

**TURTLECREEK TOWNSHIP BOARD OF TRUSTEES**

**ON**

**FEBRUARY 13**

**12**

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on February 13, 2012, at 7:00 p.m. with the following person present:

TRUSTEES: Jonathan D. Sams, Jim VanDeGrift, and Dan Jones.

CHIEF FISCAL OFFICER: Tammy Boggs

GUEST: Steve Flint, Mike Jameson, Erin Monroe, Larry Wilson, Michael Shaffer, Tom Bell, John Richard, Sheriff Larry Sims, and Major Brian Tinch.

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

The minutes of the previous meeting were received by the Trustees prior to the meeting for review. Since there were no additions or corrections, Mr. Jones moved for acceptance, seconded by Mr. VanDeGrift. All were in favor and the minutes were approved as written.

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

Sheriff Larry Sims presented his 2011 Annual Report. Sheriff Sims introduced Major Brian Tinch, Operations Division Commander, for the sheriff's office to the Trustees. Sheriff Sims informed the Trustees about the Citizenship Academy that was held in Deerfield Township last year. This academy explains details of how the sheriff's department runs.

Mr. John Richards and Mr. Tom Bell provided the Trustees with an update regarding Turtlecreek Union Road. It appears that the road in question is in the City of Lebanon. Mr. Sams requested that Mr. Richards obtain a plot from the Warren County Map Room to verify, if in fact, the road is the City of Lebanon or if a portion is in Union Township. Mr. Wilson informed the residents that the City of Lebanon has the road on their project list for 2013 to resurface.

A discussion was held regarding raises for the employees for 2012. The raises for employees will be effective with the pay period beginning on February 25, 2012. Mr. Jones made a motion for raises for employees as stated in **Resolution 12-02-04**. Mr. VanDeGrift seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 12-02-04**. (A copy of the resolution is included in the minutes).

The Fiscal Officer reported the money from the General Fund, EMS Fund, and Fire Fund will be invested in three (3), one (1) year CD's with People's First Bank in Mason. The rate on the CD's will be ¾%.

Mr. Sams reported that he attended the OKI meeting. Mr. Sams updated the Trustees regarding the status of his request to open up the investment options for townships.

Mr. Sams reported that the annual boundary survey has been completed for the township and submitted.

Mr. Shaffer reported that the Warren County Regional Planning will be holding a public meeting regarding fees that will be charged. No date has been set at this time.

The 2011 Township Highway System Mileage Certification was signed by the Trustees. Turtlecreek Township is responsible for maintaining 57.629 miles of public road.

**Department Reports:**

Fire/EMS: Steve Flint, Fire Chief, Mike Jameson, Assistant Fire Chief, and Erin Monroe, EMS Chief reported fire and EMS incident information. A motion was made by Mr. VanDeGrift to purchase the swift water rescue suits and boots at an approximate cost of \$2,900.00 from Black Water Rescue. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 12-02-01**. (A copy of the resolution is included in the minutes). Chief Flint requested the purchase of three (3) fire nozzles from Warren Fire Equipment Inc at the approximate cost of \$3,237.00. Mr. Jones made a motion to purchase the nozzles. Mr. VanDeGrift seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 12-02-02**. (A copy of the resolution is included in the minutes). Assistant Chief Monroe requested the purchase of four (4) computers with cradle points and shoulder straps at an approximate cost of \$15,762.96. The computers are \$3,730.74 each, the shoulder straps are \$25.00 each and the cradle points are \$185.00 each. Mr. VanDeGrift made a motion to purchase the computers and equipment. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 12-02-03**. (A copy of the resolution is included in the minutes). Assistant Chief Monroe informed the Trustees that the EMS department participated in

the Countryside YMCA's health fair and it was very successful. Chief Flint reported that the Warren County Career Center is trying to obtain a grant to build a training tower and they would like a letter from the Trustees to support the training tower. The Trustees will provide a letter supporting the training tower to the Warren County Career Center. Assistant Chief Monroe requested an executive session to discuss personnel issues.

Road and Bridge: Larry Wilson, Road Supervisor, presented his weekly department activity reports completed since the previous meeting. Mr. Wilson informed the Trustees that repairs or replacement is necessary on one of the dump trucks. This matter will be continued until the next meeting to obtain cost of the repairs. A discussion was held regarding the replacement of the radios for the road department. The cost to replace the portables will be \$1,600.00 and the mobile units will be \$1,700.00. This will be continued until later in the year to decide about replacements. Mr. Wilson requested the purchase of a hot box at an approximate cost of \$26,358.00.00. Additional research is needed on this item before a decision will be made.

Correspondence – In:

- \*Letter from John Forman regarding the pipeline overlap.
- \*Thank you from Lebanon Area Young Professionals regarding the food drive.
- \*Thank you from Lisa McNamara regarding the food drive.
- \*Letter from Warren County Engineer's office regarding the name correction for Melayn Street.
- \*Email from Western Star regarding public records request for employees over \$60,000.
- \*Letter from Barrett Paving of new address.
- \*Letter from Berry Insurance Group of new address.
- \*Email request for public records on the Liberty Keuter Road Project.
- \*Letter from WC Engineer's office requesting certification of mileage.
- \*Letter from WC Regional Planning to appoint representatives to the commission.

The Fiscal Officer presented the bills which were due and the following checks were approved and signed. Check Nos.16935 through 17009, 17043, (copy to follow) and Voucher 52.

The Fiscal Office reported the following income from: Cigna - \$6,984.15 (Life Squad Services), Humana - \$1,173.15 (Life Squad Services), State of Ohio - \$176.72 (Life Squad Services), Department of Rehab & Corrections - \$2,200.00 (Life Squad Services), United States Treasury - \$577.65 (Life Squad Services), Lebanon Citizens National Bank - \$16,882.33 ( January 2012 Various Interest Receipts), StarOhio - \$1.01 (January 2012 Various Interest Receipts), The Hatfield Inn - \$84.34 (December 2011 Motel Tax), Solideal USA - \$158.40 (Returned payment), Greater Cincinnati Hazardous Material - \$6,233.61 (Reimbursement for Run).

A motion was made by Mr. VanDeGrift that the Board of Trustees adjourn into executive session to discuss personnel matter pursuant to ORC 121.22 (G) (1). The motion was seconded by Mr. Jones and upon call of roll call, Mr. Sams "YEA", Mr. VanDeGrift "YEA", and Mr. Jones "YEA" the executive session was entered. By motion of Mr. Jones that the Board of Trustees adjourn out of executive session and return to the open meeting and ask the Fiscal Officer to note in the minutes that NO ACTION WAS TAKEN. The motion was seconded by Mr. VanDeGrift the executive session ended. Upon call of roll, Mr. Sams "YEA", Mr. VanDeGrift "YEA" and Mr. Jones "YEA" the Board returned to regular session.

Assistant Chief Monroe informed the Trustees that Mr. Robert Wallman would be running as a Basic EMT effective February 15, 2012. Mr. Wallman's rate of pay will be \$10.00 per hour as of February 15, 2012. Mr. VanDeGrift made a motion that Mr. Wallman will run as a Basic EMT and his rate of pay will be \$10.00 per hour for EMS and Fire as of February 15, 2012. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 12-02-05**. (A copy of the resolution is included in the minutes).

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

The next regular meeting has been scheduled for February 28, 2012 at 8:00 a.m.

Signed: \_\_\_\_\_ President

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

**RESOLUTION 12-02-01  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall purchase four (4) swift water rescue suits and boots from Black Water Rescue. in the amount of \$2,900.00. Source of the funds will be the EMS/Fire Special Levy Fund Account #2193-760-740-0000 (Machinery, Equipment, and Furniture). Resolution was initiated by Mr. VanDeGrift and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 13<sup>th</sup> day of February, 2012

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

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

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

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

**RESOLUTION 12-02-02  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall purchase three (3) nozzles from Warren Fire Equipment Inc. in the amount of \$3,237.00. Source of the funds will be the EMS/Fire Special Levy Fund Account #2193-760-740-0000 (Machinery, Equipment, and Furniture). Resolution was initiated by Mr. Jones and seconded by Mr. VanDeGrift. All voiced a "YEA" vote and the resolution passed.

Adopted this 13<sup>th</sup> day of February, 2012

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

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

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

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

**RESOLUTION 12-02-03  
TURTLECREEK TOWNSHP  
WARREN COUNTY, OHIO**

**BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall purchase four (4) computers, shoulder straps and cradle points at an approximate cost of \$15,762.96. Source of the funds will be from the EMS/Fire Special Levy Fund #2193-760-740-0000 (Machinery, Equipment, and Furniture). Resolution was initiated by Mr. VanDeGrift and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 13<sup>th</sup> day of February, 2012

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

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

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

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

**RESOLUTION 12-02-04  
TURTLECREEK TOWNSHP  
WARREN COUNTY, OHIO**

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the township employees shall be compensated at the rate listed below effective February 25, 2012

**ROAD DEPARTMENT**

Technician:	Tim Castle	\$18.75 per hour
Technician	Kent Hurtt	\$14.50 per hour
Technician	Ron Chasteen	\$15.25 per hour
Technician	Steven Schnetzer	\$14.75 per hour
Technician	William Stevens	\$15.75 per hour

Summer part-time employees shall be paid \$10.50 per hour (with a CDL driver license, \$9.00 per hour (without a CDL), and additional amount may be paid for returning (re-hires) employees at the discretion of the board.

**EMS DEPARTMENT**

Mike Abbott		\$12.75 per hour	
Donna Banks		\$11.60 per hour	
Jon Paul Campbell		\$17.25 per hour	
	Fire Fund 30%		\$5.18
	EMS Fund 35%		\$6.03
	General Fund 35%		\$6.04
Jackie Davis		\$15.10 per hour	
Scott Davis		\$10.75 per hour	
Brad Edrington		\$11.75 per hour	
Brian Elleman		\$11.25 per hour	
Brian Fultz		\$12.00 per hour	
Jeromy Guerra		\$16.10 per hour	
	EMS Fund 90%		\$14.50
	Fire Fund 10%		\$ 1.60
Penny Haas		\$11.60 per hour	
Shawna Lynch		\$11.75 per hour	
Shawn Mason		\$12.00 per hour	
Andy Ryerson		\$11.25 per hour	
Melissa Wainscott		\$12.25 per hour	

**CHIEFS**

Steven Flint			\$67,500.00	
	Fire Fund	75%		\$50,625.00
	EMS Fund	20%		\$13,500.00
	General Fund	5%		\$ 3,375.00
Michael Jameson			\$60,800.00	
	Fire Fund	55%		\$33,440.00
	EMS Fund	35%		\$21,280.00
	Road Depart	10%		\$ 6,080.00
Erin Monroe			\$55,200.00	
	EMS Fund	80%		\$44,160.00
	General Fund	10%		\$ 5,520.00
	Fire Fund	10%		\$ 5,520.00

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

Adopted this 13<sup>th</sup> day of February, 2012

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

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

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

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

**RESOLUTION 12-02-05  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that Robert Wallman shall run as a Basic EMT and will be compensated effective February 15, 2012 at the rate of pay of \$10.00 for EMS and Fire.

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

Adopted this 13<sup>th</sup> day of February, 2012

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

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

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

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