

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

JANUARY 11

21

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held by teleconference and in person on January 11, 2021 at 7:00 p.m. with the following persons present:

TRUSTEES: Jim VanDeGrift and Jonathan Sams. Dan Jones was absent.

FISCAL OFFICER: Amanda Childers

GUEST: Tammy Boggs, Mike Jameson, Dave Siebert, Mike Shaffer and Brad Edrington (phone).

The meeting opened with Mr. Sams asking Mike Jameson to lead us in the Pledge of Allegiance.

The minutes of the meeting held on December 29, 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. VanDeGrift and seconded by Mr. Sams 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.

Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve the 2021 Permanent Appropriations. All present voiced a "YEA" vote and the motion passed with Resolution 21-01-01 (a copy of the resolution will be included in the minutes).

Department Reports:

Fire/EMS:

Mike Jameson, Fire Chief, 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 Jeffrey Dahlhoff to fill the position effective January 30, 2021 at the rate of \$16.50 per hour. Mr. Dahlhoff's hours of work will be twenty-four hour shifts. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve hiring Jeffrey Dahlhoff for Part-Time EMT/FF1 effective January 30, 2021 at the rate of \$16.50 per hour. All voiced a "YEA" vote and the motion was passed. **Resolution 21-01-04.** (A copy of the resolution will be included in the minutes.)

Chief Jameson gave the Board an update on the nearly completed Station 33. They are working on the punch list and have installed the turn out gear lockers. Chief Jameson expects to move into the new Station 33 in early February. The phone, computer and TV installation will be done by our personnel. The excavator is coming in January 12, 2021 to tear down the old building, extend the retention pond and finish grading.

Chief Jameson updated the Board on Covid-19 cases in Turtlecreek Township with 186 active cases.

Chief Jameson informed the Board that he will get state bid pricing for stair climbers. He also stated that two elliptical machines were donated from the Deerfield YMCA and will go to Stations 31 and 33. Additionally, we will be getting treadmills.

Road and Bridge:

Dave Siebert, Road/Maintenance Supervisor, informed the Board that a gutter repair is needed at Station 32. Mr. Siebert received a quote for the 73 leaking seams for \$1,875.00 from Deer Park Roofing. The repair comes with a one-year warranty.

Mr. Siebert informed the Board that the Road Department was out early on New Year's Eve morning to spread twenty tons of salt. They have been working on another project the past two weeks moving the brush pile from Station 32 to Woodside on Stubbs Mill Rd. Additionally, they have been trimming trees in the Township.

Administration:

Tammy Boggs, Township Administrator, informed the Board that she was contacted by the City of Lebanon requesting a resolution in support of them applying for a grant to construct 4.5 miles of natural surface trails through the Atrium Medical Center Bike Park. The cost will be \$225,000.00 which the NRAC grant will cover 74% of the cost. Mr. VanDeGrift moved for adoption of the

foregoing resolution, seconded by Mr. Sams. All present voiced a “YEA” vote and the motion was passed with **Resolution 21-01-05**. (A copy of the Resolution is included in the minutes.)

Mrs. Boggs requested a resolution authorizing participation with NAVIA and Anthem Insurance for the Township’s Health Reimbursement Account for employee and elected officials in-network deductibles, coinsurance and copay expenses effective January 1, 2021. Additionally, Mr. Sams will need authorization to sign the paperwork. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve the Resolution as stated above. . All present voiced a “YEA” vote and the motion was passed with **Resolution 21-01-02**. (A copy of the Resolution is included in the minutes.)

Mrs. Boggs requested ratification for expenditures authorized by Township Administrator or Township Officer or Employee authorized by Township Administrator in the cumulative amount of \$557.63. The purchases are \$115.91 from Bed, Bath and Beyond, \$19.32 from Pickrel Bros Inc, \$56.00 from Hunter Pizza, \$56.00 from LaRosa’s \$25.00 from CareWorks, \$66.47 from Amazon, \$88.95 from Rural King and \$129.98 from Sam’s. Mr. VanDeGrift made a motion, seconded by Mr. Sams to subsequently approve the expenditures in the cumulative amount of \$557.63. All present voiced a “YEA” vote and the motion was passed with **Resolution 21-01-03**. (A copy of the Resolution is included in the minutes.)

Mrs. Boggs informed the Board that she received a letter from Warren County Regional Planning regarding the 1st National Subdivision revised Preliminary Plan. This two lot consolidation requires the revision. The Board had no questions or concerns regarding the revision of the 1st National Subdivision. (A letter will be sent to Warren County Regional Planning stating this information.)

Mrs. Boggs informed the Board that she received a notice in the mail from State Liquor Control for a transfer of a liquor license from the Volero on State Route 123 to Sunoco. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve the liquor license transfer from Volero to Sunoco as requested by State Liquor Control. All present voiced a “YEA” vote and the motion was passed.

Mrs. Boggs informed the Board that she was contacted by Cedar Trace Homeowners Association that they are having an issue with water in the swale behind four houses. The Warren County Engineer’s office and Soil and Water suggested they pipe the swale. The Township cannot provide funding for this due to the location not being in the right of way. A letter will be sent to the Homeowner’s Association stating this information.

General Reports:

CORRESPONDENCE:

IN:

- Letter from Warren County Regional Planning regarding the 1st National Subdivision Revised Preliminary Plan.
- Letter from Warren County Engineer’s office regarding the Trails of Shaker Run – Section Nine -A, Nine – B, Ten and Eleven
- Letter from T-Mobile regarding changes in 2022
- Letter from DS2 Architects regarding their services
- Letter from Warren County TID regarding the State Route 63 improvements

OUT:

- Letter to Medical Mutual of Ohio terminating insurance benefits

Fiscal Officer Reports:

The Fiscal Officer presented the bills which were due and the following checks were approved and signed. Check Numbers 32708 through 32711 and Vouchers 1402-2020 through 1407-2020 and Vouchers 1-2021 through 74-2021.

The Fiscal Office reported the following income:

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
12/14/20	12/30/20	1233-2020	WARREN COUNTY AUDITOR, MATT NOLAN	2031-599-0000	\$1,440.00	2020 STREET SWEEPING REIMBURSEMENT
12/14/20	12/30/20	1246-2020	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$2,629.45	CENTS PER GALLON DEC 2020 (DIRECT DEPOSIT)
12/18/20	12/30/20	1243-2020	WARREN COUNTY AUDITOR, MATT NOLAN	1000-534-0000	\$206.55	CIGARETT LICENSE DECEMBER 2020 (DIRECT DEPOSIT)
12/11/20	12/30/20	1242-2020	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$6,570.52	LOCAL GOVT DEC 2020 (DIRECT DEPOSIT)
12/10/20	12/30/20	1241-2020	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$930.50	LOCAL GOVT HB49 DEC 2020 (DIRECT DEPOSIT)
12/1/20	12/30/20	1245-2020	WARREN COUNTY AUDITOR, MATT NOLAN	2011-536-0000	\$1,810.23	MOTOR VEHICLE LICENSE TAX NOV 2020 (DIRECT DEPOSIT)
12/31/20	12/30/20	1244-2020	WARREN COUNTY AUDITOR, MATT NOLAN	2231-592-0000	\$1,909.95	NEW \$5 PERMISSIVE AUTO NOV 2020 (DIRECT DEPOSIT)
12/31/20	12/30/20	1247-2020	WARREN COUNTY AUDITOR, MATT NOLAN	2231-104-0000	\$8,276.45	OLD \$5 PERMISSIVE AUTO TAX NOV 2020 (DIRECT DEPOSIT)
12/30/20	12/30/20	1248-2020	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$18,391.86	GAS EXCISE TAX DEC 2020 (DIRECT DEPOSIT)
					\$42,165.51	
12/21/20	1/3/21	1251-2020	PRIMARY	1000-701-0000	\$1.12	DEC 2020 INTEREST
12/22/20	1/3/21	1263-2020	CD 15	1000-701-0000	\$337.68	DECEMBER 2020 INTEREST
12/22/20	1/3/21	1264-2020	FHLMC 9	1000-701-0000	\$1,000.00	DECEMBER 2020 INTEREST
12/22/20	1/3/21	1265-2020	CD 7	1000-701-0000	\$317.22	DECEMBER 2020 INTEREST
12/28/20	1/3/21	1266-2020	CD 30	1000-701-0000	\$491.34	DECEMBER 2020 INTEREST
12/28/20	1/3/21	1267-2020	CD 10	1000-701-0000	\$337.68	DECEMBER 2020 INTEREST
12/28/20	1/3/21	1268-2020	FNMA 4	1000-701-0000	\$1,002.22	DECEMBER 2020 INTEREST
12/14/20	1/3/21	1270-2020	FHLMC 10	1000-701-0000	\$2,075.00	DECEMBER 2020 INTEREST
12/14/20	1/3/21	1271-2020	cd 28	1000-701-0000	\$204.66	DECEMBER 2020 INTEREST
12/21/20	1/3/21	1272-2020	CD 32	1000-701-0000	\$624.21	DECEMBER 2020 INTEREST
12/21/20	1/3/21	1273-2020	CD 33	1000-701-0000	\$204.66	DECEMBER 2020 INTEREST
12/21/20	1/3/21	1274-2020	CD 4	1000-701-0000	\$347.92	DECEMBER 2020 INTEREST
12/21/20	1/3/21	1275-2020	CD 7	1000-701-0000	\$317.22	DECEMBER 2020 INTEREST
12/21/20	1/3/21	1276-2020	CD 17	1000-701-0000	\$327.45	DECEMBER 2020 INTEREST
12/21/20	1/3/21	1277-2020	CD 22	1000-701-0000	\$347.92	DECEMBER 2020 INTEREST
12/18/20	1/3/21	1278-2020	CD 14	1000-701-0000	\$314.67	DECEMBER 2020 INTEREST
12/30/20	1/3/21	1279-2020	CD 16	1000-701-0000	\$337.68	DECEMBER 2020 INTEREST
12/10/20	1/3/21	1280-2020	CD 23	1000-701-0000	\$388.85	DECEMBER 2020 INTEREST
12/28/20	1/3/21	1282-2020	CD 31	1000-701-0000	\$993.27	DECEMBER 2020 INTEREST
12/28/20	1/4/21	1283-2020	US BANK	1000-701-0000	\$2.03	DECEMBER 2020 INTEREST
12/28/20	1/5/21	1284-2020	STAROHIO	1000-701-0000	\$281.73	DECEMBER 2020 INTEREST
12/29/20	1/5/21	1285-2020	STAR PLUS	1000-701-0000	\$307.89	DECEMBER 2020 INTEREST
12/29/20	1/5/21	1286-2020	PRIMARY	1000-701-0000	\$2.88	DECEMBER 2020 INTEREST
					\$10,565.30	
12/29/20	12/31/20	1250-2020	OHIO BUREAU OF WORKERS COMP	1000-599-0000	\$179,902.02	DIVIDEND
					\$179,902.02	
12/29/20	12/30/20	1239-2020	OHIO DEPT OF PUBLIC SAFETY	2191-599-0000	\$648.00	EMS GRANT
					\$648.00	
12/30/20	1/3/21	1281-2020	INVESTMENT FHLMC 10	1000-701-0000	\$400.00	Gain on Investment
					\$400.00	
12/30/20	12/30/20	1234-2020	OTARMA	2191-892-0000	\$1,173.00	INSURANCE REFUND ON AMBULANCE
					\$1,173.00	
12/31/20	12/30/20	1231-2020	NATIONAL ASSOC OF LETTER CARRIERS	2191-299-0000	\$86.75	LIFE SQUAD SERVICES
12/1/20	12/30/20	1232-2020	US DEPT OF VETERANS AFFAIRS	2191-299-0000	\$946.68	LIFE SQUAD SERVICES
12/3/20	12/30/20	1235-2020	USAA	2191-299-0000	\$77.46	LIFE SQUAD SERVICES
12/4/20	12/30/20	1236-2020	UNITED OF OMAHA LIFE INSURANCE CO	2191-299-0000	\$87.36	LIFE SQUAD SERVICES
12/7/20	12/30/20	1237-2020	UNITED OF OMAHA LIFE INSURANCE COMPANY	2191-299-0000	\$93.61	LIFE SQUAD SERVICES
12/7/20	12/30/20	1238-2020	BLUE CROSS BLUE SHIELD	2191-299-0000	\$110.33	LIFE SQUAD SERVICES
12/9/20	1/3/21	1252-2020	BUCKEYE COMMUNITY	2191-299-0000	\$148.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/11/20	1/3/21	1253-2020	ANTHEM BLUE	2191-299-0000	\$468.55	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/11/20	1/3/21	1254-2020	CGS	2191-299-0000	\$2,711.76	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/14/20	1/3/21	1255-2020	MOLINA HEALTHCARE	2191-299-0000	\$339.72	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/21/20	1/3/21	1256-2020	ANTHEM BLUE	2191-299-0000	\$525.09	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/21/20	1/3/21	1257-2020	AETNA	2191-299-0000	\$716.54	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/28/20	1/3/21	1258-2020	ANTHEM BCBS	2191-299-0000	\$1,793.40	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/28/20	1/3/21	1259-2020	UHC COMMUNITY	2191-299-0000	\$128.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/28/20	1/3/21	1260-2020	UNITED HEALTHCARE	2191-299-0000	\$243.55	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/28/20	1/3/21	1261-2020	AARP SUPPLEMENTAL	2191-299-0000	\$338.24	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/28/20	1/3/21	1262-2020	CGS	2191-299-0000	\$704.81	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/28/20	12/30/20	1240-2020	MEDICOUNT	2191-299-0000	\$1,685.00	LIFE SQUAD SERVICES NOV 2020 DEPOSITS
					\$11,204.85	
12/31/20	12/30/20	1249-2020	HARBOR FREIGHT	2191-892-0000	\$5.95	REFUND SALES TAX INCLUDED ON PURCHASE
					\$5.95	

Other Business:

None.

Visitor Concerns:

Mr. Shaffer gave an update on current happenings at Warren County Regional Planning.

Trustee Reports:

A motion was made by Mr. VanDeGrift that the Board of Trustees adjourns into executive session to discuss EMS Personnel and Real Estate matters pursuant to ORC 121.22 (G)(1) and (G)(2) at 7:31 P.M. The motion was seconded by Mr. Sams and upon call of roll call, 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. Sams "YEA" and Mr. VanDeGrift "YEA" the Board returned to regular session at 7:49 P.M.

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 January 26, 2021 at 8:00 A.M.

Signed: _____ Chairman of the Board

Attest: _____ Fiscal Officer

**PERMANENT
21-01-01
TOWNSHIP ANNUAL APPROPRIATION
RESOLUTION**

The **Board of Trustees** of TURTLECREEK TOWNSHIP, in WARREN COUNTY,

OHIO met in REGULAR session on the 11th day of JANUARY, 2021, at the

TOWNSHIP MEETING HALL with the following members present:

JONATHAN D.SAMS

JAMES VANDEGRIFT

Mr. VanDeGrift 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,**

2021, 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. Sams seconded the **Resolution** and the roll being called upon its adoption the vote resulted as follows:

MR. JIM VANDEGRIFT "YEA"

MR. JONATHAN D. SAMS "YEA"

Adopted JANUARY 11, 2021

Board of Township Trustees Fiscal Officer

THE STATE OF OHIO, WARREN COUNTY, ss:

I, AMANDA K. CHILDERS, Fiscal Officer of the Board of Trustees of Turtlecreek Township, in Warren County Ohio, and in whose custody the Files, Journals and Records of said Board are required by the Laws of the State of Ohio to be kept, do hereby certify that the foregoing ***Annual 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 11th day of January, 2021.

Township Fiscal Officer

**ANNUAL APPROPRIATION
PERMANENT
RESOLUTION**

BOARD OF TOWNSHIP TRUSTEES

Turtlecreek Township,

Warren County, Ohio.

Passed January 11, 2021

For the Fiscal Year Ending
December 31st, 2021

Filed _____, 21____

County Auditor

By _____
Deputy

**RESOLUTION 21-01-02
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**A RESOLUTION AUTHORIZING THE PARTICIPATION WITH
NAVIA FOR THE TOWNSHIP'S HRA**

WHEREAS, the Turtlecreek Township Board of Trustees have renewed the health insurance benefits with Anthem and;

WHEREAS, the township has agreed to an HRA reimbursement of employee's in-network deductibles, coinsurance and copay expenses as a benefit to the township employees effective January 1, 2021; and

NOW THEREFORE, BE IT RESOLVED by the Turtlecreek Township Board of Trustees that the employees and elected officials shall receive reimbursement for in-network deductibles, coinsurance and copay expenses by Navia.

Mr. VanDeGrift moved to adopt the foregoing resolution. Mr. Sams seconded the motion. All voiced a "YEA" vote and the resolution was passed.

Adopted this 11th day of January, 2021

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

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

Resolution Number: 21-01-03
2021

Date of Resolution: January 11,

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. Sams	YEA

Resolution adopted this 11th day of January, 2021.

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 21-01-04
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**HIRE JEFFREY DAHLHOFF, EFFECTIVE JANUARY 30, 2021
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 Jeffrey Dahlhoff 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 Jeffrey Dahlhoff for the position of Part-Time EMT/FF1, effective January 30, 2021 at the rate of \$16.50 per hour. Mr. Dahlhoff's hours of work will be 24 hours shifts.

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

