

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

JUNE 9

14

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on June 9, 2014 at 7:00 p.m. with the following person present:

TRUSTEES: Dan Jones, Jonathan D. Sams, and Jim VanDeGrift
CHIEF FISCAL OFFICER: Tammy Boggs
GUEST: Frank Harmon, Lt. Chris Miller, and Ron Chasteen.

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.

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. 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.

Mr. Frank Harmon, Ohio Insurance Services, provided information to the Trustees regarding the proposed renewal for employee insurance benefits. Mr. Harmon discussed the self-insurance program and the benefits. Mr. Harmon stated that the township would save on the taxes for the insurance as well as a premiums savings and have a fixed renewal until January 2016. The Trustees will continue this matter until the next meeting before deciding with plan to use.

Ms. Boggs informed the Trustees that she verified with the prosecutor's office that as long as our cemetery rules and deed does not restrict the number of cremated remains in a lot that more than one can be placed in a single lot. The Trustees do not wish to modify the cemetery rules at this time to address that numbers of remains in a single lot.

Ms. Boggs notified the Trustees that Cintas will be coming in on June 16, 2014 to shred the documents/records that are no longer required by the state to maintain.

Ms. Boggs notified the Trustees that the township has old computer/recorders that are no longer of value and wish to donate to Lebanon Camp Invention. The items are four (4) computer towers, two (2) cassette players/recorders, two (2) printers, and one (1) WHS/HQ player. Mr. VanDeGrift made a motion to donate these items to the Lebanon Camp Invention. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed.

Department Reports:

Fire/EMS: Steve Flint, Fire Chief and Mike Jameson, Assistant Fire Chief reported fire and EMS incident information. Mr. David Newlin will be hired as a volunteer for Fire/EMS effective July 7, 2014. Mr. Chris Mackey resigned effective May 30, 2014. Mr. Mackey earned 16.34 vacation hours for 2014. These hours need to be added to Mr. Mackey's leave balance. Mr. VanDeGrift made a motion to add 16.34 vacation hours earned for 2014 to Mr. Mackey's leave balance. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 14-06-01**. (A copy of the resolution is included in the minutes). Mr. Mackey has vacation buyout in the amount of 40.63 hours at a rate of pay of \$10.10 per hour. Mr. VanDeGrift made a motion to pay Mr. Mackey's vacation buyout of 40.63 hours at a rate of \$10.10 per hour. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 14-06-02**. (A copy of the resolution is included in the minutes).

Road and Bridge: Ron Chasteen, Road Department Crew Chief, presented his weekly department activity reports completed since the previous meeting. Mr. Kent Hurtt informed the Trustees that the flatbed truck needs six (6) new tires at a cost of \$1,032.83. Mr. VanDeGrift made a motion to purchase the tires from Walt Luti's at a cost of \$1,032.83 after September 1, 2014. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 14-06-03**. (A copy of the resolution is included in the minutes). Mr. Chasteen notified the Trustees that he is working on the cost to repair the thermal cracks in the asphalt. Mr. Chasteen stated that the shelter houses at the park need to be stained. Mr. Sams made a motion to allow up to \$500.00 for the cost of the stain for the shelter houses. Mr. VanDeGrift seconded the motion. All voiced a "YEA" vote and the motion was passed. Mr. Jones will follow up with the Mr. Chasteen regarding the stain to be used on the shelter houses. The Trustees discussed the repair to the culvert on Tumbleweed and will continue this issue until the next meeting. A discussion was held regarding the seasonal position that is open with the Road Department. Mr. Gene Bustle is interested in the position. Mr. VanDeGrift made a motion to hire Mr. Bustle as seasonal Road Department employee effective June 10, 2014 at \$14.00 per hour. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 14-06-04**. (A copy of the resolution is included in the minutes). Mr. Chasteen stated that the Road

Department has one radio that needs to be upgrade to comply with the digital system. The cost of the upgrade is \$400.00. Mr. VanDeGrift made a motion to approve the upgrade. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed. The Trustees determined that Mr. Ron Chasteen, as Road Department Crew Chief, should receive a \$1.00 per hour raise effective June 14, 2014. Mr. VanDeGrift made a motion to increase Mr. Ron Chasteen's pay a \$1.00 per hour as Crew Chief, effective June 14, 2014. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 14-06-05**. (A copy of the resolution is included in the minutes).

Correspondence – In:

- *Letter from Warren County Health Department regarding high weeds at 1917 Stubbs Mill Road
- *Letter from Warren County Health Department regarding high weeds at Katie Drive Lot 20
- *Letter from Warren County Health Department regarding high weeds at Point View Court Lot 53
- *Letter from Beth Gully regarding meeting
- *Letter from Ohio Department of Transportation regarding survey
- *Email from Larry Wilson regarding paperwork
- *Letter from PWAIC regarding appointments to Natural Resources Assistance Council
- *Email regarding legal notice for budget information
- *Resolution from Warren County Commissioners regarding rezoning application for Otterbein
- *Letter from Warren County Commissioners regarding legal notice of zoning for Otterbein
- *E Newsletter from Ohio Insurance Services
- *Email from Jill Hreben, Otterbein, regarding update on new community authority
- *Email from Frank Harmon that he will be attending the meeting on June 9th
- *Email from Jason Millard regarding the 123/171 JEDD Board

Correspondence – Out:

- *Letter to Warren County Regional Planning regarding Estates of Keever Creek Section 1

The Fiscal Officer presented the bills which were due and the following checks were approved and signed. Check Nos. 21153 through 21242 (copy to follow) and voucher 53-2014.

The Fiscal Office reported the following income from: Warren County Auditor, N. Nelson - \$7,675.84 (May 2014 Gas Excise Tax), United American Insurance – \$118.19 (Life Squad Services), Constitution Life Insurance - \$95.25 (Life Squad Services), TriCare - \$89.09 (Life Squad Services), State of Ohio - \$500.00 (Life Squad Service), Medical Mutual - \$149.20 (Life Squad Service), HIC - \$417.07 (Life Squad Service), United HealthCare - \$2,680.79 CGS - \$14,917.66 (Life Squad Service), Anthem - \$3,373.77 (Life Squad Service), CareSource - \$916.26 (Life Squad Service), Community Insurance - \$661.28 (Life Squad Service), Aetna - \$3,335.28 (Life Squad Service), HHP - \$2,384.47 (Life Squad Service), State of Ohio Medicaid - \$563.11 (Life Squad Service), HIC - \$1,325.31 (Life Squad Service), M. Shutts - \$30.00 (Life Squad Service), Cigna - \$643.49 (Life Squad Service), Cedar Trace - \$1,380.00 (2013-2014 Snow Plow Charges), State of Ohio - \$1,000,000.00 (Racino Funds), Lebanon Citizens National Bank - \$124.34 (Various Interest Receipts), StarOhio - \$.90 (May 2014 Interest), StarPlus - \$793.80 (May 2014 Interest), Sheila Doan - \$560.00 (Cemetery Lots Section 50 Lot 4 & 5).

A motion was made by Mr. Sams that the Board of Trustees adjourn into executive session to discuss Road Department personnel matters and Real Estate pursuant to ORC 121.22 (G) (1) (2). The motion was seconded by Mr. VanDeGrift and upon call of roll call, Mr. Jones "YEA", Mr. VanDeGrift "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. VanDeGrift the executive session ended. Upon call of roll, Mr. Jones "YEA", Mr. VanDeGrift "YEA", and Mr. Sams "YEA" the Board returned to regular session.

There begin no further business Mr. VanDeGrift 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 June 24, 2014 at 8:00 a.m.

Signed: _____ President

Attest: _____ Chief Fiscal Officer

**RESOLUTION 14-06-01
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 employee, Mr. Chris Mackey. Mr. Mackey earned 16.34 vacation hours at a rate of .0385 for every regular hour that he worked in 2014.

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

Adopted this 9th day of June, 2014.

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 14-06-02
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the trustees approved the vacation buyout for Chris Mackey. The total hours of the vacation buyout are, 40.63 hours, which should be paid at time of separation from the township, per the personnel policy manual. Mr. Mackey will be paid for 40.63 hours at \$10.10 per hour,

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

Adopted this 9th day of June, 2014

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 14-06-03
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall purchase six (6) tires for the flatbed truck from Walt Luti's after September 1, 2014 at the approximate cost of \$1,032.83. Source of the funds will be from the Road Department Fund #2031-330-430-0000 (Small Tools and Minor Equipment). Resolution was initiated by Mr. VanDeGrift and seconded by Mr. Sams. All voiced a "YEA" vote and the resolution passed.

Adopted this 9th day of June, 2014

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 14-06-04
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

BE IT REOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall employ Harold Gene Bustle, as a seasonal Road Department employee, at a rate of \$14.00 per hour with a hire date of June 10, 2014. Resolutions was initiated by Mr. VanDeGrift and seconded by Mr. Sams. All voiced a "YEA" vote and the resolution passed.

Adopted this 9th day of June, 2014.

Signed: _____ "YEA"

: _____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 04-06-05
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio that

WHEREAS, the Turtlecreek Township Board of Trustees approved the pay increase of \$1.00 per hour effective June 14, 2014 for Mr. Ron Chasteen, Road Department Crew Chief.

Mr. VanDeGrift moved to adopt the foregoing resolution. Mr. Sams seconded the motion. All voiced a "YEA" vote and the resolution passed.

Adopted this 9th day of June, 2014.

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Fiscal Officer