

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

APRIL 30

24

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on April 30, 2024 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, Kenny Hickey, Brad Edrington, JonPaul Campbell and Ray Otto.

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

The minutes of the meeting held on April 8, 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. VanDeGrift. All were in favor and the minutes were approved as written.

The minutes of the Work Session for Fire/EMS held on April 8, 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. VanDeGrift. All were in favor and the minutes were approved as written.

Department Reports:

Fire/EMS:

Mike Jameson, Fire Chief, requested approval to purchase 3 sets of turnout gear from Municipal Emergency Services at a cost of approximately \$9,300.00. Mr. Jones made a motion, seconded by Mr. VanDeGrift, to approve the purchase of 3 sets of turnout gear from Municipal Emergency Services for \$9,300.00. All voiced a "YEA" vote and the motion was passed with **Resolution 24-04-10**. (A copy of the resolution will be included in the minutes.)

Chief Jameson requested approval to purchase cradle point and accessories from Baycom at a cost of approximately \$1,645.00. Mr. Jones made a motion, seconded by Mr. VanDeGrift, to approve the purchase of cradle point and accessories from Baycom for \$1,645.00. All voiced a "YEA" vote and the motion was passed with **Resolution 24-04-11**. (A copy of the resolution will be included in the minutes.)

Chief Jameson requested approval to 1 Panasonic tough pad FZ-G2 with accessories from Baycom at a cost of approximately \$4,334.00. Mr. Jones made a motion, seconded by Mr. VanDeGrift, to approve the purchase of 1 Panasonic tough pad FZ-G2 and accessories from Baycom for \$4,334.00. All voiced a "YEA" vote and the motion was passed with **Resolution 24-04-12**. (A copy of the resolution will be included in the minutes.)

Chief Jameson informed the Board that Bobby Grant completed and passed his Firefighter II /Paramedic certification and is due a pay increase to \$23.00 per hour effective April 20, 2024. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the pay increase to \$23.00 effective April 20, 2024 for Bobby Grant. All voiced a "YEA" vote and the motion was passed with **Resolution 24-04-13**. (A copy of the resolution will be included in the minutes.)

JonPaul Campbell, Deputy Chief, updated the Board on the driver training progress.

Chief Campbell informed the Board that a fire engine was backed into a passenger vehicle while on scene on I-71.

Road and Bridge:

Kenny Hickey, Road/Maintenance Supervisor, informed the Board that the rock culvert on Emmons Road will be restored soon.

Mr. Hickey informed the Board that Liberty Keuter is closed for 4 weeks.

Administration:

Tammy Boggs, Township Administrator, presented the Turtlecreek Township organizational chart. After some discussion, Mr. Jones made a motion, seconded by Mr. VanDeGrift, to approve and

adopt the Turtlecreek Township organizational chart. All voiced a "YEA" vote and the motion was passed with **Resolution 24-04-14**. (A copy of the resolution will be included in the minutes.)

Mrs. Boggs requested ratification for expenditures authorized by the Township Administrator or Township Officer or Employee authorized by Township Administrator in the cumulative amount of \$2,124.14. The purchases are \$217.93 from Amazon, \$61.00 from Ace Hardware, \$64.44 from The Home Depot, \$1,761.88 from McCluskey Chevrolet Inc., \$8.90 from Wasabi and \$9.99 from Crashplan. Mr. Jones made a motion, seconded by Mr. VanDeGrift, to subsequently approve the expenditures in the cumulative amount of \$2,124.14. All present voiced a "YEA" vote and the motion passed with **Resolution 24-04-15**. (A copy of the Resolution is included in the minutes.)

Mrs. Boggs informed the Board that he received a notice from Warren County Zoning of a zoning variance for 4663 Swift Court. The homeowner needs the variance to place a whole home generator on the side setback. The Trustees had no comments or concerns. (A letter will be sent to Warren County Zoning stating this information.)

Mrs. Boggs asked the Board if they would like to contribute to SAFE on Main for the Gala Sponsorship. After some discussion the Board, Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve sponsorship in the amount of \$500.00 to SAFE on Main. All present voiced a "YEA" vote and the motion was passed.

Mrs. Boggs informed the Board that the Dump Truck, listed on GovDeals has a bid of \$16,000.00 and the Yukon has a bid of \$4,200.00. The Board decided to relist the Dump Truck and accept the bid on the Yukon.

Brad Edrington, Administrative Assistant, informed the Board that the oldest medic could be listed on GovDeals. After some discussion, Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve listing the medic on GovDeals. All present voiced a "YEA" vote and the motion passed.

Mr. Edrington presented the Board with a Cemetery fee cost comparison. After some discussion the Board made no changes.

General Reports:

CORRESPONDENCE:

IN:

Notice from Provident Insurance Programs of privacy policy.
Email from Mr. Vaught regarding culvert pipe.
Email from T. Dreigon regarding public records request.
Email regarding leaf and yard waste disposal.
WC Health Department quarterly newsletter.
Email from Ms. Spence regarding a phase I environmental request.
Email from Mr. Huling regarding a phase I environmental site assessment.
Email from Mr. Bell regarding an investigation on a complaint.
Email from LCS regarding TIF funds.
Email from Mr. Sirkin regarding fence in the right-of-way.

OUT:

Email to Mr. Vaught regarding culvert pipe.
Email to T, Dreigon regarding public records request.
Email regarding leaf and yard waste disposal.
Email to Ms. Spence regarding a phase I environmental request.
Email to Ms. Briggs regarding construction drawings for the neighborhood.
Letter to Community Correctional Institution regarding evacuation plans.
Email to Mr. Huling regarding a phase I environmental site assessment.
Email to LCS regarding TIF funds.
Letter to Mr. Wieland regarding the steering committee for evaluate the current zoning on the west side of the township.

Fiscal Officer Reports:

Amanda Childers, Fiscal Officer, requested the Board to approve the 2024 Amended Permanent Appropriations. The changes included revenue received within the Union Village TIF funds with line item transfers. Once amounts are known for needed expenses, additional line item transfers will be necessary and approved as ratifications. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the 2024 Amended Permanent Appropriations and line item transfers as stated above. All present voiced a "YEA" vote and the motion passed with **Resolution 24-04-16**. (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. 35593 through 35658 (copy to follow) and Vouchers 364-2024 through 464-2024.

The Fiscal Office reported the following income from:

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
4/19/24	4/26/24	416-2024	CITY OF MONROE	1000-591-0008	\$47,316.61	1ST QTR 2024 JEDD INCOME TAX PAYMENT (DIRECT DEPOSIT)
					\$47,316.61	
4/9/24	4/16/24	391-2024	OTARMA	2192-892-0000	\$416.00	2023-2024 PREMIUM REFUND
					\$416.00	
4/26/24	4/29/24	434-2024	J. JOHNSON	2041-302-0000	\$600.00	GRAVE OPEN/CLOSE V. JOHNSON SECTION 52 LOT 4
					\$600.00	
4/8/24	4/16/24	389-2024	F CRAIG	2191-299-0000	\$90.04	LIFE SQUAD SERVICES
4/8/24	4/16/24	390-2024	SEDGWICK	2191-299-0000	\$629.11	LIFE SQUAD SERVICES
4/11/24	4/16/24	392-2024	W VERT	2191-299-0000	\$260.00	LIFE SQUAD SERVICES
4/11/24	4/16/24	393-2024	PERENNIAL ADVANTAGE OF OHIO INC	2191-299-0000	\$1,393.62	LIFE SQUAD SERVICES
4/18/24	4/29/24	425-2024	K COUCH	2191-299-0000	\$130.85	LIFE SQUAD SERVICES
4/22/24	4/29/24	426-2024	I S LAW FIRM PLLC	2191-299-0000	\$664.38	LIFE SQUAD SERVICES
4/22/24	4/29/24	427-2024	I S LAW FIRM PLLC	2191-299-0000	\$45.73	LIFE SQUAD SERVICES
4/22/24	4/29/24	428-2024	PROGRESSIVE	2191-299-0000	\$740.00	LIFE SQUAD SERVICES
4/22/24	4/29/24	429-2024	CENTRAL STATES INDEMNITY CO OF OMAHA	2191-299-0000	\$108.68	LIFE SQUAD SERVICES
4/22/24	4/29/24	430-2024	BLUE CROSS AND BLUE SHIELD OF MICHIGAN	2191-299-0000	\$143.54	LIFE SQUAD SERVICES
4/23/24	4/29/24	431-2024	J MAINOUS	2191-299-0000	\$300.00	LIFE SQUAD SERVICES
4/23/24	4/29/24	432-2024	S CROSTHWAITE	2191-299-0000	\$260.00	LIFE SQUAD SERVICES
4/26/24	4/29/24	435-2024	ERIE INSURANCE	2191-299-0000	\$133.36	LIFE SQUAD SERVICES
4/26/24	4/29/24	436-2024	ERIE INSURANCE	2191-299-0000	\$607.02	LIFE SQUAD SERVICES
4/26/24	4/29/24	437-2024	TRICARE PAYMENT	2191-299-0000	\$248.11	LIFE SQUAD SERVICES
4/5/24	4/15/24	372-2024	AARP SUPPLEMENTAL	2191-299-0000	\$300.64	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/5/24	4/15/24	373-2024	AETNA	2191-299-0000	\$476.30	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/5/24	4/15/24	374-2024	PALMETTO GBA	2191-299-0000	\$485.59	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/5/24	4/15/24	375-2024	CIGNA EDGE TRANS	2191-299-0000	\$827.70	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/8/24	4/15/24	376-2024	MEDICAL MUTUAL	2191-299-0000	\$273.91	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/8/24	4/15/24	377-2024	AETNA	2191-299-0000	\$391.48	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/8/24	4/15/24	378-2024	ANTHEM BLUE	2191-299-0000	\$2,204.36	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/8/24	4/15/24	379-2024	CGS	2191-299-0000	\$2,684.85	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/9/24	4/15/24	380-2024	HWHO	2191-299-0000	\$219.71	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/9/24	4/15/24	381-2024	HBPIIL	2191-299-0000	\$252.53	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/9/24	4/15/24	382-2024	UNITED HEALTHCARE	2191-299-0000	\$575.06	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/9/24	4/15/24	383-2024	CGS	2191-299-0000	\$814.56	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/10/24	4/15/24	384-2024	HNB-ECHO	2191-299-0000	\$259.15	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/10/24	4/15/24	385-2024	HNB-ECHO	2191-299-0000	\$489.95	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/11/24	4/15/24	386-2024	HWHO	2191-299-0000	\$546.53	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/11/24	4/15/24	387-2024	UNITED HEALTHCARE	2191-299-0000	\$1,437.38	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/12/24	4/15/24	388-2024	AARP SUPPLEMENTAL	2191-299-0000	\$95.36	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/15/24	4/26/24	394-2024	CGS	2191-299-0000	\$2,788.03	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/15/24	4/26/24	395-2024	ANTHEM BLUE	2191-299-0000	\$3,264.26	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/16/24	4/26/24	396-2024	HHP	2191-299-0000	\$320.05	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/16/24	4/26/24	397-2024	CGS	2191-299-0000	\$396.96	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/17/24	4/26/24	398-2024	HNB-ECHO	2191-299-0000	\$939.95	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/18/24	4/26/24	399-2024	GAINWELL TECHNOLOGY	2191-299-0000	\$270.26	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/18/24	4/26/24	400-2024	HNB-ECHO	2191-299-0000	\$386.64	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/18/24	4/26/24	401-2024	AETNA	2191-299-0000	\$557.68	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/19/24	4/26/24	402-2024	AARP SUPPLEMENTAL	2191-299-0000	\$110.28	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/19/24	4/26/24	403-2024	MEDICAL MUTUAL	2191-299-0000	\$422.85	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/22/24	4/26/24	404-2024	AARP SUPPLEMENTAL	2191-299-0000	\$89.10	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/22/24	4/26/24	405-2024	CGS	2191-299-0000	\$451.94	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/22/24	4/26/24	406-2024	HNB-ECHO	2191-299-0000	\$878.89	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/22/24	4/26/24	407-2024	ANTHEM BLUE	2191-299-0000	\$1,232.81	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/23/24	4/26/24	408-2024	HWHO	2191-299-0000	\$469.91	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/23/24	4/26/24	409-2024	UNITED HEALTHCARE	2191-299-0000	\$504.97	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/23/24	4/26/24	410-2024	CGS	2191-299-0000	\$1,294.14	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/24/24	4/26/24	411-2024	AETNA	2191-299-0000	\$224.88	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/24/24	4/26/24	412-2024	CGS	2191-299-0000	\$378.04	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/24/24	4/26/24	413-2024	HNB-ECHO	2191-299-0000	\$611.48	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/25/24	4/26/24	414-2024	GAINWELL TECHNOLOGY	2191-299-0000	\$311.47	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/25/24	4/26/24	415-2024	CGS	2191-299-0000	\$403.97	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
4/15/24	4/26/24	417-2024	STATE OF OHIO	2191-299-0000	\$11,870.00	LIFE SQUAD SERVICES LCI 1ST QTR 2024 (DIRECT DEPOSIT)
					\$46,268.06	
4/15/24	4/26/24	419-2024	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$5,116.18	LOCAL GOVT APRIL 2024 (DIRECT DEPOSIT)
4/15/24	4/26/24	418-2024	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$964.85	LOCAL GOVT HB62 APRIL 2024 (DIRECT DEPOSIT)
4/22/24	4/26/24	421-2024	WARREN COUNTY AUDITOR, MATT NOLAN	2011-536-0000	\$2,324.34	MOTOR VEHICLE LICENSE TAX MARCH 2024 (DIRECT DEPOSIT)
4/22/24	4/26/24	420-2024	WARREN COUNTY AUDITOR, MATT NOLAN	2231-592-0000	\$2,425.20	NEW \$5 PERMISSIVE AUTO MARCH 2024 (DIRECT DEPOSIT)
4/22/24	4/26/24	423-2024	WARREN COUNTY AUDITOR, MATT NOLAN	2231-104-0000	\$10,554.18	OLD \$5 PERMISSIVE AUTO TAX MARCH 2024 (DIRECT DEPOSIT)
4/22/24	4/26/24	422-2024	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$1,476.40	CENTS PER GALLON APRIL 2024 (DIRECT DEPOSIT)
4/22/24	4/26/24	424-2024	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$17,938.45	GAS EXCISE TAX APRIL 2024 (DIRECT DEPOSIT)
					\$40,799.60	
4/25/24	4/29/24	433-2024	DREES HOMES	2031-892-0000	\$1,110.00	SHAKER RUN SNOW PLOWING 2023-2024
					\$1,110.00	

Other Business:

None.

Visitor Concerns:

Ray Otto from the Waynesville Garden Club came to the meeting to inform the Board about the Pollinator initiative partnership promoting the Blazing Star Liatris which is a host plant for the Blazing Star Moth.

Trustee Reports:

A motion was made by Mr. Jones that the Board of Trustees adjourns into executive session to discuss Fire/EMS Personnel Employment and Discipline matters and Collective Bargaining pursuant to ORC 121.22 (G) (1) and (G) (4) at 8:52 a.m. The motion was seconded by Mr. VanDeGrift and upon call of roll call, Mr. Jones "YEA" and Mr. VanDeGrift "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. VanDeGrift and the executive session ended. Upon call of roll, Mr. Jones "YEA" and Mr. VanDeGrift "YEA" the Board returned to regular session at 9:55 a.m.

After some discussion, Mr. Jones made a motion, seconded by Mr. VanDeGrift, to approve the engagement of S3D to provide services on the implementation of the Organizational Assessment. The cost of the services will be \$300.00 per week with an additional hourly rate of \$75.00 per hour. All present voiced a "YEA" vote and the motion passed with **Resolution 24-04-17**. (A copy of the resolution is included in the minutes.)

After some discussion, Mr. Jones made a motion, seconded by Mr. VanDeGrift, to approve the engagement of S3D to manage the hiring process of an Assistant Chief. The cost of the service will be \$7,500.00. All present voiced a "YEA" vote and the motion passed with **Resolution 24-04-18**. (A copy of the resolution is included in the minutes.)

After some discussion, Mr. Jones made a motion, seconded by Mr. VanDeGrift, to adopt an updated job description for the Assistant Fire Chief effective April 30, 2024. All present voiced a "YEA" vote and the motion passed with **Resolution 24-04-19**. (A copy of the resolution is included in the minutes.)

Chief Jameson requested a work session to discuss equipment take down schedule and large equipment purchases. Mrs. Boggs will schedule once a date can be selected.

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

The next regular meeting is scheduled for May 13, 2024 at 7:00 P.M.

Signed: _____ Chairman of the Board

Attest: _____ Fiscal Officer

**RESOLUTION 24-04-10
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

WHEREAS, the Fire department has a need to purchase three (3) sets of turn out gear from Municipal Emergency Services in the approximate amount of \$9,300.00; and

WHEREAS, the source of the funds to purchase the three (3) sets of turn out gear from Municipal Emergency 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 three (3) sets of turn out gear.

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

Adopted this 30th day of April, 2024

Signed: _____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 24-04-11
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

WHEREAS, the Fire department has a need to purchase cradle point and accessories from Baycom in the approximate amount of \$1,645.00; and

WHEREAS, the source of the funds to purchase the cradle point and accessories from Baycom will be the Fire Fund 2192-220-430-0000 (Small Tools); and

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the purchase of a cradle point and accessories from Baycom in the approximate amount of \$1,645.00.

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

Adopted this 30th day of April, 2024

Signed: _____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 24-04-12
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

WHEREAS, the Fire department has a need to purchase a panasonic tough pad FZ-G2 with accessories for the EMS/Fire Department from Baycom in the approximate amount of \$4,334.00; and

WHEREAS, the source of the funds to purchase the panasoic tough pad FZ-G2 with accessories will be the EMS Fund 2191-230-430-0000 (Small Tools) and Fire Fund 2192-220-430-0000 (Small Tools) in the amount of \$2,167.00 each; and

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the purchase of the panasonic tough pad FZ-G2 with accessories in the amount of \$4,334.00 from Baycom.

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

Adopted this 30th day of April, 2024

Signed: _____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 24-04-13
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION AUTHORIZING THE PAY INCREASE
FOR COMPLETION AND PASSING OF FIREFIGHTER II
FOR BOBBY GRANT**

WHEREAS, Bobby Grant has completed and passed his firefighter II certification; and

WHEREAS, Bobby Grant should receive a pay increase for Firefighter II/Paramedic to \$23.00 per hour for the completion and passing of his firefighter II certification; and

WHEREAS, Bobby Grant's pay rate will increase to \$23.00 per hour effective as of April 20, 2024; 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 \$23.00 per hour effective March 23, 2024.

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

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

Resolution adopted this 30th day of April, 2024.

THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES

Attest: _____ Chief Fiscal Officer

**RESOLUTION 24-04-14
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

WHEREAS, the Board of Trustees of Turtlecreek Township, Warren County, Ohio have a need to adopt an organizational chart for the township; and

WHEREAS, the Board of Trustees of Turtlecreek Township, Warren County, Ohio would recommend the adoption of the attached organizational chart (Attachment "A"); and

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the organizational chart for Turtlecreek Township as defined in Attachment "A".

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

Adopted this 30th day of April, 2024

Signed: _____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

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

Resolution Number: 24-04-15

Date of Resolution: April 30, 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. VanDeGrift. Upon call of the roll, the following vote resulted:

Mr. VanDeGrift	YEA
Mr. Jones	YEA

Resolution adopted this 30th day of April, 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: _____

**AMENDED PERMANENT
24-04-16
TOWNSHIP ANNUAL APPROPRIATION
RESOLUTION**

The **Board of Trustees** of TURTLECREEK TOWNSHIP, in WARREN COUNTY, OHIO met in REGULAR session on the 30th day of April, 2024, at the TOWNSHIP MEETING HALL with the following members present:

JIM VANDEGRIFT

DANIEL 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**,

2024, 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. Jones seconded the **Resolution** and the

roll being called upon its adoption the vote resulted as follows:

MR. JIM VANDEGRIFT "YEA"

MR. DANIEL JONES "YEA"

Adopted April 30, 2024

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 Revised 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 30th day of April, 2024.

Township Fiscal Officer

**ANNUAL APPROPRIATION
REVISED PERMANENT
RESOLUTION
BOARD OF TOWNSHIP TRUSTEES**

Turtlecreek Township,

Warren County, Ohio.

Passed April 30, 2024

For the Fiscal Year Ending
December 31st, 2024

Filed _____, 20____

County Auditor

By _____
Deputy

**RESOLUTION 24-04-17
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

RESOLUTION TO CONTRACT FOR SERVICES WITH S3D

WHEREAS, the Board of Trustees of Turtlecreek Township, Warren County, Ohio had engaged S3D to provide services on the implementation of the Organizational Assessment; and

WHEREAS, the cost of the services will be \$300.00 per week with an additional hourly rate of \$75.00 per hour; and

WHEREAS, the source of the funds will be the Fire Fund 2192 (2192-220-360-0000 Contracted Services); and

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the contracted service of providing assistance with the implementation of the Organizational Assessment for the Fire Department with S3D at the weekly rate of \$300.00 and additional hourly rate of \$75.00.

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

Adopted this 30th day of April, 2024

Signed: _____ “YEA”

_____ “YEA”

Attest: _____ Chief Fiscal Officer

**RESOLUTION 24-04-18
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION TO CONTRACT WITH S3D
TO MANAGE THE HIRING PROCESS OF AN ASSISTANT CHIEF**

WHEREAS, the Board of Trustees of Turtlecreek Township, Warren County, Ohio had engaged S3D to manage the hiring process of an Assistant Chief; and

WHEREAS, the cost of the service will be \$7,500.00; and

WHEREAS, the source of the funds will be the Fire Fund 2193 (2193-290-360-0000 Contracted Services); and

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the contracted service to manage the hiring process of an Assistant Chief at the cost of \$7,500.00.

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

Adopted this 30th day of April, 2024

Signed: _____ “YEA”

_____ “YEA”

Attest: _____ Chief Fiscal Officer

**RESOLUTION 24-04-19
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION WHEREAS THE BOARD OF TRUSTEES
OF TURTLECREEK TOWNSHIP HAVE ADOPTED AN UPDATED JOB
DESCRIPTION FOR THE ASSISTANT FIRE CHIEF POSITION**

WHEREAS, the Board of Trustees of Turtlecreek Township, Warren County, Ohio have determined to update the Assistant Fire Chief's job description; and

WHEREAS, the Board of Trustees of Turtlecreek Township have adopted the updated job description for this position within the Fire Department effective April 30, 2024; and

THEREFORE, by motion of Mr. Jones and seconded by Mr. VanDeGrift the above resolution to adopt the updated job description for the Assistant Fire Chief has been approved. All voiced a "YEA" vote and the resolution passed.

Adopted this 30th day April, 2024

Signed: _____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

End of minutes.