

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

DECEMBER 23

21

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on December 23, 2021 at 9:30 a.m. with the following persons:

TRUSTEES: Jim VanDeGrift and Jonathan Sams. Dan Jones was absent.
FISCAL OFFICER: Amanda Childers
GUEST: Brian Elleman, Dave Siebert, John Seckel, Jackie Davis and Mike Shaffer.

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

The minutes of the meeting held on November 30, 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. Sams. All were in favor and the minutes were approved as written.

Department Reports:

Fire/EMS:

Brian Elleman, Assistant Fire Chief, informed the Board that Olivia Monroe has passed her paramedic certification and is due a pay increase to \$19.00 per hour effective as of December 21, 2021. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve the increase in pay to \$19.00 per hour for Olivia Monroe as of December 21, 2021. All present voiced a "YEA" vote and the motion was passed with **Resolution 21-12-39**. (A copy of the resolution will be included in the minutes.)

Assistant Chief Elleman requested approval to allow for an increased cost for the medic unit purchase in the amount of \$1,652.95. The difference in cost is for the upgraded cots bringing the total to \$328,433.93 for the new medic. Additionally, Assistant Chief Elleman requested approval to allow for an increased cost for the E-One fire truck purchase in the amount of \$3,164.00 bringing the total to \$518,070.00. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve both of the additional costs as stated above. All present voiced a "YEA" vote and the motion was passed.

Assistant Chief Elleman requested approval to allow for an increased cost for turn out gear in the amount of \$2,194.00 to Fire Safety Services for four sets of pants, suspenders and fleece coat liners. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve the increase as stated above. All present voiced a "YEA" vote and the motion was passed.

Assistant Chief Elleman informed the Board that there will be a parade at 4:00 p.m. for a young resident that has been hospitalized for 135 days due to a rare disease in Shaker Run today. Several firemen will participate with one of the Fire Engines.

Road and Bridge:

Dave Siebert, Road and Bridge Supervisor, informed the Board that the Track hoe sold on GovDeals for \$28,200.00.

Mr. Siebert requested approval to for an increase in cost in the amount of \$1,307.00 for the Dump Truck repair. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve the additional cost for the repair of the Dump Truck in the amount of \$1,307.00. All present voiced a "YEA" vote and the motion was passed.

Mr. Siebert informed the Board that the Digital Speed sign has been received and assembled. The Road Department will design and build a stand for it.

Administration:

Tammy Boggs, Township Administrator, was not in attendance. On her behalf, Amanda Childers, Fiscal Officer requested a Resolution to authorize Jonathan Sams to sign the amendment for Navia for 2022 Health Insurance Reimbursements. The amendment is due to the deductibles being less. Mr. VanDeGrift made a motion, seconded by Mr. Sams to authorize Mr. Sams to sign the amended plan with Navia Benefits. All present voiced a "YEA" vote and the motion was passed with **Resolution 21-12-37**. (A copy of the resolution will be included in the minutes.)

On Behalf of Mrs. Boggs, Mrs. Childers requested ratification for expenditures authorized by Township Administrator or Township Officer or Employee authorized by Township Administrator in the cumulative amount of \$1,057.41. The purchases are \$107.86 from Amazon, \$119.94 from TSC, \$32.99 from One Hydraulics, \$222.90 from MedPipe and \$573.72 from Red Wing Shoes. Mr. VanDeGrift made a motion, seconded by Mr. Sams to subsequently approve the expenditures in the cumulative amount of \$1,057.41. All present voiced a "YEA" vote and the motion was passed with **Resolution 21-12-38**. (A copy of the Resolution is included in the minutes.)

On Behalf of Mrs. Boggs, Mrs. Childers requested a motion to place a notification on the Township website that 3G cellular devices will be phasing out in 2022. Mr. VanDeGrift made a motion, seconded by Mr. Sams to place a notice on the Township website that 3G cellular services are phasing out in 2022. All present voiced a "YEA" vote and the motion was passed.

On Behalf of Mrs. Boggs, Mrs. Childers informed the Board that Neil Tunison sent an email requesting that the Township vote for the OPWC District 10 Public Works Integrating Committee members. The email contained information and a ballot for voting for three members and three alternates. Mr. VanDeGrift made a motion, seconded by Mr. Sams to vote for the OPWC District 10 Public Works Integrating Committee members and alternates. (A letter will be sent to Mr. Tunison with the completed ballot.)

General Reports:

CORRESPONDENCE:

IN:

Letter from Dallas W. Hartman P.C. regarding accident.
Email from Mr. William Kilimnik regarding the township's EMS service.
Email from Warren County Office of Grants Administration regarding the CDBG Program.
Email from Ms. Johnson regarding vehicles parked on the street.
Email submission for Volunteer Firefighters' Dependent Fund Annual Certification.
Email to Mr. Gaver regarding noise at Greentree Golf Course.
Email to Local 5353 regarding meeting.
Letter from Doctors' Urgent Care has been acquired by CareFirst Urgent Care.
Email from Engineer's Office regarding the voting for OPWC District 10.
Email from Engineer's Office regarding the Core5 project.
Letter from Eastern Gas Transmission and Storage.

OUT:

Letter to Warren County Regional Planning regarding Majors of Shaker Run Section 1 Easement Plat.
Email to Ms. Johnson regarding vehicles parked on the street.
Email to Engineer's Office regarding the Core5 project.
Letter to Warren County Regional Planning regarding Greentree Meadows Preliminary Plan.
Letter to City of Lebanon regarding infrastructure planning.
Letter to Ms. Conway regarding leave of absence.
Letter to Ms. Bunting regarding leave of absence

Fiscal Officer Reports:

Mrs. Childers requested authorization to pay the Worker's Compensation invoice for 2022 in the amount of \$30,331.00. Mr. VanDeGrift made a motion, seconded by Mr. Sams to authorize payment to Ohio Bureau of Worker's Compensation by ACH in the amount of \$30,331.00. All voiced a "YEA" vote and the motion was passed.

Mrs. Childers informed the board that a line item transfer is needed within the EMS Fund, in the amount of \$5,000.00 from Account 2191-930-930-0000 (Contingencies) to Account 2191-760-740-0000(EMS Machinery, Equipment and Furniture) for needed expenses. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve the foregoing resolution. All present voiced a "YEA" vote and the motion was passed with **Resolution 21-12-40**. (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. 33573 through 33596 (copy to follow) and Vouchers 1367-2021 through 1410-2021.

The Fiscal Office reported the following income from:

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
12/9/21	12/22/21	1269-2021	AETNA	2191-299-0000	\$162.54	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/10/21	12/22/21	1270-2021	HNB-ECHO	2191-299-0000	\$314.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/13/21	12/22/21	1271-2021	ANTHEM BLUE	2191-299-0000	\$97.73	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/13/21	12/22/21	1272-2021	MEDICAL MUTUAL	2191-299-0000	\$194.71	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/13/21	12/22/21	1273-2021	UNITED HEALTHCARE	2191-299-0000	\$255.44	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/13/21	12/22/21	1274-2021	CGS	2191-299-0000	\$401.30	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/13/21	12/22/21	1275-2021	US DEPT OF TREASURY DEPT OF VA	2191-299-0000	\$840.70	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/13/21	12/22/21	1276-2021	ANTHEM BLUE	2191-299-0000	\$892.48	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/14/21	12/22/21	1277-2021	UNITED HEALTHCARE	2191-299-0000	\$167.28	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/14/21	12/22/21	1278-2021	MOLINA HEALTHCARE	2191-299-0000	\$346.03	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/14/21	12/22/21	1279-2021	AARP SUPPLEMENTAL	2191-299-0000	\$365.59	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/14/21	12/22/21	1280-2021	AETNA	2191-299-0000	\$442.54	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/14/21	12/22/21	1281-2021	ANTHEM BCBS	2191-299-0000	\$442.83	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/14/21	12/22/21	1282-2021	HWHO	2191-299-0000	\$647.64	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/14/21	12/22/21	1283-2021	HWHO	2191-299-0000	\$866.48	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/15/21	12/22/21	1284-2021	AETNA	2191-299-0000	\$190.80	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/15/21	12/22/21	1285-2021	AETNA	2191-299-0000	\$241.72	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/15/21	12/22/21	1286-2021	UNITED HEALTHCARE	2191-299-0000	\$326.93	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/15/21	12/22/21	1287-2021	AETNA	2191-299-0000	\$328.18	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/15/21	12/22/21	1288-2021	AETNA	2191-299-0000	\$915.81	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/16/21	12/22/21	1289-2021	ANTHEM BLUE	2191-299-0000	\$398.34	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/17/21	12/22/21	1290-2021	HNB-ECHO	2191-299-0000	\$136.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/20/21	12/22/21	1291-2021	HWHO	2191-299-0000	\$209.34	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/20/21	12/22/21	1292-2021	AETNA	2191-299-0000	\$506.98	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/20/21	12/22/21	1293-2021	AETNA	2191-299-0000	\$539.22	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/20/21	12/22/21	1294-2021	UNITED HEALTHCARE	2191-299-0000	\$658.33	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/20/21	12/22/21	1295-2021	ANTHEM BLUE	2191-299-0000	\$743.75	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/20/21	12/22/21	1296-2021	ANTHEM BLUE	2191-299-0000	\$817.87	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/20/21	12/22/21	1297-2021	US DEPT OF TREASURY DEPT OF VA	2191-299-0000	\$1,695.74	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/20/21	12/22/21	1298-2021	CGS	2191-299-0000	\$3,864.96	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
					\$18,011.26	

Other Business:

None.

Visitor Concerns:

Mike Shaffer informed the group that he will be gone for awhile and that Mrs. Boggs will cover the regional planning meetings in his absence.

Captain John Seckel thanked the Trustees for the new Fire Station 33 and keeping our equipment up to date.

Trustee Reports:

Mr. VanDeGrift stated that he is interested in having a digital information sign for the Administration Building at Station 32. He asked Mr. Siebert to research information on the subject.

Mr. Sams informed the group that Senator Steve Chabot and his aide, David McCandless toured the new Station 33. Chief Elleman, Captain Seckel and Jeremy Guerra participated in the tour as did Mr. Sams and Mrs. Childers. Additionally, Phil Smith and Ben Hoffman from Warren County Convention and Visitors Bureau toured the Fire Station.

Mr. Sams informed the group that this meeting was his last as Chairman and that the next meeting would be in the hands of Mr. VanDeGrift as Chairman. Mr. Sams thanked everyone for their support during the year. Mr. VanDeGrift thank Mr. Sams for his leadership and knowledge during 2021.

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 January 10, 2022 at 7:00 P.M.

Signed: _____ Chairman of the Board

Attest: _____ Fiscal Officer

**RESOLUTION 21-12-37
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION TO AUTHORIZE JONATHAN D. SAMS,
BOARD OF TRUSTEES TURTLECREEK TOWNSHIP, CHAIRPERSON TO SIGN
AMENDMENT TO PLAN FOR NAVIA BENEFITS**

WHEREAS, the Board of Trustees Turtlecreek Township, Warren County, Ohio has a need to amend the plan with Navia Benefits; and

WHEREAS, the Board of Trustees Turtlecreek Township, Warren County, Ohio has authorized Jonathan D. Sams, Board of Trustees Chairperson, to sign the amended plan with Navia Benefits; and

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

Adopted this 23rd day December, 2021

Signed: _____ " YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

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

Resolution Number: 21-12-38
2021

Date of Resolution: December 23,

**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 23th day of December, 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 21-12-39
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION AUTHORIZING THE PAY INCREASE
FOR COMPLETION AND PASSING OF PARAMEDIC
CERTIFICATION FOR OLIVIA MONROE**

WHEREAS, Olivia Monroe has completed and passed her paramedic certification; and

WHEREAS, Olivia Monroe shall receive a pay increase to \$19.00 per hour with the completion and passing of her paramedic certification; and

WHEREAS, Olivia Monroe’s pay rate of \$19.00 is effective as of December 21, 2021; and

NOW THEREFORE, BE IT RESOLVED, by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the trustees approved the pay rate increase to \$19.00 effective December 21, 2021.

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

Mr. VanDeGrift	“YEA”
Mr. Sams	“YEA”

Resolution adopted this 23rd day of December, 2021.

THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES

Attest: _____ Chief Fiscal Officer

**RESOLUTION 21-12-40
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

BE IT REOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall transfer within the EMS Fund from Account 2191-930-930-0000 (Contingencies) to Account 2191-760-740-0000 (EMS Machinery, Equipment and Furniture) an amount of \$5,000.00 for needed expenses. Mr. VanDeGrift moved for adoption of the foregoing resolution. The motion was seconded by Mr. Sams. All voiced a “YEA” vote and the resolution passed.

Adopted this 23th day of December, 2021

Signed: _____	“YEA”
_____	“YEA”

Attest: _____ Chief Fiscal Officer

End of Minutes.