

## TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

JULY 12

21

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held by teleconference and in person on July 12, 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, Brad Edrington, Scott & Daena Bertacini, Larry & Denise Gamble, Leah & Connor Fulkerson, Doug and Rhonda Koenig.

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

The minutes of the meeting held on June 29, 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.

Mr. and Mrs. Larry Gamble and Mr. and Mrs. Scott Bertacini presented their concern regarding speed issues in Shaker Run subdivision. The main streets are used by residents, visitors, golfers and construction traffic. As more streets are added to the growing community with new houses being built, there is concern that the situation is only going to get worse. Suggestions for speed reducing solutions included more speed limit signs, Children at Play signs, Golf Cart Crossing Signs, 25 MPH Painted signs and Speed indicator signs. Mr. Sams said he would like to hear from the Homeowners Association President as he would represent the whole community. Mr. Siebert, Road and Bridge Supervisor, gave information on research he did for various types of signs. Mrs. Boggs informed the Board that pricing for electronic signs was \$3,500-\$4,000 the last time she checked. Mr. Sams requested new quotes for the electronic signs. Mr. Siebert will report back. Chief Jameson stated the humps would slow response time and can be difficult for treatment of patients in the back of the squad.

Department Reports:

### **Fire/EMS:**

None.

### **Road and Bridge:**

Dave Siebert, Road and Bridge Supervisor, informed the Board that the Station 32 generator transfer switch controller failed and had to be replaced. Mr. Siebert requested ratification for the payment of approximately 2,500.00 for part plus labor to Buckeye Power Sales. The part was needed on an emergency basis as it was not functional. Mr. VanDeGrift made a motion, seconded by Mr. Jones to subsequently approve the expenditure in the approximate amount of \$2,500.00 to Buckeye Power Sales for a generator transfer switch controller at Station 32. All present voiced a "YEA" vote and the motion was passed.

### **Administration:**

Tammy Boggs, Township Administrator, informed the Board that the City of Lebanon is applying for grant funds from the Ohio Public Works Commission to purchase approximately sixty acres for the Parkside Park. The Park, would include the construction of a paved trail and be located off State Route 63 which includes property currently in the Township. Mr. Jones made a motion, seconded by Mr. VanDeGrift, to support the City of Lebanon's Ohio Public Works Commission Clean Ohio Fund Green Space Conservation Program Grant application for the purchase of sixty acres and construction of a paved trail. All present voiced a "YEA" vote and the motion was passed. **Resolution 21-07-01.** (A copy of the resolution will be included in the minutes.)

Mrs. Boggs informed the Board that the agreement for KZF Design for Criteria Architect services for Fire Station 33 needs to be amended by \$2,000.00. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the Resolution and allow Mrs. Boggs to sign the amendment to the agreement No. 1 for services for Fire Station 33 as stated above. All present voiced a "YEA" vote

and the motion was passed. **Resolution 21-07-02.** (A copy of the resolution will be included in the minutes.)

Mrs. Boggs requested a correction to the meeting minutes of December 29, 2020 regarding the motion to extend the Covid PPM amendment until December 31, 2021 with Resolution number 20-12-34. Mr. VanDeGrift made a motion, seconded by Mr. Jones to ratify this resolution with the effective date of the motion December 29, 2020. 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 \$652.88. The purchases are \$86.84 from Home Deposit, \$153.07 from Amazon, \$57.03 from Find It Parts, \$207.59 from New Pig, \$8.00 from Pride Seals, \$175.00 from NFPA, \$25.94 from Sam's Club and \$39.41 from Rural King. Mr. VanDeGrift made a motion, seconded by Mr. Jones to subsequently approve the expenditures in the cumulative amount of \$652.88. All present voiced a "YEA" vote and the motion was passed with **Resolution 21-07-03.** (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 ODC Warren County Surplus Farm PUD Stage 2. The Trustees and Fire Chief reviewed the information and strongly prefer a secondary access point for the PUD Stage 2 project on Union Road for emergency vehicle response reasons.

Mrs. Boggs informed the Board that our access to WebEx for teleconference capability through Warren County will be terminated effective August 1, 2021. The Trustees are interested in continuing the capability and requested that Mrs. Boggs obtain pricing to purchase the software for the Township.

Mrs. Boggs informed the Board that the Township received the release of Attested Account – Public Improvement for Station 33 from F. D. Lawrence Electric.

Mrs. Boggs informed the Board that she spoke with the Engineer's Office regarding a speed study on Greentree Road. There was a study completed in March of last year between 741 and Union Road. Unfortunately, traffic had slowed due to COVID-19. The study showed 48 mph and the Engineer's Office requested a reduction to 45 mph, but ODOT approved the reduction to 50 mph. As the speed studies are only done once a year, it can be up for discussion in 2022.

Mrs. Boggs informed the Trustees that the RFQ for a Criteria Architect is out for advertising. The RFQ will be reviewed by the Evaluation Committee which will report to the Board. The committee will include Tammy Boggs, Mike Jameson, Brian Elleman, Adam Nice and Jim VanDeGrift. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the formation of the Evaluation Committee for Station 31 remodeling project. All present voiced a "YEA" vote and the motion was passed.

#### **General Reports:**

#### **CORRESPONDENCE:**

##### **IN:**

Email from a resident in Shaker Run regarding broken glass on the street  
Email from Bayer Becker regarding the Frasik property  
Public records request for correspondence regarding property located at 530 Hoffmann Avenue  
Letter from Mr. McClullough regarding property located at 530 Hoffmann Ave  
Cooperating Agency Clinical Contract with Butler Technology & Career Development  
Email from the City of Lebanon regarding annexation request  
Letter from Warren County Regional Planning regarding Lakeside at Shaker Run Section Three Easement Plat  
Email from Mr. Schmidt regarding intersection at Emmons and Oregonia  
Email from Ms. Gierke regarding State Route 63 and widening  
Email request from Smartprocure for public records request  
Legal notice from Warren County Commissioners regarding rezoning hearing for Frasik property  
Resolution from Warren County Commissioners regarding the rezoning application for Frasik property  
Email from Power school regarding developments that would be in Springboro School District  
Email from Warren County Engineer's regarding speed study for Greentree Road

Letter from Warren County Regional Planning regarding the ODC Warren County Surplus Farm PUD Stage 2

**OUT:**

Email to resident in Shaker Run regarding the broken glass on the street

Email to Warren County Commissioners regarding Hoffmann Ave

Email to Bayer Becker regarding the Frasik property

Emailed public records request to residents at 530 Hoffmann Ave.

Email to City of Lebanon regarding annexation request

Letter to Warren County Regional Planning regarding Lakeside at Shaker Run Section Three Easement Plat

Email to Mr. Schmidt regarding intersection at Emmons and Oregonia

Email to Ms. Gierke regarding widening of State Route 63

Letter to Bayer Becker regarding Shaker Run Lakeside Condos and turnarounds

Emailed public records request to Smartprocure

Email to Power school regarding development in Springboro school district

**Fiscal Officer Reports:**

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
6/29/21	7/5/21	628-2021	LEXIS NEXIS	2192-892-0000	\$5.00	FIRE RUN REPORT CAR FIRE CASINO
					<b>\$5.00</b>	
6/30/21	7/5/21	641-2021	STAROHIO	1000-701-0000	\$346.40	JUNE 2021 INTEREST
6/30/21	7/5/21	642-2021	PRIMARY	1000-701-0000	\$2.79	JUNE 2021 INTEREST
6/1/21	7/5/21	643-2021	US BANK	1000-701-0000	\$2.44	JUNE 2021 SWEEP INTEREST
6/1/21	7/5/21	644-2021	CD 15	1000-701-0000	\$348.94	JUNE 2021 INTEREST
6/4/21	7/5/21	645-2021	CD 9	1000-701-0000	\$327.79	JUNE 2021 INTEREST
6/7/21	7/5/21	646-2021	CD 30	1000-701-0000	\$488.66	JUNE 2021 INTEREST
6/7/21	7/5/21	647-2021	CD 10	1000-701-0000	\$348.94	JUNE 2021 INTEREST
6/10/21	7/5/21	648-2021	CD 31	1000-701-0000	\$993.27	JUNE 2021 INTEREST
6/11/21	7/5/21	649-2021	cd 28	1000-701-0000	\$211.48	JUNE 2021 INTEREST
6/14/21	7/5/21	650-2021	CD 32	1000-701-0000	\$620.79	JUNE 2021 INTEREST
6/16/21	7/5/21	651-2021	FNMA 8	1000-701-0000	\$1,250.00	JUNE 2021 INTEREST
6/17/21	7/5/21	652-2021	FHLMC 15	1000-701-0000	\$1,562.50	JUNE 2021 INTEREST
6/21/21	7/5/21	653-2021	CD 33	1000-701-0000	\$211.48	JUNE 2021 INTEREST
6/21/21	7/5/21	654-2021	CD 4	1000-701-0000	\$359.52	JUNE 2021 INTEREST
6/25/21	7/5/21	655-2021	CD 7	1000-701-0000	\$327.79	JUNE 2021 INTEREST
6/28/21	7/5/21	656-2021	CD 17	1000-701-0000	\$338.37	JUNE 2021 INTEREST
6/28/21	7/5/21	657-2021	CD 22	1000-701-0000	\$359.52	JUNE 2021 INTEREST
6/28/21	7/5/21	658-2021	CD 14	1000-701-0000	\$325.16	JUNE 2021 INTEREST
6/28/21	7/5/21	659-2021	CD 16	1000-701-0000	\$348.94	JUNE 2021 INTEREST
					<b>\$8,774.78</b>	
6/29/21	7/5/21	629-2021	MEDICOUNT MANAGEMENT	2191-299-0000	\$503.37	LIFE SQUAD SERVICES MAY 2021 DEPOSITS
6/25/21	7/5/21	630-2021	MEDICAL MUTUAL	2191-299-0000	\$96.87	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/25/21	7/5/21	631-2021	UNITED HEALTHCARE	2191-299-0000	\$124.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/25/21	7/5/21	632-2021	HNB-ECHO	2191-299-0000	\$522.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/28/21	7/5/21	633-2021	AETNA BETTER HEALTH	2191-299-0000	\$120.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/28/21	7/5/21	634-2021	AETNA	2191-299-0000	\$434.61	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/29/21	7/5/21	635-2021	HBPIIL	2191-299-0000	\$417.28	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/29/21	7/5/21	636-2021	CGS	2191-299-0000	\$1,132.44	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/30/21	7/5/21	637-2021	ANTHEM BLUE	2191-299-0000	\$97.28	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/30/21	7/5/21	638-2021	AETNA	2191-299-0000	\$254.71	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/30/21	7/5/21	639-2021	UNITED HEALTHCARE	2191-299-0000	\$440.17	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/30/21	7/5/21	640-2021	CGS	2191-299-0000	\$334.43	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/28/21	7/6/21	660-2021	US DEPT OF TREASURY DEPT OF VETERANS	2191-299-0000	\$693.06	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/1/21	7/8/21	661-2021	AARP	2191-299-0000	\$97.28	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/1/21	7/8/21	662-2021	MEDICAL MUTUAL	2191-299-0000	\$169.39	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/2/21	7/8/21	663-2021	CGS	2191-299-0000	\$2,425.31	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/6/21	7/8/21	664-2021	AARP	2191-299-0000	\$87.12	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/6/21	7/8/21	665-2021	HUMANA	2191-299-0000	\$178.82	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/6/21	7/8/21	666-2021	MOLINA HEALTHCARE	2191-299-0000	\$381.16	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/6/21	7/8/21	667-2021	CGS	2191-299-0000	\$396.42	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/7/21	7/8/21	668-2021	HUMANA	2191-299-0000	\$195.23	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/7/21	7/8/21	669-2021	AETNA	2191-299-0000	\$322.02	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/7/21	7/8/21	670-2021	AETNA	2191-299-0000	\$339.93	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/1/21	7/8/21	671-2021	SEDGWICK	2191-299-0000	\$711.26	LIFE SQUAD SERVICES
7/1/21	7/8/21	672-2021	ERIE INSURANCE	2191-299-0000	\$290.00	LIFE SQUAD SERVICES
7/1/21	7/8/21	673-2021	TRICARE	2191-299-0000	\$97.58	LIFE SQUAD SERVICES
7/6/21	7/8/21	676-2021	COMMONWEALTH OF MASSACHUSETTS	2191-299-0000	\$198.06	LIFE SQUAD SERVICES
7/6/21	7/8/21	677-2021	THE ATKISSON LAW FIRM LLC	2191-299-0000	\$985.53	LIFE SQUAD SERVICES
					<b>\$12,045.33</b>	
7/2/21	7/8/21	674-2021	M ABBOTT, M CONWAY, J CONWAY	2192-892-0000	\$68.00	REIMBURSEMENT FOR FIRE T SHIRTS
					<b>\$68.00</b>	
7/6/21	7/8/21	675-2021	OTARMA/PERSO	2192-892-0000	\$250.00	INSURANCE CLAIM ON DUMP TANK
					<b>\$250.00</b>	

**Other Business:**

None.

**Visitor Concerns:**

Mike Shaffer gave a report concerning happenings at Regional Planning.

Mr. and Mrs. Fulkerson came to speak with the Trustees regarding water issues they have at their house. The Township has an easement for a swale at the back of the Fulkerson's property. Mrs. Boggs informed the Board that the swale was constructed in 1990 with an expected capability of handling a "100 year" rain. Mr. Siebert said the Engineer's office is researching a possible remedy to reduce the height of the drive over so excess water can flow downhill. However, we must make changes carefully as areas that are downhill could be negatively impacted. Mr. Sams set a time frame of six weeks for obtaining answers from all parties.

Mr. and Mrs. Koenig came to speak with the Trustees about the Warren County Airport Master Plan. Stakeholders are being interviewed by the contractor. Currently there are 123 airplanes flying from the airport and they will be adding two new hangers soon and expect their numbers to increase to possibly 150 planes. The Trustees were invited to attend the meeting. Mr. Koenig will send information to Mrs. Boggs by email.

**Trustee Reports:**

Mr. Jones discussed information he received from Mr. Copeland regarding a turnaround on his property on Charleston Place. He was told by the developer that he needs to tear out the turnaround and reseed it. Mr. Siebert stated he will go out and look at the turnaround and get more information.

Mr. Sams discussed the Frasier property PUD. Mr. Sams said it will be going before the Commissioners next week. Mr. VanDeGrift will attend. The Trustees continue to find the PUD as having too many houses, not enough green space and not enough square footage.

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 27, 2021 at 8:00 A.M.

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

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

**RESOLUTION 21-07-01  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION IN SUPPORT OF THE CITY OF LEBANON'S  
OHIO PUBLIC WORKS COMMISSION CLEAN OHIO FUNDS  
GREEN SPACE CONSERVATION PROGRAM GRANT**

**WHEREAS**, the City of Lebanon is applying for grant funds from the Ohio Public Works Commission to purchase approximately 60 acres for the Parkside Park, which would include the construction of a paved trail. Said Park being located off State Route 63 and including property currently in the City and the Township; and

**WHEREAS**, this Board desires to support the proposed project; and

**NOW THEREFORE BE IT RESOLVED**, that Board of Turtlecreek Township Trustees, Warren County, Ohio support the City of Lebanon's Ohio Public Works Commission Clean Ohio Fund Green Space Conservation Program Grant application for

purchase approximately 60 acres for the Parkside Park, which would include the construction of a paved trail. Said Park being located off State Route 63 and including property currently in the City and the Township.

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

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

Resolution adopted this 12<sup>th</sup> day of July, 2021.

**BOARD OF TURTLECREEK TOWNSHIP TRUSTEES**

\_\_\_\_\_ Chief Fiscal Officer

**RESOLUTION 21-07-02  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION TO AUTHORIZE TAMMY BOGGS,  
TURTLECREEK TOWNSHIP ADMINISTRATOR,  
TO SIGN SERVICE AMENDMENT TO THE AGREEMENT NO 1 FOR  
KZF DESIGN FOR SERVICES FOR FIRE STATION 33**

**WHEREAS**, the Turtlecreek Township Board of Trustees has a need to amend the agreement for KZF Design for Criteria Architect services for Fire Station 33 in the amount of \$2,000; and

**WHEREAS**, the Turtlecreek Township Board of Trustees have authorized Tammy Boggs to sign the amendment to the agreement No. 1 for services for Fire Station 33; 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 12<sup>th</sup> day July, 2021

Signed: _____	" YEA"
_____	"YEA"
_____	"YEA"

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

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

**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 12<sup>th</sup> day of July, 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: \_\_\_\_\_

End of Minutes.