

## TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

JUNE 14

21

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held by teleconference and in person on June 14, 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, Dave Siebert, Mike Shaffer, Doug Koenig, Rhonda Koenig and Brad Edrington (phone).

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

The minutes of the meeting held on May 25, 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. Jones and seconded by Mr. VanDeGrift the following reports were approved. Cash Summary by Fund (month to date and year to date), Fund Status Report, and Bank Reconciliation for the previous month.

Department Reports:

### **Fire/EMS:**

Fire Chief Michael Jameson informed the Board that he received a resignation from EMS/Fire Volunteer Brent Boger effective June 5, 2021.

Chief Jameson informed the Board that it was time to renew the EMS billing contract with LeCI and WCI. A resolution is needed to authorize Mr. Sams to sign the agreement. Mr. Jones made a motion, seconded by Mr. VanDeGrift to authorize Mr. Sams to sign the EMS billing agreement for ambulance services with LeCI and WCI. All present voiced a "YEA" vote and the motion was passed. **Resolution 21-06-06.** (A copy of the resolution will be included in the minutes.)

Chief Jameson informed the Board that we received a voluntary disability separation for Jeromy Guerra effective June 22, 2021.

Chief Jameson informed the Board that there was a garage fire on Jacob Lane. Turtlecreek responded along with mutual aid from Waynesville, Lebanon and Salem Township fire departments. There were no hydrants at this location so tankers were used to successfully supply water for three engines. Twelve people responded from Turtlecreek Township along with those from Waynesville, Lebanon and Salem Township fire departments.

Chief Jameson informed the Board that a 3000-gallon dump tank was damaged in the garage fire and will need to be replaced. The cost from Vogelpohl is approximately \$1,515.80. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the purchase of a replacement 3000-gallon dump tank from Vogelpohl at a cost of \$1,515.80. All present voiced a "YEA" vote and the motion was passed. **Resolution 21-06-04.** (A copy of the resolution will be included in the minutes.)

Chief Jameson informed the Board that the Fire Department Auxiliary is planning a raffle to raise money for gym equipment for Station 31 and Station 33 workout rooms. The two raffled items would be comprised of a Cabela's gift card and a combination of a grill and cooler. Details on values are in the \$750.00 - \$1,000.00 for each raffle. Four people on the committee are planning the fund raiser and working out details.

Chief Jameson informed Board that a letter of commendation for Alex Guard. The letter was received from a resident who was transported from Otterbein Home. The resident lost her hearing aid during the incident and Alex later went back to the scene, located the hearing aid and turned it in at Otterbein. The resident was very happy to have it back and thanked him for his care and concern.

Chief Jameson informed the Board that we received a donation from Otterbein Senior Living Lebanon from their Resident Council in the amount of \$662.50 for EMS.

Chief Jameson informed the Board that Medic 33 is out of service and are considering outfitting it as a support vehicle for water response. This would enable a quicker response time for water rescues by outfitting it with dive gear. The medic could easily be converted back to a standard medic if needed.

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

Dave Siebert, Road and Bridge Supervisor, informed the Board that the ditch work and storm drain cleaning has been done on Nixon Camp Road in advance of road resurfacing. Sections of both Nixon Camp and Waynesville Roads will be resurfaced soon.

Mr. Siebert is looking at culverts that need repair in the Township.

Mr. Siebert reported that a storm drain survey has been submitted to Soil and Water. There are 386 storm drains in the Township.

Mr. Siebert reported that the Warren County Career Center engine has been returned to them with the repair completed.

Mr. Siebert informed the Board that with all the rain we received, his staff have scrambled to catch up cutting the tall grass.

Mr. Sams asked about new signage for the Township. Mrs. Boggs suggested that Mr. Siebert decide on locations and the number of signs needed for to determine costs. More information will be discussed at the next meeting.

Mr. Siebert informed the Board that the Trails of Shaker Run and Shaker Run Subdivisions have requested speed bumps. The Trustees do not support speed bumps or humps being placed on township roads as it reduces the response time for emergency services and creates issues with snow plows.

#### **Administration:**

Tammy Boggs, Township Administrator, requested the Board to issue a Request for Qualifications for a Criteria Architect for the design-build renovation on Fire Station 31. The renovation will include four bunkrooms, a restroom, new HVAC and possibly a Storm Shelter. American Rescue funds may be eligible for the renovation, further information will be forthcoming. The advertisement for the RFQ is for fourteen days. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the resolution as stated above. All present voiced a "YEA" vote and the motion was passed. **Resolution 21-06-01.** (A copy of the resolution will be included in the minutes.)

Mrs. Boggs requested a Resolution to pay out 6.75 hours of vacation time and 65.24 hours of sick time to Ron Chasteen at his rate of pay of \$29.00 as he is entitled due to his retirement. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the payout of 6.75 hours of vacation time and 65.24 hours of sick time to Ron Chasteen at \$29.00 per hour. All present voiced a "YEA" vote and the motion was passed. **Resolution 21-06-02.** (A copy of the resolution will be 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 \$907.69. The purchases are \$25.45 from Kroger, \$166.95 from Amazon, \$40.42 from Pickrel Bros., \$141.46 from JME, \$25.92 from Home Depot, \$189.90 from My PC Software, \$217.55 from KFC and \$100.00 from Shaker Run. Mr. Jones made a motion, seconded by Mr. VanDeGrift to subsequently approve the expenditures in the cumulative amount of \$907.69. All present voiced a "YEA" vote and the motion was passed with **Resolution 21-06-03.** (A copy of the Resolution is included in the minutes.)

Mrs. Boggs informed the Board that she a notice from Warren County Regional Planning regarding an all-utility easement plat for Lakeside of Shaker Run Section 3. The Trustees had no comments or concerns. (A letter will be sent to Warren County Regional Planning stating this information).

Mrs. Boggs informed the Board that the Frasier Greentree Road property PUD rezoning request was denied by Warren County Regional Zoning. It will go to Warren County Commissioners next. Mr. Sams stated he is comfortable with Warren County Regional Zoning's position as it is too dense.

Mrs. Boggs informed the Board that a resident reported Poison Hemlock on McClure Road and the railway on State Route 42. Mrs. Boggs stated that the Township has addressed the McClure Road issues and she has informed the City of Lebanon about the area on State Route 42 as this is in their jurisdiction.

Mrs. Boggs informed the Board that Warren County Zoning sent notice regarding a rezoning request for property owned by Solid Rock Church. They plan to sell it to expand a U Stuff It storage in Middletown. The Trustees are not in favor of the rezoning request. (A letter will be sent to Warren County Regional Zoning stating this information).

The Washington DC Fly In is to be held on October 18-20, 2021. Mr. Sams and Mrs. Boggs both plan to attend.

Mrs. Boggs discussed the City of Lebanon Annexation of property with Scott Brunka.

#### **General Reports:**

#### **CORRESPONDENCE:**

##### **IN:**

Email from Ms. Hackman regarding defacement on Hoffman  
Letter from Ms. Boyce thanking Alex Guard on his care and concern  
Email regarding high weeds at 1823 Windflower Ct.  
Newsletter from Warren County Health District  
Legal Notice from Warren County Board of Commissioners regarding rezoning for George Farm Land  
Letter from Ohio Department of Taxation regarding Miami Valley Gaming and Racing payment  
Letter from Charter Communications regarding 1<sup>st</sup> quarter 2021 cable franchise fees  
Email from Ms. Summer regarding income tax for the township  
Letter from Warren County Engineer's office regarding walk thru at Shaker Run Section Four Phase C, Section Five Phase and Phase C  
Email from Warren County Zoning regarding an expansion of a store and lock on Solid Rock land in Turtlecreek Township  
Email regarding if the township would be passing an ordinance like Lebanon City.  
Letter from City of Lebanon regarding backflow testing

##### **OUT:**

Email to Ms. Hackman regarding the defacement on Hoffman  
Letter to Warren County Engineer's office Mr. Tunison and Mr. Dawson thanking them for the assistance with the tree on Liberty Keuter  
Letter to Otterbein Lebanon Resident Council thanking them for the donation  
Email to Ms. Summer regarding income tax for the township  
Email out regarding question if the township would be passing an ordinance like Lebanon City

#### **Fiscal Officer Reports:**

Mrs. Childers, Fiscal Officer, requested a motion to approve the payment of \$250.00 for membership dues to the Warren County Municipal league. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the payment of dues for \$250.00 to Warren County Municipal league. All present voiced a "YEA" vote and the motion was passed.

Mrs. Childers requested a resolution to establish Union Village TIF funds Residential and Commercial for the 2022 Budget. The funds need to be created to separate them from other township funds for use as designated in the language for Union Village TIF District Residential "1" and TIF District Commercial "A". Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the Resolution creating the Union Village Residential TIF District Residential "1" Fund 2902 and the Union Village TIF District Commercial "A" Fund 2903. All present voiced a "YEA" vote and the motion was passed. **Resolution 21-06-05.** (A copy of the resolution will be included in the minutes.)

Mrs. Childers requested a resolution to authorize Mr. Sams and Mrs. Childers to execute the LCNB ACH authorized Transmittal Contact List. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve that Mr. Sams Chairman of the Board and Mrs. Childers, Fiscal Officer be authorized to sign the LCNB ACH Authorized Transmittal Contact List. All present voiced a "YEA" vote and the motion was passed with **Resolution 21-06-07**. (A copy of the Resolution is included in the minutes.)

The Fiscal Officer presented the bills which were due and the following checks were approved and signed. Check Nos. 33045 through 33064 (copy to follow) and Vouchers 489-2021 through 540-2021.

The Fiscal Office reported the following income:

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
5/14/21	6/2/21	504-2021	STATE OF OHIO	1000-535-0000	\$171,478.71	REAL PROPERTY TAX ROLLBACK 1ST HALF TY 2020 (DIRECT DEPOSIT)
					\$171,478.71	
5/17/21	6/2/21	505-2021	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$930.50	LOCAL GOVT HB62 MAY 2020 (DIRECT DEPOSIT)
5/17/21	6/2/21	506-2021	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$7,171.90	LOCAL GOVT MAY 2021 (DIRECT DEPOSIT)
5/24/21	6/2/21	507-2021	WARREN COUNTY AUDITOR, MATT NOLAN	1000-101-0000	\$1,050.71	1ST HALF 2021 MANUFACTURED HOME LIKE REAL SETTLEMENT TAX YEAR 2021 (DIRECT DEPOSIT)
5/24/21	6/2/21	508-2021	WARREN COUNTY AUDITOR, MATT NOLAN	2231-592-0000	\$2,038.50	NEW \$5 PERMISSIVE AUTO APRIL 2021 (DIRECT DEPOSIT)
5/24/21	6/2/21	509-2021	WARREN COUNTY AUDITOR, MATT NOLAN	2011-536-0000	\$2,490.02	MOTOR VEHICLE LICENSE TAX APRIL 2021 (DIRECT DEPOSIT)
5/24/21	6/2/21	510-2021	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$2,535.70	CENTS PER GALLON MAY 2021 (DIRECT DEPOSIT)
5/24/21	6/2/21	511-2021	WARREN COUNTY AUDITOR, MATT NOLAN	2231-104-0000	\$8,833.50	OLD \$5 PERMISSIVE AUTO TAX APRIL 2021 (DIRECT DEPOSIT)
5/24/21	6/2/21	512-2021	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$18,698.46	GAS EXCISE TAX MAY 2021 (DIRECT DEPOSIT)
					\$43,749.29	
5/28/21	6/2/21	513-2021	M WARD	2031-892-0000	\$30.00	CHARLESTON PL SNOW REMOVAL 2020-2021
					\$30.00	
5/24/21	6/2/21	514-2021	MOLINA HEALTHCARE	2191-299-0000	\$284.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/24/21	6/2/21	515-2021	MOLINA HEALTHCARE	2191-299-0000	\$339.93	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/24/21	6/2/21	516-2021	ANTHEM BLUE	2191-299-0000	\$362.45	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/25/21	6/2/21	517-2021	AARP SUPPLEMENTAL	2191-299-0000	\$79.95	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/25/21	6/2/21	518-2021	HWHO	2191-299-0000	\$285.64	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/25/21	6/2/21	519-2021	UNITED HEALTHCARE	2191-299-0000	\$333.82	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/25/21	6/2/21	520-2021	ANTHEM BCBS	2191-299-0000	\$388.21	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/26/21	6/2/21	521-2021	AETNA	2191-299-0000	\$92.40	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/26/21	6/2/21	522-2021	ANTHEM BLUE	2191-299-0000	\$129.39	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/26/21	6/2/21	523-2021	AARP SUPPLEMENTAL	2191-299-0000	\$207.98	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/27/21	6/2/21	524-2021	HWHO	2191-299-0000	\$134.91	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/27/21	6/2/21	525-2021	STATE OF OHIO MEDICAID	2191-299-0000	\$194.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/28/21	6/2/21	526-2021	CGS	2191-299-0000	\$727.19	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/28/21	6/2/21	527-2021	ANTHEM BLUE	2191-299-0000	\$736.17	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
					\$4,296.04	
6/1/21	6/9/21	555-2021	CHARTER COMMUNICATIONS	1000-303-0000	\$31,010.41	1ST QTR 2021 CABLE FRANCHISE FEES
					\$31,010.41	
6/4/21	6/9/21	576-2021	NAVIA BENEFITS	1000-892-0000	\$2.60	APRIL 2021 COBRA REMITTANCE
					\$2.60	
6/2/21	6/9/21	558-2021	OTTERBEIN SENIOR LIVING RESIDENT COUNCIL	2191-803-0000	\$662.50	EMS DONATION
					\$662.50	
6/2/21	6/9/21	556-2021	LEXIS NEXIS	2192-892-0000	\$5.00	FIRE REPORT 1990 ST RT 123
					\$5.00	
5/27/21	6/3/21	548-2021	INVESTMENT CD 2	1000-701-0000	\$61.75	Gain on Investment
5/14/21	6/3/21	549-2021	INVESTMENT FHLMC 8	1000-701-0000	\$62.50	Gain on Investment
					\$124.25	
6/2/21	6/9/21	557-2021	AETNA	2191-299-0000	\$82.24	LIFE SQUAD SERVICES
5/7/21	6/4/21	550-2021	ANTHEM BLUE	2191-299-0000	\$111.50	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/7/21	6/4/21	551-2021	CIGNA	2191-299-0000	\$672.56	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/7/21	6/4/21	552-2021	CGS	2191-299-0000	\$2,253.92	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
5/10/21	6/4/21	553-2021	AETNA	2191-299-0000	\$142.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/1/21	6/9/21	559-2021	AETNA	2191-299-0000	\$480.39	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/1/21	6/9/21	560-2021	CGS	2191-299-0000	\$763.20	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/1/21	6/9/21	561-2021	ANTHEM BLUE	2191-299-0000	\$1,104.47	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/2/21	6/9/21	562-2021	HWHO	2191-299-0000	\$216.97	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/2/21	6/9/21	563-2021	CGS	2191-299-0000	\$335.05	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/2/21	6/9/21	564-2021	ANTHEM BLUE	2191-299-0000	\$354.48	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/3/21	6/9/21	565-2021	AARP SUPPLEMENTAL	2191-299-0000	\$114.52	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/3/21	6/9/21	566-2021	HNB-ECHO	2191-299-0000	\$180.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/3/21	6/9/21	567-2021	UNITED HEALTHCARE	2191-299-0000	\$674.25	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/3/21	6/9/21	568-2021	HHP	2191-299-0000	\$736.08	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/4/21	6/9/21	569-2021	HNB-ECHO	2191-299-0000	\$182.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/4/21	6/9/21	570-2021	ANTHEM BLUE	2191-299-0000	\$390.79	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/4/21	6/9/21	571-2021	CGS	2191-299-0000	\$1,932.50	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/7/21	6/9/21	572-2021	AETNA	2191-299-0000	\$46.20	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/7/21	6/9/21	573-2021	AETNA	2191-299-0000	\$290.17	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/7/21	6/9/21	574-2021	CGS	2191-299-0000	\$310.01	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/8/21	6/9/21	575-2021	AETNA	2191-299-0000	\$506.98	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/1/21	6/9/21	554-2021	MEDICOUNT MANAGEMENT INC	2191-299-0000	\$1,311.24	LIFE SQUAD SERVICES APRIL 2021 DEPOSITS
					\$13,191.52	
5/28/21	6/2/21	528-2021	STAROHIO	1000-701-0000	\$348.44	MAY 2021 INTEREST
5/31/21	6/2/21	529-2021	PRIMARY	1000-701-0000	\$2.57	MAY 2021 INTEREST
5/3/21	6/3/21	531-2021	CD 15	1000-701-0000	\$337.68	MAY 2021 INTEREST
5/4/21	6/3/21	532-2021	CD 9	1000-701-0000	\$317.22	MAY 2021 INTEREST
5/6/21	6/3/21	533-2021	CD 10	1000-701-0000	\$337.68	MAY 2021 INTEREST
5/11/21	6/3/21	534-2021	cd 28	1000-701-0000	\$204.66	MAY 2021 INTEREST
5/14/21	6/3/21	535-2021	FHLMC 8	1000-701-0000	\$687.50	MAY 2021 INTEREST
5/19/21	6/3/21	536-2021	CD 33	1000-701-0000	\$204.66	MAY 2021 INTEREST
5/21/21	6/3/21	537-2021	CD 1	1000-701-0000	\$993.75	MAY 2021 INTEREST
5/21/21	6/3/21	538-2021	CD 4	1000-701-0000	\$347.92	MAY 2021 INTEREST
5/25/21	6/3/21	539-2021	FHLMC 14	1000-701-0000	\$1,148.44	MAY 2021 INTEREST
5/25/21	6/3/21	540-2021	CD 7	1000-701-0000	\$317.22	MAY 2021 INTEREST
5/27/21	6/3/21	541-2021	CD 17	1000-701-0000	\$327.45	MAY 2021 INTEREST
5/27/21	6/3/21	542-2021	FFCB 4	1000-701-0000	\$912.50	MAY 2021 INTEREST
5/28/21	6/3/21	543-2021	CD 2	1000-701-0000	\$963.64	MAY 2021 INTEREST
5/28/21	6/3/21	544-2021	CD 22	1000-701-0000	\$347.92	MAY 2021 INTEREST
5/28/21	6/3/21	545-2021	CD 14	1000-701-0000	\$314.67	MAY 2021 INTEREST
5/28/21	6/3/21	546-2021	CD 16	1000-701-0000	\$337.68	MAY 2021 INTEREST
5/28/21	6/3/21	547-2021	CD 29	1000-701-0000	\$1,352.79	MAY 2021 INTEREST
5/3/21	6/2/21	530-2021	US BANK	1000-701-0000	\$1.21	MAY 2021 SWEEP INTEREST
					\$9,805.60	
6/8/21	6/14/21	577-2021	B WRIGHT	2041-804-0000	\$560.00	SALE OF CEMETERY LOTS SECTION 31, LOTS 8 & 9
					\$560.00	

**Other Business:**

None.

**Visitor Concerns:**

Mr. and Mrs. Koenig came to speak with the Trustees about their concerns regarding traffic on Greentree Road during the Sports Park events. Mr. Koenig is involved with the Warren County Airport and has seen increases in activity at the airport. Reduction of speed limit could help in the short term. Mr. Sams suggested that they also contact Warren County Commissioners to inform them of their concerns as Greentree is a county road. Mrs. Boggs informed the group that ODOT and the Commissioners are looking at this issue.

**Trustee Reports:**

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 June 29, 2021 at 8:00 A.M.

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

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

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

**RESOLUTION**

**NUMBER 21-06-01**

**ADOPTED DATE JUNE 14, 2021**

**A RESOLUTION AUTHORIZING THE ADVERTISING OF A REQUEST FOR QUALIFICATIONS FOR A CRITERIA ARCHITECT FOR THE PURPOSE OF THE DESIGN-BUILD RENOVATION ON FIRE STATION 31, 1255 OREGONIA ROAD**

**WHEREAS**, the Board of Trustees has previously resolved to renovate Fire State 31 and has appointed an evaluation committee to procure a criteria architect and design build team for this purpose;

**WHEREAS**, pursuant Sections of 153.65-153.71 of the Ohio Revised Code a criteria architect shall be procured first and the evaluation committee has developed a Request for Qualifications for this purpose;

**NOW, BE IT RESOLVED**, by the Board of Trustees as follows:

1. The Board of Trustees approves the use of the Design Build procurement process governed by Sections 153.65-153.71 of the Ohio Revised Code for the constructions of a new firehouse;
2. The Board of Trustees approves the issuance by the Evaluation Committee of a Request for Qualifications for Criteria Architect for the project per R.C. 153.67, which shall be advertised electronically on the township’s website for at least two weeks and may be sent directly to professional design firms;
3. The Board of Trustees authorizes the Evaluation Committee to evaluate the statements of qualifications for Criteria Architect submitted by professional design firms specifically regarding the project and shall select and rank no fewer than three firms

according to the procedures set forth in R.C. 153.69 and the criteria announced in the request for qualifications;

4. The Board of Trustees authorizes the Evaluation Committee to enter into contract negotiations with the Criteria Architect Respondent considered to be most qualified and, if unsuccessful, the Evaluation Committee shall report the same to the Board of Trustees, but shall attempt to negotiate a contract with the Respondent deemed next best qualified and so on, until either a contract is successfully negotiated or, in the opinion of the Evaluation Committee, it is not in the best interests of the Board to negotiate with any other Respondents. If a contract is negotiated with one of the ranked qualified firms or individuals, the Evaluation Team shall submit a recommendation to the Board for approval of the negotiated contract at a subsequent public meeting of the Board of Trustees, per R.C. 153.69.

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

Daniel Jones –	“YEA”
Jonathan D. Sams –	“YEA”
James VanDeGrift	“YEA”

Resolution adopted this 14<sup>th</sup> day of June, 2021.

#### TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

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FISCAL OFFICER

**RESOLUTION 21-06-02  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

#### **RESOLUTION AUTHORIZING THE VACATION AND SICK LEAVE PAY OUT FOR RONALD CHASTEEN**

**WHEREAS**, Ronald Chasteen presented the Board of Trustees with his retirement effective May 31, 2021;

**WHEREAS**, Ronald Chasteen has a balance of 16.75 hours of vacation time and 260.98 hours of sick leave which he is entitled to a payout of 25% of the total hours for a sick leave for a payout of 65.24 hours;

**WHEREAS**, Turtlecreek Township’s Personnel Policy and Procedure Manual states in Section 6.02 (G) that an employee is entitled to compensation at his current rate of pay for unused vacation credit up to 40 hours and Section 6.04 (A) sick leave conversion upon separation from employment;

**WHEREAS**, Ronald Chasteen current rate of pay is \$29.00 per hour;

**NOW THEREFORE, BE IT RESOLVED**, by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the trustees approved the vacation and sick leave payout for Ronald Chasteen. The total hours of the vacation payout is 16.75 and sick leave payout is 65.24 hours at a rate of pay of \$29.00 per hour.

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. Jones	“YEA”
Mr. Sams	“YEA”

Resolution adopted this 14<sup>th</sup> day of June, 2021.

**THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES**

_____	“YEA”
_____	“YEA”
_____	“YEA”

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

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

Resolution Number: 21-06-03

Date of Resolution: June 14, 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. Jones moved adoption of the foregoing Resolution, being seconded by Mr. VanDeGrift. Upon call of the roll, the following vote resulted:

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

Resolution adopted this 14<sup>th</sup> day of June, 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 21-06-04  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**WHEREAS**, the Fire department has a need to replace a 3000 gallon dump tank; and

**WHEREAS**, the cost of the dump tank will be approximately \$1,515.80 from Vogelpohl Fire Equipment; and

**WHEREAS**, the source of the funds to purchase the dump tank will be the 2192 Fire Fund (2192-760-740-0000 Machinery, Equipment and Furniture); and

**THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the purchase of dump tank from Vogelpohl.

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

Adopted this 14<sup>th</sup> day of June, 2021

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

**RESOLUTION 26-06-05  
TURTLECREEK TOWNSHP  
WARREN COUNTY, OHIO**

**A RESOLUTION CREATING THE UNION VILLAGE  
RESIDENTIAL TIF DISTRICT “1” FUND NUMBER 2902 AND  
UNION VILLAGE COMMERCIAL TIF DISTRICT “A” FUND NUMBER 2903**

**WHEREAS**, the Turtlecreek Township Board of Trustees must create funds separate from all other township funds for the purpose of receiving funds to be used as designated in the language for the Union Village TIF District Residential “1” and TIF District Commercial “A”; and,

**WHEREAS**, these funds will be used for Union Village TIF District expenses as designated by the TIF language:

**NOW THEREFORE, BE IT RESOLVED** by the Turtlecreek Township Board of Trustees that new funds shall be created and named the Union Village TIF District Residential “1” Fund 2902 and the Union Village TIF District Commercial “A” Fund 2903, which shall be segregated from all other township funds.

**BE IT FURTHER RESOLVED** that the following fund will be established as of June 14, 2021.

Mr. VanDeGrift moved to adopt the foregoing resolution. Mr. Jones seconded the motion. All voiced a “YEA” vote and the resolution was passed.

Adopted this 14<sup>th</sup> day of June, 2021

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

**RESOLUTION 21-06-06  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION TO AUTHORIZE JONATHAN D. SAMS,  
TURTLECREEK TOWNSHIP TRUSTEES,**

**TO SIGN SERVICE AGREEMENT FOR AMBULANCE SERVICES  
AMENDMENT 2 BETWEEN OHIO DEPARTMENT OF**

**REHABILITATION & CORRECTION AND TURTLECREEK TOWNSHIP**

**WHEREAS**, the Turtlecreek Township Board of Trustees has an agreement with Ohio Department of Rehabilitation & Correction and Turtlecreek Township for EMS services; and

**WHEREAS**, the Turtlecreek Township Board of Trustees have authorized Jonathan D. Sams to sign the Service Agreement for Ambulance Services Amendment 2; and

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

Adopted this 14<sup>th</sup> day June, 2021

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

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

**RESOLUTION 21-06-07  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION TO AUTHORIZE JONATHAN D. SAMS, CHAIRMAN OF THE  
BOARD AND AMANDA K. CHILDERS, FISCAL OFFICER TO EXECUTE THE  
LCNB ACH AUTHORIZED TRANSMITTAL CONTACT LIST**

**WHEREAS**, the Turtlecreek Township Board of Trustees have authorized Jonathan D. Sams, Chairman of the Board and Amanda K. Childers, Fiscal Officer to sign the agreement for LCNB ACH Authorized Transmittal Contact List; and

**WHEREAS**, the agreement will be effective as of June 14, 2021; and

**THEREFORE**, by motion of Mr. Jones and seconded by Mr. VanDeGrift, Jonathan D. Sams and Amanda K. Childers have the authority to sign the agreement as stated above. All voiced a "YEA" vote and the resolution passed.

Adopted this 14<sup>th</sup> day June, 2021

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

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

End of Minutes.