

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

JANUARY 28

25

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on January 28, 2025 at 8:00 a.m. with the following persons:

TRUSTEES: Jonathan Sams and Dan Jones (arrived at 8:19)

FISCAL OFFICER: Amanda Childers

GUEST: Tammy Bogs, Chip Rielage, Kenny Hickey, Brad Edrington, Jen Patterson, Nick Roemer and Carson Roemer.

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

The minutes of the Special meeting held on January 22, 2025 were received by the Trustees prior to the meeting for review. Since there were no additions or corrections, Mr. Sams moved for acceptance, seconded by Mr. Jones. All were in favor and the minutes were approved as written.

Department Reports:

Fire/EMS:

Chip Rielage, Assistant Fire Chief, informed the Board that Robert Edmonds who was recently hired as Battalion Chief, has a sick leave balance of 87.5 hours accumulated with Deerfield Township. Chief Rielage requested that the sick leave balance be transferred and available to be used during Robert Edmonds time as employee with Turtlecreek Township but is not eligible for payout. Mr. Sams made a motion, seconded by Mr. Jones to approve the sick leave balance transfer as stated above. All present voiced a "YEA" vote and the motion passed with **Resolution 25-01-18**. (A copy of the Resolution is included in the minutes.)

Chief Rielage informed the Board that a position for Full-Time Fire/EMS Captain has been posted and both he and Chief Jameson have recommended Corey Gerdeman to fill the position effective January 28, 2025 at the rate of \$26.75 per hour. Mr. Sams made a motion, seconded by Mr. Jones to approve hiring Corey Gerdeman for Full-Time Fire/EMS Captain effective January 28, 2025 at the rate of \$26.75 per hour. All present voiced a "YEA" vote and the motion was passed with **Resolution 25-01-19**. (A copy of the resolution will be included in the minutes.)

Road and Bridge:

Kenny Hickey, Road and Maintenance Supervisor, stated the township received the 2025 Township Highway System Mileage Certification from the Ohio Department of Transportation. The current mileage for the township is 6.524. All three of the Trustees need to approve and sign the document and return it to the Warren County Engineer's Office. Mr. Sams made a motion, seconded by Mr. Jones to approve the Mileage Certification. All present voiced a "YEA" vote and the motion was passed.

Kenny Hickey, Road/Maintenance Supervisor, informed the board the Warren County Engineer's office has requested an agreement regarding participation in the Warren County 2025 Resurfacing (or Striping or Chip Seal) Project. The preliminary cost estimate is \$379,000.00. Roads for resurfacing will be Liberty Keuter Road (between Oregonia and Hatfield) and Fiesta Drive. Chip seal will be Harbor Drive, Alberton Place, Heritage Run Dr., Sharon View Court, Pence Ridge Court, Windrift Court and Point View Court. The approximate cost including the culvert replacement on Glosser Road is \$603,263.22. Mr. Sams made a motion, seconded by Mr. Jones, to approve participation in Warren County Engineer's Annual Resurfacing Project for 2025 as stated above. All present voiced a "YEA" vote and the motion was passed with **Resolution 25-01-20**. (A copy of the resolution is included in the minutes).

Mr. Jones asked about the homeowner concern of Steve Flint regarding a creek washout. Mr. Hickey stated that the creek is not in the Township right of way.

Administration:

Tammy Boggs, Administrator, requested approval to renew the Emergency Services Accident and Health Policy in the amount of \$5,802.00, payable to Burnham and Flower Insurance and requested authority for Mrs. Boggs to sign the renewal application from Acrisure Insurance (formerly known as Burnham and Flower Insurance Group). Mr. Sams made a motion, seconded by Mr. Jones to

approve the resolution as stated above. All present voiced a “YEA” vote and the motion was passed with **Resolution 25-01-21**. (A copy of the resolution will be included in the minutes.)

Mrs. Boggs requested a resolution to approve hiring Jennifer Patterson as a part-time Economic Development Director at the rate of \$48 per hour for 20 hours per week. Mr. Sams made a motion, seconded by Mr. Jones to approve hiring Mrs. Patterson as stated above. All present voiced a “YEA” vote and the motion passed with **Resolution 25-01-22**. (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 \$3,520.53. The purchases are \$1,372.24 from Amazon, \$226.79 from Home Depot, \$164.00 from TinsTeam, \$49.99 from Rural King, \$96.99 from Kroger, \$9.99 from CrashPlan, \$765.72 from Active 911, \$37.70 from Tax1099, \$607.50 from Real Truck, \$93.94 from Kelly’s, \$71.71 from Domino’s Pizza and \$23.96 from Lowe’s. Mr. Sams made a motion, seconded by Mr. Jones, to subsequently approve the expenditures in the cumulative amount of \$3,520.53. All present voiced a “YEA” vote and the motion passed with **Resolution 25-01-23**. (A copy of the Resolution is included in the minutes.)

Mrs. Boggs informed the Board that she received a notice from Warren County Board of Zoning Appeals of a variance request for Jared Wilson regarding his property at 1469 S State Route 123. The variance would allow the accessory structure to be 15 feet from the right-of-way instead of the required 150 feet; additionally, asking for the accessory structure to exceed the allowable size by 800 square feet. The Board was not in favor of the variance request and asked Mrs. Boggs to convey this to the Board of Zoning Appeals. (A letter will be sent to Warren County Board of Zoning Appeals stating this information.)

General Reports:

CORRESPONDENCE:

IN:

- Notice from Warren County Board of Zoning Appeals of a variance request for Jared Wilson, 1469 S. St. Rt. 123, Lebanon, Ohio.
- Email from Ms. Osterman regarding parking on Cold Springs Road.
- Email regarding handicapped access for the cluster mailboxes at Shaker Run.
- Email from Drees Homes regarding posting no parking signs.
- Email from Paycom regarding JEDD taxes.
- Warren County Health District 3rd quarter report.
- Email from Ms. Keller regarding concept plan.

OUT:

- Email to Ms. Osterman regarding parking on Cold Springs Road.
- Email regarding handicapped access for the cluster mailboxes at Shaker Run.
- Email to Paycom regarding JEDD taxes.
- Letter to Butler Tech regarding paramedic class for employee.
- EMS billing to LECI.
- EMS billing to Wci.
- Letter to Warren County Regional Planning regarding Wood View Plat turnarounds.
- Email to Ms. Keller regarding concept plan

Fiscal Officer Reports:

The Fiscal Officer presented the bills, which were due, and the following checks were approved and signed. Check Nos. 36295 through 36336 and Vouchers 47-2025 through 116-2025. (Listing to follow)

The Fiscal Office reported the following income from:

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
1/14/25	1/23/25	26-2025	BUREAU OF WORKERS COMPENSATION	1000-892-0000	\$1,280.54	2025 EARLY PAYMENT DISCOUNT
					\$1,280.54	
1/13/25	1/23/25	24-2025	DEVOTED HEALTH PLAN	2191-299-0000	\$352.45	LIFE SQUAD SERVICES
1/13/25	1/23/25	25-2025	DEVOTED HEALTH PLANS	2191-299-0000	\$291.73	LIFE SQUAD SERVICES
1/15/25	1/23/25	27-2025	PERENNIAL ADVANTAGE INC	2191-299-0000	\$230.40	LIFE SQUAD SERVICES
1/16/25	1/23/25	28-2025	TRICARE PAYMENT	2191-299-0000	\$515.26	LIFE SQUAD SERVICES
1/13/25	1/23/25	29-2025	AETNA	2191-299-0000	\$224.88	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/13/25	1/23/25	30-2025	ANTHEM BLUE	2191-299-0000	\$370.58	LIFE SQUAD SERVICES (DIRECT DEPOSIT)

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
1/13/25	1/23/25	31-2025	AARP SUPPLEMENTAL	2191-299-0000	\$503.26	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/13/25	1/23/25	32-2025	MT CARMEL HEALTH PLAN	2191-299-0000	\$546.53	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/13/25	1/23/25	33-2025	HUMANA	2191-299-0000	\$634.14	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/13/25	1/23/25	34-2025	CGS	2191-299-0000	\$1,263.01	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/14/25	1/23/25	35-2025	HUMANA	2191-299-0000	\$223.52	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/15/25	1/23/25	36-2025	HUMANA	2191-299-0000	\$252.53	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/15/25	1/23/25	37-2025	AETNA	2191-299-0000	\$1,405.84	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/16/25	1/23/25	38-2025	US TREASURY DEPT OF VA	2191-299-0000	\$116.90	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/16/25	1/23/25	39-2025	ANTHEM BLUE	2191-299-0000	\$472.22	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/17/25	1/23/25	40-2025	AARP SUPPLEMENTAL	2191-299-0000	\$214.59	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/21/25	1/23/25	41-2025	UNITED HEALTHCARE	2191-299-0000	\$282.68	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/21/25	1/23/25	42-2025	ANTHEM BLUE	2191-299-0000	\$399.15	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/21/25	1/23/25	43-2025	CGS	2191-299-0000	\$1,761.88	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/22/25	1/23/25	44-2025	ANTHEM BLUE	2191-299-0000	\$101.44	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/22/25	1/23/25	45-2025	UNITED HEALTHCARE	2191-299-0000	\$469.92	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/22/25	1/23/25	46-2025	CGS	2191-299-0000	\$869.92	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/23/25	1/27/25	47-2025	AETNA	2191-299-0000	\$123.44	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/23/25	1/27/25	48-2025	AARP SUPPLEMENTAL	2191-299-0000	\$657.70	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/24/25	1/27/25	49-2025	HNB-ECHO	2191-299-0000	\$610.06	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/24/25	1/27/25	50-2025	UNITED HEALTHCARE	2191-299-0000	\$851.25	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
1/27/25	1/27/25	51-2025	ANTHEM BLUE	2191-299-0000	\$723.20	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
					\$14,468.48	

Other Business:

None.

Visitor Concerns:

Carson and Nick Roemer attended the meeting as part of a requirement to apply for the Ohio Township Association Scholarship application. The Trustees and Fiscal officer signed a form verifying the applicant's attendance.

Trustee Reports:

There being no further business, Mr. Sams 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 February 10, 2025 at 7:00 P.M.

Signed: _____ Chairman of the Board

Attest: _____ Fiscal Officer

**RESOLUTION 25-01-18
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION AUTHORIZING THE TRANSFER OF
SICK LEAVE BALANCE FOR ROBERT EDMONDS**

WHEREAS, Robert Edmonds has been hired by Turtlecreek Township Fire and EMS effective January 20, 205 as a Battalion Chief; and

WHEREAS, Robert Edmonds has a sick leave balance of 87.50 hours accumulated with Deerfield Township; and

WHEREAS, Deerfield Township has issued a letter to Turtlecreek Township stating that the sick leave balance for Robert Edmonds is 87.50 hours; and

NOW THEREFORE, BE IT RESOLVED, by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the trustees approved the balance transfer of 87.50 hours of sick time for Robert Edmonds and that the balance is available to be used during Robert Edmonds' time of employee with Turtlecreek Township Fire and EMS but is not eligible for payout.

Mr. Sams 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. Sams "YEA"

Resolution adopted this 28th day of January, 2025.

**THE BOARD OF
TURTLECREEK TOWNSHIP TRUSTEES**

Attest: _____ Chief Fiscal Officer

**RESOLUTION 25-01-19
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION TO HIRE COREY GERDEMAN, EFFECTIVE JANUARY 28, 2025 AS A
FULL-TIME FIRE/EMS CAPTAIN**

WHEREAS, a position of "Full-Time Fire/EMS Captain has been created within the Turtlecreek Township Fire Department/Emergency Medical Service, and

WHEREAS, the Fire Chief of Turtlecreek Township Fire Department and Emergency Medical Service have recommended that Corey Gerdeman be hired as a Full-Time Fire/EMS Captain 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, that the Board of Trustees of Turtlecreek Township, Warren County, Ohio hereby approves the hiring of Corey Gerdeman for the position of Full-Time Fire/EMS Captain, effective January 28, 2025 at the rate of \$26.75 per hour.

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

Adopted this 28^h day of January, 2025

Signed: _____ "YEA"
_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 25-01-20
TURTLECREEKTOWNSHIP
WARREN COUNTY, OHIO**

Authorizing Participation with the Warren County Engineer's Office in the Warren County 2025 Resurfacing (or Striping or Chip Seal) Project and Approve a Future Purchase Order with the selected Contractor for an amount of approximately \$379,000.00

WHEREAS, Turtlecreek Township desires to participate in the Warren County 2025 Resurfacing (or Striping or Chip Seal) Project through the Warren County Engineer's Office in order to resurface (or stripe or Chip Seal) the designated Turtlecreek Township Roads; and

WHEREAS, the Warren County Engineer's Office meets all applicable State and local requirements through the bid process for Resurfacing (or Striping or Chip Seal); and

WHEREAS, in order to save money and expedite the bidding process, it benefits Turtlecreek Township to participate with the Warren County Engineer's Office for the 2025 Resurfacing (or Striping or Chip Seal) Project for the 2025 construction season; now

THEREFORE, BE IT RESOLVED, by Turtlecreek Township to participate with the Warren County Engineer's Office for Resurfacing (or Striping or Chip Seal) and payment for the designated Turtlecreek Township Roads as part of the Warren County 2025 Resurfacing (or Striping or Chip Seal) Project; and

FURTHER BE IT RESOLVED, that Turtlecreek Township approve a future Purchase Order with the selected Contractor for direct payment to the Contractor in an amount of approximately \$379,000.00, final amount to be determined at the time the contract is awarded.

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

Resolution adopted this 28th day of January, 2025.

TURTLECREEK TOWNSHIP

Chief Fiscal Officer

**RESOLUTION 25-01-21
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

WHEREAS, the renewal for the accident and health insurance policy for the Fire & EMS Department employees with Acrisure Insurance is due; and

WHEREAS, the cost of the renewal is \$5,802.00 and the source of the Funds will be the EMS Fund (2191-230-389-0000 Other – Insurance and Bonding) and the Fire Fund (2192-220-389-0000 Other – Insurance and Bonding); and

WHEREAS, the Board of Trustees of Turtlecreek Township, Warren County, Ohio authorize Tammy Boggs, Administrator to sign the renewal application; and

NOW THEREFORE, BE IT RESOLVED, by the Board of Trustees of Turtlecreek Township, Warren County, Ohio that they approve the renewal in the amount of \$5,802.00 and authorize Tammy Boggs to sign the renewal application.

Mr. Sams 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. Sams	YEA

Adopted this 28th day of January, 2025

Signed: _____ " YEA"

_____ " YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 25-01-22
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION TO HIRE JENNIFER PATTERSON
EFFECTIVE JANUARY 16, 2025
AS A PART -TIME ECONOMIC DEVELOPMENT DIRECTOR
TO WORK 20 HOURS PER WEEK**

WHEREAS, the township has a need for a part-time Economic Development Director to work 20 hours per week; and

WHEREAS, the trustees have determined that Jennifer Patterson will fill this positions effective January 16, 2025; and

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of Turtlecreek Township, Warren County, Ohio hereby approves the hiring of Jennifer Patterson for the position of Part-Time Economic Development Director and to work 20 hours per week effective January 16,2025 at the rate of \$48.00 per hour.

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

Adopted this 28th day of January, 2025

Signed: _____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

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

Resolution Number: 25-01-23

Date of Resolution: January 13, 2025

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

Mr. Jones	YEA
Mr. Sams	YEA

Resolution adopted this 28th day of January, 2025.

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.