

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

MARCH 14

16

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on March 14, 2014 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, Michael Jameson, Ron Chasteen, Doug Miller, Gregory Johnson, Nicole Johnson, Olivia Johnson, Michael Abbott, Jeff Wieland, Kent Hurt, and Jackie Davis.

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

The minutes of the previous meetings, February 12, 2016, February 15, 2016 and February 23, 2016 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.

The Fiscal Officer, Ms. Boggs, administered the oath of office to Gregory S. Johnson, Fiscal Officer. His new term begins January 1, 2016. Mr. Johnson bond is \$250,000.00 and has been executed.

Ms. Boggs informed the Trustees that the annual renewal policy for the Public Entity Insurance is due. The renewal rate is \$6,190.00 for the 2016 year. Mr. Sams made a motion to approve the renewal policy with Senour-Flaherty Insurance. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 16-03-06**. (A copy of the resolution is included in the minutes).

Ms. Boggs informed the Trustees that due to the relocation of the employee offices, new office items need to be purchased. The approximate cost will be \$4,200.00 from various vendors. The township will need to purchase one computer, two monitors, three (3) office chairs, four (4) file cabinets, and flooring for the report room. Mr. Sams made a motion to purchase the necessary office items. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 16-03-05**. (A copy of the resolution is included in the minutes).

Mr. Doug Miller presented the Trustees with the legal fee agreements from Union Village – Otterbein and the township. Mr. Sams made a motion for Mr. VanDeGrift, as the Board President, sign the agreements. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed.

Mr. Sams informed the Trustees that he had a discussion with Mr. Caleb Bell and the Union Village – Otterbein would like to have the ability within the NCA agreement to charge a sales tax.

Ms. Boggs notified the Trustees that an invoice has been received from Donnellon, Donnellon, and Miller, for Union Village – Otterbein legal fees. The amount is \$2,687.50. Ms. Boggs suggested that an additional purchase order be added at this time as the balance on the previous purchase order is \$1,437.50. Mr. Sams made a motion to add an additional purchase order in the amount of \$10,000.00 for legal fees. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 16-03-01**. (A copy of the resolution is included in the minutes).

Mr. Jeff Wieland, Greentree Golf Course developer, presented the updated version of the development plan to the Trustees. Mr. Wieland discussed that there will be approximately 23 (2 ½) acre lots, 160 (60x100) lots, and 74 (80x150) lots. The project will have Butler County sewers. The Trustees prefer this version of the plan for the 160 (+) acres.

Warren County Regional Planning is requested the 2016 planning members for the township. Mr. Sams made a motion to appoint Michael Shaffer, Michelle Niewierowski, and Tammy Boggs. Mr. Jones 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. Chief Flint notified the Trustees that the township would like to apply for a grant for the LED retrofit project. The Trustees discussed the grant and agreed to provide a 20% match for the grant. Mr. Sams made the motion to apply for the Ohio Public Safety Program Grant. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed. Assistant Chief Jameson requested that four (4) Fire personnel attend the swift water training class. Two (2) for ops training and two (2) for tech training. The cost of the training will be \$2,420.00 to the Warren County Career Center. Mr. Sams made a motion to approve the training. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 16-03-02**. (A copy of the resolution is included in the minutes). Assistant Chief Jameson informed the Trustees that Enterprise Products (Texas Eastern) will be purchasing tools necessary to address the gas tanks at their facility. They will be offering training regarding these tools for one person from Turtlecreek and Clearcreek township in Texas. Enterprise will donate \$2,500.00 to cover the expenses for the trip. The cost of the class will be \$2,150.00. The township will have to cover the travel and lodge expenses. The training will be held the first week of May. Assistant Chief Jameson will be the person to attend the training. Mr. Sams made a motion to approve the expense associated with this training. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed with **Resolution 16-03-03**. (A copy of the resolution is included in the minutes).

Road and Bridge: Ron Chasteen, Road Supervisor, presented his weekly department activity reports completed since the previous meeting. Mr. Chasteen presented the road work for 2016. Projected roads for resurfacing and chip seal project will be Turtlecreek Subdivision (1.79 miles), Kirby Road (East side between Hart and State Route 48) (1.449 miles), Jack Road (.882) for the projected cost of \$345,774.00). Mr. Sams made a motion to approve the list roads for repair for 2016. Mr. Jones seconded the motion. All voiced a "YEA" vote and the motion was passed. The township will participate in the street sweeping program offered by the WC Engineer's office. Assistant Chief Jameson and Mr. Chasteen discussed that a new bobcat is needed for the Road Department. The cost of the new bobcat will be \$34,455.20 from Bobcat Company. Mr. Jones made a motion to purchase the new bobcat. Mr. Sams seconded the motion. All voiced a "YEA" vote for the purchase of the bobcat at the cost of \$34,455.20 and the motion was passed with **Resolution 16-03-04**. (A copy of the resolution is included in the minutes). Mr. Chasteen informed the Trustees that he would like to place the old bobcat on GovDeals with a minimum bid of \$5,000.00. Mr. Jones made the motion to place the old bobcat on GovDeals. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed.

Correspondence – In:

Email from WC Convention Visitors Bureau 2016 Annual Partner Meeting 4-15-16  
Email from Ohio History Connection and Friends of the Ancient Ohio Earthworks  
WC Historical Society newsletter  
Email regarding barking dog and noise ordinance  
Letter from Civil Pro Engineers regarding Orchards Phase 3 Improvements  
Letter from Civil Pro Engineers regarding Life Enrichment Center Sewer Connection  
Letter from WC Prosecutors regarding legal opinion for Fiscal Officer and EMS

Correspondence – Out:

Letter to Civil Pro Engineers regarding Orchards Phase 2 Improvements  
Letter to Civil Pro Engineers regarding Life Enrichment Center Sewer Connection  
Letter to Auditor of State of Fiscal Officer Change

The Fiscal Officer presented the bills which were due and the following checks were approved and signed. Check Nos. 25603 through 25747 (copy to follow) and Vouchers 26-2016, 29-2016, 30-2016, 32-2016, 33-2016, and 36-2016.

The Fiscal Office reported the following income from: Warren County Auditor ,M. Nolan - \$930.44 (Feb 2016 Local Government), \$5,448.01 (Feb 16 Local Government), \$1,783.77 (Jan 16 Motor Vehicle License), \$1,817.25 (Jan 16 New \$5 Permissive Tax), \$2,473.94 (Feb 16 Cents per Gallon), \$7,874.75 (Jan 15 \$5 Permissive Tax), \$7,618.28 (Feb 16 Gas Excise Tax), J. Smith – \$45.00 (Life Squad Services), J. Baket - \$460.00 (Life Squad Services), National Association of Letter Carriers - \$78.08 (Life Squad Services), Anthem - \$3,806.30 (Life Squad Service), Aetna - \$3,453.19(Life Squad Service), Molina HealthCare - \$174.37 (Life Squad Service), HHP Ohio - \$624.14 (Life Squad Service), State of Ohio - \$2,200.00 (Life Squad Service), CGS - \$3,065.35 (Life Squad Service), United HealthCare - \$3,654.10 (Life Squad Service), Medical Mutual - \$356.50 (Life Squad Service), Caresource - \$276.41 (Life Squad Service), Riverlink - \$195.12 (Life Squad Service), L. Hildebrand - \$50.00 (Life Squad Service), M. St. John - \$30.00 (Life Squad Service), Blue Cross Blue Shield - \$84.31 (Life Squad Service), Lebanon Citizens National Bank - \$55.91 (Various Interest Receipts), State of Ohio - \$1,000.30 (Liquor Licensing Fee), State of Ohio - \$15,000.00 (2015 Horse Racing), Peoples First Savings - \$15,056.24 (2016 Interest on CD's), StarPlus - \$1,526.12 (Feb 16 Investment Interest), StarOhio - \$462.97 (Feb 16 Investment Interest), J. Rouse - \$60.00 (Donation EMS Umney).

Visitor Concerns

Ms. Jackie Davis, EMS Personnel, discussed the photo fund raiser for the auxiliary department. The Trustees have no problem with the fund raiser and approve the project.

A motion was made by Mr. Sams that the Board of Trustees adjourn into executive session to discuss personnel matters regarding the Road Department 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.

Mr. Chasteen discussed with the Trustees the hiring of a seasonal employee. Mr. Chasteen would like to bring back Mr. Johnnie Manning effective April 18, 2016. Mr. Jones made a motion to rehire Mr. Manning as a seasonal employee effective April 18, 2016 at the rate of pay of \$13.50 per hour. Mr. Sams seconded the motion. All voiced a “YEA” vote and the motion was passed with **Resolution 16-03-07**. (A copy of the resolution is included in the minutes).

There being no further business the 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 is scheduled for March 29, 2016 at 8:00 a.m.

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

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

**RESOLUTION 16-03-01  
TURTLECREEK TOWNSHP  
WARREN COUNTY, OHIO**

**BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall add additional legal fees for the Union Village – Otterbein project for Mr. Doug Miller of Donnellon, Donnellon & Miller, to represent the township in regards to TIF projects. The additional amount will be \$10,000. Source of the funds will be from the General Fund - #1000-110-319-0000 (Other – Other Professional and Technical Services). Resolution was initiated by Mr. Sam and seconded by Mr. Jones. All voiced a “YEA” vote and the resolution passed.

Adopted this 14<sup>th</sup> day of March, 2016.

Signed: \_\_\_\_\_ “YEA”

\_\_\_\_\_ “YEA”

\_\_\_\_\_ “YEA”

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

**RESOLUTION 16-03-02  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION TO PAY FOR SWIFT WATER  
RESCUE TRAINING FOR  
FOUR EMPLOYEES**

**WHEREAS**, it is the intent of Turtlecreek Township Board of Trustees to pay for the Swift Water Rescue Training for four (4) employees. The cost of the training will be \$2,420.00 to the Warren County Career Center. Source of the funds will be the Fire Fund 2192-220-599-0000 (Other – Other Expenses).

**THEREFORE**, by motion of Mr. Sams and seconded by Mr. Jones the above resolution was approved. All voiced a “YEA” vote and the resolution passed.

Adopted this 14<sup>th</sup> day of March, 2016

Signed: \_\_\_\_\_ “YEA”

\_\_\_\_\_ “YEA”

\_\_\_\_\_ “YEA”

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

**RESOLUTION 16-03-03  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION TO PAY FOR EXPENSES ASSOCIATED WITH THE TRAINING CLASS THAT  
WILL BE HELD IN TEXAS FOR THE GAS TANKS AT ENTERPRISE PRODUCTS**

**WHEREAS**, it is the intent of Turtlecreek Township Board of Trustees to pay for the training class to be held in Texas for the gas tank training.

**WHEREAS**, it is the intent for the township to send Assistant Chief Jameson to the training in Texas;

**WHEREAS**, the expenses associated with the training will be paid from the Fire Fund as well as the donation from Enterprise Products;

**THEREFORE**, by motion of Mr. VanDeGrift and seconded by Mr. Sams the above resolution was approved. All voiced a "YEA" vote and the resolution passed.

Adopted this 14<sup>th</sup> day of March, 2016

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

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

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

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

**RESOLUTION 16-03-04  
TURTLECREEK TOWNSHP  
WARREN COUNTY, OHIO**

**BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall purchase a bobcat at the approximate cost of \$34,455.20 from Bobcat Company. Source of the funds will be 2031-760-740-0000 (Machinery, Equipment, and Furniture). Mr. Jones made a motion to purchase the bobcat. Mr. Sams seconded the motion. All voiced a "YEA" vote and the motion was passed.

Adopted this 14<sup>th</sup> day of March, 2016

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

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

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

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

**RESOLUTION 16-03-05  
TURTLECREEK TOWNSHP  
WARREN COUNTY, OHIO**

**BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall purchase necessary office items/equipment for the relocation of the employee offices. The approximate cost of the items will be \$4,200.00 from various vendors and funds. The items purchased will be one computer, two (2) monitors, three (3) chairs, four (4) file cabinets, and flooring for the report room. Resolution was initiated by Mr. Sams and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 14<sup>th</sup> day of March, 2016

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

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

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

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

**RESOLUTION 16-03-06  
TURTLECREEK TOWNSHP  
WARREN COUNTY, OHIO**

**BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall purchase Public Official E & O Insurance from Senour-Flaherty Insurance at an approximate cost of \$6,190.00. Source of the funds will be from the General Fund #1000-110-389-0000 (Other- Insurance and Bonding). Resolution was initiated by Mr. Sams and seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 14<sup>th</sup> day of March, 2016

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

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

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

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

**RESOLUTION 16-03-07  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**BE IT REOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall employ Johnie L Manning, as a seasonal Road Department employee, at a rate of \$13.50 per hour (CDL) with a hire date of April 18, 2016. Resolutions was initiated by Mr. Jones and seconded by Mr. Sams. All voiced a "YEA" vote and the resolution passed.

Adopted this 14<sup>th</sup> day of March, 2016.

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

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

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

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