GRAVE OPEN/CLOSE T HALL SECTION 41 LOT 7
					<b>\$880.00</b>	
11/3/20	11/17/20	1058-2020	RIVER METALS RECYCLING LLC	2031-892-0000	\$268.80	SALE OF SCRAP FROM ROAD DEPT
					<b>\$268.80</b>	
11/3/20	11/17/20	1059-2020	BUREAU OF WORKERS COMPENSATION	1000-892-0000	\$58,460.78	REFUND OF 2019 PREMIUMS
					<b>\$58,460.78</b>	
11/3/20	11/17/20	1060-2020	CITY OF LEBANON	1000-591-0007	\$6,080.80	3RD QTR 2020 JEDD INCOME TAX PAYMENT
					<b>\$6,080.80</b>	
11/10/20	11/17/20	1065-2020	PUBLIC ENTITY RISK SERVICES OF OHIO	1000-892-0000	\$169.00	CLAIM PAYMENT FOR DAMAGED LAPTOP COMPUTER
					<b>\$169.00</b>	
11/10/20	11/17/20	1066-2020	LOEB FOUNDATION	2192-805-0000	\$19,450.00	LOEB GRANT 2020/2021
					<b>\$19,450.00</b>	
11/2/20	11/17/20	1057-2020	MEDICOUNT	2191-299-0000	\$522.42	LIFE SQUAD SERVICES SEPT 2020 DEPOSITS
11/9/20	11/17/20	1061-2020	AMBETTER FROM BUCKEYE HEALTH PLAN	2191-299-0000	\$428.22	LIFE SQUAD SERVICES
11/10/20	11/17/20	1063-2020	STATE FARM MUTUAL AUTOMOBILE INSURANCE C	2191-299-0000	\$721.74	LIFE SQUAD SERVICES
11/10/20	11/17/20	1064-2020	PARAMOUNT INNSURANCE COMPANY	2191-299-0000	\$180.00	LIFE SQUAD SERVICES
11/12/20	11/17/20	1067-2020	MERIDIAN HEALTH PLAN OF MICHIGAN INC	2191-299-0000	\$217.03	LIFE SQUAD SERVICES
11/3/20	11/17/20	1068-2020	HUMANA	2191-299-0000	\$86.91	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/3/20	11/17/20	1069-2020	HUMANA	2191-299-0000	\$108.15	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/3/20	11/17/20	1070-2020	HWHO	2191-299-0000	\$186.33	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/3/20	11/17/20	1071-2020	ANTHEM BCBS	2191-299-0000	\$895.30	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/3/20	11/17/20	1072-2020	CGS	2191-299-0000	\$1,161.08	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/4/20	11/17/20	1073-2020	AETNA	2191-299-0000	\$100.27	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/4/20	11/17/20	1074-2020	AETNA	2191-299-0000	\$401.79	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/4/20	11/17/20	1075-2020	CIGNA	2191-299-0000	\$827.43	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/5/20	11/17/20	1076-2020	UNITED HEALTHCARE	2191-299-0000	\$788.83	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/5/20	11/17/20	1077-2020	UNITED HEALTHCARE	2191-299-0000	\$839.99	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/6/20	11/17/20	1078-2020	HNB-ECHO	2191-299-0000	\$378.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/6/20	11/17/20	1079-2020	ANTHEM BLUE	2191-299-0000	\$627.26	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/6/20	11/17/20	1080-2020	CGS	2191-299-0000	\$771.01	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/9/20	11/17/20	1081-2020	AETNA BETTER HEALTH	2191-299-0000	\$450.05	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/10/20	11/17/20	1082-2020	AARP	2191-299-0000	\$97.22	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/10/20	11/17/20	1083-2020	HHP OHIO	2191-299-0000	\$1,012.78	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/12/20	11/17/20	1084-2020	MOLINA HEALTHCARE	2191-299-0000	\$142.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/12/20	11/17/20	1085-2020	HNB-ECHO	2191-299-0000	\$328.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/12/20	11/17/20	1086-2020	HBPIIL	2191-299-0000	\$386.55	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/12/20	11/17/20	1087-2020	CGS	2191-299-0000	\$846.99	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/13/20	11/17/20	1088-2020	HNB-ECHO	2191-299-0000	\$128.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/13/20	11/17/20	1089-2020	UNITED HEALTHCARE	2191-299-0000	\$165.92	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/13/20	11/17/20	1090-2020	STATE OF OHIO MEDICAID	2191-299-0000	\$180.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/13/20	11/17/20	1091-2020	AARP SUPPLEMENTAL	2191-299-0000	\$432.96	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/13/20	11/17/20	1092-2020	CGS	2191-299-0000	\$2,195.50	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/16/20	11/17/20	1093-2020	CGS	2191-299-0000	\$388.24	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/16/20	11/17/20	1094-2020	AETNA	2191-299-0000	\$400.35	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/16/20	11/17/20	1095-2020	MEDICAL MUTUAL	2191-299-0000	\$407.85	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/3/20	11/18/20	1098-2020	STATE OF OHIO	2191-299-0000	\$6,652.00	LIFE SQUAD SERVICES LCI 3RD QTR 2020 (DIRECT DEPOSIT)
					<b>\$23,456.17</b>	
11/3/20	11/17/20	1096-2020	CINCINNATI BELL	1000-303-0000	\$575.63	3RD QTR 2020 FRANCHISE FEE (DIRECT DEPOSIT)
					<b>\$575.63</b>	
11/3/20	11/18/20	1097-2020	STATE OF OHIO	1000-533-0000	\$219.80	LIQUOR LICENSE PERMIT FEES (DIRECT DEPOSIT)
					<b>\$219.80</b>	
11/16/20	11/18/20	1099-2020	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$930.50	LOCAL GOVT HB49 NOVEMBER 2020 (DIRECT DEPOSIT)
11/16/20	11/18/20	1100-2020	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$6,398.29	LOCAL GOVT NOVEMBER 2020 (DIRECT DEPOSIT)
					<b>\$7,328.79</b>	

**Other Business:**

None.

**Visitor Concerns:**

Mike Shaffer gave the Board an update on the Commissioner’s approval of phase 2 of Restoration Ranch.

**Trustee Reports:**

Mr. Sams reported that Restoration Ranch is making an effort for good communication with the Township. Mr. Sams met with them with their architect and was shown plans for the project.

A motion was made by Mr. Sams that the Board of Trustees adjourns into executive session to discuss Road Department Personnel Compensation pursuant to ORC 121.22 (G) (1) at 9:02 a.m. The motion was seconded by Mr. VanDeGrift and upon call of roll call, Mr. Jones “YEA”, Mr. Sams “YEA” and Mr. VanDeGrift “YEA” the executive session was entered.

By motion of Mr. VanDeGrift 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 execute session ended. Upon call of roll, Mr. Jones "YEA", Mr. Sams "YEA" and Mr. VanDeGrift "YEA" the Board returned to regular session at 9:15 a.m.

The Board of Trustees have reviewed Steven Schnetzer's position as Road Technician within the Township. Mr. VanDeGrift made a motion, seconded by Mr. Sams, to increase Steven Schnetzer's pay to \$23.94 per hour effective November 21, 2020. All present voiced a "YEA" vote and the motion passed with **Resolution 20-11-21**. (A copy of the resolution will be included in the minutes).

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 December 14, 2020 at 7:00 P.M.

Signed: \_\_\_\_\_ Chairman of the Board

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

**RESOLUTION 20-11-10  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**WHEREAS**, the Turtlecreek Township's renewal for 2021 health insurance benefits is due; and

**WHEREAS**, the township will be renewing with Anthem network for Health Insurance benefits and authorize Tammy Boggs, Administrator to sign all documents for the renewal process; and

**WHEREAS**, the source of the funds for the renewal premiums will be the General Fund (1000), Road Fund (2031), EMS Fund (2191) and EMS/Fire Fund (2193).

**THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the renewal of the health insurance benefits with Anthem network and authorize Tammy Boggs, Administrator to sign all documents for the renewal process.

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

Adopted this 24<sup>th</sup> day of November, 2020

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

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

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

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

**RESOLUTION 20-11-11  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**WHEREAS**, the Fire department has a need to renew their Blue Card Instructor program; and

**WHEREAS**, the cost to renew the Blue Card Instructor program will be \$2,500.00; and

**WHEREAS**, the source of the funds for the renewal will be the Fire Fund 2192 (2192-220-590-0006 Other Expenses Fire Training); and

**THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the renewal of the Blue Card Instructor program.

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

Adopted this 24<sup>th</sup> day of November, 2020

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

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

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

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

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

Resolution Number: 20-11-12  
2020

Date of Resolution: November 24,

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

Resolution adopted this 24<sup>th</sup> day of November, 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 20-11-13  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION AUTHORIZING VACATION  
BUYOUT FOR THE 2020 CARRYOVER BALANCES  
THAT EXCEED ALLOWABLE AMOUNTS PER THE  
TURTLECREEK TOWNSHIP PERSONNEL POLICY MANUAL  
EFFECTIVE DATE OF 2/2/19**

**WHEREAS**, Turtlecreek Township has a personnel policy manual in effect; and

**WHEREAS**, Turtlecreek Township Trustees have approved the updates to the personnel policy manual version dated February 2, 2019; and

**WHEREAS**, Turtlecreek Township personnel policy manual's new revision dated February 2, 2019 allows an employee's carry over vacation balance not to exceed forty hours (40); and

**WHEREAS**, Turtlecreek Township employees have balances in excess of the forty (40) hours carry over due to COVID-19 pandemic in the 2020 calendar year; and

**WHEREAS**, to bring the all employees into compliance with the revised personnel policy manual version dated February 2, 2019, the allowable payouts for the year ending 2020 will be in excess of the forty (40) hours for some employees; and

**NOW THEREFORE, BE IT RESOLVED**, by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they approve the excessive vacation buyouts in excess of forty (40) hours for the year 2020 due to COVID-19 pandemic which will make all employees in compliance with the personnel policy manual version dated February 2, 2019 of no more than 40 hours of vacation carryover allowed.

Mr. VanDeGrift moved to adopt the foregoing Resolution. Mr. Sams 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 24<sup>th</sup> day of November, 2020.

**THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attest: \_\_\_\_\_

Chief Fiscal Officer

**AMENDED PERMANENT  
20-11-14  
TOWNSHIP ANNUAL APPROPRIATION  
RESOLUTION**

The **Board of Trustees** of TURTLECREEK TOWNSHIP, in WARREN COUNTY, OHIO met in REGULAR session on the 24<sup>th</sup> day of November, 2020, 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,**

**2020**, 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. VanDeGrift 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** November 24, 2020

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Board of Township Trustees Fiscal Officer

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**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 24<sup>th</sup> day of November, 2020.

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

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**ANNUAL APPROPRIATION  
REVISED PERMANENT  
RESOLUTION**

**BOARD OF TOWNSHIP TRUSTEES**

Turtlecreek Township,

Warren County, Ohio.

Passed November 24, 2020

For the Fiscal Year Ending  
December 31st, 2020

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

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

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

**RESOLUTION 20-11-15  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**BE IT REOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they ratified transfers within the Cares Fund from Account 2272-230-211-0000 (OPERS) to Account 2272-230-213-0000 (Medicare) in the amount of \$9,000.00 for needed expenses; from Account 2272-230-190-0000 (Salaries) to Account 2272-230-599-0000 (Other Expenses) in the amount of \$148.60 for needed expenses; from Account 2272-230-211-0000 (OPERS) to Account 2272-230-599-0000 (Other Expenses) in the amount of \$4,061.69 for needed expenses; from Account 2272-230-213-0000 (Medicare) to Account 2272-230-599-0000 (Other Expenses) in the amount of \$3,295.46 for needed expenses. 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 24<sup>th</sup> day of November, 2020

Signed: \_\_\_\_\_ “YEA”  
\_\_\_\_\_ “YEA”  
\_\_\_\_\_ “YEA”

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

**RESOLUTION 20-11-16  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**WHEREAS**, the Township has a need to purchase computer equipment to provide virutal ability to all three (3) buildings (Station 31, Station 32, Station 33); and

**WHEREAS**, the cost of the computer equipment will be approximately \$7,610.78 from DoubleRadius; and

**WHEREAS**, the source of the funds to purchase the computer equipment will be the CARES Fund (2272-230-599-0000 Other – Other Expenses); and

**THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the purchase of computer equipment.

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

Adopted this 24<sup>th</sup> day of November, 2020

Signed: \_\_\_\_\_ “YEA”  
\_\_\_\_\_ “YEA”  
\_\_\_\_\_ “YEA”

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

**RESOLUTION 20-11-17  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**WHEREAS**, the Township has a need to purchase TV's and computer equipment to provide virtual ability to all Station 32 and Station 33; and

**WHEREAS**, the cost of the TV's and computer equipment will be approximately \$1,976.79 from supplies; and

**WHEREAS**, the source of the funds to purchase the TV's and computer equipment will be the CARES Fund (2272-230-599-0000 Other – Other Expenses); and

**THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the purchase of TV's and computer equipment.

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

Adopted this 24<sup>th</sup> day of November, 2020

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

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

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

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

**RESOLUTION 20-11-18  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**CHANGE IN EMPLOYMENT STATUS FOR MATTHEW ANGEL  
FROM EMS/FIRE VOLUNTEER TO FIRE VOLUNTEER**

**WHEREAS**, Matthew Angel is an EMS/Fire volunteer with the department; and

**WHEREAS**, Matthew Angel has requested to change his employment status with the department to Fire volunteer only effective November 24, 2020; and

**WHEREAS**, the Fire Chief and Assistant Chief of Turtlecreek Township Fire Department and Emergency Medical Service have approved this change in employment status; and

**NOW THEREFORE BE IT RESOLVED**, the Turtlecreek Township Board of Trustees hereby approves the change in employment status for Matthew Angel to Fire volunteer only effective November 24, 2020.

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

Adopted this 24<sup>th</sup> day of November, 2020

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

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

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

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

**RESOLUTION 20-11-19  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**CHANGE IN EMPLOYMENT STATUS FOR BRIAN HOLTEL  
FROM EMS PART TIME TO EMS/FIRE VOLUNTEER**

**WHEREAS**, Brian Holtel is an EMS part time employee with the department; and

**WHEREAS**, Brian Holtel has requested to change his employment status with the department to EMS/Fire volunteer effective November 24, 2020; and

**WHEREAS**, the Fire Chief and Assistant Chief of Turtlecreek Township Fire Department and Emergency Medical Service have approved this change in employment status; and

**NOW THEREFORE BE IT RESOLVED**, the Turtlecreek Township Board of Trustees hereby approves the change in employment status for Brian Holtel to EMS/Fire volunteer effective November 24, 2020.

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

Adopted this 24<sup>th</sup> day of November, 2020

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

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

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

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

**RESOLUTION 20-11-20  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**CHANGE IN EMPLOYMENT STATUS FOR SHELBY DEYE**

**WHEREAS**, Shelby Deye is an EMS part time employee with the department; and

**WHEREAS**, Shelby Deye has presented the Fire Chief with her resignation letter from the department effective December 14, 2020; and

**WHEREAS**, the Fire Chief and Assistant Chief of Turtlecreek Township Fire Department and Emergency Medical Service have accepted Ms. Deye's resignation letter; and

**NOW THEREFORE BE IT RESOLVED**, the Turtlecreek Township Board of Trustees hereby approves the resignation for Shelby Deye effective December 14, 2020.

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

Adopted this 24<sup>th</sup> day of November, 2020

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

**RESOLUTION 20-11-21  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION AUTHORIZING THE PAY  
INCREASE FOR STEVEN SCHNETZER**

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio have reviewed Steven Schnetzer's position as Road Technician within the township; and

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio have decided that Steven Schnetzer warrants a pay increase to \$23.94 per hour;

**WHEREAS**, Steven Schnetzer's pay rate per hour will be increased to \$23.94 per hour effective November 21, 2020; and

**NOW THEREFORE, BE IT RESOLVED**, by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, approved the pay increase to \$23.94 per hour effective November 21, 2020.

Mr. VanDeGrift moved to adopt the foregoing Resolution. Mr. Sams 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 24<sup>th</sup> day of November, 2020.

**THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES**

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

END OF MINUTES.