

## TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

MAY 10

21

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held by teleconference and in person on May 10, 2021 at 7:00 p.m. with the following persons present:

TRUSTEES: Jonathan Sams, Dan Jones and Jim VanDeGrift

FISCAL OFFICER: Amanda Childers

GUEST: Tammy Boggs, Mike Jameson, Brian Elleman, Ron Chasteen, Dave Siebert, Mike Shaffer, Gideon Conger, Missy Wainscott, Bruce Osborne, Jon Campbell, Jeff Dahlhoff, Amber Dahlhoff, Brian Louallen, Christopher Dotson, Hali Grauvogel, and Brad Edrington (phone).

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

The minutes of the meeting held on April 27, 2021 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. Jones. 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. Jones 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.

Jonathan Sams, on behalf of the Trustees, proclaimed today May 10, 2021 as Jon Campbell Day, to thank and honor him for fifty years of dedicated service as a Volunteer Fire Fighter at Turtlecreek Township. He began work at Turtlecreek Township on March 1, 1971 and ended on April 1, 2021. All in attendance gave him a standing ovation with thanks and best wishes.

Mike Jameson, Fire Chief, conducted the swearing in of Jeffrey Dahlhoff as a full time EMT Basic. Congratulations were given to Mr. Dahlhoff by all in attendance.

Chief Jameson conducted the swearing in of Christopher Dotson as a Part Time Paramedic/FF2. Congratulations were given to Mr. Dotson by all in attendance.

Prior to the meeting, the Audit/Financial Committee met to review the semiannual financial reports for the year to date. The committee noted that at this time there is no need for transfers, additional line items, revenue revisions or amended appropriations. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the audit findings. All present voiced a "YEA" vote and the motion was passed.

Department Reports:

### **Fire/EMS:**

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 Adam Hofmann to fill the position effective May 12, 2021 at the rate of \$16.50 per hour. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve hiring Adam Hofmann for Part-Time EMT/FF1 effective May 12, 2021 at the rate of \$16.50 per hour. All voiced a "YEA" vote and the motion was passed. **Resolution 21-05-01.** (A copy of the resolution will be included in the minutes.)

Chief Jameson informed the Board that a position for a Full-Time EMT-Basic has been posted and both he and the Assistant Fire Chief have recommended Tyler Polen to fill the position effective May 12, 2021 at the rate of \$15.50 per hour. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve hiring Tyler Polen for Full-Time EMT-Basic effective May 12, 2021 at the rate of \$15.50 per hour. All voiced a "YEA" vote and the motion was passed. **Resolution 21-05-02.** (A copy of the resolution will be included in the minutes.)

Chief Jameson informed the Board that a position for a Full-Time EMT-Basic has been posted and both he and the Assistant Fire Chief have recommended Tyler Kinman to fill the position effective May 11, 2021 at the rate of \$15.50 per hour. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve hiring Tyler Kinman for Full-Time EMT-Basic effective May 11, 2021 at the rate of \$15.50 per hour. All voiced a "YEA" vote and the motion was passed. **Resolution 21-05-03.** (A copy of the resolution will be included in the minutes.)

Chief Jameson informed the Board that a position for a Full-Time EMT-Basic has been posted and both he and the Assistant Fire Chief have recommended Jeffrey Dahlhoff to fill the position effective May 9, 2021 at the rate of \$15.50 per hour. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve hiring Jeffrey Dahlhoff for Full-Time EMT-Basic effective May 9, 2021 at the rate of \$15.50 per hour. All voiced a "YEA" vote and the motion was passed. **Resolution 21-05-04.** (A copy of the resolution will be included in the minutes.)

Chief Jameson requested the Board to rescind Resolution 21-04-08 regarding the hiring of Jared Owens. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the rescission of Resolution 21-04-08. All voiced a "YEA" vote and the motion was passed. **Resolution 21-05-05.** (A copy of the resolution will be included in the minutes.)

Chief Jameson requested the Board to rescind Resolution 21-04-03 regarding the hiring of Trent Estes. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the rescission of Resolution 21-04-03. All voiced a "YEA" vote and the motion was passed. **Resolution 21-05-06.** (A copy of the resolution will be included in the minutes.)

Chief Jameson updated the Board on Covid-19 cases in Turtlecreek Township with 16 active cases in Turtlecreek Township as of May 10, 2021.

Chief Jameson requested approval of the New Recruit Manual to be used by the Fire Department for new hires effective as of May 10, 2021. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the New Recruit Manual. All present voiced a "YEA" vote and the motion was passed. **Resolution 21-05-10.** (A copy of the resolution will be included in the minutes.)

Chief Jameson requested authorization to purchase fire gloves at a cost of approximately \$629.50 from Phoenix Safety Outfitters. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the purchase of fire gloves from Phoenix Safety Outfitters for \$629.50. All present voiced a "YEA" vote and the motion was passed. **Resolution 21-05-11.** (A copy of the resolution will be included in the minutes.)

Chief Jameson informed the Board that Miami Valley Paving is hoping to repair the parking lot pavement at Station 33 next week.

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

Ron Chasteen, Road and Bridge Supervisor, gave an update on the work being done by his department. Mr. Chasteen informed the Board that Warren County assisted on a large downed tree issue and he would like a letter of appreciation to be sent to them.

Mr. Chasteen said that he is working with Mr. Brigano of the Engineer's office in regard to obtaining OPWC funding for pier walls for Liberty Keuter and Emmons Roads.

Mr. Chasteen requested ratification for the expenditure of \$2,565.00 for two skids of crack sealer. Mr. Jones made a motion, seconded by Mr. VanDeGrift to subsequently approve the expenditure of \$2,565.00 for crack sealer. All present voiced a "YEA" vote and the motion was passed.

Dave Siebert, Road/Maintenance Supervisor, informed the Board that he would contact the developer from Trails of Shaker Run about signage for parking and cul-de-sacs.

#### **Administration:**

Tammy Boggs, Township Administrator, informed the Board that she sent letters of support for the Route 63 Project to Ohio Department of Transportation and Congressman Chabot's office per the request of the Engineer's Office.

Mrs. Boggs requested a Resolution to approve the purchase of smoke duct detectors system for the fire panel at Station 32 in the amount of \$4,380.30 from Homeland Technology Group. The smoke detectors will be tested as part of the annual fire inspections. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the purchase of the duct detectors system from Homeland Technology Group for \$4,380.30. All present voiced a "YEA" vote and the motion was passed. **Resolution 21-05-07.** (A copy of the resolution will be included in the minutes.)

Mrs. Boggs requested a Resolution to rescind Resolution 21-04-01 relating to Governmental meetings which allowed no more than 50 people to be present. Therefore, with the rescission of Resolution 21-04-01, no more than ten persons shall be present as required by the Executive Orders and Public Health Orders in effect at this time. The rescission is applicable to the Turtlecreek Township Administration Building or any other Township owned or operated buildings. All other non-governmental public and private gatherings of greater than ten people remain prohibited in compliance with the First Amended Order to Limit and/or Prohibit Mass Gatherings in the State of Ohio, dated March 5, 2021. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the foregoing resolution. All present voiced a "YEA" vote and the motion was passed with **Resolution 21-05-12**. (A copy of the Resolution is included in the minutes.)

Mrs. Boggs informed the Board that she received a notice from Warren County Regional Planning regarding the Frasier property PUD on Greentree Road. The requested plan calls for 217 units with a minimum lot size of 8450 square feet, 65-foot lot frontage, dwelling minimum of 1200 square feet and 20% open space. Mr. Sams voiced his concern that this was not what was previously discussed with officials in planning and differs significantly as to lot size, set back, building size and access issues. (Letters will be sent to Warren County Regional Planning and Warren County Rural Zoning regarding this matter.)

Mrs. Boggs requested ratification for expenditures authorized by Township Administrator or Township Officer or Employee authorized by Township Administrator in the cumulative amount of \$246.78. The purchases are \$197.75 from Sam's, \$23.92 from Home Depot and \$25.11 from Amazon. Mr. VanDeGrift made a motion, seconded by Mr. Jones to subsequently approve the expenditures in the cumulative amount of \$246.78. All present voiced a "YEA" vote and the motion was passed with **Resolution 21-08-08**. (A copy of the Resolution is included in the minutes.)

#### **General Reports:**

#### **CORRESPONDENCE:**

##### **IN:**

Letter from Warren County Engineer's Office regarding walk through at Shaker Run Section Five, Phase C on May 25, 2021 at 10:00 a.m.  
Letter from Department of Commerce regarding liquor permits in the township  
Email from Principal regarding Cobra benefits  
Email from Navia regarding Cobra benefits  
Letter from Western Water regarding their annual meeting  
Letter from US Department of Commerce regarding US Census Bureau survey  
Email from SMJ International regarding permit information for cell towers  
Warren County Health District new & information letter  
Letter from Sedgwick regarding MCO  
Letter from OhioComp regarding Worker's Comp MCO  
Email from OpenMeeting Technologies regarding software

##### **OUT:**

Letter to Warren County Regional Planning regarding the Creek Song Preliminary Plan  
Letter to Warren County Rural Zoning Inspection regarding George Steel  
Letter to Ohio Department of Transportation regarding the support of Route 63 project  
Letter to Congressman Chabot's office in support of the Route 63 project  
Letter to Warren County Rural Zoning Inspection regarding Union Village Development Site Plan  
Letter to Christopher Dotson for job offer for part time position  
Letter to Warren County Building Department requesting permit fees being waived on the Cellular Dialer for Fire Panel  
Letter to Adam Hofmann for job offer for part time position  
Email to SMJ International regarding permit information for cell towers  
Email to Warren County Soil and Water regarding complaint on Hendrickson Road  
Letter from Warren County Engineer's office regarding Shaker Run Section Five Phase C walk through  
Email to OpenMeeting Technologies regarding software

**Fiscal Officer Reports:**

Amanda Childers, Fiscal Officer requested a resolution approving Amended Appropriations to include additional lighting district assessed funds in the amount of \$3,675.50. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the Amended Appropriations. All present voiced a “YEA” vote and the motion was passed with **Resolution 21-05-09**. (A copy of the Resolution is included in the minutes.)

Mrs. Childers informed the Board that the snow plow bills have been mailed.

The Fiscal Officer presented the bills which were due and the following checks were approved and signed. Check Nos. 32992 through 33044 (copy to follow) and Vouchers 437-2021 through 488-2021.

The Fiscal Office reported the following income:

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
4/22/21	4/30/21	380-2021	B SIMMONS	2041-804-0000	\$730.00	SALE OF CEMETERY PLOT B SIMMONS SECTION 57 LOT 6
					<b>\$730.00</b>	
4/23/21	4/30/21	381-2021	CITY OF LEBANON	1000-591-0007	\$2,589.23	1ST QTR 2021 JEDD INCOME TAX PAYMENT
					<b>\$2,589.23</b>	
4/19/21	4/30/21	408-2021	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$930.50	LOCAL GOVT HB 62 APRIL 2021 (DIRECT DEPOSIT)
4/19/21	4/30/21	409-2021	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$5,202.07	LOCAL GOVT APRIL 2021 (DIRECT DEPOSIT)
4/26/21	4/30/21	410-2021	WARREN COUNTY AUDITOR, MATT NOLAN	2231-592-0000	\$2,454.00	NEW \$5 PERMISSIVE AUTO MARCH 2021 (DIRECT DEPOSIT)
4/26/21	4/30/21	411-2021	WARREN COUNTY AUDITOR, MATT NOLAN	2011-536-0000	\$2,634.87	MOTOR VEHICLE LICENSE TAX (DIRECT DEPOSIT)
4/26/21	4/30/21	412-2021	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$1,525.34	CENTS PER GALLON APRIL 2021 (DIRECT DEPOSIT)
4/26/21	4/30/21	413-2021	WARREN COUNTY AUDITOR, MATT NOLAN	2231-104-0000	\$10,642.45	OLD \$5 PERMISSIVE AUTO TAX MARCH 2021 (DIRECT DEPOSIT)
4/26/21	4/30/21	414-2021	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$16,166.03	GAS EXCISE TAX APRIL 2021 (DIRECT DEPOSIT)
4/5/21	5/3/21	432-2021	WARREN COUNTY AUDITOR, MATT NOLAN	2011-536-0000	\$1,081.10	MOTOR VEHICLE LICENSE TAX 2021 EXCESS IRP
					<b>\$40,636.36</b>	
4/30/21	5/3/21	433-2021	STAROHIO	1000-701-0000	\$308.41	APRIL 2021 INTEREST
4/30/21	5/3/21	434-2021	PRIMARY	1000-701-0000	\$1.92	APRIL 2021 INTEREST
4/1/21	5/5/21	435-2021	US BANK	1000-701-0000	\$5.34	APRIL 2021 SWEEP INTEREST
4/1/21	5/5/21	436-2021	CD 15	1000-701-0000	\$348.94	APRIL 2021 INTEREST
4/5/21	5/5/21	437-2021	CD 9	1000-701-0000	\$327.79	APRIL 2021 INTEREST
4/6/21	5/5/21	438-2021	CD 10	1000-701-0000	\$348.94	APRIL 2021 INTEREST
4/12/21	5/5/21	439-2021	cd 28	1000-701-0000	\$211.48	APRIL 2021 INTEREST
4/19/21	5/5/21	440-2021	CD 33	1000-701-0000	\$211.48	APRIL 2021 INTEREST
4/21/21	5/5/21	441-2021	CD 4	1000-701-0000	\$369.52	APRIL 2021 INTEREST
4/26/21	5/5/21	442-2021	CD 7	1000-701-0000	\$327.79	APRIL 2021 INTEREST
4/27/21	5/5/21	443-2021	CD 17	1000-701-0000	\$338.37	APRIL 2021 INTEREST
4/28/21	5/5/21	444-2021	CD 22	1000-701-0000	\$369.52	APRIL 2021 INTEREST
4/28/21	5/5/21	445-2021	CD 14	1000-701-0000	\$325.16	APRIL 2021 INTEREST
4/28/21	5/5/21	446-2021	CD 16	1000-701-0000	\$348.94	APRIL 2021 INTEREST
					<b>\$3,823.60</b>	
4/16/21	4/30/21	375-2021	PARAMOUNT INSURANCE COMPANY	2191-299-0000	\$124.00	LIFE SQUAD SERVICES
4/16/21	4/30/21	376-2021	PARAMOUNT INSURANCE COMPANY	2191-299-0000	\$130.00	LIFE SQUAD SERVICES
4/19/21	4/30/21	377-2021	BLUE CROSS AND BLUE SHIELD OF MICHIGAN	2191-299-0000	\$170.75	LIFE SQUAD SERVICES
4/20/21	4/30/21	378-2021	WARREN COUNTY AUDITOR, MATT NOLAN	2191-299-0000	\$110.37	LIFE SQUAD SERVICES
4/20/21	4/30/21	379-2021	PARAMOUNT INSURANCE COMPANY	2191-299-0000	\$136.00	LIFE SQUAD SERVICES
4/26/21	4/30/21	382-2021	TRICARE	2191-299-0000	\$173.48	LIFE SQUAD SERVICES
4/30/21	4/30/21	383-2021	ALLSTATE	2191-299-0000	\$783.34	LIFE SQUAD SERVICES
4/13/21	4/30/21	384-2021	AARP SUPPLEMENTAL	2191-299-0000	\$82.54	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/13/21	4/30/21	385-2021	HUMANA	2191-299-0000	\$96.82	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/13/21	4/30/21	386-2021	AETNA	2191-299-0000	\$470.02	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/13/21	4/30/21	387-2021	ANTHEM BCBS	2191-299-0000	\$477.34	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/14/21	4/30/21	388-2021	HNB - ECHO	2191-299-0000	\$186.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/14/21	4/30/21	389-2021	UNITED HEALTHCARE	2191-299-0000	\$293.44	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/14/21	4/30/21	390-2021	CGS	2191-299-0000	\$375.05	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/15/21	4/30/21	391-2021	UNITED HEALTHCARE	2191-299-0000	\$190.17	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/15/21	4/30/21	392-2021	AARP	2191-299-0000	\$375.05	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/16/21	4/30/21	393-2021	HNB - ECHO	2191-299-0000	\$132.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/16/21	4/30/21	394-2021	CGS	2191-299-0000	\$3,340.58	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/19/21	4/30/21	395-2021	CGS	2191-299-0000	\$391.53	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/20/21	4/30/21	396-2021	AETNA	2191-299-0000	\$868.51	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/22/21	4/30/21	397-2021	AARP	2191-299-0000	\$162.79	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/22/21	4/30/21	398-2021	UNITED HEALTHCARE	2191-299-0000	\$241.71	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/22/21	4/30/21	399-2021	ANTHEM BLUE	2191-299-0000	\$608.07	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/23/21	4/30/21	400-2021	CIGNA	2191-299-0000	\$99.72	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/23/21	4/30/21	401-2021	HNB - ECHO	2191-299-0000	\$126.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/23/21	4/30/21	402-2021	CGS	2191-299-0000	\$352.13	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/26/21	4/30/21	403-2021	AETNA	2191-299-0000	\$23.76	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/26/21	4/30/21	404-2021	ANTHEM BLUE	2191-299-0000	\$99.56	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/26/21	4/30/21	405-2021	AETNA BETTER HEALTH	2191-299-0000	\$103.95	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/26/21	4/30/21	406-2021	BUCKEYE COMMUNITY	2191-299-0000	\$126.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/26/21	4/30/21	407-2021	CIGNA	2191-299-0000	\$493.03	LIFE SQUAD SERVICES (DIRECT DEPOSIT)

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
4/27/21	5/3/21	415-2021	ANTHEM BLUE	2191-299-0000	\$100.48	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/27/21	5/3/21	416-2021	MOLINA HEALTHCARE	2191-299-0000	\$194.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/27/21	5/3/21	417-2021	MOLINA HEALTHCARE	2191-299-0000	\$387.26	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/27/21	5/3/21	418-2021	AETNA	2191-299-0000	\$457.50	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/27/21	5/3/21	419-2021	AETNA	2191-299-0000	\$486.11	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/27/21	5/3/21	420-2021	ANTHEM BCBS	2191-299-0000	\$576.40	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/27/21	5/3/21	421-2021	CGS	2191-299-0000	\$2,290.55	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/28/21	5/3/21	422-2021	HNB - ECHO	2191-299-0000	\$136.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/28/21	5/3/21	423-2021	AETNA	2191-299-0000	\$317.28	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/28/21	5/3/21	424-2021	CGS	2191-299-0000	\$386.65	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/28/21	5/3/21	425-2021	ANTHEM BLUE	2191-299-0000	\$794.72	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/29/21	5/3/21	426-2021	AARP	2191-299-0000	\$83.46	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/29/21	5/3/21	427-2021	BUCKEYE COMMUNITY	2191-299-0000	\$126.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/29/21	5/3/21	428-2021	CGS	2191-299-0000	\$344.20	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/29/21	5/3/21	429-2021	AETNA	2191-299-0000	\$393.26	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/30/21	5/3/21	430-2021	ANTHEM BLUE	2191-299-0000	\$233.58	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/30/21	5/3/21	431-2021	MOLINA HEALTHCARE	2191-299-0000	\$393.37	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/3/21	5/10/21	447-2021	MEDICOUNT MANAGEMENT	2191-299-0000	\$1,759.17	LIFE SQUAD SERVICES MARCH 2021 DEPOSITS
5/3/21	5/10/21	448-2021	SEDGWICK	2191-299-0000	\$705.80	LIFE SQUAD SERVICES
5/3/21	5/10/21	449-2021	AETNA	2191-299-0000	\$103.95	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/3/21	5/10/21	450-2021	BUCKEYE COMMUNITY	2191-299-0000	\$126.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/3/21	5/10/21	451-2021	AETNA	2191-299-0000	\$464.76	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/3/21	5/10/21	452-2021	CGS	2191-299-0000	\$2,812.59	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/4/21	5/10/21	453-2021	CGS	2191-299-0000	\$799.22	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/5/21	5/10/21	454-2021	AARP SUPPLEMENTAL	2191-299-0000	\$97.65	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/6/21	5/10/21	455-2021	HNB - ECHO	2191-299-0000	\$180.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/6/21	5/10/21	456-2021	CGS	2191-299-0000	\$320.39	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/6/21	5/10/21	457-2021	UNITED HEALTHCARE	2191-299-0000	\$1,183.18	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
					\$27,597.24	
5/3/21	5/10/21	458-2021	CITY OF MONROE	1000-591-0008	\$26,639.81	1ST QTR 2021 JEDD INCOME TAX PAYMENT (DIRECT DEPOSIT)
					\$26,639.81	
5/6/21	5/10/21	459-2021	CINCINNATI BELL	1000-303-0000	\$606.32	1ST QTR 2021 FRANCHISE FEES (DIRECT DEPOSIT)
					\$606.32	

**Other Business:**

None.

**Visitor Concerns:**

Hali Grauvogel, a resident of Timbercreek, discussed her concerns regarding brush burning in subdivisions and the discharge of weapons.

**Trustee Reports:**

Mr. Jones stated that he had been informed by a resident that the Township border signs are faded and need replaced. The Trustees want to look at signage examples for road signs for possible replacement of the existing ones.

Mr. VanDeGrift stated that he had been informed by a resident that young people are coming onto his property without permission. He is a farmer and concerned with the liability involved in addition to the problem of trash being left on his property. He spoke with one the parents of those coming onto his property but they said they cannot control where their kids go.

A motion was made by Mr. Jones that the Board of Trustees adjourns into executive session to discuss Payroll matters pursuant to ORC 121.22 (G)(1) at 8:18 P.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. Jones 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 8:37 P.M.

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

The next regular meeting is scheduled for May 25, 2021 at 8:00 A.M.

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

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

**RESOLUTION 21-05-01  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**HIRE ADAM HOFMANN, EFFECTIVE MAY 12, 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 Adam Hofmann 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 Adam Hofmann for the position of Part-Time EMT/FF1, effective May 12, 2021 at the rate of \$16.50 per hour. Mr. Hofmann’s hours of work will be 24 hours shifts.

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

Adopted this 10<sup>th</sup> day of May, 2021

Signed:	_____	“YEA”
	_____	“YEA”
	_____	“YEA”
Attest:	_____	Chief Fiscal Officer

**RESOLUTION 21-05-02  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**HIRE TYLER POLEN EFFECTIVE MAY 12, 2021  
AS A FULL TIME EMT - BASIC**

**WHEREAS**, a position of “Full Time Basic” 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 Tyler Polen be hired as a Full Time EMT - Basic working 24-hour shifts; and

**NOW THEREFORE BE IT RESOLVED**, the Turtlecreek Township Board of Trustees hereby approves the hiring of Tyler Polen for the position of Full-Time EMT - Basic, effective hire dated of May 12, 2021 at the rate of \$15.50 per hour. Mr. Polen’s hours of work will be 24 hours shifts every third day.

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

Adopted this 10<sup>th</sup> day of May, 2021

Signed: \_\_\_\_\_ “YEA”

\_\_\_\_\_ “YEA”

\_\_\_\_\_ “YEA”

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

**RESOLUTION 21-05-03  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**HIRE TYLER KINMAN EFFECTIVE MAY 11, 2021  
AS A FULL TIME EMT - BASIC**

**WHEREAS**, a position of “Full Time Basic” 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 Tyler Kinman be hired as a Full Time EMT - Basic working 24-hour shifts; and

**NOW THEREFORE BE IT RESOLVED**, the Turtlecreek Township Board of Trustees hereby approves the hiring of Tyler Kinman for the position of Full-Time EMT - Basic, effective hire dated of May 11, 2021 at the rate of \$15.50 per hour. Mr. Kinman’s hours of work will be 24 hours shifts every third day.

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

Adopted this 10<sup>th</sup> day of May, 2021

Signed: \_\_\_\_\_ “YEA”

\_\_\_\_\_ “YEA”

\_\_\_\_\_ “YEA”

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

**RESOLUTION 21-05-04  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**HIRE JEFFREY DAHLHOFF EFFECTIVE MAY 9, 2021  
AS A FULL TIME EMT - BASIC**

**WHEREAS**, a position of “Full Time Basic” 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 Full Time EMT - Basic 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 Full-Time EMT - Basic, effective hire dated of May 9, 2021 at the rate of \$15.50 per hour. Mr. Dahlhoff's hours of work will be 24 hours shifts every third day.

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

Adopted this 10<sup>th</sup> day of May, 2021

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

**RESOLUTION 21-05-05  
TURTLECREEK TOWNSHP  
WARREN COUNTY, OHIO**

**BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they rescind Resolution 21-04-08 regarding the hiring of Jared Owens.

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

Adopted this 10<sup>th</sup> day of May, 2021.

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

**RESOLUTION 21-05-06  
TURTLECREEK TOWNSHP  
WARREN COUNTY, OHIO**

**BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they rescind Resolution 21-04-03 regarding the hiring of Trent Estes.

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

Adopted this 10<sup>th</sup> day of May, 2021.

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

**RESOLUTION 21-05-07  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**WHEREAS**, the Township Administration Building has a need to replace the existing fire alarm duct detectors system; and

**WHEREAS**, the cost of the duct detectors system will be approximately \$4,380.30 from Homeland Technology Group; and

**WHEREAS**, the source of the funds to purchase the duct detectors system will be the General Fund 1000 (1000-120-323-0000 Repairs and Maintenance) and the EMS/Fire Fund 2193 (2193-290-323-0000 Repairs and Maintenance); and

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

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

Adopted this 10<sup>th</sup> day of May, 2021

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

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

Resolution Number: 21-05-08

Date of Resolution: May 10, 2021

**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. Jones. Upon call of the roll, the following vote resulted:

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

Resolution adopted this 10<sup>th</sup> day of May, 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: \_\_\_\_\_

**AMENDED PERMANENT  
21-05-09  
TOWNSHIP ANNUAL APPROPRIATION  
RESOLUTION**

The **Board of Trustees** of TURTLECREEK TOWNSHIP, in WARREN COUNTY, OHIO met in REGULAR session on the 10<sup>th</sup> day of May, 2021, at the TOWNSHIP MEETING HALL with the following members present:

JIM VANDEGRIFT

DAN JONES

JONATHAN D. SAMS

Mr. Jones 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. 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** May 10, 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 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 10<sup>th</sup> day of May, 2021.

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

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**ANNUAL APPROPRIATION  
REVISED PERMANENT  
RESOLUTION**

**BOARD OF TOWNSHIP TRUSTEES**

Turtlecreek Township,  
Warren County, Ohio.

Passed May 10, 2021

For the Fiscal Year Ending  
December 31st, 2021

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

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

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

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**RESOLUTION 21-05-10  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION APPROVING THE TURTLECREEK TOWNSHIP  
FIRE DEPARTMENT NEW RECRUIT MANUAL**

**WHEREAS**, Turtlecreek Township Fire Department has a need for a New Recruit Manual; and

**WHEREAS**, Turtlecreek Township Fire Department has created the New Recruit Manual; and

**WHEREAS**, Turtlecreek Township Trustees have approved the New Recruit Manual to be used by the Fire Department for new hires; and

**WHEREAS**, Turtlecreek Township Fire Department's New Recruit Manual effective date is May 10, 2021; and

**NOW THEREFORE, BE IT RESOLVED**, by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, approved and adopted the Turtlecreek Township Fire Department New Recruit Manual effective date May 10, 2021.

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

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

Resolution adopted this 10<sup>th</sup> day of May, 20121

**THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES**

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

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

**RESOLUTION 21-05-11  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**WHEREAS**, the Fire department has a need to purchase ten (10) sets of Fire gloves; and

**WHEREAS**, the cost of the ten (10) sets of Fire gloves will be approximately \$629.50 from Phoenix Safety Outfitters; and

**WHEREAS**, the source of the funds to purchase the turnout gear will be the 2192 Fire Fund (2192-220-590-0010 Other – Other Expenses Fire Uniforms); and

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

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

Adopted this 10<sup>th</sup> day of May, 2021

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

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

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

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

**RESOLUTION 21-05-12  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESCINDING RESOLUTION 21-04-01 RELATING  
TO GOVERNMENTAL MEETINGS**

**HEREAS**, on April 17, 2020, this Board adopted Resolution No. 20-04-03 in order to comply with the Executive Orders and Public Health Orders in effect at that time including the Stay-at-Home Order; and,

**WHEREAS**, the aforementioned resolutions limited the number of persons permitted to be physically present for a public meeting, hearing or quasi-judicial proceeding to be held in a meeting or conference room in the Turtlecreek Township Administration Building or any other Township owned or operated buildings or facilities, with certain exceptions; and,

**WHEREAS**, by virtue of the *First Amended Revised Order to Limit and/or Prohibit Mass Gatherings in the State of Ohio, with Exceptions*, provides that the limitation on public and private gatherings to ten (10) people is still applicable to governmental meetings, including meetings that are required to be open to the public pursuant to R.C. 121.22.

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

To rescind Resolutions 21-04-01, in part, relating to the limitation on the number of people permitted to be physically present for a governmental public meeting, hearing or quasi-judicial proceeding to be held in a meeting or conference room in the Turtlecreek Township Administration Building or any other Township owned or operated buildings or facilities meetings, unless otherwise excluded therein.

All other non-governmental public and private gatherings of greater than 10 people to be held in a meeting or conference room in the Turtlecreek Township Administration Building or any other township owned or operated buildings or facilities are prohibited in compliance with the First Amended Revised Order to Limit and/or Prohibit Mass Gatherings in the State of Ohio, dated April 5, 2021, unless otherwise excluded therein.

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

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

All action taken relating to and this Resolution occurred in an open meeting of this Board in compliance with the Ohio Public Meeting Act, Section 121. 22, et seq. of the Ohio Revised Code.

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

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

Resolution adopted this 10<sup>th</sup> day of May, 2021.

Fiscal Officer

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Amanda K. Childers

End of Minutes.