

**TURTLECREEK TOWNSHIP BOARD OF TRUSTEES**

**ON**

**JANUARY 9**

**23**

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on January 9, 2023 at 7:00 P.M. with the following persons present:

TRUSTEES: Dan Jones, Jonathan Sams and Jim VanDeGrift

FISCAL OFFICER: Amanda Childers

GUEST: Tammy Boggs, Mike Jameson, Brian Elleman, Brad Edrington, Jeff Dahlhoff, Doug Koenig and Kenny Hickey.

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

The minutes of the meeting held on December 27, 2022 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. Sams 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. VanDeGrift made a motion, seconded by Mr. Sams to approve the 2023 Permanent Appropriations. All present voiced a "YEA" vote and the motion passed with **Resolution 23-01-01** (a copy of the resolution will be included in the minutes).

Department Reports:

**Fire/EMS:**

Michael Jameson, Fire Chief, informed the Board that Resolution 21-12-22 was previously approved for the purchase of a new fire engine and the updated cost will be \$518,070.00 from E-One. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the updated cost for the purchase of the E-One fire engine at a cost of \$518,070.00. All present voiced a "YEA" vote and the motion was passed with **Resolution 23-01-02**. (A copy of the resolution will be included in the minutes.)

Chief Jameson informed the Board that Resolution 21-12-23 was previously approved for the purchase of a new EMS squad and the updated cost will be \$328,433.93 from Horton. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the updated cost for the purchase of the Horton EMS squad at a cost of \$328,433.93. All present voiced a "YEA" vote and the motion was passed with **Resolution 23-01-03**. (A copy of the resolution will be included in the minutes.)

Chief Jameson requested authority to research the purchase of a new Medic as it would not be received for approximately two years. The Trustees were agreeable.

Chief Jameson informed the Board that Matthew Traver completed and passed his Paramedic certification and is due a pay increase to \$17.85 effective December 31, 2022. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve the pay increase to \$17.85 effective December 31, 2022 for Matthew Traver. All voiced a "YEA" vote and the motion was passed with **Resolution 23-01-04**. (A copy of the resolution will be included in the minutes.)

Chief Jameson requested approval to rescind Resolution 22-12-41 to hire David Dyess as EMT-Paramedic. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve rescinding Resolution 22-12-41 as stated above. All voiced a "YEA" vote and the motion was passed with **Resolution 23-01-05**. (A copy of the resolution will be included in the minutes.)

Chief Jameson requested approval to add prorated personal time for Jeffery Dahlhoff and Tyler Kinman in the amount of 14.77 hours to the pay period ending January 13, 2023. 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 23-01-06**. (A copy of the resolution will be included in the minutes.)

Chief Jameson requested approval to post 2 part time Fire Fighter/Paramedics for unit day 1. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the posting of 2 part time Fire Fighter/Paramedics. All voiced a "YEA" vote and the motion passed.

Chief Jameson informed the Board that there are currently 4 full time openings.

Chief Jameson informed the Board that the Career Center is seeing a lot of interest in their safety programs and may need to add a second class.

Tammy Boggs, Township Administrator, informed the Board that KZF has begun development of the plans for Station 31 renovation and addition. Chief Jameson has added requests for a Turn Out Gear room and exercise room.

Brian Elleman, Assistant Fire Chief, informed the Board that he spoke at Otterbein Home in a televised program about limiting falls for the residents. Additionally, Chief Elleman meets with new residents as an outreach to the services the Township provides to Otterbein residents.

#### **Road and Bridge:**

Mrs. Boggs informed the Board that she is working with Warren County Prosecutor's Office to determine the current status of public acceptance for Mockingbird Lane. The City of Lebanon has proposed a connection from a large development to Mockingbird Lane however the Residents of that road have voiced their objections to the Township. Mr. Sams asked Chief Jameson his opinion on the possibility of the connection and he said he did not feel it would enhance our safety services to the residents and could be a detriment. Mr. Sams asked Mr. Hickey, our Road/Maintenance Supervisor his opinion on the possibility of the connection and he said he did not feel it would improve our services to the residents and would cause road wear due to increased traffic. The Trustees concluded that they object to the connection and requested that Mrs. Boggs send a letter to the City of Lebanon stating this information and to follow up with the Prosecutor's Office. (A letter will be sent to The City of Lebanon stating this information.

Mrs. Boggs informed the board the Warren County Engineer's office has requested an agreement regarding participation in the road-resurfacing project for 2023. The preliminary cost estimate is \$550,452.73. Mr. Sams made a motion, seconded by Mr. VanDeGrift, to approve participation in Warren County Engineer's Annual Resurfacing Project for 2023 and for Mrs. Boggs to sign all necessary documents associated. All present voiced a "YEA" vote and the motion was passed with **Resolution 23-01-07**. (A copy of the resolution is included in the minutes).

Mrs. Boggs requested a resolution to authorize payment for pavement repair for Golf Club Drive in Shaker Run Development. The cost of the repairs in the amount of \$6,038.34 are payable to the Warren County Engineer's Office. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve the resolution as stated above. All present voiced a "YEA" vote and the motion was passed with **Resolution 23-01-08**. (A copy of the resolution is included in the minutes).

Kenny Hickey, Road/Maintenance Supervisor, requested approval to purchase replacement tires for TOM 69 at a cost of \$835.87 from Walt Luti Tire. Mr. VanDeGrift made a motion, seconded by Mr. Sams to approve the purchase as stated above. All present voiced a "YEA" vote and the motion was passed with **Resolution 23-01-09**. (A copy of the resolution is included in the minutes).

Mr. Hickey requested approval to purchase crack sealer for 2023 at a cost of \$3,024.00 from Brew Pro. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the purchase as stated above. All present voiced a "YEA" vote and the motion was passed with **Resolution 23-01-14**. (A copy of the resolution is included in the minutes).

Mr. Hickey requested approval to purchase a Gravely zero turn mower, at a cost of \$12,593.10 from Miami Valley Power Equipment. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the purchase as stated above. All present voiced a "YEA" vote and the motion was passed with **Resolution 23-01-15**. (A copy of the resolution is included in the minutes).

#### **Administration:**

Mrs. Boggs requested a motion to appoint JEDD Board members for the Turtlecreek/Monroe JEDD. The current Chairman of the Board for Turtlecreek Township will serve on the JEDD Board. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the motion as stated above. All present voiced a "YEA" vote and the motion was passed.

Mrs. Boggs informed the Board that the property owners in the Lebanon Turtlecreek JEDD want to discuss options pertaining to the JEDD. A meeting will be scheduled to discuss this with the owners, Mrs. Boggs, Mr. Sams and Mrs. Tegtmeier from Warren County Zoning.

Mrs. Boggs informed the Board that the renovations to Fire Station 31 will need analysis on the septic system and Geo-Tech to begin the process. Mrs. Boggs requested authorization to engage the services of SCS and Alt Witzig for Geotech and septic analysis. Mr. Sams 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 23-01-10**. (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 \$340.28. The purchases are \$100.32 from Amazon and \$239.96 from Utility Pro Wear. Mr. VanDeGrift made a motion, seconded by Mr. Sams to subsequently approve the expenditures in the cumulative amount of \$340.28. All present voiced a "YEA" vote and the motion was passed with **Resolution 23-01-11**. (A copy of the Resolution is included in the minutes.)

Mrs. Boggs requested a resolution to update the credit card policy adding Kenneth Hickey, Road & Maintenance Supervisor to the current authorized users. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the resolution for Tammy Boggs, Michael Jameson and Kenneth Hickey to have authority to use the Township's credit cards for Township services. All present voiced a "YEA" vote and the motion was passed with **Resolution 23-01-12**. (A copy of the resolution is included in the minutes).

Mrs. Boggs stated the township received the 2023 Township Highway System Mileage Certification from the Ohio Department of Transportation. The current mileage for the township is 65.762. All three of the Trustees need to approve and sign the document and return it to the Warren County Engineer's Office. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the Mileage Certification. All present voiced a "YEA" vote and the motion was passed.

Mrs. Boggs informed the Board that there will be a New Community Authority meeting next week to discuss the Union Village Plat 1-C on Wednesday for single family homes.

The Trustees would like to review mixed-use zoning on the west side of the township and potentially reach out to the residents to discuss their feeling on the current zoning. Mrs. Boggs will work to contact the residents to set up meetings.

Mrs. Boggs had discussion with legal counsel and the Warren County Commissioners regarding the Racino TIF extension. Mr. Sams would like a Memorandum of Understanding to be drawn. Mrs. Boggs will follow up with the County.

Mrs. Boggs met with LimonGrenade regarding rebranding for the township logo and they can have a presentation for us in approximately 4 weeks.

#### **General Reports:**

#### **CORRESPONDENCE:**

##### **IN:**

- Email from Warren County Commissioners regarding CDBG application
- Letter from the City of Monroe regarding appointment to the JEDD Board
- Email from Smartprocure regarding public records request
- Email from Mr. Fodorj regarding snow plowing in the township
- Email from Mr. Kilburn regarding snow plowing in the township
- Email from Warren County Convention & Visitors Bureau regarding CPR Classes
- Email from Warren County Engineer's office regarding ODOT Annual Certification Form
- Legal Notice from Warren County Commissioners regarding comprehensive plan for Deerfield Township
- Notice from Warren County Board of Zoning Appeals regarding variance for Teresa & Ben Sanders
- Letter from Warren County Recorder's office regarding zoning amendments

**OUT:**

- Email to Mr. Burns regarding information on stats for Otterbein
- Email regarding public records request to Smartprocure
- Letter to Sinclair College regarding tuition for Mr. Arsenio
- Letter to Warren County Rural Zoning regarding variance on Jack Road
- Email to Mr. Kilburn regarding snow plowing in the township
- Email to Warren County Convention & Visitors Bureau regarding CPR Classes

**Fiscal Officer Reports:**

Amanda Childers, Fiscal Officer, requested a line item transfer would need to occur from EMS Account 2191-230-190-0000 (Other-Salaries) to EMS Account 2191-230-211-0000 (OPERS) in the amount of \$1600.00 for needed expenses. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the line item transfer. All present voiced a “YEA” vote and the motion passed with **Resolution 23-01-13**. (A copy of the resolution will be included in the minutes).

Mrs. Childers informed the Board that she would like to have a meeting with LCNB Trust Department to discuss the past year and future plans for the investment portfolio. Mr. Sams requested to be included in the meeting along with Mrs. Childers and Mrs. Boggs.

The Fiscal Officer presented the bills which were due and the following checks were approved and signed. Check Nos. 34466 through 34482 (copy to follow) and Vouchers 1396-2022 through 1399-2022 and Vouchers 1-2023 through 51-2023.

The Fiscal Office reported the following income:

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
12/19/22	12/28/22	1359-2022	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$964.85	LOCAL GOVT HB62 DECEMBER 2022 (DIRECT DEPOSIT)
12/19/22	12/28/22	1360-2022	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$6,983.63	LOCAL GOVT DECEMBER 2022 (DIRECT DEPOSIT)
12/27/22	12/28/22	1361-2022	WARREN COUNTY AUDITOR, MATT NOLAN	2231-592-0000	\$2,017.50	NEW \$5 PERMISSIVE AUTO TAX NOVEMBER 2022 (DIRECT DEPOSIT)
12/27/22	12/28/22	1362-2022	WARREN COUNTY AUDITOR, MATT NOLAN	2011-536-0000	\$1,789.44	MOTOR VEHICLE LICENSE TAX NOVEMBER 2022 (DIRECT DEPOSIT)
12/27/22	12/28/22	1363-2022	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$2,640.32	CENTS PER GALLON DECEMBER 2022 (DIRECT DEPOSIT)
12/27/22	12/28/22	1364-2022	WARREN COUNTY AUDITOR, MATT NOLAN	2231-104-0000	\$8,742.50	OLD \$5 PERMISSIVE AUTO TAX NOVEMBER 2022 (DIRECT DEPOSIT)
12/27/22	12/28/22	1365-2022	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$18,654.76	GAS EXCISE TAX DECEMBER 2022 (DIRECT DEPOSIT)
					<b>\$41,793.00</b>	
12/27/22	12/29/22	1366-2022	WARREN COUNTY AUDITOR, MATT NOLAN	2031-599-0000	\$2,750.00	2022 STREET SWEEPING REIMBURSEMENT
					<b>\$2,750.00</b>	
12/27/22	12/28/22	1355-2022	HNB-ECHO	2191-299-0000	\$95.18	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/27/22	12/28/22	1356-2022	HWHO	2191-299-0000	\$190.81	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/27/22	12/28/22	1357-2022	ANTHEM BLUE	2191-299-0000	\$1,668.98	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/27/22	12/28/22	1358-2022	CGS	2191-299-0000	\$3,648.42	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/28/22	1/3/23	1367-2022	AARP SUPPLEMENTAL	2191-299-0000	\$87.71	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/28/22	1/3/23	1368-2022	HWHO	2191-299-0000	\$182.95	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/28/22	1/3/23	1369-2022	MEDICAL MUTUAL	2191-299-0000	\$285.95	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/28/22	1/3/23	1370-2022	ANTHEM BLUE	2191-299-0000	\$484.96	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/28/22	1/3/23	1371-2022	MEDICOUNT MANAGEMENT INC	2191-299-0000	\$1,082.83	LIFE SQUAD SERVICES NOVEMBER 2022 (DIRECT DEPOSIT)
12/29/22	1/3/23	1372-2022	AARP SUPPLEMENTAL	2191-299-0000	\$204.62	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/30/22	1/3/23	1373-2022	HNB-ECHO	2191-299-0000	\$188.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/30/22	1/3/23	1374-2022	HNB-ECHO	2191-299-0000	\$188.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/30/22	1/3/23	1375-2022	STATE OF OHIO MEDICAID	2191-299-0000	\$315.60	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/30/22	1/3/23	1376-2022	PALMETTO GBA	2191-299-0000	\$411.11	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/30/22	1/3/23	1377-2022	HWHO	2191-299-0000	\$411.45	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
					<b>\$9,446.57</b>	
12/30/22	1/3/23	1378-2022	STAROHIO	1000-701-0000	\$11,705.50	DECEMBER 2022 INTEREST
12/31/22	1/3/23	1379-2022	PRIMARY	1000-701-0000	\$1.78	DECEMBER 2022 INTEREST
12/1/22	1/5/23	1380-2022	LCNB TRUST	1000-701-0000	\$2,971.53	DECEMBER 2022 INTEREST
12/1/22	1/5/23	1381-2022	CD 15	1000-701-0000	\$337.68	DECEMBER 2022 INTEREST
12/5/22	1/5/23	1382-2022	CD 9	1000-701-0000	\$317.22	DECEMBER 2022 INTEREST
12/5/22	1/5/23	1383-2022	CD 30	1000-701-0000	\$491.34	DECEMBER 2022 INTEREST
12/12/22	1/5/23	1384-2022	CD 31	1000-701-0000	\$998.73	DECEMBER 2022 INTEREST
12/12/22	1/5/23	1385-2022	CD 32	1000-701-0000	\$624.21	DECEMBER 2022 INTEREST
12/15/22	1/5/23	1386-2022	UST 6	1000-701-0000	\$187.50	DECEMBER 2022 INTEREST
12/19/22	1/5/23	1387-2022	CD 33	1000-701-0000	\$204.66	DECEMBER 2022 INTEREST
12/19/22	1/5/23	1388-2022	FHLMC 15	1000-701-0000	\$1,562.50	DECEMBER 2022 INTEREST
12/27/22	1/5/23	1389-2022	CD 17	1000-701-0000	\$327.45	DECEMBER 2022 INTEREST
12/28/22	1/5/23	1390-2022	CD 14	1000-701-0000	\$314.67	DECEMBER 2022 INTEREST
12/28/22	1/5/23	1391-2022	CD 16	1000-701-0000	\$337.68	DECEMBER 2022 INTEREST
12/28/22	1/5/23	1392-2022	CD 22	1000-701-0000	\$347.92	DECEMBER 2022 INTEREST
12/2/22	1/5/23	1393-2022	INVESTMENT CP 3	1000-701-0000	\$3,017.92	Gain on Investment
12/23/22	1/5/23	1394-2022	INVESTMENT CP 4	1000-701-0000	\$3,578.54	Gain on Investment
					<b>\$27,326.83</b>	

**Other Business:**

None.

**Visitor Concerns:**

None.

**Trustee Reports:**

A motion was made by Mr. VanDeGrift that the Board of Trustees adjourns into executive session to discuss Employment matters pursuant to ORC 121.22 (G) (1) at 7:57 P.M. The motion was seconded by Mr. Sams and upon call of roll call, Mr. Sams "YEA", Mr. Jones "YEA" and Mr. VanDeGrift "YEA" the executive session was entered.

By motion of Mr. Sams 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. VanDeGrift and the executive session ended. Upon call of roll, Mr. Sams "YEA", Mr. Jones "YEA" and Mr. VanDeGrift "YEA" the Board returned to regular session at 8:01 P.M.

There being no further business, Mr. Sams 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 31, 2023 at 8:30 a.m.

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

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

**PERMANENT  
23-01-01  
TOWNSHIP ANNUAL APPROPRIATION  
RESOLUTION**

The **Board of Trustees** of TURTLECREEK TOWNSHIP, in WARREN COUNTY, OHIO met in REGULAR session on the 9<sup>th</sup> day of JANUARY, 2023, at the TOWNSHIP MEETING HALL with the following members present:

JONATHAN D. SAMS  
JAMES VANDEGRIFT  
DAN JONES

Mr. VanDeGrift moved the adoption of the following Resolution:

**BE IT RESOLVED** by the *Board of Trustees* of TURTLECREEK TOWNSHIP, WARREN COUNTY, OHIO that to provide for the current expenses and other expenditures of said Board of Trustees, during the fiscal year, ending **December 31, 2023**, the following sums be and the same are hereby set aside and **appropriated** for the several purposes for which expenditures are to be made for and during said fiscal year,

as follows, viz:

Mr. Sams seconded the **Resolution** and the roll being called upon its adoption the vote resulted as follows:

MR. JIM VANDEGRIFT "YEA"

MR. JONATHAN D. SAMS "YEA"

MR. DANIEL JONES "YEA"

**Adopted** JANUARY 9, 2023

\_\_\_\_\_  
Board of Township Trustees Fiscal Officer

**THE STATE OF OHIO, WARREN COUNTY, ss :**

I, AMANDA K. CHILDERS, Fiscal Officer of the Board of Trustees of Turtlecreek Township, in Warren County Ohio, and in whose custody the Files, Journals and Records of said Board are required by the Laws of the State of Ohio to be kept, do hereby certify that the foregoing **Annual Permanent Appropriation Resolution** is taken and copied from the original Resolution now on file with said Board, that the foregoing Resolution has been compared by me with the said original and that the same is a true and correct copy thereof.

**WITNESS** my signature, this 9<sup>th</sup> day of January, 2023.

\_\_\_\_\_  
Township Fiscal Officer

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**ANNUAL APPROPRIATION  
PERMANENT  
RESOLUTION  
BOARD OF TOWNSHIP TRUSTEES  
Turtlecreek Township,  
Warren County, Ohio.  
Passed January 9, 2023**

For the Fiscal Year Ending  
December 31st, 2023

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Filed \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
County Auditor

By \_\_\_\_\_  
Deputy

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**RESOLUTION 23-01-02  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**WHEREAS**, the Fire department has a need to purchase a new fire engine and the purchase was originally approved by Resolution 21-12-22; and

**WHEREAS**, the updated cost of the new fire engine will be \$518,070.00 from E-One and the source of the funds will be the EMS/Fire Fund 2193 (2193-760-740-0000 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 amended purchase price of the new fire engine from E-One at the cost of \$518,070.00.

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

Adopted this 9<sup>th</sup> day of January, 2023

Signed: \_\_\_\_\_ "YEA"

\_\_\_\_\_ "YEA"

\_\_\_\_\_ "YEA"

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

**RESOLUTION 23-01-03  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**WHEREAS**, the EMS department has a need to purchase a new EMS squad and the purchase was approved originally with Resolution 21-12-23 and

**WHEREAS**, the updated cost of the new EMS squad will be \$328,433.93 from Horton and the source of the funds will be the EMS Fund 2191 (2191-760-740-0000 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 with the updated cost for the new EMS squad from Horton at \$328,433.93.

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

Adopted this 9<sup>th</sup> day of January, 2023

Signed: \_\_\_\_\_ "YEA"  
\_\_\_\_\_ "YEA"  
\_\_\_\_\_ "YEA"

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

**RESOLUTION 23-01-04  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION AUTHORIZING THE PAY INCREASE  
FOR COMPLETION AND PASSING OF PARAMEDIC  
CERTIFICATION FOR MATTHEW TRAVER**

**WHEREAS**, Matthew Traver has completed and passed his paramedic certification; and

**WHEREAS**, Matthew Traver should receive a pay increase to \$17.85 per hour for the completion and passing of his paramedic certification; and

**WHEREAS**, Matthew Traver's pay rate will increase to \$17.85 per hour effective as of December 31, 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 31, 2022.

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

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

Resolution adopted this 9<sup>th</sup> day of January, 2023.

**THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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



**RESOLUTION 23-01-05  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they rescind Resolution 22-12-41 regarding hiring of David Dyess for EMS – Paramedic.

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

Adopted this 9<sup>th</sup> day of January, 2023

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

**RESOLUTION 23-01-06  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION TO DETERMINE PRORATED PERSONAL  
TIME FOR TYLER KINMAN AND JEFFREY DAHLHOFF**

**WHEREAS**, Tyler Kinman and Jeffrey Dahlhoff are entitled to prorated personal time per the Turtlecreek Township Personnel Policy Manual; and

**WHEREAS**, Board of Trustees of Turtlecreek Township, Warren County, Ohio hereby granted Tyler Kinman and Jeffrey Dahlhoff, 14.77 hours of personal time to be added to the pay period ending January 13, 2023; and

**NOW THEREFORE, BE IT RESOLVED**, by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the trustees approve the prorated personal time for Tyler Kinman and Jeffrey Dahlhoff in the amount of 14.77.

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

Mr. Jones	“YEA”
Mr. Sams	“YEA”
Mr. VanDeGrift	“YEA”

Resolution adopted this 9<sup>th</sup> day of January, 2023.

**THE BOARD OF  
TURTLECREEK TOWNSHIP TRUSTEES**

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

**RESOLUTION 23-01-07  
TURTLECREEK TOWNSHIP**

**WARREN COUNTY, OHIO**

**Authorizing Contract with Warren County Engineer's Office for Warren County 2023 Resurfacing Project**

**WHEREAS**, Board of Trustees of Turtlecreek Township, Warren County, Ohio desires an agreement to participate in the 2023 Resurfacing Project through the Warren County Engineer's Office; and

**WHEREAS**, the Warren County Engineer's Office meets all applicable State and local requirements through the bid process for resurfacing; and

**WHEREAS**, in order to save money and expedite the bidding process, it benefits Turtlecreek Township to enter into an agreement with the Warren County Engineer's Office for the 2023 Resurfacing Project for the 2023 construction season (See Attachment "A"); now

**THEREFORE, BE IT RESOLVED**, by the Board of Trustees of Turtlecreek Township to enter into an agreement to participate with the Warren Country Engineer's Office for the bidding and payment of the 2023 Resurfacing Project for the 2023 construction season; and

**FURTHER BE IT RESOLVED**, that the Township Administrator and/or the Road Supervisor of Turtlecreek Township are hereby authorized to file and sign all documents associated herewith including the forwarding of the estimated totals needed for the 2023 Resurfacing Project as prepared by the Road Superintendent.

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

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

Resolution adopted this 9<sup>th</sup> day of January 2023

TURTLECREEK TOWNSHIP

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

**RESOLUTION 23-01-08  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**WHEREAS**, Turtlecreek Township has determined that road work is necessary on Golf Club Drive in Shaker Run Development. The Warren County Engineer's office will bid the work and the township will reimburse Warren County Engineer's office the township's share of the cost; and

**WHEREAS**, the township's share of the cost for the road work repair will be \$6,038.34 payable to the Warren County Engineer's office; and

**THEREFORE, BE IT RESOLVED**, by the Board of Trustees of Turtlecreek Township, Warren County, Ohio to approve the payment to the Warren County Engineer's office in the amount of \$6,038.34 for the road work repairs on Golf Club Drive.

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

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

Resolution adopted this 9<sup>th</sup> day of January 2023.

TURTLECREEK TOWNSHIP

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

**RESOLUTION 23-01-09  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**WHEREAS**, the Turtlecreek Township Road Department has a need to purchase replacement tires for TOM 69; and

**WHEREAS**, the cost of the replacement tires will be \$835.87 from Walt Luti; and

**WHEREAS**, the source of the funds will be the Road Fund 2031 (2031-330-323-0000 Repairs and Maintenance); and

**THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the replacement tires for TOM 69 in the amount of \$835.87 from Walt Luti.

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

Adopted this 9<sup>th</sup> day of January, 2023

Signed: \_\_\_\_\_ "YEA"  
\_\_\_\_\_ "YEA"  
\_\_\_\_\_ "YEA"

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

**RESOLUTION 23-01-10  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION TO AUTHORIZE TAMMY BOGGS,  
TURTLECREEK TOWNSHIP ADMINISTRATOR,  
TO ENGAGE SERVICES FOR GEO-TECH  
AND SEPTIC ANALYSIS FOR THE RENOVATIONS OF FIRE STATION 31**

**WHEREAS**, Turtlecreek Township has approved renovations to Fire Station 31; and

**WHEREAS**, Turtlecreek Township has a need to provide analysis on the septic system and Geo-Tech to begin the process of renovations to Fire Station 31; and

**WHEREAS**, the Turtlecreek Township Board of Trustees have authorized Tammy Boggs, Administrator to engage the septic system analysis and the Geo-Tech analysis for the renovation project; and

**THEREFORE, BE IT RESOLVED** by the Turtlecreek Township Board of Trustees that Tammy Boggs engage these services.

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

Adopted this 9<sup>th</sup> day January, 2023

Signed: \_\_\_\_\_ " YEA"

\_\_\_\_\_ "YEA"

\_\_\_\_\_ "YEA"

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

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

Resolution Number: 23-01-11

Date of Resolution: January 9, 2023

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

Resolution adopted this 9<sup>th</sup> day of January, 2023.

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 23-01-12  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION TO NAME TAMMY BOGGS, MICHAEL JAMESON AND  
KENNETH HICKEY AS AUTHORIZED USER OF THE TOWNSHIP CREDIT  
CARDS**

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio, have established a credit card policy with Resolution 19-01-04; and

**WHEREAS**, the Trustees have named Tammy Boggs, Administrator, Michael Jameson, Fire Chief and Kenneth Hickey, Road & Maintenance Supervisor, to have the ability to charge on credit cards for the township; and

**WHEREAS**, the above-named individuals have the authority to charge up to \$2,500.00 on the township credit cards for township services; and

**WHEREAS**, all other resolutions pertaining to authorized uses of the township credit cards are hereby rescinded effective January 9, 2023.

**THEREFORE**, by motion of Mr. Sams and seconded by Mr. VanDeGrift, Tammy Boggs, Michael Jameson and Kenneth Hickey have the authority to use the township’s credit cards.

Adopted this 9<sup>th</sup> day January, 2023

Signed: \_\_\_\_\_ " YEA"  
\_\_\_\_\_ "YEA"  
\_\_\_\_\_ "YEA"

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

**RESOLUTION 23-01-13  
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 2191-230-190-0000 (Other - Salaries) to Account 2191-230-211-0000 (OPERS) an amount of \$1,600.00 for needed expenses. Mr. Sams moved for adoption of the foregoing resolution. The motion was seconded by Mr. VanDeGrift. All voiced a "YEA" vote and the resolution passed.

Adopted this 9<sup>th</sup> day of January, 2023

Signed: \_\_\_\_\_ "YEA"  
\_\_\_\_\_ "YEA"  
\_\_\_\_\_ "YEA"

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

**RESOLUTION 23-01-14  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**WHEREAS**, the Turtlecreek Township Road Department has a need to purchase crack sealer for 2023; and

**WHEREAS**, the cost of the crack sealer is \$3,024.00 from BrewPro; and

**WHEREAS**, the source of the funds will be the Road Fund 2031 (2031-330-323-0031 Repairs and Maintenance- Road Repairs); and

**THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the purchase of crack sealer from BrewPro in the amount of \$3,024.00.

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

Adopted this 9<sup>th</sup> day of January, 2023

Signed: \_\_\_\_\_ “YEA”  
\_\_\_\_\_ “YEA”  
\_\_\_\_\_ “YEA”

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

**RESOLUTION 23-01-15  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**WHEREAS**, the Turtlecreek Township Road Department has a need to purchase a replacement zero turn mower; and

**WHEREAS**, the cost of the replacement Gravely zero turn mower is \$12,593.10 from Miami Valley Power Equipment; and

**WHEREAS**, the source of the funds will be the Road Fund 2031 (2031-760-740-0000 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 Gravely zero turn mower from Miami Valley Power Equipment in the amount of \$12,592.10.

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

Adopted this 9<sup>th</sup> day of January, 2023

Signed: \_\_\_\_\_ “YEA”  
\_\_\_\_\_ “YEA”  
\_\_\_\_\_ “YEA”

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

End of Minutes.