

## TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

November 11

13

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on November 11, 2013 at 7:00 p.m. with the following person present:

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

CHIEF FISCAL OFFICER: Tammy Boggs

GUEST: Steve Flint, Mike Jameson, Larry Wilson, Steven Hartjes, Michael Shaffer, Jackie Davis, and Shane Martin.

The meeting opened with Mr. VanDeGrift 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. 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. 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.

Warren County Rural Zoning Commission provided the township with amendments to parts of the rural zoning code. The meeting to address these changes will be held on November 13, 2013 at 6:30 p.m.

Work Force One requested that we add a notice to our website regarding a Veteran's Job Fair to be held on November 14, 2013 from 10:00 a.m. – 2:00 p.m.

The annual Warren County Township Association dinner will be held on Thursday, November 14, 2013. All three (3) Trustees will be attending.

The township received a request for indigent burial from Stine Kilburn Funeral Home. Information was sent to the funeral home stating that proof on indigency must be completed prior to the Township Trustees authorizing payment for the cost of the burial.

Ms. Boggs informed the Trustees that a resolution is necessary for the additional principal payment for the Administration and Fire Station Bonds for December 1, 2013. The additional principal payment will be \$120,000.00 for Fire Station Bonds and \$260,000.00 for Administration Bonds. These payments will pay off the remaining balance on the bonds. Mr. Sams made a motion for the additional principal payments. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 13-11-01**. (A copy of the resolution is included in the minutes).

Mr. Steven Hartjes, a township resident whom resides on Natalie Lane, discussed his concerns regarding Turtlecreek Union Road. The road has large potholes and is need of repair. Mr. Hartjes requested the time frame that the township is looking at to repave the road. The Trustees discussed that the section on Turtlecreek Union Road that is in need of repair is Union Township's section. At this time Union Township has no plans to repave the road. Turtlecreek Township is waiting for Union to pave due to the fact that the damage on Union's side is bleeding over into Turtlecreek's side. If we repair prior to Union, our Road Supervisor feels that Union's issues will continue to affect our side of the road.

Mr. Shane Martin, a township resident whom resides at 1199 South Nixon Camp, has a concern regarding his driveway culvert. Mr. Martin has met with Jason Fisher, Warren County Engineer's Office, and at this time they are indicating that his driveway is the high point of the road. Mr. Martin stated that the resident located next to his house, has a driveway culvert that is not allowing the water to flow. Mr. Wilson, Road Supervisor, will inspect that culverts and inform the Trustees at the next meeting.

Ms. Jackie Davis reported to the Trustees that the Auxiliary Fund Raiser has been completed and that they collected over \$4,000.00. They consider the fund raiser a success.

Mr. Jonathan Sams and Mr. Michael Shaffer reported on the I75 Corridor Charrette that was held on November 8, 2013. It was interesting to see what this area could look like in the future. There were over 60 peoples that participated in the charrette.

Mr. Sams informed the other Trustees that Otterbein Homes will be holding a week long charrette the week of November 18, 2013.

Mr. Sams also discussed that a person needs to be designated to be in charge of the daily building maintenance for all three buildings. Mr. Sams made a motion to appoint Chief Steve Flint to be in charge of the building maintenance for the three (3) stations and administrative building. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed.

Mr. Sams requested an executive session to discuss personnel.

Mr. Daniel Jones reported that he will be completing the Road Department evaluations in the near future.

#### Department Reports:

Fire/EMS: Steve Flint, Fire Chief and Mike Jameson, Assistant Fire Chief reported fire and EMS incident information. Ms. Boggs informed the Trustees that Mr. Jon Paul Campbell's six month period for acting as captain of EMS has passed. Mr. Sams made a motion to make Mr. Jon Paul Campbell EMS Captain at this time. Mr. Jones seconded that motion. All voiced a "YEA" vote and the motion was passed to promote Mr. Jon Paul Campbell to EMS Captain. Chief Flint informed the Trustees that Warren County Career Center presented the Fire Department with Valued Business Partner. Chief Flint informed the Trustees that the department is currently working with Ohio Department of Workers Compensation for a grant to cover the cost of power cots. Chief Flint stated that the department will be taking a tour of the Racino on Monday, November 18, 2013 at 6:30 p.m. Chief Flint stated that they are currently evaluating the employees and should have all evaluation completed by the end of the month.

Road and Bridge: Larry Wilson, Road Supervisor, presented his weekly department activity reports completed since the previous meeting. Ms. Boggs requested that the Road Department log annually the hours on all equipment that have hourly meters. She also requested that if a piece of equipment is loaned out, that we record the hours when it is logged out and back in to the township. This will allow that township to make a qualified decision when a piece of equipment needs to be replaced. Mr. Wilson reported to the Trustees that the Warren County Engineer's Office has concerns regarding the culverts in the Estates of Keever Creek. These issues will need to be addressed at the time the development receives its walk thru and punch list. Mr. Wilson obtained estimates to replace the fencing around the cemeteries for OTARMA.

#### Correspondence – In:

- \*Letter from OTARMA regarding bond for Trustees
- \*Letter from Auditor of State regarding UAN computer systems
- \*Letter from Office of Budget and Management regarding the racino payment
- \*Letter from Duke Energy regarding the digital smart meter
- \*News and Information letter from Warren County Combined Health Depart
- \*Email from Jason Fisher regarding the Estates of Keever Creek driveway culverts.
- \*Email from UAN regarding update
- \*Email from WCTA regarding the annual meeting
- \*Email from Ohio Insurance regarding open enrollment for insurance
- \*Email from Ohio Insurance regarding the Healthcare Independence Initiative
- \*Email from United States Department of Commerce regarding the suspension Of the 2014 Boundary and Annexation Survey
- \*Resolution from Warren County Commissioners regarding the approve rezoning Of Judy Armstrong 6.75 acres
- \*Resolution from Warren County Commissioners regarding the approval of the Shaker Run PUD Stage 2 revised preliminary site plan
- \*Letter from Warren County Engineer's office regarding work permit for Rock Rose Ct
- \*Invite for Area Progress Council 30<sup>th</sup> Economic Outlook Breakfast on Friday, November 22<sup>nd</sup>
- \*Notice of resurfacing work on US 42 from Ohio Department of Transportation
- \*Email from Warren County Engineer's office of address for Racino
- \*Email from Rachel Graves, Dayton Development Coalition regarding meeting with Jonathan
- \*Email Newsletter from Ohio Insurance Services
- \*Resolution from Warren County Commissioners regarding approval of Shaker Run PUD Stage 2 Revised Preliminary Site Plan POD "A-2" and "O"

Correspondence – Out:

- \*Faxed Bond information to OTARMA
- \*Letter to Mr. Smith regarding outstanding check
- \*Letter to Humana Dental to cancel coverage effective 10-31-13

The Fiscal Officer presented the bills which were due and the following checks were approved and signed. Check Nos.20107 through 20171, (copy to follow) and Voucher 118-2013, 121-2013, 122-2013

The Fiscal Office reported the following income from: Warren County Auditor, N. Nelson - \$7,704.93 (October 2013 Gas Excise Tax), Molina HealthCare – \$266.12 (Life Squad Services), Celtic Insurance - \$1,044.00 (Life Squad Services), GEHA - \$84.33 (Life Squad Services), Otterbein - \$3,490.47 (Life Squad Services), Middletown Works - \$86.17 (Life Squad Services), Blue Cross Blue Shield - \$83.04 (Life Squad Services), Miami Mutual Insurance - \$932.00 (Life Squad Services), Sheakley Unicom Inc. - \$608.35 (Life Squad Services), Aetna - \$8,644.27 (Life Squad Services), Physicians Mutual Insurance - \$76.74 (Life Squad Services), United American - \$78.45 (Life Squad Services), Anthem Community - \$5,130.25 (Life Squad Services), CGS - \$22,260.78 (Life Squad Services), Care Source - \$687.19 (Life Squad Services), HHP Ohio - \$2,152.67 (Life Squad Services), State of Ohio - \$477.25 (Life Squad Services), UnitedHealth Care - \$7,261.00 (Life Squad Services), HIC - \$4,454.99 (Life Squad Services), Medical Mutual - \$605.43 (Life Squad Services), Electric Commer - \$778.00 (Life Squad Services), Lebanon Citizens National Bank - \$1,036.94 (Various Interest Receipts), StarOhio - \$3.12 (Various Interest Receipts), StarPlus - \$106.76 (Various Interest Receipts), Taxation State of Ohio - \$136,991.44 (August 2013 Settlement), OTARMA - \$3,537.75 (2013 Capitol Distribution), Public Entity - \$1,479.18 (Insurance for Camera Damage), T-Shirt Reimbursement - \$88.00 (Various Individuals), Stine Kilburn - \$450.00 (Open/Close Whitley), Ohio Department of Liquor - \$766.50 (Liquor Permits).

A motion was made by Mr. Sams 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. VanDeGrift - "YEA", Mr. Jones - "YEA", and Mr. Sams - "YEA" the executive session was entered. By motion of Mr. Sams 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. Jones the executive session ended. Upon call of roll, Mr. VanDeGrift - "YEA", Mr. Jones- "YEA" and Mr. Sams -"YEA" the Board returned to regular session.

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

The next regular meeting has been scheduled for November 26, 2013 at 8:00 a.m.

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

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

**RESOLUTION 13-11-01  
TURTLECREEK TOWNSHP  
WARREN COUNTY, OHIO**

**BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall pay an additional principal payment of \$120,000.00 to the Fire Station Bonds and \$260,000.00 to the Administration Building Bonds as of December 1, 2013. Resolution was initiated by Mr. Sams and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 11<sup>th</sup> day of November, 2013

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

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

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

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