

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

SEPTEMBER 28

21

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held in person on September 28, 2021 at 8:00 a.m. with the following persons:

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

FISCAL OFFICER: Amanda Childers

GUEST: Tammy Boggs, Mike Jameson, Dave Siebert and Dilip Bearerly.

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

The minutes of the meeting held on September 13, 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 Sams. All were in favor and the minutes were approved as written.

Department Reports:

Fire/EMS:

Michael Jameson, Fire Chief, informed the Board that the fire extinguishers in the Township buildings are due for their annual inspections. Mega City will perform the inspections in all three facilities at a cost of \$1,160.80. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve the Resolution as stated above. All voiced a "YEA" vote and the motion was passed with **Resolution 21-09-06**. (A copy of the resolution will be included in the minutes.)

Chief Jameson informed the Board that EMS and Fire vehicles need replacement tires. The tires will be placed on nine different vehicles. The approximate cost is \$30,000.00 with pricing to be obtained from several vendors for best pricing. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve the purchase of tires for EMS and Fire vehicles as a cost of \$30,000.00. All voiced a "YEA" vote and the motion was passed with **Resolution 21-09-07**. (A copy of the resolution will be included in the minutes.)

Chief Jameson requested approval to contract with Creech's Landscaping in the amount of \$13,395.25 for Station 33. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve the purchase and installation of landscaping by Creech's Landscaping at a cost of \$13,395.25. All voiced a "YEA" vote and the motion was passed with **Resolution 21-09-08**. (A copy of the resolution will be included in the minutes.)

Chief Jameson requested authorization to purchase a Chevy Traverse from Tim Lally Chevrolet Inc in the amount of \$32,865.00. Tim Lally Chevrolet offers State Minimum Pricing. The new vehicle will replace the Assistant Chief's vehicle. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve the purchase of the Chevy Traverse from Tim Lally Chevrolet in the amount of \$32,865.00. All voiced a "YEA" vote and the motion was passed with **Resolution 21-09-12**. (A copy of the resolution will be included in the minutes.)

Road and Bridge:

Dave Siebert, Road and Bridge Supervisor, informed the Board that the Road Crew had made temporary repairs on Shaker Run Boulevard. Ten thousand pounds of asphalt were applied after removal of broken crumbling asphalt was removed.

Mr. Siebert informed the Board that he received a letter from the Shaker Run Homeowners Association. Mr. Siebert requested authorization to paint speed limits on the roadways in six locations. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve painting speed limits in six locations of Shaker Run Subdivision. All voiced a "YEA" vote and the motion passed.

Mr. Siebert informed the Board that the electronic speed warning sign that displays driver's speed and records data has a cost of \$3,210.00. The sign is placed on a post but can be moved to other locations. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve the purchase and installation of an electronic speed display and monitoring sign in Shaker Run Subdivision. All voiced a "YEA" vote and the motion passed.

Mr. Siebert informed the Board that he attended a meeting with Tammy Boggs, Township Administrator, Neil Tunison and Kurt Weber of the Engineer's Office as well as several people from Fischer Homes to discuss the Roads in Shaker Run Boulevard that have not yet been accepted by the Township.

Mr. Siebert informed the Board that Jarred Gullett is due a \$1.00 per hour pay increase as he has passed his CDL license test. His pay will increase to \$19.00 per hour effective September 25, 2021. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve the pay increase for Mr. Gullett to \$19.00 effective September 25, 2021. All present voiced a "YEA" vote and the motion passed with **Resolution 21-09-09**. (A copy of the resolution will be included in the minutes.)

Administration:

Mrs. Boggs informed the Board that she received a letter from Warren County Regional Planning for Charlestone Place 4th Addition being a replay of Lot 18 & 19. The replat requests additional land for septic and house placement on Lot 18. The Trustees had no comments. (A letter will be sent to Warren County Regional Planning stating this information).

Mrs. Boggs informed the Board that there will be a VIP Preview of Homearama at Union Village on Friday, October 1 from 4:00 – 7:00 P.M.

Mrs. Boggs requested ratification for expenditures authorized by Township Administrator or Township Officer or Employee authorized by Township Administrator in the cumulative amount of \$569.70. The purchases are \$48.28 from Home Depot, \$159.43 from Apple, \$201.00 from the PK Safety Supply, and \$160.99 from Amazon. Mr. VanDeGrift made a motion, seconded by Mr. Sams to subsequently approve the expenditures in the cumulative amount of \$569.70. All present voiced a "YEA" vote and the motion was passed with **Resolution 21-09-10**. (A copy of the Resolution is included in the minutes.)

Mrs. Boggs informed the Board that she met with Brenda Wehmer of Dinsmore & Shohl to discuss the Turtlecreek Monroe JEDD for the state prison land. The Township can provide signage to the stub of Shaker Run.

General Reports:

CORRESPONDENCE:

IN:

Resolution from Warren County Commissioners approving site plan review for Shaker Run PUD Pod F
Resolution from Warren County Commissioners approving George Steel PUD Stage 2
Letter from Horan regarding change of address
Email from residents on Natalie Lane regarding high weeds and debris
Email from Ms. Pember regarding condition of Shaker Run Blvd
Email from Ms. Mulligan regarding rental registration
Email from Mr. Kurash regarding medical cannabis dispensaries in the township
Email from Union Village regarding the ribbon cutting
Email from Mr. West regarding the condition of Shaker Run Blvd and Golf Club Dr
Email from Mr. Lane regarding the condition of Shaker Run Blvd
Email from Ms. Murphy regarding the speed on Shaker Run Blvd
Email from Mr. Maxwell regarding the condition of Shaker Run Blvd
Notice to employees regarding Medicare prescription drug coverage
Letter from Shaker Run HOA regarding speed controls on Shaker Run Blvd

OUT:

Email to resident regarding high weeds and debris on Natalie Lane
Email to Ms. Pember regarding condition of Shaker Run Blvd
Email to Ms. Mulligan regarding rental registration
Email to Mr. Kurash regarding medical cannabis dispensaries in the township
Email from Mr. Obringer regarding the parking on Lower Market Street
Email to Mr. West regarding the condition of Shaker Run Blvd and Golf Club Dr
Email to Mr. Lane regarding the condition of Shaker Run Blvd.
Email to Ms. Murphy regarding the speed on Shaker Run Blvd
Email to Mr. Maxwell regarding the condition of Shaker Run Blvd
Letter to Warren County Regional Planning regarding PUD Stage 3 Union Village
Letter to Union Village regarding the parking on Lower Market Street
Letter to Warren County Regional Planning regarding Shaker Run Section 9 Easement Plat

Fiscal Officer Reports:

Amanda Childers, Fiscal Officer, informed the board that the 2019-2020 audit conducted by the State Auditor’s Office is now finalized and there were no insufficiencies noted. Mrs. Childers also informed the board that the Auditor’s Office offers a post audit conference if the Township would be inclined but requested we decline the conference due to the lack of findings. The trustees agreed to decline the conference.

Mrs. Childers requested authorization to engage Mark Hurst & Co. LLC as CPA to prepare financial statements and Accounting advice for the Township. Mr. Hurst comes highly recommended as he does work for Townships, Cities and Villages in our area. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve hiring Mark Hurst CPA to prepare financial statements and give accounting advise for the Township. All voiced a “YEA” vote and the motion passed.

Mrs. Childers requested authorization to transfer funds previously advanced from Union Village Lighting Districts (2434, 2435, 2436) back to the General Fund. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve the transfer of \$500.00 from fund 2434, \$20.00 from fund 2435 and \$130.00 from fund 2436 back to the General fund after receipt of the second half settlement from Warren County in 2021. All present voiced a “YEA” vote and the motion was passed with **Resolution 21-09-11**. (A copy of the Resolution is included in the minutes.)

Mrs. Childers informed the Board that Mr. Sams and she met with Jim McCourt from Meeder Investments to discuss adjustment of investment priorities. Mr. Sams discussed current trends with shorter terms being prioritized. Additional funds will be moved from Star Ohio to the Investment Portfolio.

The Fiscal Officer presented the bills, which were due, and the following checks were approved and signed. Check Nos. 33335 through 33375 (copy to follow) and Vouchers 932-2021 through 1032-2021.

The Fiscal Office reported the following income from:

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
9/7/21	9/16/21	926-2021	BUREAU OF WORKERS' COMPENSATION	1000-892-0000	\$614.00	PARTIAL REFUND 2020 PREMIUM
					\$614.00	
9/10/21	9/16/21	928-2021	P BAYNE	2031-892-0000	\$10.00	GREEN ADDRESS SIGN
					\$10.00	
9/7/21	9/16/21	925-2021	D WHITLEY	2041-804-0000	\$280.00	SALE OF CEMETERY PLOT SECTION 56 LOT 10
9/10/21	9/16/21	927-2021	STINE FUNERAL HOME OF LEBANON INC	2041-302-0000	\$450.00	GRAVE OPEN/CLOSE R WHITLEY SECTION 56 LOT 10
9/10/21	9/16/21	929-2021	T MCGOWAN	2041-804-0000	\$1,460.00	SALE OF CEMETERY PLOTS SECTION 41 LOTS 9 & 10 T MCGOWAN
9/10/21	9/16/21	930-2021	G HANEY	2041-804-0000	\$730.00	SALE OF CEMETERY PLOT SECTION 41 LOT 8 G HANEY
					\$2,920.00	
9/17/21	9/20/21	932-2021	WARREN COUNTY AUDITOR, MATT NOLAN	1000-101-0000	\$1,334,237.26	AUGUST 2021 2ND HALF SETTLEMENT TAX YEAR 2020
					\$1,334,237.26	
9/13/21	9/16/21	931-2021	TRICARE	2191-299-0000	\$94.99	LIFE SQUAD SERVICES
9/13/21	9/20/21	933-2021	AARP SUPPLEMENTAL	2191-299-0000	\$196.38	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/13/21	9/20/21	934-2021	ANTHEM BLUE	2191-299-0000	\$766.27	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/13/21	9/20/21	935-2021	AETNA	2191-299-0000	\$1,400.01	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/13/21	9/20/21	936-2021	ANTHEM BLUE	2191-299-0000	\$1,419.17	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/13/21	9/20/21	937-2021	CGS	2191-299-0000	\$2,526.36	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/14/21	9/20/21	938-2021	HUMANA	2191-299-0000	\$87.27	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/14/21	9/20/21	939-2021	ANTHEM BCBS	2191-299-0000	\$328.66	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/14/21	9/20/21	940-2021	MEDICAL MUTUAL	2191-299-0000	\$376.06	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/14/21	9/20/21	941-2021	ANTHEM BLUE	2191-299-0000	\$477.34	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/14/21	9/20/21	942-2021	AETNA	2191-299-0000	\$1,326.99	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/15/21	9/20/21	943-2021	CGS	2191-299-0000	\$452.57	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/16/21	9/20/21	944-2021	UNITED HEALTHCARE	2191-299-0000	\$256.97	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/17/21	9/20/21	945-2021	HNB-ECHO	2191-299-0000	\$110.40	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/17/21	9/20/21	946-2021	AARP SUPPLEMENTAL	2191-299-0000	\$277.56	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/17/21	9/20/21	947-2021	AETNA	2191-299-0000	\$442.54	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/17/21	9/20/21	948-2021	CGS	2191-299-0000	\$1,546.61	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
					\$12,086.15	

Other Business:

None.

Visitor Concerns:

Mr. Bearely came to discuss property he and his partners purchased on 741 looking for advice on obtaining a sewer line.

Trustee Reports:

A motion was made by Mr. VanDeGrift that the Board of Trustees adjourns into executive session to discuss Compensation for Fire/EMS Personnel matters pursuant to ORC 121.22 (G) (1) at 9:06 a.m. The motion was seconded by Mr. Sams and upon call of roll call, Mr. Sams "YEA" and Mr. VanDeGrift "YEA" the executive session was entered.

By motion of Mr. VanDeGrift that the Board of Trustees adjourns out of executive session and return to the open meeting and ask the Fiscal Officer to note in the minutes that NO ACTION WAS TAKEN. The motion was seconded by Mr. Sams the executive session ended. Upon call of roll, "YEA", Mr. Sams "YEA" and Mr. VanDeGrift "YEA" the Board returned to regular session at 9:15 a.m.

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

The next regular meeting is scheduled for October 11, 2021 at 7:00 P.M.

Signed: _____ Chairman of the Board

Attest: _____ Fiscal Officer

**RESOLUTION 21-09-06
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

WHEREAS, the Fire department is required to perform annual inspections on the fire extinguishers in the Turtlecreek Township facilities; and

WHEREAS, Mega City will perform the inspections on the fire extinguishers in all three facilities at a cost of \$1,160.80; and

WHEREAS, the source of the funds to inspect the fire extinguishers will be the Fire Fund 2192 (2192-220-323-0000 Repairs and Maintenance); and

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the inspection of the fire extinguishers in the township facilities.

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

Adopted this 28th day of September, 2021

Signed: _____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 21-09-07
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

WHEREAS, the EMS/Fire department has a need to replace tires on the EMS and Fire vehicles in the department; and

WHEREAS, the tires will be purchase through Walt Luti and Shrader Tire & Oil Inc in the approximate cost of \$30,0000 and;

WHEREAS, the source of the funds to purchase the tires will be the EMS Fund 2191 and Fire Fund 2192 (2191-760-740-0000 and 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 the tires from Walt Luti, Shrader Tire & Oil Inc or Best One Tire for the EMS and Fire vehicles.

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

Adopted this 28th day of September, 2021

Signed: _____ “YEA”

_____ “YEA”

Attest: _____ Chief Fiscal Officer

**RESOLUTION 21-09-08
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

WHEREAS, the EMS/Fire department has a need to landscape Station 33 to complete the construction process; and

WHEREAS, the landscaping quote from Creech’s Landscaping is \$13,395.25 to perform the landscaping at Station 33; and

WHEREAS, the source of the funds for the landscaping will be the General Fund 1000 (1000-760-790-0000 Other – Capital Outlay); and

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the landscaping for Station 33 by Creech’s Landscaping.

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

Adopted this 28th day of September, 2021

Signed: _____ “YEA”

_____ “YEA”

Attest: _____ Chief Fiscal Officer

**RESOLUTION 21-09-09
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION AUTHORIZING THE PAY INCREASE
FOR COMPLETION AND PASSING OF CDL LICENSE FOR JARRED GULLETT**

WHEREAS, Jarred Gullet has completed and passed his CDL license; and

WHEREAS, Jarred Gullet was hired with the intent that once he completed and passed his CDL license he would be entitled to a pay increase; and

WHEREAS, Jarred Gullett should receive \$1.00 per hour pay increase for the completion and passing of his CDL license; and

WHEREAS, Jarred Gullett's \$1.00 increase is effective as of September 25,2021.

NOW THEREFORE, BE IT RESOLVED, by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the trustees approved the pay increase of \$1.00 effective September 25, 2021 for Jarred Gullett with the new rate of pay per hour of \$19.00.

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

Mr. Sams	"YEA"
Mr. VanDeGrift	"YEA"

Resolution adopted this 28th day of September, 2021.

THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES

Attest: _____ Chief Fiscal Officer

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

Resolution Number: 21-09-10
2021

Date of Resolution: September 28,

TOPIC OF RESOLUTION: BOARD RESOLUTION SUBSEQUENTLY APPROVING EXPENDITURES NOT EXCEEDING TWENTY-FIVE HUNDRED DOLLARS BY TOWNSHIP ADMINISTRATOR OR TOWNSHIP OFFICER OR EMPLOYEE AUTHORIZED BY TOWNSHIP ADMINISTRATOR

RESOLUTION

WHEREAS, this Board adopted Resolution Number 16-04-12, dated April 26, 2016, authorizing the Township Administrator to incur obligations on behalf of the Township not to exceed Two Thousand Five Hundred Dollars, and further authorizing the Township Administrator to authorize other Township Officers and Employees to incur obligations on behalf of the Township not to exceed Two Thousand Five Hundred Dollars; and,

WHEREAS, pursuant to section 507.11 (A) of the Ohio Revised Code, and Section 3 of the aforementioned Resolution, the obligations incurred by the Township Administrator on behalf of the Township, or that the Township Administrator authorizes a Township Officer or Employee to incur, shall be subsequently approved by adoption of formal resolution of this Board at the next regularly scheduled Board meeting after receipt by the Township Fiscal Officer of proper voucher for the obligation or obligations incurred; and,

WHEREAS, this Board has been notified by the Township Fiscal Officer she is in receipt of a proper voucher or vouchers for obligations incurred by the Township Administrator or authorized Township Officer or Employees, a copy or copies of which are attached hereto.

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

Section 1. This Board does hereby subsequently approve the obligations incurred by the Township Administrator or Township Officer or Employees on behalf of the Township, a copy or copies of the vouchers of which are attached hereto.

Section 2. That the Board is acting in its administrative capacity in adopting this Resolution.

Section 3. That the recitals contained within the Whereas Clauses set forth above are incorporated by reference herein.

Section 4. That it is found and determined that all formal actions of the Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Board in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Mr. Sams	YEA
Mr. VanDeGrift	YEA

Resolution adopted this 28th day of September, 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 21-09-11
TURTLECREEK TOWNSHP
WARREN COUNTY, OHIO**

**A RESOLUTION AUTHORIZING REPAYMENT OF FUNDS ADVANCED FROM
UNION VILLAGE LIGHTING DISTRICTS (2434, 2435, 2436) TO THE GENERAL
FUND (1000)**

WHEREAS, the Turtlecreek Township Board of Trustees has determined that it is necessary to transfer funds from the Union Village lighting districts back to the General Fund; and,

NOW THEREFORE, BE IT RESOLVED by the Turtlecreek Township Board of Trustees that the Fiscal Officer is authorized to transfer \$650.00 from the Union Village Lighting District Funds (2434 \$500.00), (2435 \$20.00) and (2436 \$130.00) back to the General Fund upon receipt of the second half settlement from Warren County in 2021.

BE IT FURTHER RESOLVED that the Union Village Lighting District Funds were previously established.

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

Adopted this 25th day of May, 2021

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

**RESOLUTION 21-09-12
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

WHEREAS, the Fire department has a need to replace the Assistant Chief's vehicle; and

WHEREAS, the Assistant Chief's vehicle will be replaced with a Chevy Traverse from Tim Lally Chevrolet Inc in the amount of \$32,865.00; and

WHEREAS, the source of the funds for the Chevy Traverse will be the Fire Fund (2192-760-750-0000 – Motor Vehicles); and

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the purchase of the Chevy Traverse from Tim Lally Chevrolet Inc in the amount of \$32,865.00.

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

Adopted this 28th day of September, 2021

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

End of Minutes.