

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

OCTOBER 26

21

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on October 26, 2021 at 8:00 a.m. with the following persons:

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

FISCAL OFFICER: Amanda Childers

GUEST: Tammy Boggs, Mike Jameson, Brian Elleman, Dave Siebert, Nelda Lane, Mark Ferriell, Philip Garver, Patti Hackett, Tom Hackett, Delores Taylor, James Taylor, Patti Ahting and Sharon Woodrow.

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

The minutes of the meeting held on October 11, 2021, were tabled until the next meeting.

The Mental Health and Recovery Board was represented by Patti Ahting, Chief Deputy Director and Board Member Sharon Woodrow. The ladies informed the Board on the levy renewal to be voted on the November election.

Residents of Barton Lane came to discuss noise issues on property near their home. As Turtlecreek Township does not have a noise ordinance neither the Township nor the Sheriff's department can intercede on this issue.

Mark Ferriell, a township resident, introduced himself to the Board and voiced his interests in Regional Planning and Shaker Run Subdivision issues.

Department Reports:

Fire/EMS:

Michael Jameson, Fire Chief, request authorization to purchase three Knox Boxes key secures for a total of \$4,975.00 from Knox Company. The Knox Boxes securely hold business or residential building keys so in the event of an EMS or Fire issue the premise can be entered using the key. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the Resolution as stated above. All voiced a "YEA" vote and the motion was passed with **Resolution 21-10-05**. (A copy of the resolution will be included in the minutes.)

Chief Jameson requested authorization to purchase sweatshirts for EMS/Fire from SticknStitch at a cost of approximately \$3,057.34. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the purchase of 71 EMS/Fire sweatshirts at a cost of \$3,057.34. All voiced a "YEA" vote and the motion was passed with **Resolution 21-10-06**. (A copy of the resolution will be included in the minutes.)

Chief Jameson informed the Board that he would like to get pricing for a new medic with possible purchase before year end. Our oldest box Medic is from 1996. He would also like to purchase a new fire engine before year end. Chief Jameson feels a combination truck that can double as a tanker would be the most useful. Chief Jameson recommended eliminating our two oldest Fire Engines and a 1998 tanker. This should maximize the use of the vehicles and will reduce maintenance and repairs. A new medic would have a year and a half delivery time; the new fire truck would be two years for delivery.

Chief Jameson informed the Board that EMS vehicle sold on GovDeals for \$5,000.00.

Chief Jameson informed the Board that volunteer Michael White terminated effective October 19, 2021.

Chief Jameson recommended hiring Michael Abbott to fill the position of part time FF2/Paramedic working 24-hour shifts effective November 7, 2021 at a rate of \$19.23 per hour. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the Resolution as stated above. All voiced a "YEA" vote and the motion was passed with **Resolution 21-10-07**. (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 swim study for Hoffmann Ave. is in the contract phase.

Mr. Siebert informed the Board that TOM 61 dump truck needs repair for a blown head gasket. The approximate cost will be \$4,000.00 through Warren County Diesel. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the repair of the dump truck by Warren County Diesel in the amount of \$4,000.00. All present voiced a "YEA" vote and the motion was passed.

Mr. Siebert informed the Board that he applied to the Township Stimulus Program for the pier wall on Liberty Keuter Road but was informed that it did not qualify for the grant because it was not pavement or road related.

Mr. Siebert informed the Board that there will be a facility inspection for Soil and Water as part of our storm water license agreement.

Mr. Siebert informed the Board there was a meeting with the Engineer's Office regarding Shaker Run Boulevard and Shaker Golf Drive repair. The Engineer's office proposes to make the repair happen this year for Shaker Run Boulevard and Shaker Golf Drive next year at an approximate cost of \$135,000.00. The Township portion of the cost would be \$33,544.75 with the remaining funding possibly coming from the Engineer's Office, Fischer Homes and Drees Homes each at twenty-five percent. This will be a full depth repair with twelve inches of asphalt. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the payment of \$33,544.75 for road repairs to Shaker Run Boulevard and Shaker Golf Drive to Warren County Engineer's Office. All voiced a "YEA" vote and the motion passed.

Administration:

Tammy Boggs, Township Administrator requested authorization for James VanDeGrift, Vice President to sign the Criteria Architect Contract with KZF Design for renovations to Fire Station 31. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the authorization as stated above. All present voiced a "YEA" vote and the motion was passed with **Resolution 21-10-08**. (A copy of the Resolution is 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 \$363.55. The purchases are \$67.98 from Amazon, \$61.27 from Sam's Club, \$126.71 Deluxe, \$32.61 from Home Depot and \$74.98 from Rural King. Mr. VanDeGrift made a motion, seconded by Mr. Jones to subsequently approve the expenditures in the cumulative amount of \$363.55. All present voiced a "YEA" vote and the motion was passed with **Resolution 21-10-09**. (A copy of the Resolution is included in the minutes.)

Mrs. Boggs informed the Board that a Letter was received from Warren County Regional Planning regarding C5 75 Logistics Center. They want to include a center island to deter truck traffic to the back entrance of Shaker Run. Additionally, the street was narrowed to eleven feet. Mr. Siebert stated that there is still room for the snowplows to navigate under that plan. The Trustees requested that the developer maintain ownership of the island with no trees or irrigation being added to the island. (A letter will be sent to Warren County Regional Planning stating this information).

Letter was received from Warren County Regional Planning regarding Majors at Shaker Run right of way Dedication plat for utilities for comments. The Trustees had no comments. (A letter will be sent to Warren County Regional Planning stating this information).

General Reports:

CORRESPONDENCE:

IN:

- Letter from Clemans-Nelson regarding hourly rates for 2022
- Email from Ms. Chausse regarding the bike trails in Turtlecreek Township
- Email from Ms. Timmer regarding Estates of Keever Creek punch list
- Letter from Warren County Health District quarterly report
- Email from Mr. Gamble regarding access road in Shaker Run
- Email regarding missing road sign for Cold Springs Road
- Letter from Mr. Guthrie thanking the EMS crew for their assistance
- Report for Ohio Department of Taxation for Motel/Lodging tax
- Notice from Melvin Stone Company of price increase effective 2022
- Letter from Ohio Association of Professional Firefighters
- Email from SERB regarding request for recognition

Public records request from Mr. Obringer regarding fire code
 Email from Ms. Solovyeva regarding park shelter
 Email from ODOT that the pier walls done qualify for the Township Stimulus Program

OUT:

Email to Ms. Chausse regarding the bike trails in Turtlecreek Township
 Email to Ms. Timmer regarding Estates of Keever Creek punch list
 Email to Mr. Gamble regarding access road in Shaker Run
 Email regarding missing road sign for Cold Springs Road
 Letter to Warren County Regional Planning regarding Greentree Meadows PUD Stage 2
 Letter to Warren County Regional Planning regarding C5 75 Logistics Center
 Letter to Warren County Regional Planning regarding Shaker Run Section 8 A Final Plat
 Letter to Warren County Rural Zoning regarding variance for Lois Stovall
 Email public records request to Mr. Obringer regarding fire code
 Email to Ms. Solovyeva regarding park shelter

Fiscal Officer Reports:

Amanda Childers, Fiscal Officer, informed the board that the 2019-2020 audit conducted by the State Auditor’s Office is now released and it was a clean audit.

Mrs. Childers requested approval for reimbursement of her expenses during the Warren County D.C. Fly-in October 17th through October 20th. The costs include mileage, parking, uber, hotel and air flight for a total of \$1,848.80. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the reimbursement request as stated above. All voiced a “YEA” vote and the motion passed

The Fiscal Officer presented the bills, which were due, and the following checks were approved and signed. Check Nos. 33414 through 33443 (copy to follow) and Vouchers 1080-2021 through 1135-2021.

The Fiscal Office reported the following income from:

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
10/13/21	10/15/21	1036-2021	STINE FUNERAL HOME OF LEBANON INC	2041-302-0000	\$450.00	GRAVE OPEN/CLOSE R ROE SECTION 21 LOT 6
10/18/21	10/21/21	1038-2021	JOHN HODAPP SONS INC	2041-302-0000	\$450.00	GRAVE OPEN/CLOSE MCGOWAN SECTION SECT 41 LOT 9
					\$900.00	
10/13/21	10/15/21	1037-2021	G SOBKOWIAK	2031-892-0000	\$10.00	GREEN ADDRESS SIGN
10/21/21	10/25/21	1066-2021	E WILSON	2031-892-0000	\$10.00	GREEN ADDRESS SIGN
					\$20.00	
10/19/21	10/21/21	1043-2021	OTARMA	1000-892-0000	\$4,150.25	OTARMA DISTRIBUTION OF CAPITAL
					\$4,150.25	
10/18/21	10/21/21	1039-2021	TRICARE	2191-299-0000	\$345.89	LIFE SQUAD SERVICES
10/18/21	10/21/21	1040-2021	TRICARE	2191-299-0000	\$96.82	LIFE SQUAD SERVICES
10/18/21	10/21/21	1041-2021	TRICARE	2191-299-0000	\$196.91	LIFE SQUAD SERVICES
10/18/21	10/21/21	1042-2021	ATLANTIC COAST LIFE	2191-299-0000	\$100.02	LIFE SQUAD SERVICES
10/12/21	10/25/21	1044-2021	AETNA	2191-299-0000	\$427.18	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/12/21	10/25/21	1045-2021	ANTHEM BLUE	2191-299-0000	\$454.21	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/12/21	10/25/21	1046-2021	ANTHEM BLUE	2191-299-0000	\$462.10	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/12/21	10/25/21	1047-2021	CIGNA	2191-299-0000	\$546.47	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/12/21	10/25/21	1048-2021	ANTHEM BLUE	2191-299-0000	\$753.49	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/12/21	10/25/21	1049-2021	AETNA	2191-299-0000	\$945.89	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/13/21	10/25/21	1060-2021	AETNA BETTER HEALTH	2191-299-0000	\$498.33	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/14/21	10/25/21	1051-2021	AETNA	2191-299-0000	\$81.17	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/14/21	10/25/21	1052-2021	AARP	2191-299-0000	\$96.82	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/14/21	10/25/21	1053-2021	BUCKEYE COMMUNITY	2191-299-0000	\$182.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/14/21	10/25/21	1054-2021	UNITED HEALTHCARE	2191-299-0000	\$256.21	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/14/21	10/25/21	1055-2021	CGS	2191-299-0000	\$674.36	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/14/21	10/25/21	1056-2021	UNITED HEALTHCARE	2191-299-0000	\$2,118.25	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/15/21	10/25/21	1057-2021	HNB-ECHO	2191-299-0000	\$537.20	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/15/21	10/25/21	1058-2021	CGS	2191-299-0000	\$3,597.49	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/18/21	10/25/21	1059-2021	ANTHEM BLUE	2191-299-0000	\$211.97	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/18/21	10/25/21	1060-2021	UNITED HEALTHCARE	2191-299-0000	\$226.45	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/18/21	10/25/21	1061-2021	ANTHEM BLUE	2191-299-0000	\$469.72	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/19/21	10/25/21	1062-2021	HUMANA	2191-299-0000	\$75.52	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/19/21	10/25/21	1063-2021	MEDICAL MUTUAL	2191-299-0000	\$343.02	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/20/21	10/25/21	1064-2021	AARP SUPPLEMENTAL	2191-299-0000	\$299.68	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/20/21	10/25/21	1065-2021	CGS	2191-299-0000	\$375.66	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
					\$14,372.83	
10/22/21	10/25/21	1067-2021	CITY OF LEBANON	1000-591-0007	\$3,310.78	3RD QTR 2021 JEDD INCOME TAX PAYMENT
					\$3,310.78	

Other Business:

None.

Visitor Concerns:

None.

Trustee Reports:

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 November 8, 2021 at 7:00 P.M.

Signed: _____ Vice President

Attest: _____ Fiscal Officer

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

WHEREAS, the Fire department has a need to purchase three (3) Knox boxes; and

WHEREAS, the cost of the three (3) Knox boxes will be \$4,975.00 from Knox Company; and

WHEREAS, the source of the funds for the Knox boxes will be the Fire Fund (2192-220-430-0000 – Small Tools and Minor Equipment); and

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the purchase of the three (3) Knox boxes in the amount of \$4,975.00.

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

Adopted this 26th day of October, 2021

Signed: _____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 21-10-06
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

WHEREAS, the EMS & Fire department has a need to purchase seventy-one (71) sweatshirts; and

WHEREAS, the cost of the seventy-one (71) sweatshirts will be \$3,057.34 from SticknStitch; and

WHEREAS, the source of the funds for the seventy-one (71) sweatshirts will be the EMS and Fire Fund (2191-230-590-0004 & 2192-220-590-0010 – Uniforms); and

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the purchase of the seventy-one (71) sweatshirts in the amount of \$3,057.34.

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

Adopted this 26th day of October, 2021

Signed: _____ “YEA”

_____ “YEA”

Attest: _____ Chief Fiscal Officer

**RESOLUTION 21-10-07
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**HIRE MICHAEL ABBOTT, EFFECTIVE NOVEMBER 7, 2021
AS A PART TIME FF2/PARAMEDIC**

WHEREAS, a position of “Part-Time FF2/Paramedic has been posted within the Turtlecreek Township Fire Department/Emergency Medical Service, and

WHEREAS, the Fire Chief and Assistant Chief of Turtlecreek Township Fire Department and Emergency Medical Service have recommended that Michael Abbott be hired as a Part Time FF2/Paramedic working 24-hour shifts; and

NOW THEREFORE BE IT RESOLVED, the Turtlecreek Township Board of Trustees hereby approves the hiring of Michael Abbott for the position of Part-Time FF2/Paramedic, effective November 7, 2021 at the rate of \$19.23 per hour. Mr. Abbott’s hours of work will be 24 hours shifts every sixth day.

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

Adopted this 26th day of October, 2021

Signed: _____ “YEA”

_____ “YEA”

Attest: _____ Chief Fiscal Office

**RESOLUTION 21-10-08
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION TO AUTHORIZE JAMES VANDEGRIFT, VICE - PRESIDENT, TO
SIGN THE CRITERIA ARCHITECT CONTRACT
WITH KZF DESIGN FOR THE FIRE STATION 31**

WHEREAS, the Turtlecreek Township Board of Trustees have authorized James VanDeGrift, Vice - President, to sign the Criteria Architect Contract with KZF Design for the renovations for fire station 31; and

WHEREAS, the agreement will be in place with KZF Design as the Criteria Architect for the completion of project for Station 31; and

THEREFORE, by motion of Mr. Jones and seconded by Mr. VanDeGrift, James VanDeGrift, Vice – President, has the authority to sign the contract as stated above. All voiced a “YEA” vote and the resolution passed.

Adopted this 26th day October, 2021

Signed: _____ ” YEA”

_____ “YEA”

Attest: _____ Chief Fiscal Officer

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

Resolution Number: 21-10-09

Date of Resolution: October 26, 2021

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

RESOLUTION

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

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

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

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

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

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

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

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

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

Mr. Jones	YEA
Mr. VanDeGrift	YEA

Resolution adopted this 26th day of October, 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.