

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

DECEMBER 8

14

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on December 8, 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: Steve Flint, Michael Jameson, Ron Chasteen, and Lt. Chris Miller.

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 of the November 10, 2014 minutes, seconded by Mr. Jones. All were in favor and the minutes were approved as written. Since there were no additions or corrections, Mr. Sams moved for acceptance of the November 25, 2014 minutes, 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. 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.

Prior to the meeting the Audit/Financial Committee met to review the financial reports for the year to date. The committee indicated that no amended appropriations or budget revisions were needed at this time. The semi-annual audit committee reviewed the year to date reports. The committee noted that at this time there is no need for transfers, additional line items, revenue revisions, or amended appropriations.

The Trustees discussed the annual donation from the township to the Lebanon Food Pantry. Mr. Jones made a motion to donate \$400.00 to the food pantry. Mr. VanDeGrift seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 14-12-18**. (A copy of the resolution is included in the minutes).

Mr. Sams made a motion for appointments to the Volunteer Fire Fighters Dependents Fund for the 2015 year. Mr. VanDeGrift seconded the motion. All voiced a "YEA" vote and the motion was passed. The appointments are Mr. Daniel Jones, Mr. Jim VanDeGrift, Mr. Jon Campbell, Mr. Brent Wright, Mr. Frank Tone, and Mr. JonPaul Campbell as secretary.

Mr. VanDeGrift made a motion for election of officers for the year 2014. Mr. Sams will serve as the President of the Board of Trustees and Mr. Jones will serve as Vice President of the Board of Trustees. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed.

Ms. Boggs informed the Trustees that an invoice in the amount of \$500.00 has been received by the township from the Warren County Port Authority regarding the contribution to the Small Business Development Center. Mr. Sams made a motion to pay this invoice. Mr. VanDeGrift seconded the motion. All voiced a "YEA" vote and the motion was passed.

Ms. Boggs presented the year end resolutions for the Trustees to review. Mr. VanDeGrift made a motion to approve all year end resolution. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolutions 14-12-01 – 14-12-17**. (A copy of the resolutions are included in the minutes).

Mr. Sams has been appointed by the Warren County Township Association to represent the township on the OKI Board of Directors. Mr. Jones signed the documents to be presented to OKI regarding this matter.

Mr. VanDeGrift reported on the annual township dinner held in November. Mr. Tunison discussed the cost of salt for the year which will be \$76.82 per ton. Snow removal policy was also discussed regarding the replacement of mail boxes.

Mr. Sams discussed the bike trail planning he would like to move forward with and the Trustees gave their approval to move forward with the planning stage of the bike trails. Mr. Sams also discussed the additional funding to the township in regards to the racino. The funding is waiting on the approval the state legislators.

Mr. Chasteen discussed with Lt. Miller the school bus stops on McClure and that the bus drivers were concerned with the speed on the road. Lt. Miller stated that he would address this with the department.

Department Reports:

Fire/EMS: Steve Flint, Fire Chief and Mike Jameson, Assistant Fire Chief reported fire and EMS incident information. Chief Flint requested that the 2004 Suburban be listed on GovDeals. Chief Flint presented the Fire/EMS Strategic Planning for the next ten (10) years to the Trustees. Chief Flint stated that the annual Fire Department Christmas Party will be held on December 13, 2014 at 6 p.m. Assistant Chief Jameson stated that the ladder testing will begin on December 16 and will cost approximately \$1,692.00. Mr. VanDeGrift made a motion to approve the cost. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed.

Road and Bridge: Ron Chasteen, Road Crew Chief, presented his weekly department activity reports completed since the previous meeting. Mr. Chasteen stated that the Road Department has been reorganizing and cleaning. The Road crew picked up leaves in the Stonewall Subdivision. Mr. Chasteen stated that the purchase of the new state bid dump truck will be approximately \$127,241.00. Mr. Chasteen will provide Ms. Boggs with the breakdown on the items so that she can prepare the PO's. Mr. VanDeGrift made a motion to purchase the truck. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 14-12-19**. (A copy of the resolution is included in the minutes).

Mr. Chasteen stated that Mr. William Stevens will be hired as seasonal help for snow plowing. Mr. Sams made a motion to hire Mr. Stevens effective 12-8-14 at the rate of \$15.00 per hour. Mr. VanDeGrift seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 14-12-20**. (A copy of the resolution is included in the minutes).

Correspondence – In:

Notice from Normac Company of asphalt pricing
Letter from Duke Energy of annual application of Duke Energy for an adjustment to rider AMRP Rates
Letter from Warren County Engineer's Office of annual inventory request
Email from Warren County Engineer's Office regarding ODOT annual review of roads
Email from Warren County Engineer's Office regarding right of way permit for sewers
Letter from Ohio Township Association Risk Management Authority nomination committee

Correspondence – Out:

Letter to ODSA with Turtlecreek-Monroe Raceway Joint Economic Development District Agreement
Email to Mr. Greg Santaromita regarding the use of the meeting room

The Fiscal Officer presented the bills which were due and the following checks were approved and signed. Check Nos. 22177 through 22247 (copy to follow) and voucher 117-2014

The Fiscal Office reported the following income from: Warren County Auditor, N. Nelson - \$7,718.62 (November 14 Gas Excise Tax), Liberty Mutual – \$56.56 (Life Squad Services), Genworth Life - \$91.24 (Life Squad Services), Dept of Public Safety - \$390.78 (Life Squad Services), United Health Care - \$2,240.41 (Life Squad Service), DGC - \$11,867.81 (Life Squad Service), HIC - \$2,518.98 (Life Squad Service), Anthem Community - \$1,591.70 (Life Squad Service), CareSource - \$277.88 (Life Squad Service), Aetna - \$1,672.04 (Life Squad Service), Community Insurance - \$89.66 (Life Squad Service), Compmanagement - \$561.83 (Life Squad Service), T. Hilst - \$181.18 (Life Squad Service), D. Bendel - \$30.00 (Life Squad Service), M. Gaffin - \$60.00 (Life Squad Service), Middletown Works - \$84.65 (Life Squad Service), M. Woebkenberg - \$165.74 (Life Squad Service), Lebanon Citizens National Bank - \$1,776.33 (Various Interest Receipts), Turtlecreek Auxliary - \$36.00 (Reimbursement for supplies), Time Warner Cable - \$110.09 (3rd Quarter 2014 Franchise Fees), Ohio Bureau of Workers Comp - \$261.38 (Refund), Brian Shriver - \$4,850.00 (Sell of 2004 Suburban), StarPlus - \$768.96 (Nov 14 Interest) StarOhio - \$1.88 (Nov 14 Interest).

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 December 30, 2014 at 8:00 a.m.

Signed: _____ President

Attest: _____ Chief Fiscal Officer

**TEMPORARY
14-12-01
TOWNSHIP ANNUAL APPROPRIATION RESOLUTION**

The **Board of Trustees** of TURTLECREEK Township, in WARREN County Ohio met in REGULAR session on the 8TH day of DECEMBER, 2014, at the

TOWNSHIP MEETING HALL with the following members present:

DAN JONES

JAMES VANDEGRIFT

JONATHAN SAMS

Mr. VanDeGrift moved the adoption of the following Resolution:

BE IT RESOLVED by the *Board of Trustees* of TURTLECREEK

Township, WARREN County Ohio that to provide for the current expenses

and

Other expenditures of said Board of Trustees, during the fiscal year, ending **December 31,**

2015, the following sums be and the same are hereby set aside and **appropriated** for

The several purposes for which expenditures are to be made for and during said fiscal year,

As follows, viz:

Mr. Sams seconded the **Resolution** and the

Roll being called upon its adoption the vote resulted as follows:

MR. JIM VANDEGRIFT “YEA”

MR. DAN JONES “YEA”

MR. JONATHAN SAMS “YEA”

Adopted DECEMBER 8, 2014

Board of Township Trustees, Fiscal Officer

THE STATE OF OHIO, WARREN COUNTY, ss:

I, TAMMY BOGGS, Fiscal Officer of the Board of Trustees

Of Turtlecreek Township, in Warren

County Ohio, and in whose custody the Files, Journals and Records

Of said Board are required by the Laws of the State of Ohio to be

Kept, do hereby certify that the foregoing **Annual Temporary Appropriation**

Resolution is taken and copied from the original Resolution now on

File with said Board, that the foregoing Resolution has been compared

By me with the said original and that the same is a true and correct

Copy thereof.

WITNESS my signature, this 8th day of December, 2014.

Township Fiscal officer

RESOLUTION 14-12-01

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 2015. Resolution was introduced by Mr. VanDeGrift and seconded by Mr. Sams. All voiced a “YEA” vote and the resolution passed.

Adopted this 8th day of December, 2014

RESOLUTION 14-12-02

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 (including heat, telephone, gas, electric, garbage disposal, cleaning, etc.) 40% from the General Fund and 60% from the EMS/Fire Levy Fund and all utility bills for the fire stations (including heat, telephone, gas, electric, garbage disposal, etc) from the EMS/Fire Fund. Resolution was introduced by Mr. VanDeGrift and seconded by Mr. Sams. All voiced a “YEA” vote and the resolution passed.

Adopted this 8th day of December, 2014

RESOLUTION 14-12-03

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 \$0.50 per mile 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 \$40.00 per day for meal allowance when attending full day or overnight conferences during the calendar year beginning January 1, 2015, for Township Trustees, Fiscal Officer and employees. Resolution was introduced by Mr. VanDeGrift and seconded by Mr. Sams. All voiced a “YEA” vote and the resolution passed.

Adopted this 8th day of December, 2014

RESOLUTION 14-12-04

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, 2015 – Steven Flint as Fire Chief, Michael Jameson as Assistant Fire Chief. Resolution was introduced by Mr. VanDeGrift and seconded by Mr. Sams. All voiced a “YEA” vote and the resolution passed.

Adopted this 8th day of December, 2014

RESOLUTION 14-12-05

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. VanDeGrift and seconded by Mr. Sams. All voiced a “YEA” vote and the resolution passed.

Adopted this 8th day of December, 2014

RESOLUTION 14-12-06

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, 2015 to December 31, 2015: Annual Rate: Secretary \$100.00, Treasurer \$100.00, Drivers \$150.00. Firemen \$17.00 per run if there is a fire, \$12.00 per run if it is a false alarm, disregard, wash out, no flame, etc. Officers (Captains and Lieutenants) receive the same base pay plus an additional \$1.00 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. VanDeGrift and seconded by Mr. Sams. All voiced a "YEA" vote and the resolution passed.

Adopted this 8th day of December, 2014

RESOLUTION 14-12-07

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, 2015 to December 31, 2015: EMT's \$17.00 per run, Advanced EMT's \$18.00 per run, Paramedics \$19.00 per run, all receive an amount of \$12.00 per run if it is a non transport situation. Officers (Captains and Lieutenants) receive their base pay plus an additional \$1.00 per run. Attendance at meetings (business and practice) shall be compensated at the same rate as their base compensation for runs. Non-Certified observers shall be reimbursed at half the EMT rate for runs and meetings/training. The Secretary shall receive \$100.00 per year. Resolution was introduced by Mr. VanDeGrift and seconded by Mr. Sams. All voiced a "YEA" vote and the resolution passed.

Adopted this 8th day of December, 2014

RESOLUTION 14-12-08

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 their choice of disability insurance (single policy) or hospitalization insurance, including life, which will be provided by the Medical Mutual of Ohio health carrier, dental and vision insurance (family policies) will be provided by a separate carrier for their terms beginning on or after January 1, 2015. At the present time, the carriers are Medical Mutual of Ohio, Delta Dental, and VSP (policy benefits are defined in their specific contracts). Resolution was introduced by Mr. VanDeGrift and seconded by Mr. Sams. All voiced a "YEA" vote and the resolution passed.

Adopted this 8th day of December, 2014

RESOLUTION 14-12-09

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 Medtronic Physio-Control (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. VanDeGrift and seconded by Mr. Sams. All voiced a "YEA" vote and the resolution passed.

Adopted this 8th day of December, 2014

RESOLUTION 14-12-10

Turtlecreek Township
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall transfer from the General Fund to the Road and Bridge Fund an amount of \$100,000.00 for Year 2015 appropriation. Resolution was introduced by Mr. VanDeGrift and seconded by Mr. Sams. All voiced a "YEA" vote and the resolution passed.

Adopted this 8th day of December, 2014

RESOLUTION 14-12-11

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 \$12,321.00 to the Warren County Drug Task Force as the Year 2015 contribution. The General Fund shall be the source of funds. Resolution was introduced by Mr. VanDeGrift and seconded by Mr. Sams. All voiced a "YEA" vote and the resolution passed.

Adopted this 8th day of December, 2014

RESOLUTION 14-12-12

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

Adopted this 8th day of December, 2014

RESOLUTION 14-12-13

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

Adopted this 8th day of December, 2014

RESOLUTION 14-12-14

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 2015. In addition, Resolution 03-12-21, 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 2015. Resolution was introduced by Mr. VanDeGrift and seconded by Mr. Sams. All voiced a "YEA" vote and the resolution passed.

Adopted this 8th day of December, 2014

RESOLUTION 14-12-15

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 EMS employees shall be compensated at the rate listed below effective January 1, 2015

Paramedic	\$11.50
Intermediate	\$10.50
Basic	\$ 9.50
Observer Full	\$ 8.50
Observer Half	\$ 6.00

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

Adopted this 8th day of December, 2014

RESOLUTION 14-12-16

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

Adopted this 8th day of December, 2014

RESOLUTION 14-12-17

Turtlecreek Township
Warren County, Ohio

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that all vacation hours that may not be carried over for the 2015 year for employees will be paid out on the payroll check dated January 16, 2015 as vacation buyout. Resolution was initiated by Mr. VanDeGrift and seconded by Mr. Sams. All voiced a "YEA" vote and the resolution passed.

Adopted this 8th day of December, 2014

The signatures below indicate acceptance and attestments of **Resolutions 14-12-01 through 14-12-17**. Any exceptions to be so noted below.

Exceptions: None

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Fiscal Officer

**RESOLUTION 14-12-18
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall make a donation to the Lebanon Food Pantry in the amount of \$400.00. Source of the funds will be from the General Fund #1000-110-591-0000 (Contributions to other Organizations). Resolution was initiated by Mr. Jones seconded by Mr. VanDeGrift. All voiced a "YEA" vote and the resolution passed.

Adopted this 8th day of December, 2014

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 14-12-19
TURTLECREEK TOWNSHP
WARREN COUNTY, OHIO**

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall purchase a 2016 International 7400 SFA 4x2 from Rush Truck Center at the approximate cost of \$76,023.00 and the Snow and Ice Removal Package from Gledhill Road Machinery Co at the approximate cost of \$50,828.71. Source of the funds will be from the Road Department Fund #2031-930-930-0000 (Contingencies). Resolution was initiated by Mr. VanDeGrift and seconded by Mr. Sams. All voiced a "YEA" vote and the resolution passed.

Adopted this 8th day of December, 2014

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 14-12-20
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

BE IT REOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall employ William Stevens, as a seasonal employee, at a rate of \$15.00 per hour with a hire date of December 8, 2014. Resolutions was initiated by Mr. Sams and seconded by Mr. VanDeGrift. All voiced a "YEA" vote and the resolution passed.

Adopted this 8th day of December, 2014.

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer