

**TURTLECREEK TOWNSHIP BOARD OF TRUSTEES**

**ON**

**FEBRUARY 12**

**24**

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on February 12, 2024, at 7:00 P.M. with the following persons present:

TRUSTEES: Jonathan Sams and Dan Jones (Jim VanDeGrift was absent)

FISCAL OFFICER: Amanda Childers

GUEST: Tammy Boggs, Jon Paul Campbell, Kenny Hickey, Brad Edrington, Gabe Drake, Rhonda Koenig and Doug Koenig.

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

The minutes of the meeting held on January 12, 2024, 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. Sams. All were in favor and the minutes were approved as written.

The minutes of the work session meeting held on January 31, 2024, 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. Sams. All were in favor and the minutes were approved as written.

The minutes of the Special meeting held on February 2, 2024, 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. Sams. 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. Jones and seconded by Mr. Sams 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.

Department Reports:

**Fire/EMS:**

Jon Paul Campbell, Acting Fire Chief, informed the Board That he received the resignation of full time Firefighter II/ Paramedic Taylor Meldrum effective February 19, 2024. Mr. Jones made a motion, seconded by Mr. Sams to approve the resignation of Ms. Meldrum effective February 19, 2024. All present voiced a "YEA" vote and the motion was passed with **Resolution 24-2-01**. (A copy of the resolution will be included in the minutes.)

Chief Campbell informed the Board that Dan Hill requested to be reinstated to active status as a volunteer firefighter, terminating his unpaid leave of absence. Mr. Jones made a motion, seconded by Mr. Sams to approve the reinstatement Dan Hill to active status with the department effective February 1, 2024. All present voiced a "YEA" vote and the motion was passed with **Resolution 24-02-02**. (A copy of the resolution will be included in the minutes.)

Chief Campbell informed the Board that Engine 32 was damaged in a minor accident and needs repairs at a cost of \$485.91. Mr. Jones made a motion, seconded by Mr. Sams to approve the cost of repairs for Engine 32 in the amount of \$485.91. All present voiced a "YEA" vote and the motion was passed with **Resolution 24-02-03**. (A copy of the resolution will be included in the minutes.)

Chief Campbell informed the Board that residents of the township wish to offer their residential home to the Fire Department to use for training purposes. The properties are located on Greentree Road and Harvey Road. Legal counsel has stated that title searches must be completed on the two properties at the approximate cost of \$250.00 for each property. Mr. Jones 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 24-02-04**. (A copy of the resolution will be included in the minutes.)

Chief Campbell informed the Board that the 2011 GMC Yukon needs repairs that are both mechanical and structural in nature at an approximate cost of \$6,008.25. The vehicle is estimated to have a value of \$6,000 - \$8,000. Mr. Sams requested that we table a decision on this matter until the next meeting.

Chief Campbell requested approval to purchase a set of turn out gear in the approximate amount of \$4,800.00 from Safety Services Inc. This set has two styles of gear. Mr. Jones 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 24-02-05**. (A copy of the resolution will be included in the minutes.)

Chief Campbell informed the Board that the 1998 Tanker listed on GovDeals sold for \$59,000.00 along with \$903.00 for other small items.

Chief Campbell gave the Board an update on driver training with the Captains.

Chief Campbell informed the Board that Medic 34 has a cracked front plastic grill that needs replaced at a cost of approximately \$1,109.10 from Blust Motors. Mr. Jones made a motion, seconded by Mr. Sams to approve the repair of Medic 34 at Blust Motors for \$1,109.10. All present voiced a "YEA" vote and the motion was passed with **Resolution 24-02-11**. (A copy of the resolution will be included in the minutes.)

### **Road and Bridge:**

Kenny Hickey, Road/Maintenance Supervisor, brought forth a discussion regarding the 2003 Tom 73 tandem dump truck which needs \$16,224.35 in repairs. After some discussion this issue was tabled until the next meeting.

Mr. Hickey informed the Board that Liberty-Keuter Road needs white edge line stripes in the area between Oregonia Road and Hatfield Road. The approximate cost of the striping is \$2,874.00. Mr. Jones made a motion, seconded by Mr. Sams to approve the cost of striping Liberty-Keuter Road at a cost of \$2,874.00. This cost will be added to the 2024 resurfacing project with the Warren County Engineer's Office. All present voiced a "YEA" vote and the motion was passed with **Resolution 24-02-06**. (A copy of the resolution will be included in the minutes.)

Mr. Hickey informed the Board that he completed the Chloride-Reduction Grant application. This grant would fund salt spreader control features on the salt trucks.

Mr. Hickey informed the Board that there is an occasional flooding issue on Settlemire Road that occurs due to run off from privately owned farm fields during heavy rains. This road is due for repaving this year. The culvert in the right of way is in good repair but may need rip rock replaced as heavy rain events occur.

Mr. Hickey informed the Board that he was contacted by Matt Pritchard from Diggitt who wanted to shut down Nickel Road for underground wiring for solar panels. The Trustees declined to allow the road closure.

Mr. Sams brought up the Zoo property and asked Mrs. Boggs for the specifications for dirt mounding around the solar panel fields. Mr. Sams asked Mrs. Boggs to follow up with Warren County Zoning and Planning.

### **Administration:**

Tammy Boggs, Township Administrator, requested approval to apply for Wex fuel cards as a secondary source for vehicle fuel. Previously, Brad Edrington had requested approval to price Fuelman, but he found this source has high fees. Mr. Edrington has investigated Wex fuel cards and finds that they do not have fees and would be the better option. Mr. Jones made a motion, seconded by Mr. Sams to approve the use of fuel cards through Wex Inc. All present voiced a "YEA" vote and the motion was passed.

Mrs. Boggs asked the Board to discuss the Pilot Travel Center Preliminary Plan Plat on State Route 350. After some discussion the Board decided to include a request that they follow the architectural design of the JEDD Board Requirements. (A letter will be sent to Warren County Regional Planning regarding this matter.)

Mrs. Boggs informed the Board that the diesel island was removed from the Greentree Convenience Store plans per Warren County Building and Zoning.

Mrs. Boggs informed the Board that Duke will not permit mounding buffers due to site drainage issues for the sub-station on Greentree Road. Mrs. Boggs asked for approval to contact the Engineer's Office to inquire if the Township could put mounding in the right of way. The Trustees

agree that they would like the Engineer's Office to offer their opinion on that possibility.

Mrs. Boggs informed the Board that Warren County Zoning provided a variance request for a Drees model home air conditioning unit which encroaches in the required setback for the Shaker Run PUD. The Trustees had no comments or concerns. (A letter will be sent to Warren County Zoning regarding this matter.)

Mrs. Boggs informed the Board that a storm shelter peer review is required for the renovation at Station 31. The peer review will cost \$8,500.00 with Woolpert as the service provider. Mrs. Boggs asked for approval for the peer review and that she sign the professional service agreement. Mr. Jones made a motion, seconded by Mr. Sams to approve the cost of \$8,500.00 to Woolpert for a storm shelter peer review for Station 31 and authorize Mrs. Boggs to sign the professional service agreement. All present voiced a "YEA" vote and the motion was passed with **Resolution 24-02-07**. (A copy of the resolution will be 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 \$1,763.54. The purchases are \$613.65 from The Home Depot, \$6.56 from Rural King, \$228.38 from Truck Pro, \$257.25 from Amazon, \$99.93 from Waste Management, \$4.82 from Tax1099, \$280.74 from Etrailer, \$179.07 from Shell and \$93.14 from LaRosa's. Mr. Jones made a motion, seconded by Mr. Sams to subsequently approve the expenditures in the cumulative amount of \$1,763.54. All present voiced a "YEA" vote and the motion passed with **Resolution 24-02-08**. (A copy of the Resolution is included in the minutes.)

Mrs. Boggs asked the Board if they would like to attend the 2024 Warren County Chamber Alliance Capitol Drive on Thursday April 4, 2024 in Columbus. Mr. Sams stated he would attend and asked Mrs. Boggs to make a reservation for him.

Mrs. Boggs asked the Board to discuss subdivision regulation updates to be discussed at the Subdivision Regulation Board meeting on Wednesday. One of the suggested updates put forth by Warren County Zoning would change the requirement for access points for a subdivision that has no road frontage because it is within another subdivision from 2 access points to 1. The Trustees feel strongly that a subdivision within a subdivision must follow the current requirement of 2 access points for the number of lots proposed.

## **CORRESPONDENCE:**

### **IN:**

Email from Mr. Gliatti regarding fireworks display.  
Email from Ms. Gilder regarding public records request for JEDD map.  
Email from Mr. Harrison regarding ditch issues on N. Liberty- Keuter Road.  
Resolution from WC Commissioners regarding public hearing for rezoning of the Sisters LTD. Property.  
Email from Mr. Armbruster regarding Core5 project.  
Notice from US Bankruptcy Court regarding Endo International (Opioid Claims).  
Email from WC Board of Election regarding use of the building on March 19, 2024.  
Public Records request from Ms. Gray, SAPC of Warren County.

### **OUT:**

Email to Ms. Gilder regarding public records request for JEDD map.  
Email to Mr. Harrison regarding ditch issues on N. Liberty-Keuter Road.  
Email to Mr. Armbruster from Trustee Sams regarding Core5 project.  
Email to WC Board of Election regarding use of the building on March 19, 2024.

## **Fiscal Officer Reports:**

Amanda Childers, Fiscal Officer, informed the Board that there are funds remaining from the Ohio EMA ARPA First Responder Retention Incentives Funds due to employees who became ineligible. Mrs. Childers asked for approval to return the funds in the amount of \$4,396.31 to Ohio Treasurer of State. Mr. Jones 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 24-02-09.** (A copy of the Resolution is included in the minutes.)

Mrs. Childers requested a resolution to authorize expenditure from Coronavirus Local Fiscal Recovery Fund in the amount of \$8,500.00 for renovation of Station 31 storm shelter peer review to be performed by Woolpert. This expenditure is being made under the Standard Allowance provision as authorized by Resolution 22-07-13. Mr. Jones 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 24-02-13.** (A copy of the Resolution is included in the minutes.)

Mrs. Childers requested the Board to approve a line item transfer within the Coronavirus Local Fiscal Recovery Fund from Account 2273-930-930-0000 (Contingencies) to Account 2273-220-360-0000 (Contracted Services) in the amount of \$8,500.00 for needed expenses. Mr. Jones 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 24-02-10.** (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. 35453 through 35478 (copy to follow) and Vouchers 113-2024 through 156-2024.

The Fiscal Office reported the following income:

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
1/31/24	2/2/24	46-2024	STAROHIO	1000-701-0000	\$5,249.72	JANUARY 2024 INTEREST
1/31/24	2/2/24	47-2024	PRIMARY	1000-701-0000	\$1.53	JANUARY 2024 INTEREST
1/2/24	2/5/24	48-2024	LCNB TRUST	1000-701-0000	\$20,305.77	JANUARY 2024 INTEREST
1/2/24	2/5/24	49-2024	CD 15	1000-701-0000	\$348.94	JANUARY 2024 INTEREST
1/2/24	2/5/24	50-2024	UST 9	1000-701-0000	\$568.75	JANUARY 2024 INTEREST
1/4/24	2/5/24	51-2024	FHLB 27	1000-701-0000	\$27.77	JANUARY 2024 INTEREST
1/8/24	2/5/24	52-2024	CD 46	1000-701-0000	\$1,082.88	JANUARY 2024 INTEREST
1/8/24	2/5/24	53-2024	CD 44	1000-701-0000	\$1,061.64	JANUARY 2024 INTEREST
1/8/24	2/5/24	54-2024	CD 37	1000-701-0000	\$1,008.56	JANUARY 2024 INTEREST
1/8/24	2/5/24	55-2024	CD 63	1000-701-0000	\$493.15	JANUARY 2024 INTEREST
1/10/24	2/5/24	56-2024	CD 39	1000-701-0000	\$1,029.79	JANUARY 2024 INTEREST
1/16/24	2/5/24	57-2024	CD 41	1000-701-0000	\$966.10	JANUARY 2024 INTEREST
1/16/24	2/5/24	58-2024	CD 53	1000-701-0000	\$127.40	JANUARY 2024 INTEREST
1/16/24	2/5/24	59-2024	CD 60	1000-701-0000	\$1,104.11	JANUARY 2024 INTEREST
1/19/24	2/5/24	60-2024	CD 33	1000-701-0000	\$211.48	JANUARY 2024 INTEREST
1/19/24	2/5/24	61-2024	CD 64	1000-701-0000	\$731.50	JANUARY 2024 INTEREST
1/23/24	2/5/24	62-2024	CD 61	1000-701-0000	\$838.70	JANUARY 2024 INTEREST
1/26/24	2/5/24	63-2024	FHLBANKS 1	1000-701-0000	\$725.00	JANUARY 2024 INTEREST
1/29/24	2/5/24	64-2024	CD 17	1000-701-0000	\$338.37	JANUARY 2024 INTEREST
1/29/24	2/5/24	65-2024	CD 55	1000-701-0000	\$2,037.67	JANUARY 2024 INTEREST
1/29/24	2/5/24	66-2024	CD 14	1000-701-0000	\$325.16	JANUARY 2024 INTEREST
1/29/24	2/5/24	67-2024	CD 16	1000-701-0000	\$348.94	JANUARY 2024 INTEREST
1/29/24	2/5/24	68-2024	CD 22	1000-701-0000	\$359.52	JANUARY 2024 INTEREST
					<b>\$39,292.45</b>	
2/7/24	2/12/24	69-2024	OTARMA C/O SEDGWICK CLAIMS MANAGEMENT	2192-892-0000	\$613.50	INSURANCE CLAIM FOR CHEVY TRAVERSE
					<b>\$613.50</b>	
1/29/24	2/2/24	35-2024	CIGNA	2191-299-0000	\$98.75	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/29/24	2/2/24	36-2024	US TREASURY DEPT OF VA	2191-299-0000	\$940.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/29/24	2/2/24	37-2024	ANTHEM BLUE	2191-299-0000	\$1,203.33	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/30/24	2/2/24	38-2024	HUMANA	2191-299-0000	\$223.20	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/30/24	2/2/24	39-2024	AETNA	2191-299-0000	\$406.27	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/30/24	2/2/24	40-2024	HNB-ECHO	2191-299-0000	\$526.47	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/30/24	2/2/24	41-2024	CGS	2191-299-0000	\$2,336.42	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/31/24	2/2/24	42-2024	BUCKEYE COMMUNITY	2191-299-0000	\$130.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/31/24	2/2/24	43-2024	ANTHEM BLUE	2191-299-0000	\$219.63	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/31/24	2/2/24	44-2024	AETNA	2191-299-0000	\$456.34	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/31/24	2/2/24	45-2024	MEDICOUNT MANAGEMENT INC	2191-299-0000	\$538.75	LIFE SQUAD SERVICES DECEMBER 2023 (DIRECT DEPOSIT)
2/1/24	2/12/24	70-2024	GAINWELL TECHNOLOGY	2191-299-0000	\$344.20	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
2/1/24	2/12/24	71-2024	HUMANA	2191-299-0000	\$386.45	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
2/1/24	2/12/24	72-2024	ANTHEM BLUE	2191-299-0000	\$500.18	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
2/1/24	2/12/24	73-2024	AETNA	2191-299-0000	\$519.89	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
2/1/24	2/12/24	74-2024	CIGNA	2191-299-0000	\$776.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
2/1/24	2/12/24	75-2024	US TREASURY DEPARTMENT OF VA	2191-299-0000	\$955.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
2/2/24	2/12/24	76-2024	CGS	2191-299-0000	\$508.35	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
2/5/24	2/12/24	77-2024	MEDICAL MUTUAL	2191-299-0000	\$327.21	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
2/5/24	2/12/24	78-2024	HWHO	2191-299-0000	\$835.14	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
2/5/24	2/12/24	79-2024	AETNA	2191-299-0000	\$2,504.74	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
2/5/24	2/12/24	80-2024	ANTHEM BLUE	2191-299-0000	\$3,099.35	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
2/6/24	2/12/24	81-2024	CGS	2191-299-0000	\$812.16	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
2/6/24	2/12/24	82-2024	HWHO	2191-299-0000	\$1,821.28	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
2/7/24	2/12/24	83-2024	MEDICAL MUTUAL	2191-299-0000	\$312.51	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
2/8/24	2/12/24	84-2024	GAINWELL TECHNOLOGY	2191-299-0000	\$190.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
2/8/24	2/12/24	85-2024	CGS	2191-299-0000	\$425.04	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
2/8/24	2/12/24	86-2024	UNITED HEALTHCARE	2191-299-0000	\$1,672.01	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
2/9/24	2/12/24	87-2024	ANTHEM BLUE	2191-299-0000	\$108.77	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
2/9/24	2/12/24	88-2024	UHC COMMUNITY	2191-299-0000	\$120.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
2/9/24	2/12/24	89-2024	OPTUM	2191-299-0000	\$213.29	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
2/9/24	2/12/24	90-2024	UNITED HEALTHCARE	2191-299-0000	\$244.12	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
2/9/24	2/12/24	91-2024	UHC COMMUNITY PL	2191-299-0000	\$346.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
2/9/24	2/12/24	92-2024	HNB-ECHO	2191-299-0000	\$358.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
2/9/24	2/12/24	93-2024	UNITED HEALTHCARE	2191-299-0000	\$733.26	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
2/9/24	2/12/24	94-2024	CGS	2191-299-0000	\$6,629.83	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
					<b>\$31,821.94</b>	

**Other Business:**

None.

**Visitor Concerns:**

Gabe Drake was in attendance as he is on the Warren County Zoning Board as the representative for Turtlecreek Township.

Doug Koenig from the Warren County Airport updated the Board on the airport’s master plan.

**Trustee Reports:**

A motion was made by Mr. Jones that the Board of Trustees adjourns into executive session to discuss Collective Bargaining matters pursuant to ORC 121.22 (G) (4) at 8:08 p.m. The motion was seconded by Mr. Sams and upon call of roll call, Mr. Jones “YEA” and Mr. Sams “YEA” the executive session was entered.

By motion of Mr. Jones 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. Sams and the executive session ended. Upon call of roll, Mr. Sams “YEA” and Mr. Jones “YEA” the Board returned to regular session at 8:28 p.m.

A discussion was held by the Board regarding a change to the Personnel Policy Manual in Section 7.07 (B) for full-time EMS/Fire employees regarding Fire Department Uniforms, adding additional shirts and sweatshirts to the Township provided uniform list.

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

The next regular meeting is scheduled for February 27, 2024 at 8:00 a.m.

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

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

**RESOLUTION 24-02-01  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESIGNATION FOR TAYLOR MELDRUM,  
FULL-TIME FIREFIGHTER II/PARAMEDIC  
EFFECTIVE FEBRUARY 19, 2024**

**WHEREAS**, the Acting Fire Chief was notified that Taylor Meldrum has resigned her position of full-time Firefighter II/Paramedic with Turtlecreek Township; and

**WHEREAS**, the effective date of the resignation will be February 19, 2024; and

**NOW THEREFORE BE IT RESOLVED**, the Turtlecreek Township Board of Trustees hereby accepts the resignation of Taylor Meldrum, effective, February 19, 2024.

Mr. Jones moved for adoption of the foregoing resolution. Mr. Sams seconded the motion and upon call of the roll the following vote resulted.

Mr. Sams  
Mr. Jones

“YEA”  
“YEA”

Resolution adopted this 12<sup>th</sup> day of February, 2024.

**THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES**

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

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

**RESOLUTION 24-02-02  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**REINSTATE DANIEL HILL TO ACTIVE STATUS,  
EFFECTIVE FEBRUARY 1, 2024**

**WHEREAS**, Daniel Hill has requested to be reinstated to active status with Turtlecreek Township as a volunteer firefighter with the department and terminate his unpaid leave of absence; and

**WHEREAS**, the effective date to reinstate Daniel Hill to active status with the department will be February 1, 2024; and

**NOW THEREFORE BE IT RESOLVED**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio hereby reinstate to active status, Daniel Hill, effective February 1, 2024.

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

Adopted this 12<sup>th</sup> day of February, 2024

Signed: \_\_\_\_\_ “YEA”

\_\_\_\_\_ “YEA”

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

**RESOLUTION 24-02-03  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**REPAIRS TO ENGINE 32**

**WHEREAS**, Engine 32 was damaged in an accident and is in need of repairs; and

**WHEREAS**, the cost of the repairs will be approximately \$485.91; and

**WHEREAS**, the source of the funds for the repairs to Engine 32 will be the Fire Fund 2192 (2192-220-323-0000); and

**THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the repairs to Engine 32 in the approximate amount of \$485.91.

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

Adopted this 12<sup>th</sup> day of February, 2024

Signed: \_\_\_\_\_ “YEA”

\_\_\_\_\_ “YEA”

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

**RESOLUTION 24-02-04  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION TO AUTHORIZE AND PAY FOR TITLE SEARCH ON  
PROPERTIES TO BE USED BY  
THE FIRE DEPARTMENT FOR TRAINING BURNS**

**WHEREAS**, the Fire Department has been notified by residents of the township that they wish to donate residential properties for the Fire Department to use for training purposes. The properties donated for training purposes are located on Greentree Road and Harvey Road; and

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio legal counsel has stated that title searches must be complete on the two properties at the approximate cost of \$250.00 each; and

**WHEREAS**, the Board of Trustees Turtlecreek Township, Warren County, Ohio approve the cost of the title searches for the two properties at the approximate cost of #250.00 each. Source of the funds will be the Fire Fund – 2192-220-590-0006 (Fire Training).

**THEREFORE**, by motion of Mr. Jones and seconded by Mr. Sams the above resolution was approved. All voiced a “YEA” vote and the resolution passed.

Adopted this 12<sup>th</sup> day February, 2024

Signed: \_\_\_\_\_ ” YEA”

\_\_\_\_\_ “YEA”

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

**RESOLUTION 24-02-05  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**WHEREAS**, the Fire department has a need to purchase one (1) set of turn out gear from Fire Safety Services, Inc. at the approximate cost of \$4,800.00; and

**WHEREAS**, the source of the funds to purchase the one set of turn out gear from Fire Safety Services will be the 2192 Fire Fund (2192-220-599-0020 Other Expenses Turn Out Gear); and

**THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the purchase of one (1) set of turn out gear.

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

Adopted this 12<sup>th</sup> day of February, 2024

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

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

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

**RESOLUTION 24-02-06  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**WHEREAS**, Turtlecreek Township has determined that Liberty-Keuter Road (between Oregonia Road and Hatfield Road) is in need of the white edge line striped; and

**WHEREAS**, the township will request that this be added to the 2024 resurfacing project with the Warren County Engineer's Office; and

**WHEREAS**, the approximate cost of the striping will be \$2,874.00. The source of the funds will be Road Fund 2031-330-360-0000 (Contracted Services); and

**THEREFORE, BE IT RESOLVED**, by the Board of Trustees of Turtlecreek Township, Warren County, Ohio to approve the striping of Liberty-Keuter Road in the approximate amount of \$2,874.00.

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

Mr. Sams "YEA"

Mr. Jones "YEA"

Resolution adopted this 12<sup>th</sup> day of February, 2024.

TURTLECREEK TOWNSHIP

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

**RESOLUTION 24-02-07  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION TO AUTHORIZE TAMMY BOGGS,  
TURTLECREEK TOWNSHIP ADMINISTATOR,  
TO SIGN AGREEMENT WITH  
WOOLPERT**

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio has a need to provide a storm shelter peer review for the renovation at Station 31; and

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio have authorized Tammy Boggs, Administrator to sign the professional service agreement in the amount of \$8,500.00 with Woolpert; and

**WHEREAS**, the source of the funds will be Fund 2273 Coronavirus Local Fiscal Recovery Fund (2273-220-360-0000 Contracted Services); and

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

Adopted this 12<sup>th</sup> day February, 2024

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

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

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

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

Resolution Number: 24-02-08

Date of Resolution: February 12, 2024

**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. Sams. Upon call of the roll, the following vote resulted:

Mr. Sams	YEA
Mr. Jones	YEA

Resolution adopted this 12<sup>th</sup> day of February, 2024.

**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 24-02-09  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION RETURN REMAINING FUNDS FROM THE  
OHIO EMA ARPA FIRST RESPONDER RETENTION INCENTIVES FUNDS**

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio applied for, received and dispersed the Ohio EMA ARPA First Responder Retention Incentives Funds; and

**WHEREAS**, there are remaining funds that could not be dispersed due to certain employee eligibility status changes,

**WHEREAS**, the Ohio EMA has completed its review of the Turtlecreek Township Verification form of disbursement documentation and agreed there are remaining funds that need to be returned to the agency. The amount of \$4,396.31 is due back to the Ohio Treasurer of State.

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio has authorized the fiscal officer to return the funds to the Ohio Treasurer of State.

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

Adopted this 12<sup>th</sup> day February, 2024

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

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

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

**RESOLUTION 24-02-10  
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 Coronavirus Local Fiscal Recovery Fund from Account 2273-930-930-0000 (Contingencies) to Account 2273-220-360-0000 (Contracted Services) the amount of \$8,500.00 for needed expenses. Mr. Jones 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 12<sup>th</sup> day of February, 2024

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

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

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

**RESOLUTION 24-02-11  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**REPAIRS TO MEDIC 34**

**WHEREAS**, Medic 34 has damaged to the grill that needs to be repaired; and

**WHEREAS**, the cost of the repairs will be approximately \$1,109.10 from Blust Motors; and

**WHEREAS**, the source of the funds for the repair to Medic 34 will be the EMS Fund 2191 (2191-230-323-0000 Repairs and Maintenance); and

**THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the repair to Medic 34 in the approximate amount of \$1,109.10.

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

Adopted this 12<sup>th</sup> day of February, 2024

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

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

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

**RESOLUTION 24-02-12  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio have a need for a change the Personnel Policy Manual, Section 7.07 (B) regarding Fire Department Uniforms; and

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio would recommend the change to Section 7.07 (B) of the Personnel Policy Manual for full-time EMS/Fire employees as stated in Attachment "A"; and :

**WHEREAS**, the change to Section 7.07 (B) will be effective February 12, 2024; and

**THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the change of Section 7.07 (B) of the Personnel Policy Mannual as defined in Attachment "A".

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

Adopted this 12<sup>th</sup> day of February, 2024

Signed: \_\_\_\_\_ “YEA”

\_\_\_\_\_ “YEA”

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

**RESOLUTION 24-02-13  
TURTLECREEK TOWNSHP  
WARREN COUNTY, OHIO**

**A RESOLUTION AUTHORIZING EXPENDITURE FROM AMERICAN RESCUE  
PLAN ACT FUNDS**

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio has received distribution of monies (the “ARPA Funds”) from the American Rescue Plan Act of 2021 (“ARPA” or the “Act”); and

**WHEREAS**, Congress passed the Act effective March 11, 2021; and

**WHEREAS**, Section 603 created the Coronavirus Local Fiscal Recovery Fund which, among other things, appropriated money to cities, non-entitlement units of local government, and counties to mitigate the fiscal effects stemming from the public health emergency with respect to the Coronavirus Disease (Covid-19); and

**WHEREAS**, the Final Rule adopted by the Department of Treasury states that recipients can use SLFRF funds on government services up to the revenue loss amount, whether that be the standard allowance amount or the amount calculated using the [Final Rule four-step process]. Government services generally include any service traditionally provided by a government, unless treasury has stated otherwise.

**WHEREAS**, some common examples of “government services” expressly recognized by Treasury are as follows:

- Road building and maintenance, and other infrastructure
- Health services
- General government administration, staff, and administrative facilities
- Environmental remediation
- Provision of police, fire, and other public safety services (including purchase of fire trucks and police vehicles)
- Maintenance or pay-go funded building infrastructure
- Modernization of cybersecurity, including hardware, software, and protection of critical infrastructure

**WHEREAS**, The Township, by virtue of **Resolution 22-07-13**, has elected to take the “standard allowance” and presume that up to \$10 million, but not to exceed the Township’s award, in revenue has been lost due to the public emergency, for the provision of government services.

**WHEREAS**, the Board of Trustees (the “Board”) has identified a project or expenditure which, in the judgment of the Board, qualifies as a permitted use of the ARPA Funds, in direct support of the provision of governmental services, which consists of the following expenditure:

Storm shelter peer review to be performed by Woolpert for Station 31 renovation.

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**WHEREAS**, the Board believes that it is in the best interest of the Township and its residents to approve the Expenditure and authorize the use of a portion of ARPA funds for the Expenditure.

**WHEREAS**, no obligations paid under the authority of this Resolution were incurred prior to March 3, 2021.

**NOW THEREFORE BE IT RESOLVED:** that it is hereby found and determined that all formal actions of this Township concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Township Trustees, and that all deliberations of the Township Trustees and any of its committees that resulted in such formal action, were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

**WHEREAS**, Mr. Jones moved for adoption of the foregoing resolution, seconded by Mr. Sams. All voiced a “YEA” vote and the motion was passed.

Adopted this 12<sup>th</sup> day of February, 2024

Signed: \_\_\_\_\_ “YEA”

\_\_\_\_\_ “YEA”

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

End of Minutes.