

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

JULY 25

23

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on July 25, 2023 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, Brad Edrington, Jon Paul Campbell, Mary Beth Campbell, William Tsueda, Alyson Hall, Josh Pirk, Emilie Fisher, Molly Conley, David Mick, Steve Flint, Amy Flint, Mike Abbott, Denise Evans, Dale Evans, Rhiannon Campbell, Sierra Campbell, Kevin Taylor, Matt Traver, Shannon Deye, Barry Riley, Bruce Osborne and more who did not sign in.

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

The minutes of the meeting held on July 10, 2023 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.

Chief Jameson conducted the swearing in of Jon Paul Campbell as Deputy Chief effective June 3, 2023. Mary Beth Campbell pinned him. Many members of the Turtlecreek Township family and friends were on hand to witness and congratulate he and his family. Deputy Chief Campbell has been employed by Turtlecreek Township for 25 years.

Molly Conley from Warren County Soil and Water came to present a Preliminary Conceptual Level report regarding Turtle Creek Flood Improvements focused in the Hoffman swale area. A wetland detention basin could be used to reduce water flow. Warren County Soil and Water will research H2Ohio Funds for possible funding. Warren County Engineer's Office, represented by Dave Mick, spoke about the earth moving costs and ways to reduce that number. If the Board decides to move forward, Warren County Soil and Water will partner with Turtlecreek Township, the Warren County Engineer and Warren County Parks for the project.

Department Reports:

Fire/EMS:

Mike Jameson, Fire Chief, informed the Board that Corey Gerdeman is due a pay increase as he has completed his probationary period. His pay will increase to \$18.39 per hour effective June 17, 2023. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the pay increase for Mr. Gerdeman to \$18.39 effective June 17, 2023. All present voiced a "YEA" vote and the motion passed with **Resolution 23-07-06**. (A copy of the resolution will be included in the minutes.)

Chief Jameson requested authorization to pay OP&F \$390,138.59 as retro payment from 1-18-20 for Assistant Chief Brian Elleman, 1-28-20 for Jon Paul Campbell and Gideon Conger, and 2-29-20 for John Seckel. This moves the 4 employees from OPERS to OP&F. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the resolution as stated above. All present voiced a "YEA" vote and the motion passed with **Resolution 23-07-07**. (A copy of the resolution will be included in the minutes.)

Chief Jameson informed the Board that SCBA Testing is needed for twenty-five tanks. The cost is \$944.50 from Silco who had the best quote. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the SCBA Testing for a cost of \$944.50. All voiced a "YEA" vote and the motion passed.

Chief Jameson informed the Board that we received a letter from a lady thanking the crew of Bobby Grant and Neil Arsenio for outstanding service. The Trustees expressed their appreciation as well.

Chief Jameson informed the Board that he received an email from and EMS Coordinator at Atrium regarding the great care her daughter received from Corey Gerdeman. The Trustees expressed their appreciation as well.

Chief Jameson informed the Board that the ambulance we ordered in December of 2021 should arrive sometime in October of this year.

Brad Edrington informed the Board that Bobby Grant assisted a resident by replacing her favorite socks that he had to cut off of her feet. The socks came from Alaska and as luck would have it, Mr. Grant has contacts and was able to replace them. The Trustees were impressed with his kind gesture.

Road and Bridge:

Tammy Boggs, Township Administrator, asked the Board about No Parking in the Fire Lane signs in a new section of Shaker Run Subdivision. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve that all new sections in Shaker Run will have the developer put up signs for No Parking in the Fire Lane. All voiced a “YEA” vote and the motion passed.

Mrs. Boggs informed the Board that Zack Zeckser will be starting as a full time Road Department Technician on July 24, 2023.

Administration:

Mrs. Boggs requested ratification for expenditures authorized by Township Administrator or Township Officer or Employee authorized by Township Administrator in the cumulative amount of \$2,377.30. The purchases are \$232.21 from Amazon, \$144.29 from Menards, \$196.06 from The Home Depot, \$9.99 from Crashplan, \$99.45 from Waste Management, \$153.68 from Sam’s Club and \$1,541.62 from American Airlines. Mr. VanDeGrift made a motion, seconded by Mr. Jones to subsequently approve the expenditures in the cumulative amount of \$2,377.30. All present voiced a “YEA” vote and the motion passed with **Resolution 23-07-08**. (A copy of the Resolution is included in the minutes.)

General Reports:

CORRESPONDENCE:

IN:

- Notification from Ohio Department of Public Safety regarding 2023-2024 Training & Equipment Grant
- Email from Mr. Gavrilos regarding pot holes in Shaker Run
- Email from Ms. Fulkerson regarding update on Hoffmann Swale
- Email from Mr. Rohling regarding Shaker Run pavement repairs
- Ohio Association of Emergency Vehicle Technicians
- Thank you from Mrs. Horton regarding medic run
- Letter from Ohio Secretary of State, Frank LaRose regarding August 8, 2023 election

OUT:

- Email to Mr. Gavrilos regarding pot holes in Shaker Run
- Email to Ms. Fulkerson regarding update on Hoffmann Swale
- Email to Mr. Rohling regarding Shaker Run pavement repairs
- Letter to Warren Correctional Institution regarding fire prevention safety plan
- Letter to Warren Correctional Institution regarding fire and emergency service jurisdiction

Fiscal Officer Reports:

Amanda Childers, Fiscal Officer, informed the Board that she received the engagement letter from the Ohio Auditor of State regarding the audit for the township with the agreed upon procedures for the audit. This has been signed and returned to the Auditor.

The Fiscal Officer presented the bills, which were due, and the following checks were approved and signed. Check Nos. 34971 through 35001 (copy to follow) and Vouchers 708-2023 through 752-2023.

The Fiscal Office reported the following income from:

Post Date	Transaction Date	Receipt Type	Batch Number	Receipt Number	Source	Account Code	Amount	Total Receipt	Purpose
7/10/23	7/17/23	STD	691-23	691-2023	DREES HOMES	2031-892-0000	\$1,110.00	\$1,110.00	SHAKER RUN SNOW PLOWING 2022-2023
								\$1,110.00	
7/11/23	7/17/23	STD	692-23	692-2023	OPERS	2193-892-0000	\$2,728.19	\$2,728.19	EMPLOYEE CONTRIBUTIONS REFUND
								\$2,728.19	
7/13/23	7/17/23	STD	694-23	694-2023	J SECKEL	2192-892-0000	\$35.00	\$35.00	UNIFORM EMBROIDERY REIMBURSEMENT
								\$35.00	
7/14/23	7/18/23	STD	696-23	696-2023	OTARMA C/O SEDGWICK CLAIMS MANAGEMENT	2041-892-0000	\$2,400.00	\$2,400.00	INSURANCE CLAIM FOR CEMETERY DAMAGE
								\$2,400.00	

Post Date	Transaction Date	Receipt Type	Batch Number	Receipt Number	Source	Account Code	Amount	Total Receipt	Purpose
7/14/23	7/18/23	STD	695-23	695-2023	H GUARD	2041-804-0000	\$1,560.00	\$1,560.00	SALE OF CEMETERY PLOT SECT 61 LOTS 9 & 10
7/17/23	7/18/23	STD	697-23	697-2023	P DAKIN	2041-804-0000	\$1,560.00	\$1,560.00	SALE OF CEMETERY PLOTS SECT 15, LOTS 6 & 7
								\$3,120.00	
7/11/23	7/17/23	STD	693-23	693-2023	W MILLER	2191-299-0000	\$319.52	\$319.52	LIFE SQUAD SERVICES
7/17/23	7/18/23	STD	696-23	696-2023	BLUE CROSS AND BLUE SHIELD OF MICHIGAN	2191-299-0000	\$109.12	\$109.12	LIFE SQUAD SERVICES
7/7/23	7/20/23	STD	699-23	699-2023	AARP SUPPLEMENTAL	2191-299-0000	\$184.61	\$184.61	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/7/23	7/20/23	STD	700-23	700-2023	UNITED HEALTHCARE	2191-299-0000	\$354.37	\$354.37	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/10/23	7/20/23	STD	701-23	701-2023	UNITED HEALTHCARE	2191-299-0000	\$271.57	\$271.57	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/10/23	7/20/23	STD	702-23	702-2023	HUMANA	2191-299-0000	\$410.49	\$410.49	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/10/23	7/20/23	STD	703-23	703-2023	ANTHEM BLUE	2191-299-0000	\$541.93	\$541.93	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/10/23	7/20/23	STD	704-23	704-2023	AETNA	2191-299-0000	\$719.77	\$719.77	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/11/23	7/20/23	STD	705-23	705-2023	HUMANA	2191-299-0000	\$248.81	\$248.81	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/11/23	7/20/23	STD	706-23	706-2023	PALMETTO GBA	2191-299-0000	\$392.95	\$392.95	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/12/23	7/20/23	STD	707-23	707-2023	MEDICAL MUTUAL	2191-299-0000	\$379.69	\$379.69	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/13/23	7/20/23	STD	708-23	708-2023	ANTHEM BLUE	2191-299-0000	\$260.00	\$260.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/13/23	7/20/23	STD	709-23	709-2023	MERIDIAN HEALTH	2191-299-0000	\$412.75	\$412.75	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/13/23	7/20/23	STD	710-23	710-2023	UNITED HEALTHCARE	2191-299-0000	\$829.38	\$829.38	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/17/23	7/20/23	STD	711-23	711-2023	AARP SUPPLEMENTAL	2191-299-0000	\$326.93	\$326.93	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/17/23	7/20/23	STD	712-23	712-2023	AETNA BETTER HEALTH	2191-299-0000	\$581.39	\$581.39	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/17/23	7/20/23	STD	713-23	713-2023	ANTHEM BLUE	2191-299-0000	\$1,528.44	\$1,528.44	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/17/23	7/20/23	STD	714-23	714-2023	CGS	2191-299-0000	\$7,388.34	\$7,388.34	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/18/23	7/20/23	STD	715-23	715-2023	HNB-ECHO	2191-299-0000	\$148.00	\$148.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/19/23	7/20/23	STD	716-23	716-2023	HNB-ECHO	2191-299-0000	\$190.00	\$190.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/19/23	7/20/23	STD	717-23	717-2023	CGS	2191-299-0000	\$393.95	\$393.95	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
								\$15,992.01	

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 EMS Personnel matters pursuant to ORC 121.22 (G) (1) at 8:48 a.m. The motion was seconded by Mr. Jones and upon call of roll call, Mr. Jones “YEA” and Mr. VanDeGrift “YEA” the executive session was entered.

By motion of Mr. VanDeGrift that the Board of Trustees adjourns out of executive session and return to the open meeting and ask the Fiscal Officer to note in the minutes that NO ACTION WAS TAKEN. The motion was seconded by Mr. Jones the executive session ended. Upon call of roll, Mr. Jones “YEA” and Mr. VanDeGrift “YEA” the Board returned to regular session at 8:50 a.m.

A discussion was held regarding filling the current open positions for EMS and the need to fill the positions. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve job postings for two Full Time Basic EMTs at the rate of \$16.28 per hour. The position will require they obtain their Paramedic certification within 2 years. All voiced a “YEA” vote and the motion passed.

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

The next regular meeting is scheduled for August 14, 2023 at 7:00 P.M.

Signed: _____ Chairman of the Board

Attest: _____ Fiscal Officer

**RESOLUTION 23-07-06
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION AUTHORIZING THE PAY
INCREASE FOR COREY GERDEMAN**

WHEREAS, Corey Gerdeman has completed his one-year probationary period; and

WHEREAS, the Fire Chief has determined that Corey Gerdeman pay rate should be increased to \$18.39 per hour; and

WHEREAS, the effective date for the pay increase for Corey Gerdeman to \$18.39 per hour will be retro to June 17, 2023; and

NOW THEREFORE, BE IT RESOLVED, by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the trustees approve the pay increase to \$18.39 per hour effective June 17, 2023.

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

Mr. Jones	“YEA”
Mr. VanDeGrift	“YEA”

Resolution adopted this 25th day of July, 2023.

THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES

Attest: _____ Chief Fiscal Officer

**RESOLUTION 23-07-07
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

RESOLUTION AUTHORIZING THE PAYMENT TO OP&F PENSION FUND

WHEREAS, the Ohio Police & Fire Fund Pension has determined that four employees should have been paying into their retirement system (OP&F); and

WHEREAS, the Ohio Police & Fire Fund Pension has determined that the four employees have a retro date that should be used regarding the establishment of the time frame for the payments; and

WHEREAS, the retro dates are as follows for the calculation of payments:

Brian Elleman	1/18/2020
Jon Paul Campbell	1/28/2020
Gideon Conger	1/28/2020
John Seckel	2/29/2020

WHEREAS, the total amount of payments due the Ohio Police & Fire Fund Pension for the above time frames, employer and employee share is \$390,138.59; and

WHEREAS, the Board of Trustees of Turtlecreek Township, Warren County, Ohio will be collecting the additional employee share of 2.25% (difference between OPERS & OP&F employee share) from the employees over a year period of time; and

WHEREAS, the township will be making a one-time payment to Ohio Police and Fire Fund Pension for the retro payments.

NOW THEREFORE, BE IT RESOLVED, by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, approve the one-time payment in the amount of \$390,138.59 to the Ohio Police and Fire Pension for the above-mentioned employees' retro contributions.

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

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

Resolution adopted this 25th day of July, 2023.

THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES

Attest: _____ Chief Fiscal Officer

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

Resolution Number: 23-07-08

Date of Resolution: July 25, 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. Jones. Upon call of the roll, the following vote resulted:

Mr. Jones	YEA
Mr. VanDeGrift	YEA

Resolution adopted this 25th day of July, 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: _____

End of Minutes.