

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

JUNE 29

21

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held by teleconference and in person on June 29, 2021 at 8:00 a.m. with the following persons:

TRUSTEES: Dan Jones, Jim VanDeGrift and Jonathan Sams.

FISCAL OFFICER: Amanda Childers

GUEST: Tammy Boggs, Mike Jameson, Brian Elleman, Dave Siebert, Mike Shaffer, Brad Edrington (phone), Connor Fulkerson and Leah Fulkerson.

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

The minutes of the meeting held on June 14, 2021 were received by the Trustees prior to the meeting for review. Since there were no additions or corrections, Mr. Jones moved for acceptance, seconded by Mr. VanDeGrift. All were in favor and the minutes were approved as written.

Promptly at 8:06 a.m. the annual budget hearing was held. The Trustees received the budget proposal prior to the meeting for review. After a brief discussion, Mr. VanDeGrift moved for the acceptance and forwarding of the proposal to the county auditor and was seconded by Mr. Jones. All present voiced a "YEA" vote and the motion was passed with **Resolution 21-06-10**. (A copy of the Resolution is included in the minutes).

At 8:10 a.m. the annual budget hearing was closed upon the motion of Mr. VanDeGrift, seconded by Mr. Jones, all voiced a "YEA" vote and the budget hearing was closed and returned to the regular scheduled meeting of the township board of trustees.

Department Reports:

Fire/EMS:

Mike Jameson, Fire Chief, informed the Board that Ohio Task Force 1 is on alert but no deployment as of yet.

Road and Bridge:

Dave Siebert, Road and Bridge Supervisor, informed the Board that his department has been with storm water damage on Hoffman Road and is working with the Engineer's Office. Berm damage also occurred at some locations in the township. The Road department has been working on some ditching areas in preparation of resurfacing. Liberty Keuter, Waynesville and Nixon Camp roads have been resurfaced.

Mr. Siebert requested authorization to replace an excavator and trailer. The cost of the excavator is \$117,421.54 and the trailer is \$15,668.10 from Southeastern Equipment Company with state bid pricing. Mr. VanDeGrift made a motion, seconded by Mr. Jones, to approve the purchase as stated above. All present voiced a "YEA" vote and the motion was passed with **Resolution 21-06-11**. (A copy of the Resolution is included in the minutes.)

Mr. Siebert also inquired if placing the old excavator and trailer on GovDeals would be acceptable to the Board. It has an estimated value of \$40,000.00. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve listing the old excavator and trailer on GovDeals with a reserve amount. All present voiced a "YEA" vote and the motion was passed.

Mr. Siebert informed the Board that Ladder 33 is in for service with Cummins. There is a check engine light that has been difficult to diagnose. Cummins is working with E One to get a solution.

Administration:

Mrs. Boggs informed the Board that a Resolution is needed to amend the Personnel Policy Manual to include the Juneteenth Day legal holiday. The Township will adopt June 19th as the legal holiday for the township employees beginning in 2022. For 2021 the holiday pay for qualifying township employees will be offered on either July 2, 2021 or September 3, 2021. This change is effective June 29, 2021. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the changes to the Personnel Policy Manual as stated above. All present voiced a "YEA" vote and the motion was passed with **Resolution 21-06-08**. (A copy of the Resolution is included in the minutes.)

The Board discussed returning the Board meetings to in-person. The Board decided to continue the teleconference capability until September when it will be revisited.

Mrs. Boggs informed the Board that Bayer Becker is requesting that the township speak on behalf of the Frasier property PUD at the next Commissioner's meeting in support of the development. Mr. Sams noted the request but is not happy with the density of the development and is comfortable with Warren County Zoning's ruling against the development. (A letter will be sent to Mr. Becker regarding this matter.)

Mrs. Boggs informed the Board that a Letter was received from Warren County Regional Planning regarding Shaker Run Section 6 Phase A2 Final plat for comments. Dave Siebert requested No Outlet signs, no parking signs on hydrant side of streets, no parking signs in cul-de-sacs or T turnarounds and storm drain covers with no dumping signs. Also requested final layer of asphalt to not be placed until the build out is substantially complete. All roads need gravel base, not compacted dirt. (A letter will be sent to Warren County Regional Planning stating this information).

The Board discussed the City of Lebanon's request for annexation of property in the township and funding of a bike trail in an area they will annex. Mr. Sams felt annexed property with a subsequent addition of a bike trail would be a developer cost.

Speed Bumps in Shaker Run were discussed but no action was taken.

Mrs. Boggs will check with the Engineer's office for a speed study on Greentree Rd.

Mrs. Boggs requested approval for the additional cost of \$119.00 to clean the station floors as four rooms were added. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the additional cost of \$119.00 to Coit Cleaning and Restoration. All present voiced a "YEA" vote and the motion was passed.

Mrs. Boggs requested ratification for expenditures authorized by Township Administrator or Township Officer or Employee authorized by Township Administrator in the cumulative amount of \$1,577.91. The purchases are \$103.24 from Baker Vehicle Systems, \$73.59 from Home Depot, \$443.50 from State of Ohio Board of Pharmacy, \$46.70 from Amazon, \$192.00 from NextSpark and \$718.88 from The Fire Store. Mr. Jones made a motion, seconded by Mr. VanDeGrift to subsequently approve the expenditures in the cumulative amount of \$1,577.91. All present voiced a "YEA" vote and the motion was passed with **Resolution 21-06-09**. (A copy of the Resolution is included in the minutes.)

General Reports:

CORRESPONDENCE:

IN:

- Letter from Warren County Regional Planning regarding Shaker Run Section 6 Phase A2 Final plat
- Email from Mr. Ballenger regarding zoning issues
- Email from Warren County Board of Election regarding elected officials
- Email from Symmetry regarding JEDD income tax
- Resolution from Warren County Commissioners regarding the rezoning approval for George Farm
- Email from Atcgs regarding property located at 5709 & 5922 Hamilton Road
- Letter from Warren County Auditor regarding the budget hearings
- Email from Ms. Venters regarding ditch in front of house
- Email from People Strategy regarding JEDD income tax
- Letter from TMobile regarding cell phone network
- Email from Ms. Kipronica regarding a street light in Shaker Run

OUT:

- Email from Hudson Insurance Group regarding contract status inquiry on Station 33.
- Email to the City of Lebanon regarding the annexation
- Email to Mr. Ballenger regarding zoning issues
- Email to the Warren County Board of Elections regarding elected officials
- Email to Symmetry regarding the JEDD income tax
- Email to resident regarding Shaker Run sump main

Email to Atcgs regarding property located at 5709 & 5922 Hamilton Road
 Letter to Mr. Dahlhoff regarding insurance benefits
 Email to Ms. Venters to contact the Engineer's office regarding the ditch
 Email to People Strategy regarding JEDD income tax
 Email to Ms. Kipronica regarding a street light in Shaker Run

Fiscal Officer Reports:

The Fiscal Officer presented the bills, which were due, and the following checks were approved and signed. Check Nos. 33141 through 33166 (copy to follow) and Vouchers 650-2021 through 702-2021.

The Fiscal Office reported the following income from:

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
6/14/21	6/25/21	578-2021	MAGGARD MEMORIALS & LASER ART TECHNOLOGY	2041-892-0000	\$420.00	FOUNDATION FOR BURIAL MONUMENT B & T TAGGART SECTION 2 LOT 8
					\$420.00	
6/21/21	6/25/21	582-2021	PUBLIC ENTITY RISK SERVICES OF OHIO	2192-892-0000	\$1,015.80	CLAIM PAYMENT FOR DAMAGED FIRE DUMP TANK
					\$1,015.80	
6/21/21	6/25/21	583-2021	KINGS ELECTRIC SERVICES	2192-803-0000	\$100.00	FIRE CONTRIBUTION
					\$100.00	
6/14/21	6/25/21	579-2021	SEDGWICK	2191-299-0000	\$716.69	LIFE SQUAD SERVICES
6/15/21	6/25/21	580-2021	AETNA	2191-299-0000	\$100.48	LIFE SQUAD SERVICES
6/18/21	6/25/21	581-2021	TRICARE	2191-299-0000	\$79.19	LIFE SQUAD SERVICES
6/25/21	6/25/21	584-2021	AETNA	2191-299-0000	\$77.51	LIFE SQUAD SERVICES
6/9/21	6/25/21	585-2021	AARP SUPPLEMENTAL	2191-299-0000	\$81.32	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/9/21	6/25/21	586-2021	HNB-ECHO	2191-299-0000	\$184.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/9/21	6/25/21	587-2021	CGS	2191-299-0000	\$322.84	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/9/21	6/25/21	588-2021	AETNA	2191-299-0000	\$346.03	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/10/21	6/25/21	589-2021	BUCKEYE COMMUNITY	2191-299-0000	\$120.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/10/21	6/25/21	590-2021	CGS	2191-299-0000	\$347.86	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/10/21	6/25/21	591-2021	ANTHEM BLUE	2191-299-0000	\$1,074.52	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/11/21	6/25/21	592-2021	ANTHEM BLUE	2191-299-0000	\$108.79	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/11/21	6/25/21	593-2021	MEDICAL MUTUAL	2191-299-0000	\$220.93	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/11/21	6/25/21	594-2021	CIGNA	2191-299-0000	\$520.61	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/14/21	6/25/21	595-2021	NATIONAL ASSOCIATION OF LETTER CARRIERS	2191-299-0000	\$86.82	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/14/21	6/25/21	596-2021	BUCKEYE COMMUNITY	2191-299-0000	\$170.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/14/21	6/25/21	597-2021	ANTHEM BLUE	2191-299-0000	\$477.34	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/14/21	6/25/21	598-2021	ANTHEM BLUE	2191-299-0000	\$1,336.12	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/15/21	6/25/21	599-2021	ANTHEM BCBS	2191-299-0000	\$462.10	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/15/21	6/25/21	600-2021	CGS	2191-299-0000	\$1,526.13	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/16/21	6/25/21	601-2021	AETNA BETTER HEALTH	2191-299-0000	\$184.80	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/16/21	6/25/21	602-2021	ANTHEM BLUE	2191-299-0000	\$219.08	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/16/21	6/25/21	603-2021	CGS	2191-299-0000	\$738.79	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/17/21	6/25/21	604-2021	UNITED HEALTHCARE	2191-299-0000	\$818.18	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/21/21	6/25/21	605-2021	MEDICAL MUTUAL	2191-299-0000	\$80.71	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/21/21	6/25/21	606-2021	AETNA BETTER HEALTH	2191-299-0000	\$103.95	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/21/21	6/25/21	607-2021	AETNA BETTER HEALTH	2191-299-0000	\$120.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/21/21	6/25/21	608-2021	MT CARMEL HEALTH PLAN	2191-299-0000	\$197.80	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/21/21	6/25/21	609-2021	ANTHEM BLUE	2191-299-0000	\$487.09	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/22/21	6/25/21	610-2021	HWHO	2191-299-0000	\$201.71	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/23/21	6/25/21	611-2021	AARP	2191-299-0000	\$98.65	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/23/21	6/25/21	612-2021	UNITED HEALTHCARE	2191-299-0000	\$190.17	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/23/21	6/25/21	613-2021	AETNA	2191-299-0000	\$484.09	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/23/21	6/25/21	614-2021	CGS	2191-299-0000	\$1,496.48	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/24/21	6/25/21	615-2021	AARP SUPPLEMENTAL	2191-299-0000	\$83.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/24/21	6/25/21	616-2021	UNITED HEALTHCARE	2191-299-0000	\$98.72	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/24/21	6/25/21	617-2021	ANTHEM BLUE	2191-299-0000	\$600.24	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
					\$14,562.74	
6/10/21	6/25/21	618-2021	STATE OF OHIO	2191-299-0000	\$4,464.40	LIFE SQUAD SERVICES LCI 1ST QTR 2021 (DIRECT DEPOSIT)
6/11/21	6/25/21	619-2021	STATE OF OHIO	2191-299-0000	\$2,821.48	LIFE SQUAD SERVICES WCI 1ST QTR 2021 (DIRECT DEPOSIT)
6/15/21	6/25/21	620-2021	STATE OF OHIO	1000-539-0000	\$3,827.42	ADDITIONAL TAX ON PARI-MUTUAL WAGERING MIAMI VALLEY GAMING RACETRACK PERMIT 1-01-21 THROUGH 4-18-21 (DIRECT DEPOSIT)
					\$11,113.30	
6/14/21	6/25/21	621-2021	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$930.50	LOCAL GOVT HB 62 JUNE 2021 (DIRECT DEPOSIT)
6/14/21	6/25/21	622-2021	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$9,250.79	LOCAL GOVT JUNE 2021 (DIRECT DEPOSIT)
6/21/21	6/25/21	623-2021	WARREN COUNTY AUDITOR, MATT NOLAN	2231-592-0000	\$2,046.75	NEW \$5 PERMISSIVE AUTO MAY 2021 (DIRECT DEPOSIT)
6/21/21	6/25/21	624-2021	WARREN COUNTY AUDITOR, MATT NOLAN	2011-536-0000	\$2,181.10	MOTOR VEHICLE LICENSE TAX MAY 2021 (DIRECT DEPOSIT)
6/21/21	6/25/21	625-2021	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$2,494.43	CENT PER GALLON JUNE 2021 (DIRECT DEPOSIT)
6/21/21	6/25/21	626-2021	WARREN COUNTY AUDITOR, MATT NOLAN	2231-104-0000	\$8,869.25	OLD \$5 PERMISSIVE AUTO TAX MAY 2021 (DIRECT DEPOSIT)
6/21/21	6/25/21	627-2021	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$18,773.98	GAS EXCISE TAX JUNE 2021 (DIRECT DEPOSIT)
					\$44,546.80	

Other Business:

None.

Visitor Concerns:

Mr. and Mrs. Fulkerson attended the meeting to discuss a flooding issue with their newly purchased house during the torrential rain recently. They live on Hoffman Ave and stated the ditch behind their house overflowed during the night and ran into their house from the back yard. Prior flooding occurrences were not disclosed on the purchase and no flood insurance was available to be obtained.

Trustee Reports:

None.

There being no further business, Mr. Jones 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 July 12, 2021 at 7:00 P.M.

Signed: _____ Chairman of the Board

Attest: _____ Fiscal Officer

**RESOLUTION 21-06-08
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

WHEREAS, the Governor of the State of Ohio specifically appointed and recommended June 19th as a legal holiday named Juneteenth, on June 17, 2021;

WHEREAS, Board of Trustees of Turtlecreek Township, Warren County, Ohio have determined that the township will adopt June 19th as a holiday for the township employees and will modify the Personnel Policy Manual adding Juneteenth Day to Section 6.01 (A) as an official township holiday; and

WHEREAS, Juneteenth Day will be official observed following Section 6.01 (B) of the Personnel Policy Manual beginning in 2022. Given the short notice with which this holiday was appointed in 2021 holiday pay to qualifying township employees will be offered on an alternatively schedule day, July 2, 2021 or September 3, 2021 for the year 2021. Scheduling of the 2021 alternate Juneteenth Day must be approved by the employee's supervisor.

WHEREAS, Section 6.01 (D) of the Personnel Policy Manual will be modified to reflect the additional holiday in the annual holiday compensation for Full-time EMS and Fire department employees to reflect ninety-two (92) hours of annual holiday compensation.

WHEREAS, the change will go into effect June 29, 2021.

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the revision of Section 6.01 (A) (D) of the Personnel Policy Manual effective June 29, 2021.

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

Adopted this 29th day of June, 2021

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

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

Resolution Number: 21-06-09

Date of Resolution: June 29, 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 29th 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 21-06-10
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall accept the budget proposal as submitted and forward the documents to the Warren County Budget Commission for review. Resolution was initiated by Mr. VanDeGrift and seconded by Mr. Jones. All voiced a “YEA” vote and the resolution passed.

Adopted this 29th day of June, 2021.

Signed: _____ “YEA”

Signed: _____ “YEA”

Signed: _____ “YEA”

Attest: _____ FISCAL OFFICER

**RESOLUTION 21-06-11
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

WHEREAS, the Road Department has a need to replace an excavator and trailer within the Road Department equipment inventory; and

WHEREAS, the cost of the excavator is \$117,421.54 and the trailer is \$15,668.10 from Southeastern Equipment Company which is at state bid pricing; and

WHEREAS, the source of the funds will be Road Department (2031-760-740-0000 Machinery, Equipment and Furniture).

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the purchase of the exavator and trailer from Southeastern Equipment Company.

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

Adopted this 29th day of June, 2021

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Fiscal Officer

END OF MINUTES.