

## **TURTLECREEK TOWNSHIP BOARD OF TRUSTEES**

ON DECEMBER 08 25

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on December 08, 2025, at 7:00 P.M. with the following persons present:

TRUSTEES: Dan Jones and Spencer Cropper (Jonathan Sams was absent)  
FISCAL OFFICER: A. J. Childs

FISCAL OFFICER: Amanda Childers

GUESTS: Tammy Boggs, Jon Paul Campbell, Kenny Hickey, Jen Patterson, Brian Ruhl, Mindi Gliatti and Mike Gliatti.

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

The minutes of the meeting held on November 25, 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. Jones. All were in favor and the minutes were approved as written.

The minutes of the Fire Department Work Session held on November 19, 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. 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. Cropper and seconded by Mr. Jones 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.

Mr. Jones informed the board it was time to elect officers for 2026. Mr. Cropper made a motion, seconded by Mr. Jones to appoint Trustee Spencer Cropper as Chairman of the Board and to appoint Trustee Jonathan Sams as Vice-Chairman. All present voiced a "YEA" vote and the motion passed. Mr. Cropper swore in Mr. Jones and Mr. Jones swore in Mr. Cropper.

Mr. Cropper introduced Mike Gliatti and his wife Mindy Gliatti who were in attendance at the meeting to discuss the permit fee for his professional grade fireworks display. Mr. Gliatti was requesting a reduction in the permit fee for fireworks displays that the township charges. The permit is a flat fee and does not include overtime costs for personnel. Mr. Jones stated that the Board would discuss this matter further at a future meeting and would let him know of their decision.

Tammy Boggs, Township Administrator, brought forth a discussion if the Trustees would like to contribute an additional amount to the Drug Task Force. The Board decided to table this discussion until the next meeting.

Mrs. Boggs presented the Temporary Appropriations as well as the Year End Resolutions to the Trustees. Mr. Cropper made a motion to approve the Temporary Appropriations and Year End Resolutions. Mr. Jones seconded the motion. All present voiced a "YEA" vote and the motion was passed with **Resolutions 25-12-01 – 25-12-17**. (A copy of the resolution will be included in the minutes.)

## Department Reports:

## **Fire/EMS:**

John Paul Campbell, Fire Chief, requested a motion to appoint members to the Volunteer Fire Fighters Dependents Fund for 2026. The appointments are Daniel Jones, Jonathan Sams, Brent Wright, Brian Ruhl and Jon Paul Campbell. Mr. Cropper made a motion, seconded by Mr. Jones to approve the appointments. All present voiced a "YEA" vote and the motion was passed.

Chief Campbell informed the Board that Zachary Gauvin, FFII/EMT, is due a Step 2 pay increase per the union contract effective December 13, 2025 at the rate of \$23.69 per hour. Mr. Cropper made a motion, seconded by Mr. Jones to approve the payroll increase for Zachary Gauvin as stated above. All present voiced a "YEA" vote and the motion passed with **Resolution 25-12-18**. (A copy of the Resolution is included in the minutes.)

Chief Campbell requested approval to purchase Lexipol training software for the 2026 calendar year in the amount of \$2,940.00. Mr. Cropper made a motion, seconded by Mr. Jones to

approve the purchase as stated above. All present voiced a "YEA" vote and the motion passed with **Resolution 25-12-19**. (A copy of the Resolution is included in the minutes.)

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

Kenny Hickey, Road and Maintenance Supervisor, brought forth a discussion regarding the purchase of 10 plow blades at a cost of \$4,112.00. Mr. Cropper made a motion, seconded by Mr. Jones to approve the purchase of 10 plow blades from Knapheide Truck Equipment at a cost of \$4,112.00. All present voiced a "YEA" vote and the motion passed with **Resolution 25-12-20**. (A copy of the Resolution is included in the minutes.)

Mr. Hickey brought forth a discussion regarding an SOP for the Road Department. Mr. Hickey would like the Road Personnel to put in for 1 week of vacation time now for 2026 and then after the first of the year they can apply for individual or more days. This will formalize the vacation procedure allowing only 1 employee off at a time. Mr. Cropper made a motion, seconded by Mr. Jones to approve the Standard Operating Procedures for the Road Department 1.09 Vacation Requesting Process. All present voiced a "YEA" vote and the motion passed with **Resolution 25-12-21**. (A copy of the Resolution is included in the minutes.)

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

None.

#### **Administration:**

Mrs. Boggs informed the Board that Warren County Zoning had sent the site plan review for the cell tower on Nixon Camp Rd. Per the ORC the developer should have notified the Township by certified mail of their intent to place a tower on property located in Turtlecreek Township. If the Township had received the notice from the developer, Mrs. Boggs would then have issued a letter to the Warren County Commissioners from the Trustees requesting that ORC. 303.211 (B)(3)(a)(iii) be followed. Since the Township did not receive the notice Mrs. Boggs requested approval to send a letter to the Commissioners stating this information and request that the ORC be followed. Mrs. Boggs stated that the Warren County Commissioners meeting will be January 6<sup>th</sup>, at 10:00 a.m. and she can post notice if more than one Trustee would like to attend. (A letter will be sent to the Warren County Commissioners stating this information.)

Mrs. Boggs asked the Trustees if they wanted to make a donation to the Lebanon Food Pantry. Mr. Cropper made a motion, seconded by Mr. Jones to approve the donation to the Lebanon Food Pantry in the amount of \$750.00. All Present voiced a "YEA" vote and the motion passed with **Resolution 25-12-22**. (A copy of the resolution will be included in the minutes.)

Mrs. Boggs informed the Board that they need to define the Navia Reimbursement benefits for 2026. The benefits are unchanged from 2025. The Board approved the reimbursement benefits as follows:

Deductible Reimbursement:	\$6,000 – single & \$12,000 – family
Coinsurance & Copay:	\$2,050 – single & \$4,100 – family
Office Visits:	\$15 - \$45
Emergency Room:	\$300

Mr. Cropper made a motion, seconded by Mr. Jones to approve the Navia Benefits as stated above. All present voiced a "YEA" vote and the motion was passed with **Resolution 25-12-23**. (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 the Township Administrator in the cumulative amount of \$1,003.78. The purchases are \$474.36 from The Home Depot, \$218.45 from Fastenal, \$49.90 from TSC, \$39.49 from Kroger, \$8.45 from Wasabi, \$21.21 from Rural King and \$191.92 from Lowes. Mr. Cropper made a motion, seconded by Mr. Jones, to subsequently approve the expenditures in the cumulative amount of \$1,003.78. All present voiced a "YEA" vote and the motion passed with **Resolution 25-12-24**. (A copy of the Resolution will be included in the minutes.)

Mrs. Boggs and Chief Campbell brought forth a discussion regarding the Greater Miami Valley EMS Protocol. The use of this protocol streamlines care decisions, provides less expensive drug

costs and once a drug bag is used, it is replaced with a new bag. The Turtlecreek Township EMS Department and the Medical Director have approved working under the Greater Miami Valley EMS Protocol. Mr. Cropper made a motion, seconded by Mr. Jones to approve the adoption of the Greater Miami Valley EMS Protocol effective December 1, 2025. All present voiced a "YEA" vote and the motion passed with **Resolution 25-12-25**. (A copy of the Resolution will be included in the minutes.)

## CORRESPONDENCE:

### IN:

Letter from Charter Communications regarding quarterly franchise fee.  
 Email from Mr. Hutchison regarding environmental site assessment for property in Turtlecreek Township.  
 Letter from Warren County Board of Elections for use of the township building for a polling station.

### OUT:

Letter to Mr. Edmonds regarding time of service and sick leave accrual.  
 Letter to OBMV regarding volunteer status of an employee

## Fiscal Officer Reports:

Prior to the meeting the Audit/Financial Committee met to review the financial reports for the year to date. The committee noted that at this time there was not a need for any line-item transfers.

Mrs. Childers presented the bills which were due and the following checks were approved and signed. Check Nos. 37035 through 37048 (copy to follow) and Vouchers 1464-2025 through 1530-2025.

The Fiscal Office reported the following income:

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
11/24/25	12/1/25	1196-2025	OTARMA	2192-805-0000	\$1,000.00	OCTOBER 2025 FIRE/EMS GRANT
					<b>\$1,000.00</b>	
11/24/25	12/1/25	1217-2025	WARREN COUNTY AUDITOR, MATT NOLAN	1000-535-0000	\$433.28	2025 TY HOMESTEAD ROLLBACK MANUFACTURED LIKE REAL 1ST & 2ND HALF (DIRECT DEPOSIT)
11/24/25	12/1/25	1218-2025	WARREN COUNTY AUDITOR, MATT NOLAN	2231-592-0000	\$2,235.00	NEW \$5 PERMISSIVE AUTO OCTOBER 2025 (DIRECT DEPOSIT)
11/24/25	12/1/25	1219-2025	WARREN COUNTY AUDITOR, MATT NOLAN	2011-536-0000	\$2,353.66	MOTOR VEHICLE LICENSE TAX OCTOBER 2025 (DIRECT DEPOSIT)
11/24/25	12/1/25	1220-2025	WARREN COUNTY AUDITOR, MATT NOLAN	2231-104-0000	\$9,685.00	OLD \$5 PERMISSIVE AUTO TAX OCTOBER 2025 (DIRECT DEPOSIT)
12/1/25	12/4/25	1225-2025	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$2,649.24	CENTS PER GALLON NOV 2025 (DIRECT DEPOSIT)
12/1/25	12/4/25	1256-2025	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$20,767.66	GAS EXCISE TAX NOV 2025 (DIRECT DEPOSIT)
					<b>\$38,123.84</b>	
11/28/25	12/1/25	1221-2025	STATE OF OHIO	1000-535-0000	\$439.45	1ST AND 2ND HALF ROLLBACK MANUFACTURED HOME LIKE REAL TY 2025 (DIRECT DEPOSIT)
					<b>\$439.45</b>	
12/1/25	12/4/25	1245-2025	CHARTER COMMUNICATIONS	1000-303-0000	\$30,464.91	3RD QTR 2025 CABLE FRANCHISE FEES
					<b>\$30,464.91</b>	
11/28/25	12/2/25	1223-2025	STAROHIO	1000-701-0000	\$7,555.43	NOVEMBER 2025 INTEREST
11/28/25	12/2/25	1224-2025	PRIMARY	1000-701-0000	\$2.51	NOVEMBER 2025 INTEREST
11/3/25	12/3/25	1225-2025	LCNB TRUST	1000-701-0000	\$5,115.80	NOVEMBER 2025 INTEREST
11/3/25	12/3/25	1226-2025	CD 54	1000-701-0000	\$6,427.40	NOVEMBER 2025 INTEREST
11/3/25	12/3/25	1227-2025	CD 49	1000-701-0000	\$6,742.47	NOVEMBER 2025 INTEREST
11/3/25	12/3/25	1228-2025	CD 49	1000-701-0000	\$73.28	NOVEMBER 2025 INTEREST
11/3/25	12/3/25	1229-2025	CD 58	1000-701-0000	\$6,364.38	NOVEMBER 2025 INTEREST
11/6/25	12/3/25	1230-2025	CD 63	1000-701-0000	\$955.48	NOVEMBER 2025 INTEREST
11/10/25	12/3/25	1231-2025	CD 67	1000-701-0000	\$628.49	NOVEMBER 2025 INTEREST
11/10/25	12/3/25	1232-2025	CD 59	1000-701-0000	\$6,427.40	NOVEMBER 2025 INTEREST
11/10/25	12/3/25	1233-2025	CD 37	1000-701-0000	\$1,008.56	NOVEMBER 2025 INTEREST
11/14/25	12/3/25	1234-2025	CD 53	1000-701-0000	\$127.40	NOVEMBER 2025 INTEREST
11/17/25	12/3/25	1235-2025	CD 41	1000-701-0000	\$966.10	NOVEMBER 2025 INTEREST
11/17/25	12/3/25	1236-2025	CD 60	1000-701-0000	\$1,104.11	NOVEMBER 2025 INTEREST
11/17/25	12/3/25	1237-2025	FNMA 37	1000-701-0000	\$15,625.00	NOVEMBER 2025 INTEREST
11/17/25	12/3/25	1238-2025	FHLB 28	1000-701-0000	\$4,062.50	NOVEMBER 2025 INTEREST
11/19/25	12/3/25	1239-2025	CD 64	1000-701-0000	\$944.86	NOVEMBER 2025 INTEREST
11/20/25	12/3/25	1240-2025	FFCB 36	1000-701-0000	\$5,625.00	NOVEMBER 2025 INTEREST
11/20/25	12/3/25	1241-2025	FNMA 45	1000-701-0000	\$5,687.50	NOVEMBER 2025 INTEREST
11/24/25	12/3/25	1242-2025	CD 61	1000-701-0000	\$838.70	NOVEMBER 2025 INTEREST
11/24/25	12/3/25	1243-2025	FHLB 10	1000-701-0000	\$893.75	NOVEMBER 2025 INTEREST
11/28/25	12/3/25	1244-2025	FHLB 49	1000-701-0000	\$5,662.50	NOVEMBER 2025 INTEREST
					<b>\$92,838.62</b>	
11/25/25	12/1/25	1197-2025	J EASTER	2191-299-0000	\$260.00	LIFE SQUAD SERVICES
11/25/25	12/1/25	1198-2025	TRICARE PAYMENT	2191-299-0000	\$310.42	LIFE SQUAD SERVICES
11/25/25	12/1/25	1199-2025	DEVOTED HEALTH PLAN OF OHIO INC	2191-299-0000	\$317.01	LIFE SQUAD SERVICES
11/25/25	12/1/25	1200-2025	SAFECO INSURANCE	2191-299-0000	\$671.70	LIFE SQUAD SERVICES
11/21/25	12/1/25	1201-2025	AARP SUPPLEMENTAL	2191-299-0000	\$362.76	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/21/25	12/1/25	1202-2025	MEDICAL MUTUAL	2191-299-0000	\$383.80	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/21/25	12/1/25	1203-2025	AETNA	2191-299-0000	\$1,021.52	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/21/25	12/1/25	1204-2025	STATE OF OHIO	2191-299-0000	\$11,698.00	LIFE SQUAD SERVICES WCI 3RD QTR 2025 (DIRECT DEPOSIT)
11/24/25	12/1/25	1205-2025	HNB-ECHO	2191-299-0000	\$312.39	LIFE SQUAD SERVICES (DIRECT DEPOSIT)

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
11/24/25	12/1/25	1206-2025	HHP OHIO	2191-299-0000	\$315.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/24/25	12/1/25	1207-2025	HUMANA	2191-299-0000	\$383.16	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/24/25	12/1/25	1208-2025	MEDICAL MUTUAL	2191-299-0000	\$605.09	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/24/25	12/1/25	1209-2025	ANTHEM BLUE	2191-299-0000	\$381.54	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/24/25	12/1/25	1210-2025	CGS	2191-299-0000	\$317.98	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/25/25	12/1/25	1211-2025	AARP SUPPLEMENTAL	2191-299-0000	\$112.20	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/25/25	12/1/25	1212-2025	CGS	2191-299-0000	\$447.69	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/26/25	12/1/25	1213-2025	HNB-ECHO	2191-299-0000	\$269.25	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/26/25	12/1/25	1214-2025	AARP SUPPLEMENTAL	2191-299-0000	\$341.35	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/26/25	12/1/25	1215-2025	CGS	2191-299-0000	\$540.86	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/28/25	12/1/25	1216-2025	GAINWELL TECHNOLOGY	2191-299-0000	\$340.25	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
11/28/25	12/1/25	1222-2025	MEDICOUNT MANAGEMENT, INC	2191-299-0000	\$5,730.23	LIFE SQUAD SERVICES OCTOBER 2025 (DIRECT DEPOSIT)
12/1/25	12/4/25	1246-2025	UNITED HEALTHCARE	2191-299-0000	\$299.09	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/1/25	12/4/25	1247-2025	AETNA	2191-299-0000	\$1,126.03	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/1/25	12/4/25	1248-2025	CGS	2191-299-0000	\$1,357.06	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/2/25	12/4/25	1249-2025	HWHO	2191-299-0000	\$232.97	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/2/25	12/4/25	1250-2025	HHP OHIO	2191-299-0000	\$345.30	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/2/25	12/4/25	1251-2025	AETNA	2191-299-0000	\$532.71	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/2/25	12/4/25	1252-2025	ANTHEM BLUE	2191-299-0000	\$786.07	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/3/25	12/4/25	1253-2025	HNB-ECHO	2191-299-0000	\$356.55	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/3/25	12/4/25	1254-2025	UNITED HEALTHCARE	2191-299-0000	\$1,000.55	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/4/25	12/8/25	1257-2025	GAINWELL TECHNOLOGY	2191-299-0000	\$290.12	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/4/25	12/8/25	1258-2025	AARP SUPPLEMENTAL	2191-299-0000	\$400.85	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/4/25	12/8/25	1259-2025	HNB-ECHO	2191-299-0000	\$517.58	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/5/25	12/8/25	1260-2025	MEDICAL MUTUAL	2191-299-0000	\$203.36	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/5/25	12/8/25	1261-2025	OPTUM	2191-299-0000	\$267.22	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/5/25	12/8/25	1263-2025	HNB-ECHO	2191-299-0000	\$290.11	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/5/25	12/8/25	1264-2025	US TREASURY DEPT OF VA	2191-299-0000	\$441.25	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
12/5/25	12/8/25	1265-2025	AETNA	2191-299-0000	\$725.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
					<b>\$36,077.08</b>	

#### Other Business:

None.

#### Visitor Concerns:

None.

#### Trustee Reports:

A motion was made by Mr. Cropper that the Board of Trustees adjourns into executive session to discuss Compensation under Ohio Revised Code 121.22(1) at 7:56 p.m. The motion was seconded by Mr. Jones and upon call of roll call, Mr. Jones "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. Jones and the executive session ended. Upon call of roll, Mr. Jones "YEA" and Mr. Cropper "YEA" the Board returned to regular session at 8:35 p.m.

The Board discussed pay increases for the following employees who shall receive an annual raise and shall be compensated at the rate listed below effective December 13, 2025.

#### Road Department:

Rusty Meece	\$31.42 per hour
Randy Retallick	\$31.42 per hour
Steve Schnetzer	\$31.42 per hour
Kenneth Hickey	\$49.21 per hour
James Diss	\$30.28 per hour

#### Administrative:

Tammy Boggs	\$129,905.32 annually
Brad Edrington	\$29.62 per hour

#### EMS/Fire:

##### Part-Time:

Chris Bartesko	\$19.29 per hour
Alex Beltran	\$21.05 per hour
Casey Brewer	\$18.74 per hour
Jessica Conway	\$19.32 per hour
Scott Davis	\$19.25 per hour
Noah Zimmer	\$22.37 per hour

**Full-Time**

Jon Paul Campbell	\$108,120.00 annually
Corey Gerdeman	\$28.09
Matt Helton	\$29.24
John Seckel	\$31.45

Mr. Cropper made a motion, seconded by Mr. Jones to approve the resolution as stated above. All present voiced a "YEA" vote and the motion passed with **Resolution 25-12-26**. (A copy of the Resolution will be included in the minutes.)

There being no further business, Mr. Cropper 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 December 30, 2025 at 8:00 a.m.

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

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

**RESOLUTION 25-12-01**

Turtlecreek Township  
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall accept the Temporary Appropriations for the calendar year 2026. Resolution was introduced by Mr. Cropper and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 8<sup>th</sup> day of December, 2025

**RESOLUTION 25-12-02**

Turtlecreek Township  
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall pay all utility and cleaning bills for administrative buildings and fire stations (including heat, telephone, gas, electric, garbage disposal, cleaning, etc.) from the General Fund. Resolution was introduced by Mr. Cropper and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 8<sup>th</sup> day of December, 2025

**RESOLUTION 25-12-03**

Turtlecreek Township  
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall reimburse township officials and employees at the current rate for mileage as determined by the IRS when traveling on official business out of the township in their personal vehicles. The Township will cover the cost of hotel expenses and reimburse a flat sum of \$75.00 per day for meal allowance when attending full day or overnight conferences during the calendar year beginning January 1, 2026, for Township Trustees, Fiscal Officer and employees. Resolution was introduced by Mr. Cropper and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 8<sup>th</sup> day of December, 2025

**RESOLUTION 25-12-04**

Turtlecreek Township  
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the trustees and fiscal officer of Turtlecreek Township are entitled to the maximum compensation permitted by the Ohio Revised Code (based on the amounts allowable by the law and annual certifications). Resolution was introduced by Mr. Cropper and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 8<sup>th</sup> day of December, 2025

**RESOLUTION 25-12-05**

Turtlecreek Township  
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the Volunteer Fire Department personnel shall be on the following schedule of reimbursement for the pay period beginning January 1, 2026 to December 31, 2026: Annual Rate: Secretary \$100.00, Treasurer \$100.00, Drivers \$150.00. Firemen \$20.00 per run. Captains receive \$24.00 per run. Attendance at each meeting (business and practice) shall be compensated at the same base rate for fire runs. Resolution was introduced by Mr. Cropper and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 8<sup>th</sup> day of December, 2025

**RESOLUTION 25-12-06**

Turtlecreek Township  
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the Volunteers Life Squad shall be on the following schedule of reimbursement for the pay period beginning January 1, 2026 to December 31, 2026: EMT's \$20.00 per run, Advanced EMT's \$21.00 per run and Paramedics \$22.00 per run. Attendance at meetings (business and practice) shall be compensated at the same rate as their base compensation for runs. The Secretary shall receive \$100.00 per year. Resolution was introduced by Mr. Cropper and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 8<sup>th</sup> day of December, 2025

**RESOLUTION 25-12-07**

Turtlecreek Township  
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that newly elected/appointed Trustees and/or Fiscal Officer shall be entitled to family health insurance, including life, which is provided to all Turtlecreek Township employees for their terms beginning on or after January 1, 2026. At the present time, the carriers are Anthem, Principal VSP, Delta Dental and Navia (policy benefits are defined in their specific contracts). Resolution was introduced by Mr. Cropper and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 8<sup>th</sup> day of December, 2025

**RESOLUTION 25-12-08**

Turtlecreek Township  
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall continue the maintenance contracts with Stryker (terms and amounts that prevail). The ambulance fund account 2191-230-323-0000 (Repairs and Maintenance) shall be the source of payment. Resolution was introduced by Mr. Cropper and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 8<sup>th</sup> day of December, 2025

**RESOLUTION 25-12-09**

Turtlecreek Township  
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the Trustees authorize the Fiscal Officer to pay all bills for the township that come due between meeting dates. The payment of the bills will be ratified at the next regular Trustees meeting with the approval of vouchers, electronic warrants and warrants. Resolution was introduced by Mr. Cropper and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution was passed.

Adopted this 8<sup>th</sup> day of December, 2025

**RESOLUTION 25-12-10**

Turtlecreek Township  
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall contribute an amount of \$16,294.00 to the Warren County Drug Task Force as the Year 2026 contribution. The General Fund shall be the source of funds. Resolution was introduced by Mr. Cropper and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 8<sup>th</sup> day of December, 2025

**RESOLUTION 25-12-11**

Turtlecreek Township  
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall provide coffee, meals and refreshments at public function such as hearings, meetings, trainings and work sessions to attendees as deemed necessary by the board. The General Fund shall be the source of funds. Resolution was introduced by Mr. Cropper and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 8<sup>th</sup> day of December, 2025

**RESOLUTION 25-12-12**

Turtlecreek Township  
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that blanket and super blanket certificates have a maximum limit of \$100,000.00. Resolution was introduced by Mr. Cropper and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 8<sup>th</sup> day of December, 2025

**RESOLUTION 25-12-13**

Turtlecreek Township  
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall not make any changes to Resolution 03-12-20 concerning intent to dispose surplus items, including vehicles, by internet auction, and that this resolution be renewed and effective for the year 2026. In addition, Resolution 03-12-21 and 22-04-09, concerning the agreement with GovDeals, Inc. for on-line auction service for the disposal of surplus items, including vehicles, is renewed and effective for the year 2026. Resolution was introduced by Mr. Cropper and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 8<sup>th</sup> day of December, 2025

**RESOLUTION 25-12-14**

Turtlecreek Township  
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the new hire pay for part time EMS employees shall be compensated at the rate listed below effective January 1, 2026

Paramedic	\$14.70
Basic	\$13.13

Resolution was introduced by Mr. Cropper and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 8<sup>th</sup> day of December, 2025

**RESOLUTION 25-12-15**

Turtlecreek Township  
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the new hire pay for part time Fire employees shall be compensated at the rate listed below effective January 1, 2026

EMT/FF	\$17.85
MEDIC/FF	\$19.95

Resolution was introduced by Mr. Cropper and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 8<sup>th</sup> day of December, 2025

**RESOLUTION 25-12-16**

Turtlecreek Township  
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the Trustees hereby ratify and confirm all actions taken in good faith by the Board of Trustees, Fiscal Officer, and the Officers of Turtlecreek Township and make such exception from policy as may be necessary to accommodate such ratification. Resolution was initiated by Mr. Cropper and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 8<sup>th</sup> day of December, 2025

**RESOLUTION 25-12-17**

Turtlecreek Township  
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall appoint for a period of one (1) year, effective January 1, 2026 -Tammy Boggs as Administrator. Resolution was introduced by Mr. Cropper and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 8<sup>th</sup> day of December, 2025.

The signatures below indicate acceptance and attestation of **Resolutions 25-12-01 through 25-12-17**. Any exceptions to be so noted below.

Exceptions: None

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

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

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

**RESOLUTION 25-12-18  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION AUTHORIZING THE PAY INCREASE  
FOR ZACHARY GAUVIN EFFECTIVE DECEMBER 13, 2025**

**WHEREAS**, the Fire Chief has notified the Board of Trustees of Turtlecreek Township, Warren County, Ohio that Zachary Gauvin is entitled to his Step 2 level for pay; and

**WHEREAS**, per the SERB contract 2023-MED-08-0638 the rate of pay for the Step 2 Level FFII/EMT is \$23.69 per hour; and

**WHEREAS**, the new rate of pay of \$23.69 will be effective with the December 13, 2025 payroll cycle, and

**NOW THEREFORE, BE IT RESOLVED**, by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the pay increase for Zachary Gauvin to \$23.69 per hour will be effective with pay period begin date of December 13, 2025.

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

Mr. Jones "YEA"  
Mr. Cropper "YEA"

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

THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES

\_\_\_\_\_ Amanda K. Childers, Fiscal Officer

**RESOLUTION 25-12-19  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION TO PURCHASE  
LEXIPOL TRAINING SOFTWARE FOR 2026**

**WHEREAS**, the Fire department has a need to purchase training software for the fire department; and

**WHEREAS**, the cost of the training software will be \$2,940.00 for the 2026 calendar year from Lexipol; and

**WHEREAS**, the source of the funds for the purchase will be the Fire Fund (2192-220-360-0000 Contracted Services) in the amount of \$2,940.00.

**THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the purchase of training software from Lexipol in the amount of \$2,940.00.

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

Mr. Jones	“YEA”
Mr. Cropper	“YEA”

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

THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES

---

Amanda K. Childers, Fiscal Officer

**RESOLUTION 25-12-20  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION TO PURCHASE PLOW BLADES FROM  
KNAPHEIDE TRUCK EQUIPMENT**

**WHEREAS**, the Road Department has a need to purchase 10 plow blades; and

**WHEREAS**, the cost of the plow blades is \$4,112.00 from Knapheide Truck Equipment; and

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio will authorize the purchase of 10 plow blades and the source of funds will be Road Fund 2031 (2031-330-420-0000 Operating Supplies).

**THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the purchase of 10 plow blades from Knapheide Truck Equipment in the amount of \$4,112.00.

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

Mr. Jones	“YEA”
Mr. Cropper	“YEA”

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

THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES

---

Amanda K. Childers, Fiscal Officer

**RESOLUTION 25-12-21  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION WHEREAS THE BOARD OF TRUSTEES  
OF TURTLECREEK TOWNSHIP  
HAVE DETERMINED TO ADOPT  
STANDARD OPERATING PROCEDURES  
FOR THE ROAD DEPARTMENT 1.09**

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio have determined that Standard Operation Procedures are necessary for the Road Department; and

**WHEREAS**, the Board of Trustees of Turtlecreek Township have adopted the Standard Operating Procedure 1.09 (Vacation Requesting Process) for the Road Department; and.

**THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, to approve the adoption of Standard Operating Procedure 1.09 for the Road Department.

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

Mr. Jones	“YEA”
Mr. Cropper	“YEA”

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

THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES

---

Amanda K. Childers, Fiscal Officer

**RESOLUTION 25-12-22  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION APPROVING DONATION  
TO THE LEBANON FOOD PANTRY**

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio has a desire to make a donation to the Lebanon Food Pantry; and

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio wishes to donate \$750.00 to the Lebanon Food Pantry; and

**WHEREAS**, the source of the funds will be the General Fund 1000 (1000-110-591-0000 – Contributions to other Organizations).

**THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, approve the donation in the amount of \$750.00.

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

Mr. Jones	“YEA”
Mr. Cropper	“YEA”

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

THE BOARD OF TURLECREEK TOWNSHIP TRUSTEES

---

Amanda K. Childers, Fiscal Officer

**RESOLUTION 25-12-23**  
**TURLECREEK TOWNSHIP**  
**WARREN COUNTY, OHIO**

**RESOLUTION TO DEFINE THE  
BENEFITS FOR THE NAVIA INSURANCE PLAN**

**WHEREAS**, the Board of Trustees Turtlecreek Township, Warren County, Ohio has a need to define the reimbursement benefits with Navia Benefits; and

**WHEREAS**, the reimbursement benefits will be as follows:

Deductible Reimbursement:	\$6,000 – single & \$12,000 – family
Coinsurance & Copay:	\$2,050 – single & \$4,100 – family
Office Visits:	\$15 - \$45
Emergency Room:	\$300

**WHEREAS**, the Board of Trustees Turtlecreek Township, Warren County, Ohio approves the amendments to the Navia Plan as stated above for the 2026 calendar year.

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

Mr. Jones	“YEA”
Mr. Cropper	“YEA”

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

THE BOARD OF TURLECREEK TOWNSHIP TRUSTEES

---

Amanda K. Childers, Fiscal Officer

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

Resolution Number: 25-12-24

Date of Resolution: December 8, 2025

**TOPIC OF RESOLUTION: BOARD RESOLUTION SUBSEQUENTLY APPROVING EXPENDITURES NOT EXCEEDING FIVE THOUSAND DOLLARS BY TOWNSHIP ADMINISTRATOR OR TOWNSHIP OFFICER OR EMPLOYEE AUTHORIZED BY TOWNSHIP ADMINISTRATOR**

**RESOLUTION**

**WHEREAS**, this Board adopted Resolution Number 25-11-05, dated November 10, 2025, authorizing the Township Administrator to incur obligations on behalf of the Township not to exceed Five Thousand 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 Five Thousand 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. Jones. Upon call of the roll, the following vote resulted:

Mr. Jones	"YEA"
Mr. Cropper	"YEA"

Resolution adopted this 8<sup>th</sup> day of December, 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 25-12-25  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION FOR THE GREATER MIAMI VALLEY EMS PROTOCOL**

**WHEREAS**, the EMS Department has determined that they will function under the Greater Miami Valley EMS Protocol effective December 1, 2025; and

**WHEREAS**, the Turtlecreek Township Medical Director has approved working under the Greater Miami Valley EMS Protocol; and

**THEREFORE, BE IT RESOLVED**, the Board of Trustees Turtlecreek Township, Warren County, Ohio acknowledge that the township's EMS Department will be working under the Greater Miami Valley EMS Protocol effective December 1, 2025.

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

Mr. Jones	"YEA"
Mr. Cropper	"YEA"

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

**THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES**

---

Amanda K. Childers, Fiscal Officer

**RESOLUTION 25-12-26**

Turtlecreek Township  
Warren County, Ohio

**BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the following township employees shall receive an annual raise and shall be compensated at the rate listed below effective December 13, 2025:

**Road Department:**

Rusty Meece	\$31.42 per hour
Randy Retallick	\$31.42 per hour
Steve Schnetzer	\$31.42 per hour
Kenneth Hickey	\$49.21 per hour (Road 70%=\$34.45, EMS/Fire 30%=\$14.76)
James Diss	\$30.28 per hour (Road 60%=\$18.17, EMS/Fire 40%=\$12.11)

**Administrative:**

Tammy Boggs	\$129,905.32 annually
Brad Edrington	\$ 29.62 per hour

**EMS/Fire:**

<b>Part-Time:</b>	
Chris Bartesko	\$19.29 per hour
Alex Beltran	\$21.05 per hour
Casey Brewer	\$18.74 per hour
Jessica Conway	\$19.32 per hour
Scott Davis	\$19.25 per hour
Noah Zimmer	\$22.37 per hour

<b>Full-Time</b>	
Jon Paul Campbell	\$108,120.00 annually
Corey Gerdeman	\$28.09
Matt Helton	\$29.24
John Seckel	\$31.45

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

Mr. Jones	"YEA"
Mr. Cropper	"YEA"

THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES

---

Amanda K. Childers, Fiscal Officer

End of Minutes.