#### **TURTLECREEK TOWNSHIP BOARD OF TRUSTEES**

19 ON **SEPTEMBER 9** 

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on September 9, 2019 at 7:00 p.m. with the following persons present:

TRUSTEES: Jim VanDeGrift and Jonathan Sams. Dan Jones was absent.

FISCAL OFFICER: Amanda Childers

GUEST: Tammy Boggs, Steve Flint, Mike Jameson, Ron Chasteen, Mike Shaffer, Nelda Lane and Jim McCourt

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

The minutes of the meeting held on August 27, 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. VanDeGrift. 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.

Jim McCourt was present, representing the Meeder Investments. He gave a presentation on Meeder Investments and explained that they specialize in Public Fund entities including Star Ohio, eleven Townships in Ohio and forty counties in Ohio.

Department Reports:

#### Fire/EMS:

Mike Jameson, Assistant Fire Chief informed the Board that he was back from the Urban Search and Rescue team that was sent to Florida in advance of the Hurricane. As the Hurricane changed from the expected course they moved up the East Coast from Miami to Fort Brag in North Carolina before being released.

Steve Flint, Fire Chief, informed the Board that Noah Zimmer has completed his year probationary period and is due a pay rate increase to \$16.61. The increase will be effective on September 14, 2019. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the pay increase for Noah Zimmer to \$16.61 effective September 14, 2019. All voiced a "YEA" vote and the motion was passed. Resolution 19-09-04. (A copy of the resolution will be included in the minutes.)

Steve Flint, Fire Chief, informed the Board that a position for a Part-Time EMT/FF2 has been posted and both he and the Assistant Fire Chief have recommended Mark Hall to fill the position effective September 14, 2019 at the rate of \$17.00 per hour. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve hiring Mark Hall for Part-Time EMT/FF2 effective September 14, 2019 at the rate of \$17.00 per hour. All voiced a "YEA" vote and the motion was passed. Resolution 19-09-05. (A copy of the resolution will be included in the minutes.)

#### Road and Bridge:

Ron Chasteen, Road and Bridge Supervisor, informed the Board that his crew has been working in Turtlecreek Subdivision on a swale that had washed out.

#### Administration:

Tammy Boggs, Township Administrator informed the board that an Invoice for preliminary services has been received from Miller Diversified for the new Fire Station in the amount of \$60,736.95.

Mrs. Boggs requested that the Board rescind Resolution 19-06-06 pertaining to paramedic school for Gideon Conger and Shelby Deye in the amount of \$14,754.70 and the contracts associated with the school. Mr. Sams made a motion, seconded by Mr. VanDeGrift to rescind Resolution 19-06-06 pertaining to paramedic school for Gideon Conger and Shelby Deye in the amount of \$14,754.70 and the contracts associated with the school. All voiced a "YEA" vote and the motion was passed. Resolution 19-09-06. (A copy of the resolution will be included in the minutes.)

Mrs. Boggs requested that the Board rescind Resolution 19-08-05 pertaining to Fire Fighter Level 1 class for Alan Foley in the amount of \$1,760.00 and the contract associated with the school. Mr. Sams made a motion, seconded by Mr. VanDeGrift to rescind Resolution 19-08-05 pertaining to Fire Fighter Level 1 class for Alan Foley in the amount of \$1,760.00 and the contract associated with the school. All voiced a "YEA" vote and the motion was passed. **Resolution 19-09-07.** (A copy of the resolution will be included in the minutes.)

Tammy Boggs, Township Administrator, requested subsequent approval for expenditures authorized by Township Administrator or Township Officer or Employee authorized by Township Administrator in the cumulative amount of \$155.54. The purchases include \$68.69 from Amazon and \$86.85 from Webstaurant Store. Mr. Sams made a motion, seconded by Mr. Jones to subsequently approve the expenditures in the cumulative amount of \$155.54. All present voiced a "YEA" vote and the motion passed with **Resolution 19-09-03.** (A copy of the resolution will be included in the minutes).

Mrs. Boggs informed the board that she received the insurance renewal invoice from OTARMA for liability, personal property and automobiles. The renewal is \$59,809.00, which is an increase of \$4,963.00. The increase is mainly due to vehicles. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the insurance renewal premium payment to OTARMA for \$59,809.00. All voiced a "YEA" vote and the motion passed with **Resolution 19-09-03**. (A copy of the resolution is included in the minutes.)

Mrs. Boggs informed the Board that she has Grand Jury Duty every Friday until November.

Mrs. Boggs informed the Board that a letter was received from Warren County Regional Planning regarding the Hudson Estates Concept Plan. Mrs. Boggs asked the trustees if they had any comments or concerns for Warren County Regional Planning. The Trustees had none. (A letter will be sent to Warren County Regional Planning stating this information.)

Mrs. Boggs informed the Board that a letter was received from Warren County Regional Planning regarding Otterbein Stage 2 Modification Plan. Mrs. Boggs asked the trustees if they had any comments or concerns for Warren County Regional Planning. The Trustees had none. (A letter will be sent to Warren County Regional Planning stating this information.)

#### **General Reports:**

#### **CORRESPONDENCE:**

#### IN:

Legal notice from Warren County Commissioners regarding public hearing for amendments to the subdivision regulations on September 4, 2019

Email from Mr. Burns regarding fire extinguisher

Letter from Ohio Bureau of Workers' Compensation regarding group-retrospective rating program

Letter from LCNB regarding canceling the credit card

Resolution from Warren County Board of Commissioners regarding approval of Golf Club Drive and Lalpwing Court in Shaker Run Section Four Phase B Resolution from Warren County Board of Commissioners regarding approval of Lake Drive and Hunting Hawk Drive in Shaker Run Section Four Phase E Resolution from Warren County Board of Commissioners regarding approval of street and appurtenances release for Grand Communities for completions of improvement for Shaker Run Section Four Phase E

Resolution from Warren County Board of Commissioners regarding the approval of Golf Club Drive and Mulberry Court in Shaker Run Section Five Phase A Letter from Duke Energy regarding withdraw from Dynegy

Letter from Ohio Department of Public Safety for fatal analysis

Letter from Warren County Engineer's office regarding a meeting for MS4 permits

Letter from Warren County Grants Administration regarding block grants Email from Mr. Fredrichs regarding property on Hoffman Ave

#### OUT:

Email to Mr. Burns regarding fire extinguisher

Letter to Warren County Rural Zoning regarding Otterbein Homes Gallery

Building

Email to the department about Chief

Email to Mr. Fredrichs regarding property on Hoffman Ave

Letter to Mr. Faust with copy of the resolution pertaining to prohibiting Medical

Marijuana

#### **Fiscal Officer Reports:**

Amanda Childers, Fiscal Officer, requested a resolution accepting the Amounts and Rates as determined by the Budget Commission. Mr. Sams made a motion, seconded by Mr. VanDeGrift to accept the Amounts and Rates as determined by the Budget Commission. All present voiced a "YEA" vote and the motion passed with **Resolution 19-09-01** (a copy of the resolution will be included in the minutes).

The Fiscal Officer presented the bills which were due and the following checks were approved and signed. Check Nos. 31610 through 31619 (copy to follow) and Vouchers 944-2019 through 1005-2019.

The Fiscal Office reported the following income:

Post Date	<b>Transaction Date</b>	Receipt Number	Source	Account Code	<b>Total Receipt</b>	Purpose
8/30/19	9/4/19	755-2019	CITY OF MONROE	1000-591-0008	\$25,097.25	2ND QTR 2019 JEDD INCOME TAX PAYMENT
					\$25,097.25	
8/27/19	9/4/19	753-2019	CHARTER COMMUNICATIONS	1000-303-0000	\$32,127.11	3RD QTR 2019 CABLE FRANCHISE FEES
					\$32,127.11	
8/30/19	9/4/19	770-2019	STAROHIO	1000-701-0000	\$33,221.66	AUGUST 2019 INTEREST
8/30/19	9/4/19	771-2019	PRIMARY	1000-701-0000	\$225.24	AUGUST 2019 INTEREST
					\$33,446.90	
8/16/19	8/26/19	752-2019	WARREN COUNTY AUDITOR, MATT NOLAN	2231-104-0000	\$9,097.16	OLD \$5 PERMISSIVE AUTO JULY 2019 (DIRECT DEPOSIT)
8/26/19	9/4/19	768-2019	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$2,685.86	CENTS PER GALLON AUGUST 2019 (DIRECT DEPOSIT)
8/26/19	9/4/19	769-2019	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$8,494.51	GAS EXCISE TAX AUGUST 2019 (DIRECT DEPOSIT)
					\$20,277.53	
8/29/19	9/4/19	754-2019	MEDICOUNT MANAGEMENT	2191-299-0000	\$451.37	JULY 2019 LIFE SQUAD SERVICES
8/26/19	9/4/19	756-2019	HWHO	2191-299-0000	\$162.11	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/26/19	9/4/19	757-2019	MEDICAL MUTUAL	2191-299-0000	\$460.21	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/26/19	9/4/19	758-2019	HUMANA	2191-299-0000	\$96.35	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/27/19	9/4/19	759-2019	MOLINA HEALTHCARE	2191-299-0000	\$165.55	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/27/19	9/4/19	760-2019	ANTHEM BCBS	2191-299-0000	\$436.74	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/29/19	9/4/19	761-2019	HUMANA	2191-299-0000	\$150.27	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/29/19	9/4/19	762-2019	AARP	2191-299-0000	\$157.23	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/29/19	9/4/19	763-2019	HWHO	2191-299-0000	\$958.39	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/29/19	9/4/19	764-2019	AETNA	2191-299-0000	\$1,323.81	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/30/19	9/4/19	765-2019	PALMETTO	2191-299-0000	\$324.43	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/30/19	9/4/19	766-2019	CARESOURCE	2191-299-0000	\$704.83	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/30/19	9/4/19	767-2019	CGS	2191-299-0000	\$2,154.86	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/29/19	9/5/19	772-2019	STATE OF OHIO MEDICAID	2191-299-0000	\$175.40	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
					\$7,721.55	

Other Business	:
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None.

#### **Visitor Concerns:**

Mike Shaffer discussed the Eastern Turtlecreek Township Plan Open House.

#### **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 September 24, 2019 at 8:00 A.M.

Signed:	Chairman of the Board	
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Attest:	Fiscal Officer	

## CERTIFICATE OF COPY ORIGINAL ON FILE

The State of Ohio, Warren County, ss.

I, Amanda K. Childers, Township Fiscal Officer of the Governing Board of
Township Trustees of Turtlecreek Township, in said County, and in whose custody the
Files and Records of said Board are required by the laws of the State of Ohio to be kept,
do hereby certify that the foregoing is taken and copied from the original
Certificate of The Budget Commission now on file with said Board, that the foregoing has
be compared by me with said original document, and that the same is a true and correct
copy thereof.

WITNESS my signature, this 9th day of September, 2019

Township Fiscal Officer of Governing Board of Township Trustees of

Turtlecreek Township,

Warren County, Ohio.

# RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR (Board of Township Trustees)

#### **RESOLUTION 19-09-01**

The Governing Board of Trustees of Turtlecreek Township, Warren County, Ohio, met in Regular session on the 9<sup>th</sup> day of September, 2019, at the office of Turtlecreek Township with the following members present:

Mr. Jonathan D. Sams

Mr. Jim VanDeGrift

Mr. Sams moved the adoption of the following Resolution:

RESOLVED, by the Governing Board of Trustees of Turtlecreek Township, Warren County, Ohio, in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1<sup>st</sup>, 2020; and

WHERE AS, the Budget Commission of Warren County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill limitation; therefore, be it

RESOLVED, By the Governing Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted' and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

SCHEDULE A							
SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET							
COMMISSION AND COUNTY AUDITOR'S ESTIMATED TAX RATES							
			County	Auditor's			
			Estimate	of Tax Rate			
	Amount Approved by	Amount to be Derived	to Be	e Levied			
	Budget Commission	from Levies Outside 10	Inside 10	Outside 10			
FUND	Inside 10 M. Limitation	M. Limitation	M. Limit	M. Limit			
	Column I	Column II	III	IV			
General Fund	306,000.00		0.61				
Road & Bridge Fund	636,000.00		1.51				
Road & Bridge Fund Special Lewy - Ambulance	636,000.00	232,000.00		1.00			
•	636,000.00						
Special Levy - Ambulance	636,000.00	232,000.00		1.50			
Special Levy - Ambulance Special Levy - Fire	636,000.00	232,000.00 254,000.00	-	1.00 1.50 1.00 3.50			
Special Lewy - Ambulance Special Lewy - Fire EMS/Fire Special Lewy	636,000.00	232,000.00 254,000.00 260,000.00	-	1.50 1.00			
Special Lewy - Ambulance Special Lewy - Fire EMS/Fire Special Lewy	\$ 942,000.00	232,000.00 254,000.00 260,000.00	-	1.50 1.00 3.50			

#### SCHEDULE B LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES Maximum Rate Co. Auditor's Est. of Authorized to Be Yield of Levy (Carry to **FUND** levied Schedule A, Column II) SPECIAL LEVY FUNDS: Ambulance Levy authorized by voters on 1.00 11/5/96 not to exceed indefinite years \$232,000.00 Fire Levy authorized by voters on 1.50 \$254,000.00 5/6/86 not to exceed indefinite years EMS/Fire Levy authorized by voters on 5/5/98 not to exceed indefinite years 1.00 \$260,000.00 EMS/Fire Lewy authorized by voters on \$1,225,000.00 11/4/08 not to exceed indefinite years 3.50 and be it further RESOLVED, that the Township Fiscal Officer of this Board be and she is hereby directed to certify a copy of this Resolution to the County Auditor of said County. Mr. VanDeGrift seconded the Resolution and the roll being called upon its adoption the vote resulted as follows: Mr. Jonathan D. Sams, "YEA" "YEA" Mr. Jim VanDeGrift, Adopted the 9th day of September, 2019 Township Fiscal Officer of the Board of Township Trustees of Turtlecreek Township, Warren County, Ohio

No. 19-09-01

Governing Board of Township Trustees,

Turtlecreek Township,

Warren County, Ohio.

## RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR.

(Governing Board)

Adopted 9 <sup>th</sup> day of September,	, 2019
Township Fiscal Officer	<u> </u>
Filed,	
County Auditor.	
Ву	Deputy.

## TURTLECREEK TOWNSHIP BOARD OF TRUSTEES WARREN COUNTY, OHIO

Resolution Number: 19-09-02 Date of Resolution: September 9, 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

#### **RESOLUTION**

**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:

Section 1. 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.

<u>Section 2</u>. 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. VanDeGrift. Upon call of the roll, the following vote resulted:

Mr. VanDeGrift YEA Mr. Sams YEA

Resolution adopted this 9<sup>th</sup> day of September, 2019.

#### **CERTIFICATION:**

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.

SIGNATURE:
NAME: Amanda Childers
TITLE: Chief Fiscal Officer
DATE:

RESOLUTION 19-09-03 TURTLECREEK TOWNSHIP WARREN COUNTY, OHIO **WHEREAS**, the Turtlecreek Township's renewal for 2019-2020 Liability and Property coverage with OTARMA is due; and

WHEREAS, the cost of the renewal will be \$59,809.00; and

**WHEREAS**, the source of the funds for the renewal premium will be the General Fund (1000), Road Fund (2031), EMS Fund (2191) and Fire Fund (2192).

**THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the renewal of the Liability and Property coverage with OTARMA

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

Adopted this 9 <sup>th</sup> day of September, 2019	
Signed:	"YEA"
	"YEA"
Attest:	Chief Fiscal Officer
RESOLUTION 19-09-04 TURTLECREEK TOWNSHIP WARREN COUNTY, OHIO	

### RESOLUTION AUTHORIZING THE PAY INCREASE FOR NOAH ZIMMER

WHEREAS, Noah Zimmer has completed his year probationary period; and

**WHEREAS**, the Fire Chief has determined that Noah Zimmer's pay rate should be increased to \$16.61 per hour; and

**WHEREAS,** Noah Zimmer's \$16.61 per hour pay rate is effective as of September 14, 2019; and

**NOW THEREFORE, BE IT RESOLVED**, by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the trustees approved the pay increase to \$16.61 per hour effective September 14, 2019.

Mr. Sams moved to adopt the foregoing Resolution. Mr. VanDeGrift seconded the motion and upon call of the roll the following vote resulted:

Mr. VanDeGrift "YEA" Mr. Sams "YEA"

Resolution adopted this 9<sup>th</sup> day of September, 2019.

THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES

Attest:	Chief Fiscal Officer
RESOLUTION 19-09-05 TURTLECREEK TOWNSHIP WARREN COUNTY, OHIO	
HIRE MARK HALL, EFFECT AS A PART T	· · · · · · · · · · · · · · · · · · ·
WHEREAS, a position of "Part-Time EMT Turtlecreek Township Fire Department/E	•
WHEREAS, the Fire Chief and Assistant Department and Emergency Medical Ser be hired as a Part Time EMT/FF2 working	vice have recommended that Mark Hall
NOW THEREFORE BE IT RESOLVED, Trustees hereby approves the hiring of M EMT/FF2, effective hire dated of Septembour. Mr. Hall's hours of work will be 24	ark Hall for the position of Part-Time per 14, 2019 at the rate of \$17.00 per
Mr. Sams moved for adoption of the foreq VanDeGrift. All voiced a "YEA" vote and	
Adopted this 9 <sup>th</sup> day of September, 2019	
Signed:	"YEA"
	"YEA"
Attest:	Chief Fiscal Officer
RESOLUTION 19-09-06 TURTLECREEK TOWNSHP WARREN COUNTY, OHIO	

**BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they rescind Resolution 19-06-06 pertaining to paramedic school for Gideon Conger and Shelby Deye in the amount of \$14,754.70 and the contract associated with the school.

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

Adopted this	9 <sup>th</sup> day of September, 2019.	
Signed:		"YEA"
		"YEA"
Attest:		Chief Fiscal Officer
_	N 19-09-07 EK TOWNSHP DUNTY, OHIO	
County, Ohio	LVED by the Board of Trustees of Turtlecrees, that they rescind Resolution 19-08-05 pert for Alan Foley in the amount of \$1,760.00 at the the school.	aining to Fire Fighter
	as initiated by Mr. Sams and seconded by Na. Yote and the resolution passed.	/lr. VanDeGrift. All
Adopted this	9 <sup>th</sup> day of September, 2019.	
Signed:		"YEA"
		"YEA"
Attest:		Chief Fiscal Officer
End of Minutes	3.	