

## TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

JUNE 24

25

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on June 24, 2025 at 8:00 a.m. with the following persons:

TRUSTEES: Dan Jones, Jonathan Sams and Spencer Cropper

FISCAL OFFICER: Amanda Childers

GUEST: Tammy Boggs, Jon Paul Campbell, Kenny Hickey, Brad Edrington, Jen Patterson and Andrew Boudinot.

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

The minutes of the meeting held on June 9, 2025 were received by the Trustees prior to the meeting for review. Since there were no additions or corrections, Mr. Cropper moved for acceptance, seconded by Mr. Sams. All were in favor and the minutes were approved as written.

Promptly at 8:01 a.m. the annual budget hearing was held. The Trustees received the budget proposal prior to the meeting for review. After a brief discussion, at 8:21 a.m. the annual budget hearing was closed upon the motion of Mr. Sams, seconded by Mr. Cropper, all voiced a "YEA" vote and the budget hearing was closed and returned to the regular scheduled meeting of the township board of trustees.

Mr. Sams moved for the acceptance and forwarding the proposal to the county auditor, and was seconded by Mr. Cropper. All present voiced a "YEA" vote and the motion was passed with **Resolution 25-06-08** (A copy of the resolution is included in the minutes).

Department Reports:

### Fire/EMS:

Jon Paul Campbell, Fire Chief, requested approval to place the 2009 Tahoe on GovDeals with a minimum bid of \$5,000.00. Mr. Sams made a motion, seconded by Mr. Cropper to approve placing the 2009 Tahoe on GovDeals with the minimum bid of \$5,000.00. All present voiced a "YEA" vote and the motion was passed.

### Road and Bridge:

Kenny Hickey, Road and Maintenance Supervisor, requested approval for the township to participate in membership with The Ohio Purchasing Council of Governments which will provide the ability to purchase equipment, material, supplies, or services which exempts the township from any competitive selection requirements otherwise required by law. Additionally, Mr. Hickey requested that Tammy Boggs, Administrator, be approved to complete membership paperwork to participate in the Ohio Purchasing Council of Governments. Mr. Sams made a motion, seconded by Mr. Cropper to approve the Township to participate in the Ohio Purchasing Council of Governments and to approve Tammy Boggs, Administrator to complete and sign the membership paperwork. All present voiced a "YEA" vote and the motion passed with **Resolution 25-06-09**. (A copy of the Resolution is included in the minutes.)

Mr. Hickey brought forth a discussion regarding the administration building roof replacement. The cost is \$466,665.00 and includes a 30-year warranty. Mr. Hickey informed the board that the 30-year warranty includes labor, a thicker membrane and includes walkways. The Warranty is provided by the manufacturer and labor by the installation company Prodigy Building Solutions. Prodigy Building Solutions is a participant of the Ohio Purchasing Council of Governments and does not require a bid process to be completed. Mr. Cropper made a motion, seconded by Mr. Sams to approve the replacement of the township administration building roof at the cost of \$466,665.00. All present voiced a "YEA" vote and the motion passed with **Resolution 25-06-10**. (A copy of the Resolution is included in the minutes.)

Mr. Hickey brought forth a discussion regarding the replacement of the last 3 HVAC units at a cost of \$47,937.00. Prodigy Building Solutions is a participant of the Ohio Purchasing Council of Governments. Mr. Cropper made a motion, seconded by Mr. Sams to approve the replacement of 3 HVAC unions at a cost of \$47,937.00 by Prodigy Building Solutions. All present voiced a "YEA" vote and the motion passed with **Resolution 25-06-11**. (A copy of the Resolution is included in the minutes.)

### Economic Development:

Jennifer Patterson, Township Economic Development Director, brought forth a follow up discussion on the communication pillars for the township. Mrs. Patterson spoke about the Township's heritage, integrity and partnerships, while Mr. Sams spoke about vitality, positive development and quality business and social sustainability.

Mrs. Patterson provided the recent training feedback data and informed the Board that future employee and public officials training would be on the topics of Social Media, Public Records and Ethics.

Mrs. Patterson informed the Board that the Warren County Park District has contacted the Township to gauge our interest in participating in a study with potential options for bike and pedestrian trail connections to link Springboro, Lebanon and Mason and the areas in between. There is also a request for a monetary contribution. Mr. Sams stated that we already did a plan but was open to it being updated. Although Mr. Sams is happy to participate, he would want to see realistic goals. Additionally, he would expect developers to be needed to provide infrastructure of the trails. Mr. Cropper stated that he would want to see a plan before investing Township funds.

Mrs. Patterson informed the Board that the light on State Route 63 installed in front of Encore Park has not been activated and she will continue to work with the County regarding this matter.

#### **Administration:**

Tammy Boggs, Township Administrator, informed the Board that there is a property on Natalie Lane with high weeds. The homeowner is deceased and she will send a certified letter to the estate. She will follow up at next meeting on the status.

Mrs. Boggs asked the Board if they have interest in attending the Warren County fly in to Washington DC September 29-October 1. The expenses would include airfare and three nights in a hotel. Mr. Jones and Mr. Cropper wish to participate to promote issues important to Turtlecreek Township during meetings with lawmakers including representatives from Federal and State levels.

Mr. Boggs, requested ratification for expenditures authorized by Township Administrator or Township Officer or Employee authorized by Township Administrator in the cumulative amount of \$313.51. The purchases are \$ 66.69 from Broadway Barrel House, \$9.99 from CrashPlan, \$21.98 from Sam's Club, \$141.58 from Kroger and \$73.27 from LaRosa's. Mr. Cropper made a motion, seconded by Mr. Sams, to subsequently approve the expenditures in the cumulative amount of \$313.51. All present voiced a "YEA" vote and the motion passed with **Resolution 25-06-12**. (A copy of the Resolution will be included in the minutes.)

Mrs. Boggs asked the Board if they would like to participate in the Overdose Awareness Month in August and shine a purple light in support. The Trustees voiced their support and requested that a purple light shine on all 3 stations the last week of August.

Mrs. Boggs asked the Board if they would like to contribute to SAFE on Main as a table Sponsor. After some discussion Mr. Cropper made a motion, seconded by Mr. Sams to approve sponsorship in the amount of \$500.00 to SAFE on Main. All present voiced a "YEA" vote and the motion passed with **Resolution 25-06-13**. (A copy of the Resolution will be included in the minutes.)

Brad Edrington, Administrative Assistant, was asked to discuss upgrade of emails for the township. Mr. Edrington stated that we must switch to something new. He recommends continuing with our current provided VC3 to convert all email addresses to the new platform Office 365 at a one-time cost of \$7,854.79 with a new monthly fee amount of \$460.00 based on the current number of emails. Mr. Cropper made a motion, seconded by Mr. Sams, to approve the resolutions as stated above. All present voiced a "YEA" vote and the motion passed with **Resolution 25-06-14**. (A copy of the Resolution will be included in the minutes.)

Mrs. Boggs brought for a discussion regarding the sports field with the City of Lebanon. Mrs. Boggs received an email from Scott Brunka, Lebanon City Manager asking for funding for the City of Lebanon Parks or else he will start charging Township residents more to participate or perhaps give discounts to non-township residents. Mr. Sams will contact Mr. Brunka regarding this matter.

Mrs. Boggs gave an update regarding Glosser Road and the emergency lane access being considered. The cost to resurface the access road would be approximately \$60,000.00 more than the current plan. The Board decided this was not a feasible expense for the Township to expend as an alternate solution for the round about construction lane needed at Route 42 and Glosser Road.

It is expected that the City of Lebanon will now continue their plan to acquire access through the Philippo property on the corner of Route 42 and Glosser Road.

General Reports:

IN:

- Email from Ms. Watterson regarding a complaint for honeysuckle encroaching on the roadway.
- Email from Wieland Builders regarding income tax requirements.
- Email from Mr. Reed with a concern regarding the potholes on Hendrickson Road.
- Email from Civic IQ Inc for a public records request for POs from 1/1/22.
- Email from Mr. Johnson regarding job openings within the Fire Department.
- Email from Mr. Rohling regarding fire lane signs in Shaker Run.
- Email from Ms. Wilson regarding assessments for 2773 N. State Route 48.
- Email from Mr. Meeks regarding mowing the honeysuckle at 124 S. Waynesville Road.
- Letter from Warren County Park District with their annual report.

OUT:

- Email to Ms. Watterson that her complaint has been forwarded to the county engineer’s office.
- Email to Wieland Builders regarding income tax requirements.
- Email to Mr. Reed that the county engineer’s office has been contacted regarding his concern.
- Email to Civic IQ Inc. for a public records request for POs from 1/1/22.
- Email to Mr. Johnson regarding job openings within the Fire Department.
- Email to Mr. Rohling regarding fire lane signs in Shaker Run.
- Email to Ms. Wilson regarding assessments for 2273 N. State Route 48.
- Letter to Warren County Board of Zoning Appeals regarding variance case #2025-104 Fornshell.
- Letter to Mr. Smith regarding job offer.

Fiscal Officer Reports:

Amanda Childers, Fiscal Officer, requested a line-item transfer within the General Fund 1000 (1000-930-930-0000 Contingencies to 1000-760-730-0000 Improvement of Sites) in the amount of \$55,000.00 for needed expenses. Mr. Cropper made a motion, seconded by Mr. Sams to approve the line-item transfer as stated above. All present voiced a “YEA” vote and the motion passed with **Resolution 25-06-15**. (A copy of the Resolution will be included in the minutes.)

The Fiscal Officer presented the bills, which were due, and the following checks were approved and signed. Check Nos. 36667 through 36687 and Vouchers 734-2025 through 794-2025. (Listing to follow)

The Fiscal Office reported the following income from:

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
6/13/25	6/20/25	619-2025	STATE OF OHIO	1000-539-0000	\$3,495.95	ADDITIONAL TAX ON PARI-MUTUAL WAGERING MIAMI VALLEY GAMING RACETRACK PERMIT 1-1-25 TO 4-20-25 (DIRECT DEPOSIT)
6/11/25	6/20/25	620-2025	WARREN COUNTY AUDITOR, MATT NOLAN	1000-599-0000	\$22,479.75	2025 REAL ESTATE ASSESSMENT FEE REFUND (DIRECT DEPOSIT)
6/9/25	6/20/25	622-2025	WARREN COUNTY AUDITOR, MATT NOLAN	2031-892-0000	\$12.00	JURY DUTY PAY R RETALLICK
6/10/25	6/20/25	624-2025	COMMUNITY AUTHORITY OF UNION VILLAGE	1000-591-0037	\$15,472.56	1ST HALF TY 2024 LOST REVENUE
6/13/25	6/20/25	625-2025	DREES HOMES	2031-892-0000	\$1,860.00	2024-2025 SNOW PLOW CHARGES
6/17/25	6/20/25	627-2025	RIVER METALS RECYCLING	2031-892-0000	\$69.30	ROAD DEPT SALE OF SCRAP METAL
6/9/25	6/20/25	606-2025	AETNA	2191-299-0000	\$235.33	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/9/25	6/20/25	607-2025	US TREASURY DEPT OF VA	2191-299-0000	\$300.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/9/25	6/20/25	608-2025	ANTHEM BLUE	2191-299-0000	\$1,138.22	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/9/25	6/20/25	609-2025	CGS	2191-299-0000	\$4,917.69	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/10/25	6/20/25	610-2025	HNB-ECHO	2191-299-0000	\$93.77	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/10/25	6/20/25	611-2025	ANTHEM BLUE	2191-299-0000	\$136.54	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/10/25	6/20/25	612-2025	CGS	2191-299-0000	\$477.10	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/10/25	6/20/25	613-2025	UNITED HEALTHCARE	2191-299-0000	\$481.17	LIFE SQUAD SERVICES (DIRECT DEPOSIT)

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
6/11/25	6/20/25	614-2025	AARP SUPPLEMENTAL	2191-299-0000	\$149.53	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/11/25	6/20/25	615-2025	HNB-ECHO	2191-299-0000	\$309.95	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/12/25	6/20/25	616-2025	HNB-ECHO	2191-299-0000	\$457.53	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/13/25	6/20/25	617-2025	AARP SUPPLEMENTAL	2191-299-0000	\$113.84	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/13/25	6/20/25	618-2025	UNITED HEALTHCARE	2191-299-0000	\$290.12	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/9/25	6/20/25	621-2025	TRICARE PAYMENT	2191-299-0000	\$676.54	LIFE SQUAD SERVICES
6/10/25	6/20/25	623-2025	J HORN	2191-299-0000	\$275.00	LIFE SQUAD SERVICES
6/17/25	6/20/25	626-2025	MIDDLETOWN WORKS UNION RETIREES	2191-299-0000	\$114.03	LIFE SQUAD SERVICES
6/16/25	6/20/25	628-2025	CGS	2191-299-0000	\$487.14	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/16/25	6/20/25	629-2025	AETNA	2191-299-0000	\$1,021.52	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/16/25	6/20/25	630-2025	ANTHEM BLUE	2191-299-0000	\$1,035.47	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/17/25	6/20/25	631-2025	AARP SUPPLEMENTAL	2191-299-0000	\$119.88	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/17/25	6/20/25	632-2025	BUCKEYE COMMUNITY	2191-299-0000	\$304.90	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/17/25	6/20/25	633-2025	CGS	2191-299-0000	\$2,246.45	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/18/25	6/20/25	634-2025	AETNA	2191-299-0000	\$159.82	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/18/25	6/20/25	635-2025	HUMANA	2191-299-0000	\$331.61	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/18/25	6/20/25	636-2025	HNB-ECHO	2191-299-0000	\$413.62	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/18/25	6/20/25	637-2025	HNB-ECHO	2191-299-0000	\$614.55	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/18/25	6/20/25	638-2025	CGS	2191-299-0000	\$855.57	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
					\$17,756.89	

Other Business:

None.

Visitor Concerns:

None.

Trustee Reports:

A motion was made by Mr. Sams that the Board of Trustees adjourns into executive session to discuss Administrative Employment pursuant to ORC 121.22 (G) (1) at 9:08 a.m. The motion was seconded by Mr. Cropper and upon call of roll call, Mr. Jones “YEA”, Mr. Sams “YEA” and Mr. Cropper “YEA” the executive session was entered.

By motion of Mr. Cropper 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. Jones “YEA”, Mr. Sams “YEA” and Mr. Cropper “YEA” the Board returned to regular session at 10:18 a.m.

The Board had a discussion regarding the pay increase and job title change for Jennifer Patterson effective June 28, 2025. Mrs. Patterson will change to Assistant Township Administrator/Economic Development Director and will see a pay increase to \$50.48 per hour for 20 hours per week. Mr. Sams made a motion, seconded by Mr. Cropper to approve the Resolution as stated above. All present voiced a “YEA” vote and the motion passed with **Resolution 25-06-16**. (A copy of the Resolution will be included in the minutes.)

There being no further business, Mr. Cropper 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 July 14, 2025 at 7:00 P.M.

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

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

RESOLUTION 25-06-08  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO

**BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall accept the budget proposal as submitted and forward the documents to the Warren County Budget Commission for review. Resolution

was initiated by Mr. Sams and seconded by Mr. Cropper. All voiced a “YEA” vote and the resolution passed.

Adopted this 24<sup>th</sup> day of June, 2025.

Signed: \_\_\_\_\_ “YEA”  
\_\_\_\_\_ “YEA”  
\_\_\_\_\_ “YEA”

Attest: \_\_\_\_\_ FISCAL OFFICER

**RESOLUTION 25-06-09  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**AUTHORIZNG MEMBERSHIP IN THE OHIO  
PURCHASING COUNCIL OF GOVERNMENTS**

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio which to participate as a member of The Ohio Purchasing Council of Governments; and

**WHEREAS**, ORC 9.48(B)(2) gives the township the authority to participate in a joint purchasing program operated by or through a national or state association of political subdivisions in which the purchasing political subdivision is eligible for membership.

**WHEREAS**, the township wishes to participate in membership with The Ohio Purchasing Council of Governments which will provide the ability to purchase equipment, material, supplies, or services, through participation in a membership with The Ohio Purchasing Council of Governments which exempts the township per ORC 9.48 (B)(1) or (2) from any competitive selection requirements otherwise required by law.

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio authorize Tammy Boggs, Administrator to complete the required membership documentation with The Ohio Purchasing Council of Governments; and

**THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they authorize the participation in membership with The Ohio Purchasing Council of Governments and Tammy Boggs, Administator to complete the membership requirements..

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

Mr. Jones	“YEA”
Mr. Cropper	“YEA”
Mr. Sams	“YEA”

Resolution adopted this 24<sup>th</sup> day of June, 2025

TURTLECREEK TOWNSHIP TRUSTEES

\_\_\_\_\_  
AMANDA K. CHILDERS  
FISCAL OFFICER

**RESOLUTION 25-06-10  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**WHEREAS**, the administration building has a need for a roof replacement for the entire building; and

**WHEREAS**, the cost of the roof replacement will be \$466,665.00 from Prodigy Building Solutions and

**WHEREAS**, the Prodigy Building Solutions is part of The Ohio Purchasing Council of Governments and does not require a bid process to be completed; and

**WHEREAS**, the source of the funds will be the General Fund 1000 (760-730-0000 Improvement of Sites); and

**THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the roof replacement for the administration building with Prodigy Building Solutions at the cost of \$466,665.00.

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

Adopted this 24<sup>th</sup> day of June, 2025

Signed:	_____	“YEA”
	_____	“YEA”
	_____	“YEA”
Attest:	_____	Chief Fiscal Officer

**RESOLUTION 25-06-11  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**WHEREAS**, the administration building has a need for three (3) HVAC units to be replaced; and

**WHEREAS**, the cost of the three (3) HVAC units replacement will be \$47,937.00 from Prodigy Building Solutions and

**WHEREAS**, the Prodigy Building Solutions is part of The Ohio Purchasing Council of Governments and does not require a bid process to be completed; and

**WHEREAS**, the source of the funds will be the General Fund 1000 (760-730-0000 Improvement of Sites); and

**THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the three (3) HVAC unit replacement units for the administration building with Prodigy Building Solutions at the cost of \$47,937.00.

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

Adopted this 24<sup>th</sup> day of June, 2025

Signed:	_____	“YEA”
	_____	“YEA”
	_____	“YEA”
Attest:	_____	Chief Fiscal Officer

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

Resolution Number: 25-06-12

Date of Resolution: June 24, 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. Cropper moved adoption of the foregoing Resolution, being seconded by Mr. Sams. Upon call of the roll, the following vote resulted:

Mr. Jones	YEA
Mr. Cropper	YEA
Mr. Sams	YEA

Resolution adopted this 24<sup>th</sup> day of June, 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: \_\_\_\_\_

**RESOLUTION 25-06-13  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio received notice from Safe on Main regarding their 2025 fundraising event; and

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio understands that Safe on Main provides a valuable service to our residents; and

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio wishes to support the fundraising event in the amount of \$500.00; and

**WHEREAS**, the source of the funds will be the General Fund 1000-(1000-110-591-0000 Contributions to Other Organizations); and

**THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the contribution to Safe on Main in the amount of \$500.00.

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

Adopted this 24<sup>th</sup> day of June, 2025

Signed: _____	” YEA”
_____	” YEA”
_____	” YEA”
Attest: _____	Chief Fiscal Officer

**RESOLUTION 25-06-14  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**



**RESOLUTION TO CONTRACT WITH VC3 TO CONVERT ALL  
TOWNSHIP EMAIL ADDRESSES TO A NEW PLATFORM, OFFICE 365**

**WHEREAS**, the township has been notified by VC3 that the township emails will no longer be supported under our current model; and

**WHEREAS**, the township email addresses will need to be moved to a new platform, Office 365; and

**WHEREAS**, the cost of the conversion will be a one time fee of \$7,854.79 and the source of the funds will be the General Fund 1000 (1000-110-360-0000 Contracted Services); and

**THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the one time fee of \$7,854.79 to convert all township emails to Office 365.

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

Adopted this 24<sup>th</sup> day of June, 2025

Signed: \_\_\_\_\_ “YEA”  
\_\_\_\_\_  
\_\_\_\_\_ “YEA”  
\_\_\_\_\_ “YEA”

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

**RESOLUTION 25-06-15  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio, have a need to transfer within the General Fund from Account 1000-930-930-0000 (Contingencies) to Account 1000-760-730-0000 (Improvement of Sites) an amount of \$55,000.00 for needed expenses.

**NOW THEREFORE BE IT RESOLVED**, to approve the line-item account transfer in the amount of \$55,000.00 within the General Fund.

Mr. Cropper 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 24<sup>th</sup> day of June, 2025

Signed: \_\_\_\_\_ “YEA”  
\_\_\_\_\_  
\_\_\_\_\_ “YEA”  
\_\_\_\_\_ “YEA”

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

**RESOLUTION 25-06-16  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION AUTHORIZING THE PAY INCREASE AND  
JOB TITLE CHANGE FOR JENNIFER PATTERSON  
EFFECTIVE JUNE 28, 2025**

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio have determined that Jennifer Patterson will have a job title change to Assistant Township Administrator/Economic Development Director and will receive an increase in pay for the position; and

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio determined that the pay will be \$50.48 per hour for 20 hours per week effective June 28, 2025; and

**NOW THEREFORE, BE IT RESOLVED**, by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the pay increase for Jennifer Patterson will be \$50.48 per hour effective June 28, 2025.

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

Adopted this 24<sup>th</sup> day of June, 2025.

Signed:	_____	“YEA”
	_____	“YEA”
	_____	“YEA”
Attest:	_____	Chief Fiscal Officer

End of Minutes.