

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

NOVEMBER 28

17

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on November 28, 2017 at 8:00 a.m. with the following person present:

TRUSTEES: Jim VanDeGrift, Daniel Jones, and Jonathan Sams

CHIEF FISCAL OFFICER: Amanda Childers

GUESTS: Steve Flint, Tammy Boggs, Jennifer Niehaus, Michael Jameson, Ron Chasteen, Mike Shaffer and George Butts.

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

The minutes of the previous meetings, November 2, 2017 and November 13, 2017 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.

Department Reports:

Fire/EMS:

Chief Steve Flint informed the Trustees that the 1994 GMC Top kick dump truck, which is being sold on govdeals, is approaching the end of the time limit. The reserve is set at a minimum of \$5,000.00 and he expects it will go higher than that.

Assistant Chief Mike Jameson informed the Trustees that Tanker 31 needs four drive tires and two steer tires at a cost of \$2,205.32. The cost is determined by state bid pricing through Luti Tire. He requested authorization to make the repair. Mr. VanDeGrift moved for acceptance, seconded by Mr. Sams to approve the repair. All voiced a "YEA" vote and the motion was passed. Resolution **17-11-03** (a copy of the resolution will be included in the minutes.)

Mr. Jameson stated that due to the Loeb grant the Township has been able to purchase new equipment that make a nice addition to what we already have. Mr. Jameson also thanked Mr. VanDeGrift for attending fire training along with the fire staff. Mr. VanDeGrift said he found the training to be very informative and was particularly impressed with Mr. Dan Wood our Firefighter from Station 31 who conducted the training.

Road and Bridge:

Ron Chasteen, Supervisor informed the Trustees that the blacktop on Turtlecreek Union Rd is completed. He noted that there is a contractor installed pipe that does not have the proper fill. The issue has been communicated to the County Engineer for correction before it is accepted by the Township.

Mr. Chasteen informed the Trustees that he had inspected the ditches in Keverer Creek subdivision and found them to all have grass except one. Because of the residents' run off water issues that have not been addressed by the subdivision contractor, the Trustees agreed that the County would need to follow up with determination of what should be done. Mr. Chasteen has talked with the Engineers office on behalf of the residents.

Mr. Chasteen stated that all mowing has been completed for the season. Snow plow trucks are ready for winter weather. Street sweeping is being handled by DDS Sweeping Services for several of the Township subdivisions including Trails of Shaker Run, Shaker Run, Stone Wall, Valleydale and Deer Run Trail. The sweeping service is initially paid for by the Township and then reimbursed by Warren County Engineers office. Only subdivisions with trees, curbs and gutters receive this service. Mrs. Boggs asked for a motion to approve. Mr. Sams moved for acceptance, seconded by Mr. VanDeGrift to approve payment and reimbursement of Street Sweeping services. All present voiced a "YEA" vote and the motion passed.

Administration:

Tammy Boggs, Township Administrator, reported to the Trustees that she had a request from Bruce McGary for a letter to be sent to Neil Tunison, County Engineer to articulate their desired street construction requirements. Jonathan Sams, Trustee asked that a consensus be gathered

between Mr. Chasteen, Mrs. Boggs and all Trustees to draft the letter. It seems that the subdivisions are sometimes being built without enough gravel beneath the road. Also, the blacktop is not thick enough and/or not of high quality to handle the damage caused by construction vehicles. This impacts the Township's costs when we are required to take on the repair and maintenance of the roads. Current rules pass the responsibility to the Township after two years from the start of the development. Previously the responsibility did not pass to the Township until all phases of a development were 80% complete. Mrs. Boggs said we should consider the more stringent rules required by the City of Lebanon regarding road construction in subdivisions. The Engineers office changed the protocol because of difficulties in handling and tracking developer funded bond money. So, at this point the Engineers office is reviewing their subdivision requirements and now is the time for us to provide our input. Mrs. Boggs added that other issues including fall of the land, sump pump drainage rules, adequate retention ponds and piping in subdivisions could be added. If developers cut corners homeowners are not happy but most do not realize the issues until they have already purchased their home.

Mrs. Neihaus, Administrative Assistant, informed the Trustees she is reviewing our records archive for outdated based upon our records retention schedule.

Mrs. Boggs asked the Trustees for authorization to send flowers for Mrs. White's funeral. The Trustees agreed to send flowers.

Mrs. Boggs asked for authorization for Fiscal Officer Amanda Childers to sign a contract with Duke Energy to accept one additional light in the Meadows of Lebanon Subdivision. The Trustees agreed to have the contract signed.

Mrs. Boggs informed the Trustees that Scott Brunka, Lebanon City Manager asked if the Township will participate in a West Main Street study. The study will begin at Glosser Road and end at the Cunningham property. It does not include the area from Cardinal Landscape west to the top of the hill. Mr. Brunka would like to know how we would want that corridor to look in the future. Mr. Sams stated that we are always interested in being involved on coordinated efforts in our township. With all the development going on west of 741 on 63, it makes sense that the area east of 741 going into Lebanon will also see development. Mr. VanDeGriff noted that it will be interesting to work with Mr. Brunka who is new to the City Manager role but has been a great proponent for Parks and Transportation for the City. The Trustees look forward to working with him.

Mrs. Boggs informed the Board that she had received an Easement Plat for Lakeside at Shaker Run Section 1. Bob Ware requested that we ask for proper numbering of the houses for emergency responses because of the layout. Also a re-plat request for Rentrow lots 1 & 2 for an adjustment for house and property lines. A letter will be sent regarding these concerns to Warren County Regional Planning.

Mrs. Boggs asked for authorization to upgrade the front door lock at the Administration office to a modern lock with a keypad. The funds needed for the purchase is \$2,298.00. Mr. Sams moved for acceptance, seconded by Mr. VanDeGriff for the front door lock purchase. All present voiced a "YEA" vote and the motion passed. Resolution **17-11-02** (a copy of the resolution will be included in the minutes.)

Mrs. Boggs informed the Trustees that the next meeting will include reviews and budgets and Oath of office for reelected Trustees. Mrs. Boggs asked to set the Holiday Hours schedule as ½ day on Friday before Christmas and all-day Monday, Christmas day. New Years Day we are also closed. The last December Trustees meeting will be moved to Friday the 22nd at 8:30 am instead of December 26.

Mrs. Boggs requested that all those employees covered by our insurance encourage their doctors to push through their billing as soon as possible for year end billing to our insurance.

Mrs. Boggs said she had further discussion with Ben Yoder from Frost Brown Todd LLC to represent the Township in future land sale issues. Mr. Sams personally talked to Mr. Yoder to determine expertise level from Mr. Yoder and his associates including Patrick Woodside. Mr. Sams was impressed with what they offer in experience and knowledge. Other attorneys were considered, and all were qualified, but Mr. Yoder and Mr. Woodside were the best overall fit. Mrs. Boggs will contact them to finalize more details and report at the next meeting. Frost Brown Todd law firm has offices in West Chester and Cincinnati.

Fiscal Officer Reports:

General Reports:

1. CORRESPONDENCE:

IN:

- Letter from Georgia Pacific regarding grant
- Email from Mr. Miller regarding the lack of internet service in the township
- Letter from WC Engineer’s office regarding annual road mileage certification
- Letter from Prime Health Services regarding WC’s claims
- Email from Mr. Miller regarding pipe in front yard
- Email from Ms. Cramer regarding drainage questions

OUT:

- Email from WC Regional Planning regarding the streets in Union Village
- Email to Mr. Miller regarding the lack of service in the township for internet service
- Email to Ms. Cramer regarding drainage questions and to contact zoning
- Letter to Ohio Insurance regarding them preparing our ACA reports
- Letter to Mr. Stevens for donation of the fire truck

The Fiscal Officer presented the bills which were due and the following checks were approved and signed. Check Nos. 29150 through 29213 (copy to follow) and Vouchers 159-2017, and 160-2017.

The Fiscal Officer reported the following income from:

Post Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
11/16/17	937-2017	DEPARTMENT OF PUBLIC SAFETY	2191-599-0000	\$3,039.80	EMS GRANT
				\$3,039.80	
11/2/17	926-2017	M LYNCH	2041-302-0000	\$250.00	GRAVE OPEN CLOSE SECTION 58 LOT 3
				\$250.00	
11/14/17	932-2017	B TAYLOR	2031-892-0000	\$10.00	GREEN ADDRESS SIGN
11/15/17	935-2017	S JONES	2031-892-0000	\$15.00	GREEN ADDRESS SIGN
				\$25.00	
11/13/17	927-2017	WASHINGTON NATIONAL LIFE INSURANCE CO	2191-299-0000	\$78.89	LIFESQUAD SERVICES
11/14/17	928-2017	R BIXLER	2191-299-0000	\$92.87	LIFESQUAD SERVICES
11/14/17	929-2017	ANTHEM	2191-299-0000	\$79.91	LIFESQUAD SERVICES
11/14/17	930-2017	S JACKSON	2191-299-0000	\$31.34	LIFESQUAD SERVICES
11/14/17	931-2017	K HOWELL	2191-299-0000	\$10.00	LIFESQUAD SERVICES
11/15/17	933-2017	MUTUAL OF OMAHA	2191-299-0000	\$79.47	LIFESQUAD SERVICES
11/15/17	934-2017	MUTUAL OF OMAHA	2191-299-0000	\$78.89	LIFESQUAD SERVICES
11/17/17	938-2017	WASHINGTON NATIONAL	2191-299-0000	\$91.85	LIFESQUAD SERVICES
11/20/17	939-2017	MAIL HANDLERS BENEFIT PLAN	2191-299-0000	\$99.29	LIFESQUAD SERVICES
11/21/17	940-2017	AETNA RURAL CARRIER	2191-299-0000	\$110.62	LIFESQUAD SERVICES
				\$753.03	
11/16/17	936-2017	UNION TOWNSHIP	2031-892-0000	\$70.58	MELVIN STONE RIPRAP FOR TURTLECREEK UNION RD REIMBURSEMENT
				\$70.58	

Visitor Concerns:

Mr. George Butts was in attendance to ask the Trustees for advice on handling trespass and damage issues on his property. The developer punched a hole in his fence and 50 cattle escaped. Mr. Butts talked to the man that made the hole and informed him he was on his property. The fence was repaired but Mr. Butts was unsure of the best way to handle trespass issues. Mr. Sams told Mr. Butts that the cost of fixing the fence and rounding up the cows should be the responsibility of the party causing the damage. Mr. VanDeGrift suggested installing no trespassing signs. Mr. Butts was also told that he could call Warren County Sheriffs Office to report issues.

Trustee Reports:

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

The next regular meeting is scheduled for December 22, 2017 at 8:30 a.m.

Signed: _____ President

Attest: _____ Chief Fiscal Officer

**RESOLUTION 17-11-02
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that there is a need to purchase an exterior lock for the front door at Station 32. The cost of the exterior lock will be \$2,298.00 from Larry's Lock, Safe, Security and Center Inc.. Source of the funds will be the General Fund (1000) repairs and maintenance.

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

Adopted this 28th day of November, 2017

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 17-11-03
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that tires will be purchased from Walt Luti's for Tanker 31-2 in the amount of \$2,205.32. Source of the funds will be the Fire Fund (2192).

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

Adopted this 28th day of November, 2017

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer