

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

JANUARY 28

14

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on January 28, 2014 at 8:00 a.m. with the following person present:

TRUSTEES: Dan Jones, Jonathan D. Sams, and Jim VanDeGrift (Left at 9:30 and returned at 10:30)

CHIEF FISCAL OFFICER: Tammy Boggs

GUEST: Steve Flint, Michael Jameson, Larry Wilson, Jon Paul Campbell, Alan Wolfson, David Fornshell, Michael Shaffer, Jennifer Niehaus, Neil Tunison, Kurt Weber, and Bruce McGary.

The meeting opened with Mr. Jones 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. VanDeGrift moved for acceptance, seconded by Mr. Sams. All were in favor and the minutes were approved as written.

Mr. David Fornshell, Warren County Prosecutor's Office, presented his 2014 annual report

Mr. Bruce McGary, Warren County Prosecutor's Office, presented information to the Trustees regarding the vacate request for Mabrey Road. The Trustees will continue this issue until the next meeting.

Ms. Boggs, Fiscal Officer, requested a resolution to add vacation hours for part time employees for the year ending 2013 at a rate of .0385 per hour worked. Mr. Sams made a motion to add the vacation hours. Mr. VanDeGrift seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 14-01-06**. (A copy of the resolution is included in the minutes).

Ms. Boggs informed the Trustees that a bill has been received for legal services provided to the 123/171 JEDD Board of Directors in the amount of \$2,468.09. The bill will be split with the City of Lebanon and the fees will be reimbursed once that JEDD is receiving money. The amount the township will need to pay is \$1,234.05. Mr. VanDeGrift made a motion to pay these fees. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 14-01-07**. (A copy of the resolution is included in the minutes).

Ms. Boggs informed the Trustees that the township needs to replace six (6) desk top computers and one (1) lap top computer. The cost to replace these computers will be \$576.48 per desk top and \$479.99 for the lap top. The total cost will be approximately \$3,938.87 from Dell computers. Mr. Sams made a motion to purchase the computers and requested that we check with employees to see if they would prefer a lap top. Mr. VanDeGrift seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 14-01-08**. (A copy of the Resolution is included in the minutes).

The township received from Warren County Zoning Department the Re-zoning Case #2014-01 164.3304 acres on State Route 63 to PUD. The Trustees discussed this rezoning and will issue a letter to the zoning department that they would request the following: (1.) Developer to submit landscape plan and standards as part of phase I, (2.) Developer to submit design and architectural standards as part of Phase I to include among other standards: Full masonry wrap, No vinyl, At least 12" overhang, At least 1 overhanging porch area and Roof pitch, (3.) Reserve space for Bike Path, and (4.) Design standards for commercial area, No strip malls/plazas.

Mr. Sams updated the Trustees regarding fire arms in the township building. No fire arms are allowed inside the township building. EMS personnel are allowed to carry fire arms, with permit, but must not bring them into the township building.

Department Reports:

Fire/EMS: Steve Flint, Fire Chief and Mike Jameson, Assistant Fire Chief reported fire and EMS incident information. Assistant Chief Jameson provided information to the Trustees regarding the 911 app for smart phones for the fire department. The app will run \$10.50 per person per year for fifty (50) employees. Chief Jameson explained how this app will work and be a benefit to the department. Mr. Sams made a motion to approve the cost of this app for all employees. Mr. VanDeGrift seconded the motion. All voiced a "YEA" vote and the motion was passed. Assistant Jameson also informed the Trustees that he would like to look into obtaining tablets for the two (2) suburbans. The Trustees gave their approval to investigate the tablets. Assistant Chief Jameson also requested that the department look into provide a reimbursement cost for the EMS employee that works the daily schedule. The EMS employee uses their cell phone to coordinate the schedule and Assistant Chief Jameson feels that the township should reimburse this employee. The cost of the service will be obtained and provided at the next meeting for discussion. Assistant Chief Jameson informed the Trustees that the cost for the rescue team's helmets will be more than expected. The Trustees approved the additional cost as it is a necessity for the team members.

Road and Bridge: Larry Wilson, Road Supervisor, presented his weekly department activity reports completed since the previous meeting. As per a legal opinion from the prosecutor's office the township does not have the ability to place "no thru signs" on the township roads. Mr. Sams made a motion to rescind the Resolution 13-11-06 that authorized the placement of these signs. Mr. VanDeGrift seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 14-01-09**. (A copy of the resolution is included in the minutes). Mr. Wilson addressed the concern regarding tools for the Road Department to carry in the trucks. Mr. Wilson stated that no tools are required at this time but they would like to purchase a tool box for the truck. Mr. VanDeGrift made a motion to purchase the tool box at an approximate cost of \$350.00. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed. A discussion was held regarding that annual road project with the Warren County Engineer's Office. Mr. Wilson stated that he would submit Turtlecreek Union Road, Cook Road, and Audubon for resurfacing. Mr. Wilson stated that he would not submit any subdivision until 2015 due the fact that the roads must be repaired and crack seal prior to the submission of these roads for improvements. The Trustees requested that Mr. Wilson provide a plan and take down schedule for the roads in the township and that this schedule be reviewed monthly for additional repair needs. Mr. Wilson stated that an experiment with the slurry seal product is a prerequisite for the 2015 plans for the roads. Mr. Wilson will price the cost of slurry seal for New England Way, Oak Ridge, and Turtlecreek Subdivision for 2014. Mr. Wilson stated that Turtlecreek Subdivision will be repaired and planned to resurface in 2015 per plan amended by Mr. Wilson and submitted to the Trustees. A list of the plan take down schedule for the township's roads will be attached to these minutes.

Correspondence – In:

- *Email from Employer Outreach regarding health care changes mailings.
- *Email from ODOT regarding grant for signs
- *Email from Prosecutor's office regarding no through truck signs
- *Email from Dexaweb regarding monthly billing
- *Email from Auditor of State regarding monthly statements
- *Email from OPERS regarding administrative rule amendments
- *Letter from PERSO regarding insurance claim on fire truck being closed
- *Letter from Ohio Association of Public Treasure annual conference
- *Legal Opinion from prosecutor's office regarding no through traffic signs
- *Letter from Warren County Board of Elections regarding notification of changes
- *Letter from PRESO regarding fire truck gauges
- *Resolution from Warren County Commissioners regarding approval of text amendments
- *Bill from Bricker & Eckler LLP for fees for JEDD Board of Directors
- *Letter from OTARMA for MORE grant for safety items
- *Letter from Warren County Rural Zoning Commission PUD for 164.3304 acres of State Route 63

Correspondence – Out:

- *Fax to PERSO regarding fire truck gauges
- *Fax to Warren County Board of Election updated information
- *Letter to Warren County Rural Zoning Inspection regarding 2109 Loeb Drive
- *Letter to Warren County Regional Planning regarding Shaker Run Section Four, Phase B Final Plat

The Fiscal Officer presented the bills which were due and the following checks were approved and signed. Check Nos.20528 through 20585 (copy to follow) and Voucher 6-2014.

The Fiscal Office reported the following income from: Warren County Auditor, N. Nelson - \$1,545.32 (December 2013 Motor Vehicle License), \$4,385.24 (January 2014 Local Government), \$1,529.25 (December 2013 New \$5 Permissive Auto), \$6,626.75 (December 2013 \$5 Permissive Auto), \$2,560.05 (January 2014 Cents Per Gallon), Otterbein – \$766.18 (Life Squad Services), M. McCellan Jr. - \$512.00 (Life Squad Services), TriCare - \$181.99 (Life Squad Services), D. Baldwin - \$20.00 (Life Squad Service), Molina HealthCare - \$174.37 (Life Squad Services), Genworth Life - \$91.00 (Life Squad Services), Constitution Life Insurance - \$91.14 (Life Squad Services), K. Chiarini - \$30.00 (Life Squad Services), Pacificare - \$104.61 (Life Squad Services), Blue Cross - \$90.71 (Life Squad Services), United HealthCare - \$103.51 (Life Squad Services), Linda Esecker - \$7.00 (House Number Sign).

Visitor Concerns

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. VanDeGrift and upon call of roll call, Mr. Jones "YEA", Mr. Sams "YEA", and Mr. VanDeGrift "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. VanDeGrift the executive session ended. Upon call of roll, Mr. Jones "YEA", Mr. Sams "YEA", and Mr. VanDeGrift "YEA" the Board returned to regular session.

There begin no further business Mr. Sams 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 10, 2014 at 2:00 p.m.

Signed: _____ President

Attest: _____ Chief Fiscal Officer

**RESOLUTION 14-01-06
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the fiscal officer is allowed to enter earned vacation hours for the part-time employees leave balances for the 2013 year. The part-time employees will earn vacation at a rate of .0385 for every regular hour that they worked in 2013. This balance will be added to their leave balances as of January 2014.

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

Adopted this 28th day of January, 2014.

Signed: _____ "YEA

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 14-01-07
TURTLECREEK TOWNSHP
WARREN COUNTY, OHIO**

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they should pay \$1,234.05 in legal fees to Bricker & Eckler for the I71/123 JEDD Board of Directors legal fees. Source of the funds will be General Fund 1000-110-319-0000 (Other – Professional and Technical Services). This payment will be reimbursed once the JEDD Board receives revenues. Resolution was initiated by Mr. VanDeGrift and seconded by Mr. Sams. All voiced a “YEA” vote and the resolution passed.

Adopted this 28th day of January, 2014

Signed: _____ “YEA”

_____ “YEA”

_____ “YEA”

Attest: _____ Chief Fiscal Officer

**RESOLUTION 14-01-08
TURTLECREEK TOWNSHP
WARREN COUNTY, OHIO**

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall purchase one (1) dell lap top computer at a cost of \$479.99 and six (6) desk top computers at a cost of \$576.48 each from Dell Computer. Source of the funds will be from the EMS Fund, Road Department Fund, and the Fire Fund. Resolution was initiated by Mr. Sams and seconded by Mr. VanDeGrift. All voiced a “YEA” vote and the resolution passed.

Adopted this 28st day of January, 2014

Signed: _____ “YEA”

_____ “YEA”

_____ “YEA”

Attest: _____ Chief Fiscal Officer

**RESOLUTION 14-01-09
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they rescind Resolution 13-11-06 pertaining to the placement of "No Thru Signs" in the township.

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

Adopted this 28th day of January, 2014.

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**TURTLECREEK TOWNSHIP'S
ROAD SCHEDULE FOR REPAIRS AND MAINTENANCE**

ROAD NAMES	CRACK SEALED	2014	2015	PROJECTED WORK	PROJECTED YEAR	MILEAGE
BECKETT DR		CRACK SEAL		SLURRY	2014-2015	0.14
BLAIR DR				SLURRY	2014-2015	0.16
CHARLOTTE AVE (3) SLURRY TRIAL		CRACK SEAL		SLURRY	2014-2015	0.64
COLUMBINE CIRCLE	2011			SLURRY	2014-2015	
COLUMBINE CT	2011			SLURRY	2014-2015	0.5
COOK (2)	2012	ASPHALT				0.72
DEER RUN TRAIL	2012		CRACK SEAL	SLURRY	2016-2017	0.83
DOCTOR LN	2011			SLURRY	2014-2015	
DRAKE RD	2012			SLURRY/CHIP SEAL	2015	1.72
HARBOR DR	2011	CRACK SEAL		SLURRY	2014-2015	0.74
HATFIELD ROAD (4)	2011	PARTIAL ASPHALT		CHIP SEAL	2015	1.6
HOFFMAN AVE (3) SLURRY TRIAL		CRACK SEAL		SLURRY	2014-2015	0.75
JEROME ST		CRACK SEAL		SLURRY	2014-2015	0.08
KIRBY ROAD	2011 (CS)	CRACK SEAL				2.47
LOEB DR	2011			SLURRY	2014-2015	
NEW ENGLAND WAY (1) SLURRY TRIAL	2012			SLURRY	2015-2016	0.29
NIXON CAMP RD (350 - 71)	2012			CHIP SEAL	2017	3.68
NIXON CAMP RD (TOWNSHIP LINE - 350)	2012			CHIP SEAL	2017	
NIXON CAMP RD (WILMINGTON - DEADEND)	2011			CHIP SEAL	2017	
OAK RIDGE DR (2) SLURRY TRIAL	2012			SLURRY	2015-2016	0.24
OAKVIEW	2011	CRACK SEAL		SLURRY	2014-2015	0.17
TURLECREEK UNION (1)	2012	ASPHALT				0.83
TWIN OAKS DR	2011	CRACK SEAL		SLURRY	2014-2015	0.52
WAYNESVILLE (123 - 350)	2012			CHIP SEAL	2015	4.92
WAYNESVILLE (350 - WILMINGTON)	2012			CHIP SEAL	2015	
WAYNESVILLE (WILMINGTON- OREGONIA PARTIAL)	2013			CHIP SEAL	2015	
WILLIAMS ST		CRACK SEAL		SLURRY	2014-2015	0.15

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**TURTLECREEK TOWNSHIP'S
ROAD SCHEDULE FOR REPAIRS AND MAINTENANCE**

ROAD NAMES	CRACK SEALED	2014	2015	PROJECTED WORK	PROJECTED YEAR	MILEAGE
SUBDIVISIONS						
ASHTON	2011	CRACK SEAL				0.6
CALLOWAY FARMS	2011	ASPHALT	CRACK SEAL	SLURRY	2014-2015	1.2
GREENBRIAR SUBDIVISION	2011	CRACK SEAL		SLURRY/ASPHALT	2015	0.84
MAPLE OAKS (3) (VALLEYDALE?)	2013	ASPHALT				0.8
POINTVIEW SUBDIVISION	2011	CRACK SEAL		SLURRY	2015	0.55
STONEWALL SUBDIVISION	2012			SLURRY	2015	1.13
TIMBERCREEK SUBDIVISION (123)	2011			SLURRY	2015	1.75
RED MEANS SUBMIT TO WC ENGINEERS JT PROJECT						
GREEN MEANS TO PRICE FOR SLURRY 2014						
(CS) = CHIP SEAL						

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TURTLECREEK TOWNSHIP'S ROAD CONDITIONS AS OF 2014

ROAD NAMES	CRACK SEALED	CHIP SEALED	2014	PROJECTED WORK	PROJECTED YEAR	MILEAGE
BARTON LN	2012					0.36
COLD SPRINGS RD	2011					0.37
EAST AVE	2011					0.18
EMMONS RD (NIXON CAMP HILL)	2010					2.37
EMMONS RD (OREGONIA - NIXON)	2010	2010				
GLOSSER RD	2011	2012				0.95
HOLLINGSWORTH	2012	2012				1.36
JACK RD	2012					1.39
KEEVER RD	2013	2013				2.09
LIBERTY KEUTER RD (123 - WILMINGTON)	2011	2011				4.12
LIBERTY KEUTER RD (HATFIELD - 42)	2012					
LIBERTY KEUTER RD (OREGONIA - HATFIELD)	2012	2012				
LIBERTY KEUTER RD (WILMINGTON - OREGONIA)	2013	2013				
MABREY RD						0.3
MCCLURE RD	2012					1.21
MELAYNE ST	2012					0.5
MILLER RD	2011					0.36
MOCKINGBIRD LN	2011					0.22
MONROE RD	2011					0.36
MULFORD RD	2013	2010				0.77
NICKEL RD	2011					1.75
NIXON CAMP RD (WILMINGTON - EMMONS)	2011	2011				3.68
NORTH AVE	2011					0.1
ORCHARD RUN DR	2012					0.47
PHILLIPS RD	2012					0.71
SETTLEMIRE RD	2012					0.66
UTICA RD	2012	2012(PAR TIAL)				0.99
WAYNESVILLE RD (OREGONIA - TOWNSHIP LINE)	2010	2010				4.92
WEST AVE	2011					0.19
WOODWIND CT	2011					0.27
SUBDIVISIONS						

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TURTLECREEK TOWNSHIP'S ROAD CONDITIONS AS OF 2014

ROAD NAMES	CRACK SEALED	CHIP SEALED	2014	PROJECTED WORK	PROJECTED YEAR	MILEAGE
BUCKEYE	NEW					
CANDLEWOOD	2012					0.47
CEDAR TRACE	NEW					1.079
CHARLESTON PLACE	2012					0.21
CHARLESTON WOODS	NOT ACCEPTED					
ESTATES OF SHAKER RUN	NEW					
HICKORY MEADOWS	2010					
LIBERTY ACRES	2012					0.29
LIBERTY HEIGHTS	2012					0.23
KEEVER CREEK ESTATES	NOT ACCEPTED					
MEADOWBROOK	2013					0.46
SHAKER RUN	NEW					
TIMBERCREEK (LIBERTY KEUTER)	2011					0.57
TIMBERWOOD	NEW					
TRAILS OF SHAKER RUN	NEW					0.889

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