

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

SEPTEMBER 26

23

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on September 26, 2023 at 8:00 a.m. with the following persons:

TRUSTEES: Jim VanDeGrift, Jonathan Sams and Dan Jones

FISCAL OFFICER: Amanda Childers

GUEST: Tammy Boggs, Mike Jameson, Brian Elleman, Kenny Hickey, Brad Edrington, Jon Paul Campbell, Jeremy Guerra, Alan Foley, Doug Koenig and Deron Wolf.

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

The minutes of the meeting held on September 11, 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.

Doug Koenig from the Warren County Airport updated the Board on current happenings at the airport.

Department Reports:

Fire/EMS:

Mike Jameson, Fire Chief, informed the Board that he received the resignation of Jonathan Patrick effective October 9, 2023. Mr. Sams made a motion, seconded by Mr. VanDeGrift, to approve the resignation of Mr. Patrick effective October 9, 2023. All present voiced a "YEA" vote and the motion was passed with **Resolution 23-09-08**. (A copy of the resolution will be included in the minutes.)

Chief Jameson informed the Board that a position for Full-Time Firefighter II- Paramedic has been posted and both he and the Assistant Fire Chief have recommended Ann Burrell to fill the position effective October 9, 2023 at the rate of \$23.00 per hour. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve hiring Ann Burrell for Full-Time Firefighter II - Paramedic effective October 9, 2023 at the rate of \$23.00 per hour. All present voiced a "YEA" vote and the motion was passed with **Resolution 23-09-09**. (A copy of the resolution will be included in the minutes.)

Chief Jameson informed the Board that the Life Save award was presented to Bobby Grant, Jonathan Neanover, Neil Arsenio, Adam Hoffman and John Seckel at Otterbein. It was a big deal.

John Paul Campbell, Deputy Chief, informed the Board that 5 skids of water were received for the fire department from the Township Fire Chiefs' Association.

Deputy Chief Campbell informed the Board there was a house fire on Waynesville Road with multiple agencies responding including Lebanon, Morrow, Union Township and Deerfield Township. Chief Jameson ran the fire scene and the county fire investigative team was also there.

Road and Bridge:

Kenny Hickey, Road/Maintenance Supervisor, informed the Board that the seal coating is complete at Station 33. Mr. Hickey is satisfied with the work and how it looks.

Mr. Hickey informed the Board that he reviewed the Hoffmann Road swale and read both Fishbeck reports. Mr. Hickey will meet with Dave Mick from the Warren County Engineer's Office regarding this matter. An email was sent to Mr. and Mrs. Fulkerson regarding this matter.

Administration:

Tammy Boggs, Township Administrator, informed the Board that there will be a farewell open house for William Brock who is retiring from the City of Monroe where he worked as the City Manager. The open house is September 27, 2023, from 1:00p.m. to 6:30 p.m.

Mrs. Boggs informed the Board that James Diss our new mechanic started working at the Township this week.

Mrs. Boggs requested a resolution to authorize Daniel F. Jones to sign the agreement between Turtlecreek Township and Warren County Soil and Water Conservation District as a co-permittee for the 2024 MS4 permit. 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 passed with **Resolution 23-09-10**. (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 \$3,190.26. The purchases are \$2,091.02 from Sofitel, \$77.90 from Oberer's Flowers, \$363.42 from Amazon, \$385.00 from Blue Card, \$9.99 from Crashplan, \$203.59 from Vista Print and \$59.34 from The Home Depot. Mr. VanDeGrift made a motion, seconded by Mr. Sams to subsequently approve the expenditures in the cumulative amount of \$3,190.26. All present voiced a "YEA" vote and the motion passed with **Resolution 23-09-11**. (A copy of the Resolution is included in the minutes.)

Mrs. Boggs informed the Board that the suppression hood at Station 33 had dispersed without need. It was originally installed with the intention of having a commercial grade stove. The stove that was installed is not commercial grade, therefore the suppression hood is not required. Mrs. Boggs requested a resolution to authorize the purchase of a residential type range hood for approximately \$500.00. 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 passed with **Resolution 23-09-12**. (A copy of the Resolution is included in the minutes.)

Mrs. Boggs informed the Board that Station 32 is having issues with 2 air conditioning units. They will most likely need to be replaced. There are 7 units in total and are original to the building. Mr. Hickey has gotten 2 quotes which are in the \$20,000.00 - \$30,000.00 range. The furnaces must be replaced along with the air conditioners which is why the cost is so high. Mr. Sams made a motion, seconded by Mr. VanDeGrift, to approve the repairs on Station 32 as stated above at a cost not to exceed \$30,000.00. All present voiced a "YEA" vote and the motion passed.

Mrs. Boggs informed the Board that she received a Public Notice from the US Army Corps of Engineers regarding the proposed Lebanon Scenic Railway Bridge Replacement Project and the effect if any it would have on historic properties. The Trustees are not aware of any historic properties that would be affected.

Mrs. Boggs informed the Board that Brad Edrington will be attending a training for ESO on October 26, 2023 in Akron, Ohio.

General Reports:

CORRESPONDENCE:

IN:

Resolution from Board of County Commissioners regarding continuance of Administrative Hearing on site plan.
Letter from resident on N. Waynesville Road thanking the road crew for a job well done in services they provide to the township.
Email from Ms. Clark regarding fire report.
Letter from Warren County Health District regarding a nuisance complaint at 2479 Mason-Montgomery Road Lot 348.
Letter from Warren County Health District regarding a nuisance complaint at 2479 Mason-Montgomery Road Lot 54.
Email from Mr. Bauer regarding deer hunting on property.
Public records request from Mr. Moore regarding meeting minutes from August 29, 2023.
Public Notice from the US Army Corps of Engineers regarding the proposed Lebanon Scenic Railway Bridge Replacement Project.

OUT:

Letter to Mr. Traver regarding sick leave balance.
Letter to Loeb Foundation regarding grant application for FY24
Letter to Ms. Burrell offering a full-time job as a Firefighter II/Paramedic with the department.
Email to Mr. Bauer regarding deer hunting on property.
Email to Ms. Clark regarding fire report.
Email to Mr. Moore regarding public records request for meeting minutes from August 29, 2023.

Fiscal Officer Reports:

Amanda Childers, Fiscal Officer, requested the Board to approve a line item transfer within the Union Village TIF District “1” from Account 2904-930-930-0000 (Contingencies) to Account 2904-190-314-0000 (Tax Collection Fees) in the amount of \$1,335.29 for needed expenses. All present voiced a “YEA” vote and the motion passed with **Resolution 23-09-13**. (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. 35110 through 35157 (copy to follow) and Vouchers 904-2023 through 987-2023.

The Fiscal Office reported the following income from:

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
9/19/23	9/25/23	935-2023	RAMSEY-MAGGARD MEMORIALS & LASER ART	2041-892-0000	\$268.80	FOUNDATION FOR BURIAL MONUMENT D ULRICH SECT 5 LOT 10
9/13/23	9/25/23	934-2023	BLACKBURN & WARD FUNERAL HOME INC	2041-302-0000	\$600.00	GRAVE OPEN/CLOSE D ULRICH SECTION 5 LOT 10
					\$868.80	
9/22/23	9/25/23	940-2023	M GLIATTI	2031-892-0000	\$10.00	GREEN ADDRESS SIGN
					\$10.00	
9/19/23	9/25/23	937-2023	LEXIS NEXIS	2192-892-0000	\$5.00	HOUSE FIRE REPORT SHAKER RUN
					\$5.00	
9/14/23	9/25/23	936-2023	W FARLEE	2191-299-0000	\$80.00	LIFE SQUAD SERVICES
9/19/23	9/25/23	938-2023	WELLCARE BY ALLWELL	2191-299-0000	\$412.75	LIFE SQUAD SERVICES
9/19/23	9/25/23	939-2023	BONSECOURS MERCY HEALTH	2191-299-0000	\$572.22	LIFE SQUAD SERVICES
9/11/23	9/18/23	925-2023	MEDICAL MUTUAL	2191-299-0000	\$482.12	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/11/23	9/18/23	926-2023	ANTHEM BLUE	2191-299-0000	\$2,144.20	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/12/23	9/18/23	927-2023	HWHO	2191-299-0000	\$208.23	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/12/23	9/18/23	928-2023	HUMANA	2191-299-0000	\$763.37	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/12/23	9/18/23	929-2023	AETNA	2191-299-0000	\$1,338.19	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/13/23	9/18/23	930-2023	AETNA	2191-299-0000	\$286.75	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/13/23	9/18/23	931-2023	CGS	2191-299-0000	\$873.31	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/14/23	9/18/23	932-2023	HNB-ECHO	2191-299-0000	\$136.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/14/23	9/18/23	933-2023	GAINWELL TECHNOLOGY	2191-299-0000	\$140.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/15/23	9/25/23	941-2023	CGS	2191-299-0000	\$6,561.13	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/15/23	9/25/23	943-2023	AARP SUPPLEMENTAL	2191-299-0000	\$661.95	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/15/23	9/25/23	944-2023	HNB-ECHO	2191-299-0000	\$530.52	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/18/23	9/25/23	945-2023	AETNA BETTER HEALTH	2191-299-0000	\$530.53	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/18/23	9/25/23	946-2023	UNITED HEALTHCARE	2191-299-0000	\$617.43	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/18/23	9/25/23	947-2023	ANTHEM BLUE	2191-299-0000	\$2,511.05	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/19/23	9/25/23	948-2023	CGS	2191-299-0000	\$5,875.43	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/20/23	9/25/23	949-2023	AETNA BETTER HEALTH	2191-299-0000	\$190.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/20/23	9/25/23	950-2023	CGS	2191-299-0000	\$387.12	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/20/23	9/25/23	951-2023	HNB-ECHO	2191-299-0000	\$426.41	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/20/23	9/25/23	952-2023	HNB-ECHO	2191-299-0000	\$988.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/20/23	9/25/23	953-2023	UNITED HEALTHCARE	2191-299-0000	\$464.35	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
					\$27,181.06	
9/15/23	9/25/23	942-2023	GOVDEALS	2192-951-0000	\$3,150.00	SALE OF 1991 FIRE ENGINE (DIRECT DEPOSIT)
					\$3,150.00	
9/15/23	9/18/23	924-2023	WARREN COUNTY AUDITOR, MATT NOLAN	1000-101-0000	\$1,580,507.96	SEPTEMBER 2023 2ND HALF SETTLEMENT TAX YEAR 2022 (DIRECT DEPOSIT)
					\$1,580,507.96	

Other Business:

None.

Visitor Concerns:

Deron Wolfe from Miami Valley Gaming came to observe the meeting.

Trustee Reports:

Mr. VanDeGrift made remarks regarding the Warren County Fly-In to Washington D.C. which he and Mr. Jones attended. Mr. VanDeGrift was happy to report that the capital was clean, safe and well taken care of. Mr. Jones made remarks about the speakers and what they learned.

A motion was made by Mr. Sams that the Board of Trustees adjourns into executive session to discuss EMS/Fire Personnel matters pursuant to ORC 121.22 (G) (1) at 8:57 a.m. The motion was seconded by Mr. VanDeGrift and upon call of roll call, Mr. Jones “YEA”, Mr. Sams “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. Jones “YEA”, Mr. Sams “YEA” and Mr. VanDeGrift “YEA” the Board returned to regular session at 9:37 a.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 October 9, 2023 at 7:00 P.M.

Signed: _____ Chairman of the Board

Attest: _____ Fiscal Officer

**RESOLUTION 23-09-08
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESIGNATION FOR JONATHAN PATRICK,
FULL-TIME PARAMEDIC
EFFECTIVE OCOTBER 9, 2023**

WHEREAS, the Fire Chief was notified that Jonathan Patrick has resigned his position of full-time paramedic with Turtlecreek Township; and

WHEREAS, the effective date of the resignation will be end of shift, October 9, 2023; and

NOW THEREFORE BE IT RESOLVED, the Turtlecreek Township Board of Trustees hereby accepts the resignation of Jonathan Patrick, effective end of shift, October 9, 2023.

Mr. Sams moved for adoption of the foregoing resolution. Mr. VanDeGrift 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 26th day of September, 2023.

THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES

Attest: _____ Chief Fiscal Officer

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

**HIRE ANN BURRELL, EFFECTIVE OCTOBER 9, 2023
AS A FULL-TIME FIREFIGHTER II/PARAMEDIC**

WHEREAS, a position of “Full-Time Firefighter II/Paramedic has been created within the Turtlecreek Township Fire Department/Emergency Medical Service, and

WHEREAS, the Fire Chief and Assistant Chief of Turtlecreek Township Fire Department/Emergency Medical Service have recommended that Ann Burrell be hired as a Full-Time Firefighter II/Paramedic and this position will be a career firefighter position that will pay into Ohio Police & Fire Fund retirement system; and

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of Turtlecreek Township, Warren County, Ohio hereby approves the hiring of Ann Burrell for the position of Full-Time Firefighter/Paramedic, effective October 9, 2023 at the rate of \$23.00 per hour.

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

Adopted this 26th day of September, 2023

Signed: _____ "YEA"
_____ "YEA"
_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 23-09-10
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION TO AUTHORIZE DANIEL F. JONES,
TURTLECREEK TOWNSHIP TRUSTEE,
TO SIGN AGREEMENT BETWEEN TURTLECREEK TOWNSHIP
AND
WARREN COUNTY SOIL & WATER CONSERVATION DISTRICT**

WHEREAS, the Board of Trustees of Turtlecreek Township, Warren County, Ohio has the need to establish an agreement with Warren County Soil and Water Conservation District for a MS4 permit as a co-permittee; and

WHEREAS, the Board of Trustees of Turtlecreek Township, Warren County, Ohio has authorized Daniel F. Jones, Chairperson, to sign the agreement for 2024 for the MS4 permit as a co-permittee with Warren County Soil & Water Conservation District on behalf of Turtlecreek Township Trustees; and

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

Adopted this 26th day September, 2022

Signed: _____ " YEA"
_____ "YEA"
_____ "YEA"

Attest: _____ Chief Fiscal Officer

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

Resolution Number: 23-09-11
2023

Date of Resolution: September 26,

**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 26th day of September, 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 23-09-12
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

WHEREAS, the EMS/Fire department has a need to purchase a range hood for Station 33; and

WHEREAS, the cost to purchase the range hood should not exceed \$500.00; and

WHEREAS, the source of the funds for the range hood will be the EMS/Fire Fund (2193-290-323-0000 Repairs and Maintenance).

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the purchase of a range hood not to exceed \$500.00 for Station 33.

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

Adopted this 26th day of September, 2023

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 23-09-13
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 Union Village TIF District "1" from Account 2904-930-930-0000 (Contingencies) an amount of \$1,335.29 to be transferred to Account 2904-190-314-0000 (Tax Collection Fees) for needed expenses effective September 15, 2023. 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 26th day of September, 2023

Signed: _____ “YEA”

_____ “YEA”

_____ “YEA”

Attest: _____ Chief Fiscal Officer

End of Minutes.