

## TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

OCTOBER 8

25

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on October 8, 2025, at 7:00 P.M. with the following persons present:

TRUSTEES: Dan Jones, Spencer Cropper and Jonathan Sams.

FISCAL OFFICER: Amanda Childers

GUESTS: Tammy Boggs, Jon Paul Campbell, Brad Edrington, Kenny Hickey, Jen Patterson, Chrisbell Bednar, Timothy Kirby, Amberly Kirby, Lori Anderson, James Fries, Donna Watson, Chet Watson, Cynthia Green, Joe Merland and Mindy Moore.

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

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

The minutes of the Special meeting held on September 26, 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. Cropper. All were in favor and the Special meeting minutes were approved as written.

The minutes of the meeting held on September 30, 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.

The Fiscal Officer notified the Trustees that the financial reports for the previous month were available for their review. By motion of Mr. Sams and seconded by Mr. Cropper 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.

A group of 9 residents came to the meeting to discuss a cell tower that is planned for a property on South Nixon Camp Road. The spokesman for the group was Mike Kirby. Mr. Kirby stated that a cell tower company has contracted with his neighbor to allow a 250-foot cell tower to be installed in the middle of her backyard on a 13.5-acre lot. Speaking for himself and his neighbors, they are concerned for issues involving health safety effects from radiofrequency radiation, danger to the health of children in the nearby homes, health effects on those with compromised health issues and concern for decreased property values. Jonathan Sams, Trustee, spoke to the group stating that Warren County is the zoning authority for the Township and the group could voice their concerns to regional planning and the Warren County Commissioners. Mr. Sams stated that the Trustees will support their concerns but that they must be their own advocate. Mrs. Boggs believed that the lease and easement have already been recorded on the property. Mr. Cropper asked that the residents submit their complain in writing to the Township, Warren County Zoning and the Warren County Commissioners.

Department Reports:

**Fire/EMS:**

Jon Paul Campbell, Fire Chief, requested a resolution to amend the hire date for Brian Ruhl to October 31, 2025 as the Assistant Fire and EMS Chief. Mr. Ruhl's original start date was November 3, 2025. Mr. Sams made a motion, seconded by Mr. Cropper to approve amending the hire date for Brian Ruhl to October 31, 2025. All present voiced a "YEA" vote and the motion passed with **Resolution 25-10-01.** (A copy of the Resolution will be included in the minutes.)

Chief Campbell requested a resolution to amend the hire date for Darrin Wiseman to October 31, 2025 as a Battalion Chief. Mr. Wiseman's original start date was November 3, 2025. Mr. Sams made a motion, seconded by Mr. Cropper to approve amending the hire date for Darrin Wiseman to October 31, 2025. All present voiced a "YEA" vote and the motion passed with **Resolution 25-10-02.** (A copy of the Resolution will be included in the minutes.)

Chief Campbell requested approval to purchase 2 surface computers at a cost of \$4,077.00 from Strategic Sourcing Inc. Mr. Cropper made a motion, seconded by Mr. Sams to approve the purchase as stated above. All present voiced a "YEA" vote and the motion passed with **Resolution 25-10-03.** (A copy of the Resolution will be included in the minutes.)

Chief Campbell requested approval to purchase a lighting package for the Battalion Chief's vehicle at a cost of \$7,773.51 from KE Rose. All present voiced a "YEA" vote and the motion passed with **Resolution 25-10-04**. (A copy of the Resolution will be included in the minutes.)

Chief Campbell requested approval to provide graphics on the Battalion Chief's vehicle at a cost of \$1,120.40 from Avid Signs. Mr. Cropper made a motion, seconded by Mr. Sams to approve the purchase as stated above. All present voiced a "YEA" vote and the motion passed with **Resolution 25-10-05**. (A copy of the Resolution will be included in the minutes.)

Chief Campbell informed the Board that a renewal license for the Knox Box system is needed. The cost of the renewal license is \$1,298.00 from the Knox Box. Mr. Cropper made a motion, seconded by Mr. Sams to approve the renewal as stated above. All present voiced a "YEA" vote and the motion passed with **Resolution 25-10-06**. (A copy of the Resolution will be included in the minutes.)

Chief Campbell reviewed the Fire/EMS Monthly Report with the Board.

#### **Road and Bridge:**

Kenny Hickey, Road and Maintenance Supervisor, informed the Board that he received approval to install Township gateway signage from ODOT and he hopes to have the signs in place by the end of the year. ODOT must approve road signs on state roads inside the township.

Mr. Hickey informed the Board that James Diss is due an annual pay increase. His pay will increase to \$29.85 per hour effective October 4, 2025. Mr. Cropper made a motion, seconded by Mr. Sams to approve the pay increase for Mr. Diss to \$29.85 effective October 4, 2025. All present voiced a "YEA" vote and the motion passed with **Resolution 25-10-07**. (A copy of the resolution will be included in the minutes.)

Mr. Hickey informed the Board that Zachary Zeckser will receive a pay increase to establish his annual review cycle. Mr. Zeckser's pay will increase to \$28.14 per hour effective December 13, 2025. Mr. Sams made a motion, seconded by Mr. Cropper to approve the pay increase for Mr. Zeckser to \$28.14 effective December 13, 2025. All present voiced a "YEA" vote and the motion passed with **Resolution 25-10-08**. (A copy of the resolution will be included in the minutes.)

Mr. Hickey informed the Board that he has completed his township road rating and will present the data to the Board at a later date for use with road resurfacing in 2026.

Mr. Hickey informed the Board that they are running cameras in Stonewall subdivision storm drains. Dave Mick from the Engineer's office is spearheading this part of the project with stormwater funding. Mr. Hickey noted that he has documented what is needed on the sidewalks and curbs. Warren County Engineers will determine what is needed for this major repair project.

#### **Economic Development/HR**

Jennifer Patterson, Township Economic Development Director/ Assistant Township Administrator, gave the Board an update on the Warren County Transportation Plan. Mrs. Patterson expects there will be 2 phases with the 1<sup>st</sup> modeling by OKI and MVRPC. The second phase will be our local road systems. Mrs. Patterson feels the Warren County Engineer's office will be looking to ensure the local roads get the attention needed. Mrs. Patterson will meet with potential consultants wanting preliminary information.

Mrs. Patterson spoke about the Warren County DC Fly-In she attended and thanked the Board for supporting her attendance. The program was Monday through Wednesday but was cut short by the government shut down on Wednesday. Mr. Cropper also attended and he expressed his thanks for being able to attend and felt it was worthwhile. Colonel Mark Tillman was one of the speakers, as he was the pilot and commander of Air Force One on 9/11. Mr. Cropper found his story and speech captivating. This was Mr. Cropper's first time at the fly in and he spoke about the great networking with 88-90 people in attendance from both the public and private sectors of Warren County. The Speakers included Senator Jon Husted, Congressman Greg Landsman, Col. Mark Tillman and Senator Bernie Moreno.

Mrs. Patterson gave an update regarding Core5 site 2 PUD. Due to potential buyers needs, 1 large building would need to be split into 2 buildings. All involved are trying to figure out a solution as to the best way to handle this issue.

Mrs. Patterson brought forth a discussion regarding the External Communications Policy for Turtlecreek Township and asked for approval for this policy and it's use for social media and newsletters. Mr. Sams made a motion, seconded by Mr. Cropper to approve the External Communications Policy for Turtlecreek Township. All present voiced a "YEA" vote and the motion passed with **Resolution 25-10-09**. (A copy of the resolution will be included in the minutes.)

Mrs. Patterson brought forth a discussion regarding the Turtlecreek Township Branding Policy. This clarifies use of logos consistent between departments. Chief Campbell is still working on the fire vehicle logos and Mrs. Patterson asked for a resolution adopting the Branding Policy for Turtlecreek Township with an additional appendix for the fire vehicles once completed. Mr. Cropper 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 25-10-10**. (A copy of the resolution will be included in the minutes.)

#### **Administration:**

Mrs. Boggs requested a resolution to authorize Dan Jones to sign the agreement between Turtlecreek Township and Warren County Soil & Water Conservation District for the co-permittee for 2026 for the MS4 permit. 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 was passed with **Resolution 25-10-11**. (A copy of the resolution will be included in the minutes.)

Mrs. Boggs brought forth a discussion regarding the annexation with the City of Mason for property in both Turtlecreek Township and Union Township. Mrs. Boggs will update the Board when more information is available.

Mrs. Boggs requested ratification for expenditures authorized by Township Administrator or Township Officer or Employee authorized by Township Administrator in the cumulative amount of \$3,138.65. The purchases are \$1,964.35 from Sofitel Hotel, \$280.77 from Zoro, \$214.52 from Uber, \$75.00 from American Airlines, \$17.17 from Starbucks, \$69.00 from CVG, \$271.62 from The Home Depot and \$245.22 from Lowes. Mr. Sams made a motion, seconded by Mr. Cropper, to subsequently approve the expenditures in the cumulative amount of \$3,138.65. All present voiced a "YEA" vote and the motion passed with **Resolution 25-10-12**. (A copy of the Resolution will be included in the minutes.)

#### **CORRESPONDENCE:**

##### **IN:**

Email from Ms. Ingram with questions about the ditch in front of her house.  
Letter from American Welding & Gas regarding price increase of 9% effective 10/9/25.  
Quarterly report from Warren County Health District.  
Email from patient thanking the crew for their professionalism and compassion during a call.  
Email from Ms. Long requesting FOIA information on a parcel located in Turtlecreek Township.

##### **OUT:**

Email to Ms. Masin regarding the street light located by her property.  
Letter to Ohio Department of Rehabilitation and Corrections regarding the location of the infirmary during renovations.

#### **Fiscal Officer Reports:**

Amanda Childers, Fiscal Officer, requested the Board to approve the 2025 Amended Permanent Appropriations and amended certificate for Union Village Funds 2904 and 2905 for the second half settlement to correspond to the actual amounts received. The changes included additional revenue received of \$15,392.19 in Union Village TIF District "1" and a decrease in expected revenue in Union Village TIF District "A" of -\$19,683.70. Mr. Sams made a motion, seconded by Mr. Cropper to approve the 2025 Amended Permanent Appropriations and amended certificate. All present voiced a "YEA" vote and the motion passed with **Resolution 25-10-13**. (A copy of the resolution is included in the minutes.)

Mrs. Childers presented the bills which were due and the following checks were approved and signed. Check Nos. 36797 through 36917 (copy to follow) and Vouchers 1206-2025 through 1262-2025.

The Fiscal Office reported the following income:

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
9/30/25	10/3/25	1005-2025	STAROHIO	1000-701-0000	\$7,066.12	SEPTEMBER 2025 INTEREST
9/30/25	10/3/25	1006-2025	PRIMARY	1000-701-0000	\$3.00	SEPTEMBER 2025 INTEREST
9/2/25	10/7/25	1007-2025	LCNB TRUST	1000-701-0000	\$4,644.06	SEPTEMBER 2025 INTEREST
9/2/25	10/7/25	1008-2025	UST 3	1000-701-0000	\$562.50	SEPTEMBER 2025 INTEREST
9/5/25	10/7/25	1009-2025	FFCB 47	1000-701-0000	\$5,612.50	SEPTEMBER 2025 INTEREST
9/8/25	10/7/25	1010-2025	CD 36	1000-701-0000	\$5,671.23	SEPTEMBER 2025 INTEREST
9/8/25	10/7/25	1011-2025	CD 37	1000-701-0000	\$1,008.56	SEPTEMBER 2025 INTEREST
9/8/25	10/7/25	1012-2025	CD 63	1000-701-0000	\$955.48	SEPTEMBER 2025 INTEREST
9/9/25	10/7/25	1013-2025	CD 67	1000-701-0000	\$628.49	SEPTEMBER 2025 INTEREST
9/9/25	10/7/25	1014-2025	FHLB 9	1000-701-0000	\$660.00	SEPTEMBER 2025 INTEREST
9/9/25	10/7/25	1015-2025	FHLB 38	1000-701-0000	\$5,625.00	SEPTEMBER 2025 INTEREST
9/10/25	10/7/25	1016-2025	FHLB 22	1000-701-0000	\$5,937.50	SEPTEMBER 2025 INTEREST
9/12/25	10/7/25	1017-2025	FHLB 21	1000-701-0000	\$6,337.50	SEPTEMBER 2025 INTEREST
9/15/25	10/7/25	1018-2025	CD 41	1000-701-0000	\$966.10	SEPTEMBER 2025 INTEREST
9/15/25	10/7/25	1019-2025	CD 53	1000-701-0000	\$127.40	SEPTEMBER 2025 INTEREST
9/15/25	10/7/25	1020-2025	CD 60	1000-701-0000	\$1,104.11	SEPTEMBER 2025 INTEREST
9/15/25	10/7/25	1021-2025	FHLB 40	1000-701-0000	\$10,312.50	SEPTEMBER 2025 INTEREST
9/15/25	10/7/25	1022-2025	FHLB 16	1000-701-0000	\$5,468.75	SEPTEMBER 2025 INTEREST
9/15/25	10/7/25	1023-2025	TVA 31	1000-701-0000	\$9,687.50	SEPTEMBER 2025 INTEREST
9/19/25	10/7/25	1024-2025	CD 64	1000-701-0000	\$944.86	SEPTEMBER 2025 INTEREST
9/23/25	10/7/25	1025-2025	CD 61	1000-701-0000	\$838.70	SEPTEMBER 2025 INTEREST
9/26/25	10/7/25	1026-2025	FFCB 48	1000-701-0000	\$4,036.46	SEPTEMBER 2025 INTEREST
					<b>\$78,198.32</b>	
9/29/25	10/3/25	998-2025	AARP SUPPLEMENTAL	2191-299-0000	\$203.62	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/29/25	10/3/25	999-2025	AETNA	2191-299-0000	\$461.91	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/29/25	10/3/25	1000-2025	UNITED HEALTHCARE	2191-299-0000	\$885.61	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/29/25	10/3/25	1001-2025	ANTHEM BLUE	2191-299-0000	\$1,473.59	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/29/25	10/3/25	1002-2025	MEDICOUNT MANAGEMENT, INC	2191-299-0000	\$4,386.95	LIFE SQUAD SERVICES AUGUST 2025 (DIRECT DEPOSIT)
9/29/25	10/3/25	1003-2025	CGS	2191-299-0000	\$6,529.95	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
9/30/25	10/3/25	1004-2025	CGS	2191-299-0000	\$1,107.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/1/25	10/7/25	1027-2025	L BOWMAN	2191-299-0000	\$315.00	LIFE SQUAD SERVICES
10/1/25	10/7/25	1028-2025	TRICARE PAYMENT	2191-299-0000	\$275.00	LIFE SQUAD SERVICES
10/1/25	10/7/25	1029-2025	HNB-ECHO	2191-299-0000	\$340.25	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/1/25	10/7/25	1030-2025	CGS	2191-299-0000	\$473.51	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/1/25	10/7/25	1031-2025	HNB-ECHO	2191-299-0000	\$650.20	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/3/25	10/7/25	1032-2025	AARP SUPPLEMENTAL	2191-299-0000	\$119.98	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/3/25	10/7/25	1033-2025	UNITED HEALTHCARE	2191-299-0000	\$392.10	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/3/25	10/7/25	1034-2025	HNB-ECHO	2191-299-0000	\$594.05	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
					<b>\$18,208.72</b>	
10/3/25	10/7/25	1035-2025	STATE OF OHIO	1000-535-0000	\$224,013.39	REAL PROPERTY TAX ROLLBACK 2ND HALF TY 2024 (DIRECT DEPOSIT)
					<b>\$224,013.39</b>	

#### Other Business:

None.

#### Visitor Concerns:

None.

#### Trustee Reports:

Mr. Sams brought forth a discussion regarding the budget committee and levies. Mr. Sams wants to consider using the general fund to supplement Fire fund salaries in some manner. Mrs. Boggs suggested using the general fund to pay for health insurance and reimbursements as a possibility. Mr. Cropper suggested non union salaries could also come from the general fund. The Stonewall subdivision is expected to come in at 3 million. More information will come as numbers are known.

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 October 28, 2025 at 8:00 a.m.

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

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

**RESOLUTION 25-10-01  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION TO AMEND HIRE DATE FOR BRIAN RUHL TO OCTOBER 31,  
2025 AS THE ASSISTANT FIRE AND EMS CHIEF**

**WHEREAS**, the position of Assistant Fire and EMS Chief has been created within the Fire Department of Turtlecreek Township; and

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio and the Fire Chief have recommended that Brian Ruhl be hired as the Assistant Fire and EMS Chief; and

**WHEREAS**, Brian Ruhl will be provided the following conditions of employment:

- **Start Date:** Amended to October 31, 2025
- **Pay Rate:** \$103,000 annually
- **Work Schedule:** Monday – Friday: 40 Hour Work Week
- **Duties:** As defined in the Assistant Fire Chief's job description as well as the duties and responsibilities assigned by the Township Administrator
- **Probationary:** One (1) Year
- **Vacation:** 80 hours of vacation time will be front loaded upon hire date. The 80 hours of front-loaded time will not be cashed out upon leaving employment with the township. Accrual rate for vacation time will start at the beginning of the second year as defined by the Township's Personnel Policy Manual. Upon verification of service credit with a political subdivision of the State of Ohio as a full-time employee, vacation accrual will adjust to the applicable rate at the completion of the probationary period.
- **Sick Leave:** Upon verification of sick time the township will transfer 240 hours of sick leave to a bank. The 240 hours will be available for your use but at no time will the township allow the hours to be cashed out.
- Turtlecreek Township Personnel Policy Manual will be applicable for all other areas of employment.

**NOW THEREFORE BE IT RESOLVED**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio hereby approves the hiring of Brian Ruhl for the position of Assistant Fire Chief.

Mr. Sams moved for adoption of the foregoing resolution, seconded by Mr.

Jones. Upon call of the roll, the following vote resulted.

Mr. Jones	YEA
Mr. Sams	YEA

Resolution adopted this 8<sup>th</sup> day of October, 2025

THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES

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Amanda K. Childers, Fiscal Officer

**RESOLUTION 25-10-02**  
**TURTLECREEK TOWNSHIP**  
**WARREN COUNTY, OHIO**

**RESOLUTION TO AMEND HIRE DATE FOR DARRIN WISEMAN,  
TO OCTOBER 31, 2025 AS A BATTALION CHIEF**

**WHEREAS**, a position of "Battalion Chief" has been created within the Turtlecreek Township Fire Department/Emergency Medical Service, and

**WHEREAS**, the Fire Chief of Turtlecreek Township Fire Department/Emergency Medical Service has recommended that Darrin Wiseman be hired as a Battalion Chief and this position will be a career firefighter position that will pay into Ohio Police & Fire Fund retirement system; and

**WHEREAS**, upon verification of sick time the township will transfer 240 hours of sick time to a bank. The 240 hours will be available for Darrin Wiseman's use but at no time will the township allow the hours to be cashed out; and

**NOW THEREFORE BE IT RESOLVED**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio hereby approves the hiring of Darrin Wiseman for the position of Battalion Chief, amended effective date to October 31, 2025 at the rate of \$32.00 per hour.

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

Mr. Jones	YEA
Mr. Sams	YEA

Resolution adopted this 8<sup>th</sup> day of October, 2025

THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES

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Amanda K. Childers, Fiscal Officer

**RESOLUTION 25-10-03**  
**TURTLECREEK TOWNSHIP**  
**WARREN COUNTY, OHIO**

**RESOLUTION TO PURCHASE TWO (2) SURFACE  
COMPUTERS FOR EMS/FIRE**

**WHEREAS**, the Fire/EMS department has a need to purchase two (2) surface computers for the department; and

**WHEREAS**, the cost of the two (2) surface computers are \$4,077.00 from Strategic Sourcing Inc.; and

**WHEREAS**, the source of the funds for the two (2) surface computers will be the EMS Fund 2191 and Fire Fund 2192 (2191-230-430-0000 and 2192-220-430-0000 Small Tools and Minor Equipment); and

**NOW THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the purchase of two (2) surface computers from Strategic Sourcing Inc. in the amount of \$4,077.00.

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

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

Resolution was adopted this 8<sup>th</sup> day of October, 2025.

THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES

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Amanda K. Childers, Fiscal Officer

**RESOLUTION 25-10-04**  
**TURTLECREEK TOWNSHIP**  
**WARREN COUNTY, OHIO**

**RESOLUTION TO PURCHASE LIGHTING PACKAGE  
FOR THE BATTALION CHIEF VEHICLE**

**WHEREAS**, the Fire department has a need to purchase a lighting package for the Battalion Chief vehicle; and

**WHEREAS**, the cost of the lighting package for the Battalion Chief vehicle is \$7,773.51 from KE Rose; and

**WHEREAS**, the source of the funds for the lighting package will be the Fire Fund 2192 (2192-760-740-0000 Machinery, Equipment and Furniture); and

**NOW THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the lighting package for the Battalion Chief vehicle from KE Rose in the amount of \$7,773.51.

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

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

Resolution was adopted this 8<sup>th</sup> day of October, 2025.

THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES

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Amanda K. Childers, Fiscal Officer

**RESOLUTION 25-10-05**  
**TURTLECREEK TOWNSHIP**  
**WARREN COUNTY, OHIO**

**RESOLUTION TO PURCHASE GRAPHICS  
FOR THE BATTALION CHIEF VEHICLE**

**WHEREAS**, the Fire department has a need to purchase graphics for the Battalion Chief vehicle; and

**WHEREAS**, the cost of the graphics package for the Battalion Chief vehicle is \$1,120.40 from Avid Signs; and

**WHEREAS**, the source of the funds for the graphics package will be the Fire Fund 2192 (2192-760-740-0000 Machinery, Equipment and Furniture); and

**NOW THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the graphics package for the Battalion Chief vehicle from Avid Signs in the amount of \$1,120.40.

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

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

Resolution was adopted this 8<sup>th</sup> day of October, 2025.

THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES

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Amanda K. Childers, Fiscal Officer

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

**RESOLUTION TO PURCHASE THE RENEWAL LICENSE  
FOR THE KNOX BOX SYSTEM**

**WHEREAS**, the Fire department has a need to purchase the renewal license for the Knox Box system; and

**WHEREAS**, the cost of the renewal license for the Knox Box system is \$1,298.00; and

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

**NOW THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the renewal license for the Knox Box in the amount of \$1,298.00.

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

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

Resolution was adopted this 8<sup>th</sup> day of October, 2025.

THE BOARD OF TURTLE CREEK TOWNSHIP TRUSTEES

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Amanda K. Childers, Fiscal Officer

**RESOLUTION 25-10-07  
TURTLE CREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION FOR PAY INCREASE FOR  
JAMES DISS EFFECTIVE OCTOBER 4, 2025**

**WHEREAS**, James Diss' annual review has been completed; and

**WHEREAS**, James Diss should receive an increase in pay to \$29.85 per hour; and

**WHEREAS**, the pay increase of \$29.85 will be effective October 4, 2025.

**NOW THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the pay increase for James Diss effective October 4, 2025 at the rate of \$29.85 per hour.

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

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

Resolution was adopted this 8<sup>th</sup> day of October, 2025.

THE BOARD OF TURTLE CREEK TOWNSHIP TRUSTEES

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Amanda K. Childers, Fiscal Officer

**RESOLUTION 25-10-08  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION FOR PAY INCREASE FOR  
ZACHARY ZECKSER EFFECTIVE DECEMBER 13, 2025**

**WHEREAS**, Zachary Zeckser will receive a pay increase to establish his annual review cycle is the same as the township's annual review period; and

**WHEREAS**, due to the mid cycle adjust Zachary Zeckser will receive a pay increase effective December 13, 2025; and

**WHEREAS**, the pay increase will be \$28.14 per hour.

**NOW THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the pay increase for Zachary Zeckser effective December 13, 2025 at the rate of \$28.14 per hour.

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

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

Resolution was adopted this 8<sup>th</sup> day of October, 2025.

THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES

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Amanda K. Childers, Fiscal Officer

**RESOLUTION 25-10-09  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION ADOPTING THE EXTERNAL COMMUNICATIONS  
POLICY FOR TURTLECREEK TOWNSHIP**

**WHEREAS**, the Trustees determined a need to create an external communications policy for the township; and

**WHEREAS**, the external communications policy has been created and reviewed by the Trustees; and

**WHEREAS**, the external communications policy will apply to all township departments and employees; and

**WHEREAS**, the external communications policy will be adopted as presented and/or substantially similar effective October 8, 2025

**NOW THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, shall approve the adopting of the presented

and/or substantially similar external communications policy for the township effective October 8, 2025.

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

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

Resolution was adopted this 8<sup>th</sup> day of October, 2025.

THE BOARD OF TURTLE CREEK TOWNSHIP TRUSTEES

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Amanda K. Childers, Fiscal Officer

**RESOLUTION 25-10-10**  
**TURTLE CREEK TOWNSHIP**  
**WARREN COUNTY, OHIO**

**RESOLUTION ADOPTING THE BRANDING  
POLICY FOR TURTLE CREEK TOWNSHIP**

**WHEREAS**, the Trustees determined a need to create a Branding Policy for the township; and

**WHEREAS**, the Branding Policy has been created and reviewed by the Trustees; and

**WHEREAS**, the Branding Policy will apply to all township departments and employees; and

**WHEREAS**, the Trustees authorize staff to add appendix as deemed necessary to the policy; and

**WHEREAS**, the Branding Policy will be adopted as presented and/or substantially similar effective October 8, 2025

**NOW THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, shall approve the adopting of the presented and/or substantially similar Branding Policy for the township effective October 8, 2025.

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

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

Resolution was adopted this 8<sup>th</sup> day of October, 2025.

THE BOARD OF TURTLE CREEK TOWNSHIP TRUSTEES

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Amanda K. Childers, Fiscal Officer

**RESOLUTION 25-10-11**  
**TURTLE CREEK TOWNSHIP**  
**WARREN COUNTY, OHIO**

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

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

**NOT THEREFORE, BE IT RESOLVED**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio has authorized Daniel F. Jones, Chairman, to sign the agreement for 2026 for the MS4 permit as a co-permittee with Warren County Soil & Water Conservation District on behalf of Turtlecreek Township Trustees; and

Mr. Sams moved for adoption of the foregoing resolution and 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 8<sup>th</sup> day of October, 2025.

**THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES**

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Amanda K. Childers, Fiscal Officer

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

Resolution Number: 25-10-12

Date of Resolution: October 8, 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. Cropper. Upon call of the roll, the following vote resulted:

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

Resolution adopted this 8<sup>th</sup> day of October, 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: \_\_\_\_\_

**AMENDED PERMANENT  
25-10-13**

# **TOWNSHIP ANNUAL APPROPRIATION RESOLUTION**

The **Board of Trustees** of TURTLECREEK TOWNSHIP, in WARREN COUNTY,  
OHIO met in REGULAR session on the 8<sup>th</sup> day of October, 2025, at the  
TOWNSHIP MEETING HALL with the following members present:

DANIEL JONES

JONATHAN SAMS

## SPENCER CROPPER

Mr. Sams moved the adoption of the following Resolution:

**BE IT RESOLVED** by the *Board of Trustees of TURTLECRE*  
TOWNSHIP, WARREN COUNTY, OHIO that to provide for the

other expenditures of said Board of Trustees, during the fiscal year, ending **December 31**.

**2025**, 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. Cropper seconded the **Resolution** and the

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

MR. DANIEL JONES "YEA"

MR. SPENCER CROPPER "YEA"

**Adopted** October 8, 2025

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 8<sup>th</sup> day of October, 2025.

\_\_\_\_\_  
Township Fiscal Officer

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ANNUAL APPROPRIATION  
REVISED PERMANENT  
RESOLUTION  
BOARD OF TOWNSHIP TRUSTEES  
Turtlecreek Township,  
Warren County, Ohio.  
Passed October 8, 2025

For the Fiscal Year Ending  
December 31st, 2025

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Filed \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
County Auditor

By \_\_\_\_\_  
Deputy

End of Minutes.