

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

DECEMBER 27

22

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on December 27, 2022 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, Michael Jameson, Brian Elleman, Ron Chasteen, Kenny Hickey and McKinley Bowers.

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

The minutes of the meeting held on December 12, 2022 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.

Department Reports:

Fire/EMS:

Michael Jameson, Fire Chief, informed the Board that he received the resignation of EMT-Paramedic Jeffrey Dahlhoff effective January 18, 2023. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the resignation of Mr. Dahlhoff effective January 18, 2023. All present voiced a "YEA" vote and the motion was passed with **Resolution 22-12-36**. (A copy of the resolution will be included in the minutes.)

Chief Jameson informed the Board that Bobby Grant was hired as a Paramedic at the then current rate of \$17.00 per hour and the rate was increased to \$17.85 effective December 17, 2022. Due to the payroll rate change Mr. Grant is entitled to the increase to \$17.85 effective December 17, 2022. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the resolution as stated above. All present voiced a "YEA" vote and the motion was passed with **Resolution 22-12-37**. (A copy of the resolution will be included in the minutes.)

Chief Jameson informed the Board that he received a thank you email of appreciation regarding Township employees Matt Helton and Tyler Kinman for their assistance during an EMS call. The Paramedics were praised as "First Class" in every way.

Chief Jameson informed the Board that a position for a Full Time Paramedic has been posted and both he and the Assistant Fire Chief have recommended David Dyess to fill the position at the rate of \$17.85 per hour, contingent on completion of a successful background check. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve hiring David Dyess as stated above. All present voiced a "YEA" vote and the motion was passed. **Resolution 22-12-41**. (A copy of the resolution will be included in the minutes.)

Chief Jameson informed the Board that Medic 31 is out of service and in need of repairs. He is working on getting parts for it.

Road and Bridge:

Ron Chasteen, Road and Bridge Consultant, presented quotes for taking down some large trees at the cemeteries on State Route 350 and 48. There quotes were for 7 trees and two large branches. The lowest bid was from Cardinal Landscape for \$3,450.00 which includes removal and clean up. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the resolution as stated above. All present voiced a "YEA" vote and the motion was passed. **Resolution 22-12-40**. (A copy of the resolution will be included in the minutes.)

Mr. Chasteen led a discussion regarding the 2023 resurfacing project including identifying the roads most in need. Pier walls will be needed on Liberty Keuter and Emmons Roads at a cost of \$233,000.00. The cost for doing all of the roads is approximately \$600,000.00 and the funding will come from the General Fund or from ARPA funds. Mr. Jones made a motion, seconded by Mr. VanDeGrift to move forward with the 2023 road resurfacing project. All present voiced a "YEA" vote and the motion passed.

Mr. Chasteen informed the Board that Michael Jameson and Jon Paul Campbell assisted the Road department with snow plowing. Mr. Chasteen recommends adding another person to the Road Department in the future. He also noted we are still in need of a mechanic.

Administration:

Tammy Boggs, Township Administrator, asked the Trustees about a third person to sit on the JEDD Board for Turtlecreek/Monroe JEDD. The Chairman from the City of Monroe and the Chairman from Turtlecreek Township will be on the Board. The Trustees asked Mrs. Boggs to ask Matt Nolan if he would have interest in the JEDD Board and will report at the next meeting.

Mrs. Boggs requested ratification for expenditures authorized by Township Administrator or Township Officer or Employee authorized by Township Administrator in the cumulative amount of \$592.87. The purchases are \$45.97 from Amazon, \$310.12 from Marsh Building Products, \$6.29 from Wasabi, \$46.76 from Costco, \$104.46 from Kroger, \$71.29 from Sams Club and \$7.98 from UDF. Mr. Jones made a motion, seconded by Mr. VanDeGrift to subsequently approve the expenditures in the cumulative amount of \$592.87. All present voiced a "YEA" vote and the motion was passed with **Resolution 22-12-38**. (A copy of the Resolution is included in the minutes.)

Mrs. Boggs requested authorization to purchase Township and USA Flags from Carrot Top at a cost of \$2,412.29. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the purchase of flags from Carrot Top at a cost of \$2,412.29. All present voiced a "YEA" vote and the motion was passed with **Resolution 22-12-39**. (A copy of the Resolution is included in the minutes.)

Mrs. Boggs informed the Board that residents who own property in the Lebanon Turtlecreek JEDD would like to have their property removed from the JEDD. Some research is being done that will be available for discussion in January.

Mrs. Boggs informed the Board that she received notice from Warren County Rural Zoning regarding a zoning variance request for Teresa and Ben Sanders at 2392 Jack Road. Their rear yard setback is less than the required fifty feet where they want to put a cop over an existing deck. The Trustees had no issue regarding this variance request. (Mrs. Boggs will send a letter to Warren County Rural Zoning stating this information.)

The Trustees discussed information about the City of Lebanon Planning Commission Meeting held December 20th at the City of Lebanon regarding a Public Hearing of Rural Residential to Mixed-Use District and PUD Concept plan near Walmart wanting to connect to Mockingbird Lane. Mockingbird Lane is in Turtlecreek Township. Mr. VanDeGrift did not attend the meeting but did watch the recorded version and he felt that no one was in favor of connecting to Mockingbird Lane other than the developer. The 130.4158 acres would be developed into 383 units in the form of Townhomes, Patio Homes, Duplexes and Single-family homes.

General Reports:

CORRESPONDENCE:

IN:

- Email from township resident thanking our EMS crew for their service and that they are "First Class" in every way.
- Letter from OTARMA regarding coverage.
- Email from Ken Blank regarding truck traffic on Nickel Rd
- Email from Sharon Larrick regarding snow plowing in Hudson Estates

OUT:

- Letter to Warren County Engineer's office regarding 2023 Road Resurfacing project.
- Letter to Mr. Hickey regarding position with the township.
- Letter to Ed Richter regarding use of ARPA 2022 funds.
- Email to Ken Blank regarding truck traffic on Nickel Rd
- Email to Sharon Larrick regarding snow plowing in Hudson Estates

Fiscal Officer Reports:

Amanda Childers, Fiscal Officer, requested a resolution to rescind Resolution 21-06-05 pertaining to fund numbers 2902 and 2903 which were being designated for Union Village TIF districts. Those numbers were not needed at that time and used for other purposes. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the rescission of Resolution 21-06-05. All present voiced a

“YEA” vote and the motion was passed with **Resolution 22-12-42**. (A copy of the Resolution is included in the minutes.)

Mrs. Childers requested a resolution to establish Union Village TIF funds for the 2023 Budget. The funds need to be created to separate them from other township funds for use as designated in the language for Union Village TIF District “1” (fund 2904) and TIF District “A” (fund 2905). Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the Resolution creating the Union Village TIF District “1” Fund 2904 and the Union Village TIF District “A” Fund 2905. All present voiced a “YEA” vote and the motion was passed. **Resolution 22-12-43**. (A copy of the resolution will be included in the minutes.)

The Fiscal Officer presented the bills, which were due, and the following checks were approved and signed. Check Nos. 34441 through 34465 (copy to follow) and Vouchers 1349-2022 through 1395-2022.

The Fiscal Office reported the following income from:

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
12/14/22	12/20/22	1343-2022	STATE OF OHIO	1000-533-0000	\$4,315.50	35% OF LICENSING FEE DISTRIBUTION 12-1-22 (DIRECT DEPOSIT)
					\$4,315.50	
12/15/22	12/20/22	1325-2022	T FARMER	2191-299-0000	\$260.00	LIFE SQUAD SERVICES
12/19/22	12/20/22	1326-2022	WARREN COUNTY AUDITOR, MATT NOLAN	2191-299-0000	\$314.39	LIFE SQUAD SERVICES
12/19/22	12/20/22	1327-2022	BLUE SHIELD OF CALIFORNIA	2191-299-0000	\$86.27	LIFE SQUAD SERVICES
12/19/22	12/20/22	1328-2022	BLUE CROSS AND BLUE SHIELD OF MICHIGAN	2191-299-0000	\$95.02	LIFE SQUAD SERVICES
12/12/22	12/20/22	1329-2022	CGS	2191-299-0000	\$376.24	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/12/22	12/20/22	1330-2022	UNITED HEALTHCARE	2191-299-0000	\$638.32	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/12/22	12/20/22	1331-2022	ANTHEM BLUE	2191-299-0000	\$1,479.40	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/13/22	12/20/22	1332-2022	AETNA	2191-299-0000	\$176.93	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/13/22	12/20/22	1333-2022	CGS	2191-299-0000	\$1,976.76	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/14/22	12/20/22	1334-2022	HNB-ECHO	2191-299-0000	\$402.70	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/14/22	12/20/22	1335-2022	AETNA	2191-299-0000	\$478.64	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/15/22	12/20/22	1336-2022	AARP SUPPLEMENTAL	2191-299-0000	\$296.99	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/15/22	12/20/22	1337-2022	UNITED HEALTHCARE	2191-299-0000	\$811.26	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/16/22	12/20/22	1338-2022	HNB-ECHO	2191-299-0000	\$176.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/16/22	12/20/22	1339-2022	CGS	2191-299-0000	\$1,132.77	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/19/22	12/20/22	1340-2022	AETNA	2191-299-0000	\$498.59	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/19/22	12/20/22	1341-2022	AETNA BETTER HEALTH	2191-299-0000	\$572.93	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/19/22	12/20/22	1342-2022	ANTHEM BLUE	2191-299-0000	\$2,067.54	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/21/22	12/26/22	1344-2022	GEICO ADVANTAGE INSURANCE CO	2191-299-0000	\$132.24	LIFE SQUAD SERVICES
12/23/22	12/26/22	1345-2022	LUMICO	2191-299-0000	\$102.23	LIFE SQUAD SERVICES
12/20/22	12/26/22	1346-2022	CGS	2191-299-0000	\$443.51	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/20/22	12/26/22	1347-2022	AETNA	2191-299-0000	\$516.37	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/20/22	12/26/22	1348-2022	HWHO	2191-299-0000	\$648.11	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/21/22	12/26/22	1349-2022	AETNA	2191-299-0000	\$647.14	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/21/22	12/26/22	1350-2022	CGS	2191-299-0000	\$2,802.74	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/22/22	12/26/22	1351-2022	STATE OF OHIO MEDICAID	2191-299-0000	\$181.20	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/22/22	12/26/22	1352-2022	CGS	2191-299-0000	\$368.98	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/23/22	12/26/22	1353-2022	AARP SUPPLEMENTAL	2191-299-0000	\$316.32	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/23/22	12/26/22	1354-2022	UNITED HEALTHCARE	2191-299-0000	\$461.75	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
					\$18,461.34	

Other Business:

None.

Visitor Concerns:

McKinley Bowers, and local resident, thanked the Township for plowing the roads in her subdivision.

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 January 9, 2022 at 7:00 P.M.

Signed: _____ Chairman of the Board

Attest: _____ Fiscal Officer

**RESOLUTION 22-12-36
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESIGNATION FOR JEFFREY DAHLHOFF,
EMT-PARAMEDIC
EFFECTIVE JANUARY 18, 2023**

WHEREAS, the Fire Chief was notified that Jeffrey Dahlhoff resigned his position of EMT – Paramedic with Turtlecreek Township; and

WHEREAS, the effective date of the resignation will be January 18, 2023; and

WHEREAS, Mr. Dahlhoff signed a contract with the township regarding the payment of his Paramedic school to Butler Tech in the amount of \$9,451.00; and

WHEREAS, Mr. Dahlhoff is required to reimburse the township in the amount of \$9,451.00 by April 18, 2023 due to failure to complete his time of service with the township per the contract for payment of the schooling; and

NOW THEREFORE BE IT RESOLVED, the Turtlecreek Township Board of Trustees hereby accepts the resignation of Jeffrey Dahlhoff, effective January 18, 2023 and that the reimbursement of the Paramedic school be made to the township by April 18, 2023.

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

Adopted this 27th day of December, 2022

Signed:	_____	“YEA”
	_____	“YEA”
Attest:	_____	Chief Fiscal Officer

**RESOLUTION 22-12-37
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION AUTHORIZING THE PAY
INCREASE FOR BOBBY GRANT**

WHEREAS, Bobby Grant was hired as a Paramedic with the township at the rate of pay of \$17.00 per hour; and

WHEREAS, the Board of Trustees of Turtlecreek Township, Warren County, Ohio raised the starting pay for full time Paramedic to \$17.85 per hour effective December 17, 2022; and

WHEREAS, due to the increase of the starting pay effective December 17, 2022, Bobby Grant is entitled to the increase in hourly pay; and

WHEREAS, Bobby Grant’s hourly rate of pay will be \$17.85 effective December 17, 2022; and

NOW THEREFORE, BE IT RESOLVED, by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the trustees approved the pay increase to \$17.85 per hour effective December 17, 2022.

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

Mr. VanDeGrift “YEA”
Mr. Jones “YEA”

Resolution adopted this 27th day of December, 2022.

THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES

Attest: _____ Chief Fiscal Officer

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

Resolution Number: 22-12-38
2022

Date of Resolution: December 27,

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. VanDeGrift	YEA
Mr. Jones	YEA

Resolution adopted this 27th day of December, 2022.

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 22-12-39
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

WHEREAS, the Board of Trustees of Turtlecreek Township, Warren County, Ohio has a need to order flags for the townships buildings;and

WHEREAS, the township will order the flags from Carrot Top in the amount of \$2,412.29; and

WHEREAS, the source of the funds for the flags will be the General Fund 1000 (1000-120-599-0000 Other Expenses); and

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the order of the flags from Carrot Top.

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

Adopted this 27th day of December, 2022

Signed: _____ “YEA”
_____ “YEA”
Attest: _____ Chief Fiscal Officer

**RESOLUTION 22-12-40
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

WHEREAS, the Board of Trustees of Turtlecreek Township, Warren County, Ohio has a need to remove trees from the two (2) cemeteries located within the township; and

WHEREAS, four quotes have been obtained for the removal of the trees; and

WHEREAS, Cardinal Landscaping was the lowest and best quote for the removal of the trees at \$3,450.00 and the source of the funds will be the Cemetery Fund 2041 (2041-410-323-0000 Repairs and Maintenance; and

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the quote for the removal of the trees from Cardinal Landscaping in the amount of \$3,450.00.

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

Adopted this 27th day of December, 2022

Signed: _____ “YEA”
_____ “YEA”
Attest: _____ Chief Fiscal Officer

**RESOLUTION 22-12-41
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**APPROVE THE HIRE OF DAVID DYESS
AS A FULL TIME EMT – PARAMEDIC EFFECTIVE
UPON SUCCESSFUL COMPLETION OF BACKGROUND CHECKS**

WHEREAS, a position of “Full Time 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 David Dyess be hired as a Full Time EMT - Paramedic working 24-hour shifts; and

NOW THEREFORE BE IT RESOLVED, the Turtlecreek Township Board of Trustees hereby approves the hiring of David Dyess for the position of Full-Time EMT - Paramedic, effective upon completion of successful background checks at the rate of \$17.85 per hour. Mr. Grant's hours of work will be 24 hours shifts every third 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 27th day of December, 2022

Signed: _____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 22-12-42
TURTLECREEK TOWNSHP
WARREN COUNTY, OHIO**

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they rescind Resolution 21-06-05 pertaining to Union Village Residential TIF District "1" Fund Number 2902 and Union Village Commercial TIF District "A" Fund Number 2903.

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

Adopted this 27th day of December, 2022.

Signed: _____ " YEA"

_____ " YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 22-12-43
TURTLECREEK TOWNSHP
WARREN COUNTY, OHIO**

**A RESOLUTION CREATING THE UNION VILLAGE
TIF DISTRICT "1" FUND NUMBER 2904 AND
UNION VILLAGE TIF DISTRICT "A" FUND NUMBER 2905**

WHEREAS, the Turtlecreek Township Board of Trustees must create funds separate from all other township funds for the purpose of receiving funds to be used as designated in the language for the Union Village TIF District "1" and TIF District "A"; and,

WHEREAS, these funds will be used for Union Village TIF District expenses as designated by the TIF language:

NOW THEREFORE, BE IT RESOLVED by the Turtlecreek Township Board of Trustees that new funds shall be created and named the Union Village TIF District

“1” Fund 2904 and the Union Village TIF District “A” Fund 2905, which shall be segregated from all other township funds.

BE IT FURTHER RESOLVED that the following fund will be established as of December 27, 2022.

Mr. Jones moved to adopt the foregoing resolution. Mr. VanDeGrift seconded the motion. All voiced a “YEA” vote and the resolution was passed.

Adopted this 27th day of December 27, 2022

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

End of Minutes.