TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON AUGUST 12 19

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on August 12, 2019 at 7:00 p.m. with the following persons present:

TRUSTEES: Jim VanDeGrift, Dan Jones and Jonathan Sams

FISCAL OFFICER: Amanda Childers

GUEST: Steve Flint, Ron Chasteen, Mike Shaffer, Mitch Conway and John Seckel.

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

The minutes of the meeting held on July 30, 2019 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.

Department Reports:

Fire/EMS:

Steve Flint, Fire Chief, informed the Board that the Fire Department is in need of equipment and requested authorization to purchase such. Specifically, the need is for nine sets of turnout gear, twenty-two helmets and five pairs of boots. The turnout gear will cost approximately \$20,925.00 and will be obtained from Fire Safety Services. The helmets will cost approximately \$6,044.00 and will be obtained from Warren Fire Equipment. The five pairs of fire boots will cost approximately \$1,865.00 and will be obtained from Phoenix Safety Outfitters. Mr. Sams made a motion, seconded by Mr. Jones to approve the fire equipment purchases detailed above. All present voiced a "YEA" vote and the motion passed with **Resolution 19-08-01** (A copy of the resolution will be included in the minutes.)

Chief Flint requested authorization to purchase replacement fire hose as required by government mandate. The fire hose needed will consist of 1000 feet of five-inch hose and 2,400 feet of two-and-a-half-inch hose. The cost for both types of hose is approximately \$12,236.00 from Vogelpohl. Mr. Sams made a motion, seconded by Mr. Jones to approve the purchase of fire hose in the approximate amount of \$12,236.00 from Vogelpohl. All present voiced a "YEA" vote and the motion passed with **Resolution 19-08-02** (A copy of the resolution will be included in the minutes.)

Chief Flint informed the Board that interviews were conducted for the open Part-Time EMT/FF2 positions and he recommends Tyler Kinman to be hired to fill one of the positions. Mr. Jones made a motion, seconded by Mr. Sams to hire effective 09-01-19 Tyler Kinman as a part time EMT/FF2 at a rate of \$17.00 per hour. All present voiced a "YEA" vote and the motion passed with **Resolution 19-08-03** (A copy of the resolution will be included in the minutes.)

Chief Flint recommended that Dave Siebert attend a Fire Fighter Level 1 class at the Warren County Career Center. The cost for the class is \$1,760.00. Mr. Siebert will be required to sign a school contract with the township regarding the class. Mr. Sams made a motion, seconded by Mr. Jones to approve the Fire Fighter Level 1 class for Dave Siebert at a cost of \$1,760.00 and the school contract with the Township. All present voiced a "YEA" vote and the motion passed with **Resolution 19-08-04** (A copy of the resolution will be included in the minutes.)

Chief Flint recommended that Alan Foley attend a Fire Fighter Level 1 class at the Warren County Career Center. The cost for the class is \$1,760.00. Mr. Foley will be required to sign a school contract with the township regarding the class. Mr. Sams made a motion, seconded by Mr. Jones to approve the Fire Fighter Level 1 class for Alan Foley at a cost of \$1,760.00 and the school contract with the Township. All present voiced a "YEA" vote and the motion passed with **Resolution 19-08-05** (A copy of the resolution will be included in the minutes.)

Chief Flint requested authorization to purchase four 4G modems for EMS for Heart Monitors. The monitors will cost approximately \$2,892.00 from Stryker. Mr. Sams made a motion, seconded by Mr. Jones to approve the purchase of four 4G modems for Heart Monitors at an approximate cost of \$2,892.00 from Stryker. All present voiced a "YEA" vote and the motion passed with **Resolution 19-08-06** (A copy of the resolution will be included in the minutes.)

Road and Bridge:

Ron Chasteen, Road and Bridge Supervisor, informed the Board that additional repairs by Durapatch on Liberty Keuter Rd by Leader Machinery are needed in the amount of \$3,000.00. Mr. Jones made a motion, seconded by Mr. Sams to approve the additional repairs on Liberty Keuter Rd by Leader Machinery for \$3,000.00. All present voiced a "YEA" vote and the motion was passed.

Mr. Chasteen informed the Board that Warren County Engineers office had requested acceptance of Shaker Run Section Four Phase B, Phase E and Shaker Run Section Five Phase A. Mr. Chasteen recommended that the request for acceptance be approved. Mr. Sams made a motion, seconded by Mr. Jones to approve the acceptance. All present voiced a "YEA" vote and the motion was passed. (A letter will be sent to Warren County Engineers Office stating this information).

Administration:

Amanda Childers, Fiscal Officer (on behalf of Mrs. Boggs, Township Administrator) informed the Board that a Zoning Variance for Gibbon's swimming pool has been received along with a drawing of the lot and pool. The Trustees need to comment and reply by letter to Warren County Zoning Department. The Trustees were informed that the zoning meeting is to occur on August 13th at which time the residents can voice their concerns. The Trustees had no comment. (A letter will be sent to Warren County Regional Zoning stating this information).

Mrs. Childers informed the Board that the Building fees for the new station fall under a Warren County Commissioners policy that will waive 50% on a building over 5000 square feet.

Mrs. Childers requested subsequent approval for expenditures authorized by Township Administrator or Township Officer or Employee authorized by Township Administrator in the cumulative amount of \$151.83. The purchases include Home Depot for \$73.41 and PIG for \$78.42. Mr. Sams made a motion, seconded by Mr. Jones to subsequently approve the expenditures in the cumulative amount of \$151.83. All present voiced a "YEA" vote and the motion passed with **Resolution 19-08-07.** (A copy of the resolution will be included in the minutes.)

General Reports:

CORRESPONDENCE:

IN:

Legal Notice from Warren County Regional Planning Commission regarding subdivision regulations

Warren County Board of Commissioners legal notice for public hearing to rezone Ridgeview LLC

Warren County Board of Commissioners resolution approving change to township boundaries

Letter from Warren County Engineer's Office regarding acceptance for Shaker Run, Section Four, Phase "B" & "E" and Section Five, Phase "A"

Warren County Board of Commissioners resolution to establish policy within the Building & Zoning department

Email from Neil Tunison regarding a meeting for WCSWCD. Letter from Medical Mutual regarding COBRA insurance

OUT:

Email to Mr. Meyer at OKI

Letter to Mr. Kinman regarding a job offer

Fiscal Officer Reports:

Mrs. Childers informed the Board that we have received a lighting petition for Union Village Phase 1 Residential and Commercial. A public hearing is to be held on August 27, 2019 at 8:00 a.m.

The Fiscal Officer presented the bills which were due and the following checks were approved and signed. Check Nos. 31543 through 31576 (copy to follow) and Vouchers 834-2019 through 894-2019.

The Fiscal Office reported the following income:

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
8/7/19	8/12/19	676-2019	S LYNCH	2192-892-0000	\$8.00	TOWNSHIP LOGO SHIRT PURCHASE
					\$8.00	
8/8/19	8/12/19	678-2019	LEXIS NEXIS	2192-892-0000	\$5.00	FIRE REPORT 1174 ROUTE 42
					\$5.00	
7/31/19	8/5/19	665-2019	STAROHIO	1000-701-0000	\$35,393,69	JULY 2019 INTEREST
7/31/19	8/5/19		PRIMARY	1000-701-0000		JULY 2019 INTEREST
					\$35,798,39	
7/30/19	8/5/19	653-2019	PARAMOUNT ADVANTAGE	2191-299-0000	\$169.96	LIFE SQUAD SERVICES
8/5/19	8/12/19		THE HEALTH PLAN	2191-299-0000		LIFE SQUAD SERVICES
8/6/19	8/12/19		TRICARE	2191-299-0000		LIFE SQUAD SERVICES
8/8/19	8/12/19		BLUE CROSS BLUE SHIELD	2191-299-0000		LIFE SQUAD SERVICES
7/29/19	8/5/19		ANTHEM BLUE	2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/29/19	8/5/19		MOLINA HEALTHCARE	2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/30/19	8/5/19		AARP	2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/30/19	8/5/19		HWHO	2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/30/19	8/5/19		HWHO	2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/30/19	8/5/19		CGS	2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/30/19	8/5/19		HUMANA	2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/30/19	8/5/19		ANTHEM BCBS	2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/31/19	8/5/19		CGS	2191-299-0000	_	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/31/19	8/5/19		AETNA	2191-299-0000	_	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/1/19	8/12/19		MEDICAID	2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/1/19	8/12/19		CIGNA	2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/1/19	8/12/19		HUMANA	2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/1/19	8/12/19		CGS	2191-299-0000	_	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/1/19	8/12/19	682-2019	ANTHEM BLUE			,
				2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/2/19	8/12/19		CGS	2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/2/19	8/12/19		HUMANA CARTER	2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/5/19	8/12/19		MOLINA HEALTHCARE	2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/5/19	8/12/19	687-2019	ANTHEM BLUE	2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/5/19	8/12/19		AETNA	2191-299-0000	_	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/5/19	8/12/19		CARESOURCE	2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/5/19	8/12/19	690-2019	AETNA	2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/5/19	8/12/19		CGS	2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/6/19	8/12/19		ANTHEM	2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/7/19	8/12/19		AETNA	2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/7/19	8/12/19		AARP	2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/7/19	8/12/19		HUMANA	2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/7/19	8/12/19		CGS	2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/8/19	8/12/19		AETNA	2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/8/19	8/12/19		BUCKEYE COMMUNITY	2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/8/19	8/12/19		ANTHEM BLUE	2191-299-0000	\$100.70	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/8/19	8/12/19		ANTHEM BLUE	2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/8/19	8/12/19	701-2019	AETNA	2191-299-0000	\$438.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/9/19	8/12/19	702-2019	CARESOURCE	2191-299-0000	\$177.31	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/9/19	8/12/19		CGS	2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/29/19	8/5/19	655-2019	AARP	2191-299-0000		LIFE SQUAD SERVICES (DIRECT DEPOSIT)
	-				\$14,828.59	
7/15/19	8/5/19		WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	_	LOCAL GOVT HB49 JULY 2019 (DIRECT DEPOSIT)
7/15/19	8/5/19		WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000		LOCAL GOVT JULY 2019 (DIRECT DEPOSIT)
7/22/19	8/5/19		WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000		GAS EXCISE TAX JULY 2019 (DIRECT DEPOSIT)
7/22/19	8/5/19		WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000		CENTS PER GALLON JULY 2019 (DIRECT DEPOSIT)
7/29/19	8/5/19		WARREN COUNTY AUDITOR, MATT NOLAN	2011-536-0000		MOTOR VEHICLE LICENSE TAX JUNE 2019(DIRECT DEPOSIT)
7/29/19	8/5/19	673-2019	WARREN COUNTY AUDITOR, MATT NOLAN	2231-592-0000	\$1,837.35	NEW \$5 PERMISSIVE AUTO JUNE 2019 (DIRECT DEPOSIT)
7/29/19	8/5/19	672-2019	WARREN COUNTY AUDITOR, MATT NOLAN	2231-104-0000	\$8,002.98	OLD \$5 PERMISSIVE AUTO JUNE 2019 (DIRECT DEPOSIT)
					\$30,900.82	

Visitor Concerns:

Mr. Mike Shaffer gave a report on the current happenings at Warren County Regional Planning.

Trustee Reports:

None.

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

The next regular	meeting is scheduled for August 27, 2019 at 8:00 A.M.
Signed:	Chairman of the Board
Attest:	Fiscal Officer
RESOLUTION TURTLECRE WARREN CO	EK TOWNSHIP
•	he Fire department has a need to purchase nine (9) sets of turnout wo (22) helmets and five (5) boots; and
\$20,925.00 from the approxima	he cost of the nine (9) sets of turnout gear will be approximately om Fire Safety Services; the cost of the twenty-two (22) helmets will tely \$6,044.00 from Warren Fire Equipment; and the cost of five (5) will be approximately \$1,865.00 from Phoenix Safety Outfitters;
boots will be t 599-0000 – O	he source of the funds to purchase the turnout gear, helmets and he 2192 Fire Fund (2192-220-590-0010 Fire Uniforms; 2192-220-ther – Other Expenses; 2192 -760-740-0000 – Machinery, and Furniture); and
	BE IT RESOLVED by the Board of Trustees of Turtlecreek arren County, Ohio, that they shall approve the purchase of turnout and boots.
	as initiated by Mr. Sams and seconded by Mr. Jones. All voiced a and the motion was passed.
Adopted this	12 th day of August, 2019
Signed:	"YEA"
	"YEA"
	"YEA"
Attest:	Chief Fiscal Officer
RESOLUTIOI TURTLECRE	N 19-08-02 EK TOWNSHIP

WHEREAS, the Fire department has a need to purchase 1,000 feet of 5 inch fire hose and 2,400 feet of 2 $\frac{1}{2}$ inch fire hose to replace out of date fire hose; and

WHEREAS, the cost of the fire hose will be approximately \$12,236.00 from Vogelpohl; and

WARREN COUNTY, OHIO

WHEREAS, the source of the funds for replacement the fire hose will be the Fire Fund 2192 (2192-220-430-0000 – Small Tools and Minor Equipment); and

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the purchase of fire hose.

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

Adopted this 12th day of August, 2019

Signed:		"YEA"
		"YEA"
		"YEA"
Attest:		Chief Fiscal Officer
	ON 19-08-03 EEK TOWNSHIP OUNTY, OHIO	
Н	IRE TYLER KINMAN, EFFECTI AS A PART TIME	· · · · · · · · · · · · · · · · · · ·
	a position of "Part-Time EMT/FF Fownship Fire Department/Emer	
Department	the Fire Chief and Assistant Chi and Emergency Medical Service ired as a Part Time EMT/FF2 w	have recommended that Tyler
Trustees her EMT/FF2, ef		Kinman for the position of Part-Time 1, 2019 at the rate of \$17.00 per
	oved for adoption of the foregoir piced a "YEA" vote and the resol	
Adopted this	12th day of August, 2019	
Signed:		_ "YEA"
		_ "YEA"
		_ "YEA"
Attest:		_ Chief Fiscal Officer

RESOLUTION 19-08-04 TURTLECREEK TOWNSHIP WARREN COUNTY, OHIO

WHEREAS, the Fire Department has recommended that Dave Siebert attend a Fire Fighter Level I class; and

WHEREAS, the Warren County Career Center is offering this Fire Fighter Level I class and the cost will be approximately \$1,760.00; and

WHEREAS, the source of the funds for the training will be the Fire Fund (2192-220-590-0006 Other Expenses Fire Training); and

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve Fire Fighter Level I class for Dave Siebert and Mr. Siebert will sign a school contract with the township regarding this class.

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

Adopted this 12th day of August, 2019

Signed:	"YEA"
	"YEA"
	"YEA"
Attest:	Chief Fiscal Officer
RESOLUTION 19-08-05	

TURTLECREEK TOWNSHIP WARREN COUNTY, OHIO

WHEREAS, the Fire Department has recommended that Alan Foley attend a Fire Fighter Level I class; and

WHEREAS, the Warren County Career Center is offering this Fire Fighter Level I class and the cost will be approximately \$1,760.00; and

WHEREAS, the source of the funds for the training will be the Fire Fund (2192-220-590-0006 Other Expenses Fire Training); and

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve Fire Fighter Level I class for Alan Foley and Mr. Foley will sign a school contract with the township regarding this class.

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

Adopted this	12 th day of August, 2019	
Signed:		"YEA"
		"YEA"
		"YEA"
Attest:		Chief Fiscal Officer
RESOLUTION TURTLECRE WARREN CC	EK TOWNSHIP	
WHEREAS, the and	he EMS department has a need to purc	hase four (4) 4G Modems;
•	he cost of the four (4) 4G Modems will b m Stryker; and	e the approximate cost of
•	he source of the funds for the four (4) 4 30-430-0000 Small Tools and Minor Eq	
	BE IT RESOLVED by the Board of Trarren County, Ohio, that they shall appro	
	as initiated by Mr. Sams and seconded land the motion was passed.	oy Mr. Jones. All voiced a
Adopted this	12 th day of August, 2019	
Signed:		"YEA"
		"YEA"
		"YEA"
Attest:		Chief Fiscal Officer
	TURTLECREEK TOWNSHIP BOARD OF WARREN COUNTY, OHIO	TRUSTEES

Resolution Number: 19-08-07 Date of Resolution: August 12, 2019

TOPIC OF RESOLUTION: BOARD RESOLUTION SUBSEQUENTLY APPROVING EXPENDITURES NOT EXCEEDING TWENTY-FIVE HUNDRED DOLLARS BY TOWNSHIP ADMINISTRATOR OR TOWNSHIP OFFICER OR EMPLOYEE AUTHORIZED BY TOWNSHIP ADMINISTRATOR

WHEREAS, this Board adopted Resolution Number 16-04-12, dated April 26, 2016, authorizing the Township Administrator to incur obligations on behalf of the Township not to exceed Two Thousand Five Hundred Dollars, and further authorizing the Township Administrator to authorize other Township Officers and Employees to incur obligations on behalf of the Township not to exceed Two Thousand Five Hundred Dollars; and,

WHEREAS, pursuant to section 507.11 (A) of the Ohio Revised Code, and Section 3 of the aforementioned Resolution, the obligations incurred by the Township Administrator on behalf of the Township, or that the Township Administrator authorizes a Township Officer or Employee to incur, shall be subsequently approved by adoption of formal resolution of this Board at the next regularly scheduled Board meeting after receipt by the Township Fiscal Officer of proper voucher for the obligation or obligations incurred; and,

WHEREAS, this Board has been notified by the Township Fiscal Officer she is in receipt of a proper voucher or vouchers for obligations incurred by the Township Administrator or authorized Township Officer or Employees, a copy or copies of which are attached hereto.

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, at least a majority of all Trustees casting a vote concur as follows:

 $\underline{\text{Section 1}}. \text{ This Board does hereby subsequently approve the obligations incurred} \\$ by the

Township Administrator or Township Officer or Employees on behalf of the Township, a

copy or copies of the vouchers of which are attached hereto.

Section 2. That the Board is acting in its administrative capacity in adopting this Resolution.

Section 3. That the recitals contained within the Whereas Clauses set forth above are incorporated by reference herein.

Section 4. That it is found and determined that all formal actions of the Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Board in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Mr. Sams. moved adoption of the foregoing Resolution, being seconded by Mr. Jones. Upon call of the roll, the following vote resulted:

Mr. VanDeGrift YEA Mr. Jones YEA Mr. Sams YEA

Resolution adopted this 12th day of August, 2019.

<u>CERTIFICATION</u>:

The undersigned does hereby certify that the foregoing is a true and accurate copy of the above Resolution adopted on the aforementioned date by the Board of Township Trustees.

NAME: <u>Amanda Childers</u>
TITLE: <u>Chief</u> <u>Fiscal Officer</u>
DATE:

End of Minutes.