

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

AUGUST 29

23

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on August 29, 2023 at 8:00 a.m. with the following persons:

TRUSTEES: Jim VanDeGrift, Jonathan Sams and Dan Jones

FISCAL OFFICER: Amanda Childers

GUEST: Tammy Boggs, Mike Jameson, Brian Elleman, Brad Edrington, Jon Paul Campbell, Jeremy Guerra, Austin Parker, Suzanne Geisler and Susanne Mason.

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

The minutes of the meeting held on August 14, 2023 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.

Susanne Mason and Suzanne Geisler came to speak to the Trustees and all those present as they represent the Warren County Solid Waste District. Ms. Mason informed the Board that the plan is updated every 5 years as required by the EPA. No major changes will affect Turtlecreek Township. Ms. Mason spoke about the litter program, the education program, recycling solutions for big TVs, paint and Styrofoam packing materials. Mrs. Boggs informed the board that a resolution would be needed to approve the Solid Waste Management Program for the county. The board reviewed the plan and after no objections Mr. Sams made a motion, seconded by Mr. VanDeGrift to declare the approval of the Solid Waste Management Plan. All present voiced a "YEA" vote and the motion passed with resolution **23-08-20** (a copy of the resolution will be included in the minutes).

A motion was made by Mr. VanDeGrift that the Board of Trustees adjourns into executive session to discuss EMS/Fire Personnel matters pursuant to ORC 121.22 (G) (1) at 8:07 a.m. The motion was seconded by Mr. Sams and upon call of roll call, Mr. Jones "YEA", Mr. Sams "YEA" and Mr. VanDeGrift "YEA" the executive session was entered.

By motion of Mr. VanDeGrift that the Board of Trustees adjourns 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. Sams and the executive session ended. Upon call of roll, Mr. Jones "YEA", Mr. Sams "YEA" and Mr. VanDeGrift "YEA" the Board returned to regular session at 8:52 a.m.

A discussion was held with the Fire Chief regarding creating new positions and job descriptions for the Fire Department.

Mr. Sams made a motion, seconded by Mr. VanDeGrift, to create new positions of Firefighter I/Basic, Firefighter II/Basic, Firefighter I/Paramedic and Firefighter II/Paramedic and adopt job descriptions effective August 29, 2023. All present voiced a "YEA" vote and the motion passed with resolution **23-08-13** (a copy of the resolution will be included in the minutes).

Mr. Sams made a motion, seconded by Mr. Jones, to approve job postings for the new Fire positions. All voiced a "YEA" vote and the motion passed.

(Mr. Sams left the meeting at 8:56 a.m. to attend the Warren County Commissioners Meeting.)

Department Reports:

Fire/EMS:

Mike Jameson, Fire Chief, informed the Board that the cost to repair the generator out of engine 33 is approximately \$3,500.00. This will cover the cost to repair and ship the generator to and from Texas. Mr. VanDeGrift made a motion, seconded by Mr. Jones, to approve the repair costs as stated above. All voiced a "YEA" vote and the motion passed.

Chief Jameson informed the Board that he received the resignation of Logan Powell effective September 3, 2023. Mr. VanDeGrift made a motion, seconded by Mr. Jones, to approve the resignation of Mr. Powell effective September 3, 2023. All present voiced a "YEA" vote and the motion was passed with **Resolution 23-08-10**. (A copy of the resolution will be included in the minutes.)

Chief Jameson informed the Board that the Township received \$20,000.00 in funds from ARPA – Ohio Ambulance Transportation Program. The funding is eligible to full and part time EMS/Fire employees that are in active pay status as of September 15, 2023. Mr. VanDeGrift made a motion,

seconded by Mr. Jones, to approve the payment to eligible employees from the ARPA – Ohio Ambulance Transportation Program Funds. All present voiced a “YEA” vote and the motion was passed with **Resolution 23-08-11**. (A copy of the resolution will be included in the minutes.)

Chief Jameson informed the Board that Tyler Kinman entered into a contract with the Township whereby the township agreed to fund training as an EMT – Paramedic in exchange for no less than 4 years of service with the township. Mr. Kinman resigned his position short of the required years of service. Mr. Kinman has agreed to repay the Township for the tuition in the amount of \$9,451.00 with a repayment plan of \$200.00 per month until paid in full. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the reimbursement plan for Tyler Kinman as described above. All present voiced a “YEA” vote and the motion was passed with **Resolution 23-08-12**. (A copy of the resolution will be included in the minutes.)

Chief Jameson informed the Board that a position for Full-Time Fire/EMS Captain has been posted and both he and the Assistant Fire Chief have recommended Matthew Helton to fill the position effective September 10, 2023 at the rate of \$26.00 per hour. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve hiring Matthew Helton for Full-Time Fire/EMS Captain effective September 10, 2023 at the rate of \$26.00 per hour. All present voiced a “YEA” vote and the motion was passed with **Resolution 23-08-19**. (A copy of the resolution will be included in the minutes.)

Chief Jameson requested authorization to list Hurst tools purchased in 1995 and Tanker 2-31 which is a 1998 Truck on GovDeals. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the items to be listed on GovDeals. All present voiced a “YEA” vote and the motion was passed.

John Paul Campbell, Deputy Chief, informed the Board that he attended Austin Parker’s Paramedic graduation ceremony at Butler Tech.

Brian Elleman, Assistant Fire Chief, informed the Board that the five employees that went on an EMS run to assist a lady who went into cardiac arrest at Otterbein will be awarded the Life Save Award. John Seckel, Bobby Grant, Adam Hoffman, John Neanover and Neil Arsenio will receive the award at the Otterbein chapel on September 20, 2023. The lady and her daughter will present the award.

Road and Bridge:

Kenny Hickey, Road/Maintenance Supervisor, previously presented Standard Operating Procedures to the Board for their review. Mr. Hickey requested that the Board adopt the Standard Operating Procedures for the Road Department. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the resolution as stated above. All present voiced a “YEA” vote and the motion was passed with **Resolution 23-08-14**. (A copy of the resolution will be included in the minutes.)

Mr. Hickey asked the Trustees to discuss snow plow call out procedures. The discussion concluded that either Warren County Sheriff’s department or Warren County Engineer’s office information will be used as the primary basis for snow plowing.

Administration:

Tammy Boggs, Township Administrator, informed the board that she received the insurance renewal invoice from OTARMA for liability and property coverage. The renewal is \$73,531.00. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the insurance renewal premium payment to OTARMA for \$73,531.00. All voiced a “YEA” vote and the motion passed with **Resolution 23-08-15**. (A copy of the resolution is included in the minutes.)

Mrs. Boggs requested ratification for expenditures authorized by Township Administrator or Township Officer or Employee authorized by Township Administrator in the cumulative amount of \$605.47. The purchases are \$75.95 from Amazon, \$13.79 from UPS, \$114.25 from The Home Depot, \$9.99 from Crashplan, \$63.59 from Kohl’s, \$168.00 from Ubiquiti Inc., \$13.67 from Kroger, \$5.00 from Dollar Tree, \$134.16 from Firebirds and \$7.07 from Wasabi. Mr. VanDeGrift made a motion, seconded by Mr. Jones to subsequently approve the expenditures in the cumulative amount of \$605.47. All present voiced a “YEA” vote and the motion passed with **Resolution 23-08-16**. (A copy of the Resolution is included in the minutes.)

Mrs. Boggs informed the Board that she received a letter from Warren County Regional Planning and Zoning regarding a site plan review for the Greentree and Union Road Convenience Store. Mr. Sams requested landscaping mounding with trees and a hydrant be located on the same side of the

street as the store. The Trustees had no other comments or concerns. (A letter will be sent to Warren County Regional Planning and Zoning stating this information).

Mrs. Boggs informed the Board that she sent a letter of support for the Wetland project as requested by Warren County Soil and Water.

Mrs. Boggs informed the Board that she attended a New Community Authority for Union Village meeting. The NCA will be bringing in Drees Homes to build approximately 100 homes.

General Reports:

CORRESPONDENCE:

IN:

- City of Lebanon Newsletter
- Warren County Commissioners resolution for continuance of administrative hearing to consider site plan review application of Shaker Woods
- Letter from AWG regarding price increases
- Email from Ms. Phillips regarding public records request for salary ranges
- Warren County Commissioners resolution for continuance of public hearing to adopt text amendments for street standards
- Letter from Dorn's office supply regarding merger of business
- Email from Mr. Thornton regarding fireplace inspection
- Email from resident regarding inquiry about campground in Turtlecreek Township
- Warren County Health District quarterly report
- Letter from ODOT regarding State Route 63 construction phase
- Email from resident regarding fire hydrant location

OUT:

- Letter to Mr. Neanover regarding full time job offer
- Letter to Mr. Arsenio regarding full time job offer
- Letter to Warren County Rural Zoning regarding amendment to landscape buffer for property located at 2597 N. State Route 42
- Letter to Warren County Rural Zoning regarding variance for Estate of Patricia Van Harlingen
- Email to Ms. Phillips regarding public records request
- Letter to Warren County Career Center regarding donation of expired gear
- Email to Mr. Thornton regarding fireplace inspections
- Email to resident regarding inquiry about campground in Turtlecreek Township
- Letter to Mr. Foley regarding OP& F retirement system
- Email to resident regarding fire hydrant location

Fiscal Officer Reports:

Amanda Childers, Fiscal Officer, requested the Board to approve the 2023 Amended Permanent Appropriations. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the 2023 Amended Permanent Appropriations. All present voiced a "YEA" vote and the motion passed with **Resolution 23-08-18**. (A copy of the resolution is included in the minutes.)

Mrs. Childers requested a resolution to authorize Duke Energy invoices to be paid by ACH for all utilities and lighting districts. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the resolution as stated above. All present voiced a "YEA" vote and the motion passed with **Resolution 23-08-17**. (A copy of the resolution is included in the minutes.)

The Fiscal Officer presented the bills, which were due, and the following checks were approved and signed. Check Nos. 35047 through 35082 (copy to follow) and Vouchers 811-2023 through 857-2023.

The Fiscal Office reported the following income from:

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
8/15/23	8/24/23	802-2023	S BURNS	2031-892-0000	\$10.00	GREEN ADDRESS SIGN
					\$10.00	
8/18/23	8/24/23	806-2023	BUREAU OF WORKERS COMPENSATION	1000-892-0000	\$425.00	2022 LAPSE FREE REBATE
					\$425.00	
8/2/23	8/28/23	812-2023	STATE OF OHIO	2274-519-0000	\$20,000.00	ARPA OHIO AMBULANCE TRANSPORTATION PROGRAM - PREMIUM PAY
					\$20,000.00	
8/24/23	8/28/23	813-2023	STINE FUNERAL HOME OF LEBANON INC	2041-302-0000	\$600.00	GRAVE OPEN/CLOSE M DAKIN SECT 15 LOT 7
					\$600.00	
8/18/23	8/24/23	807-2023	TRICARE PAYMENT	2191-299-0000	\$94.05	LIFE SQUAD SERVICES
8/21/23	8/24/23	808-2023	BLUE CROSS AND BLUE SHIELD OF MICHIGAN	2191-299-0000	\$108.25	LIFE SQUAD SERVICES
8/21/23	8/24/23	809-2023	AMBETTER FROM BUCKEYE HEALTH PLAN	2191-299-0000	\$1,120.00	LIFE SQUAD SERVICES
8/21/23	8/24/23	810-2023	SHEAKLEY UNICOMP INC	2191-299-0000	\$806.30	LIFE SQUAD SERVICES

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
8/23/23	8/24/23	811-2023	E MANN	2191-299-0000	\$10.00	LIFE SQUAD SERVICES
8/15/23	8/24/23	803-2023	TRANSAMERICA LIFE INSURANCE COMPANY	2191-299-0000	\$108.08	LIFE SQUAD SERVICES
8/15/23	8/24/23	804-2023	NATIONAL ASSOC OF LETTER CARRIERS	2191-299-0000	\$113.65	LIFE SQUAD SERVICES
8/14/23	8/24/23	805-2023	BLUE CROSS AND BLUE SHIELD OF MICHIGAN	2191-299-0000	\$126.89	LIFE SQUAD SERVICES
8/14/23	8/28/23	814-2023	US TREAS DEPT OF VA	2191-299-0000	\$665.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/14/23	8/28/23	815-2023	ANTHEM BLUE	2191-299-0000	\$1,270.08	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/14/23	8/28/23	816-2023	CGS	2191-299-0000	\$5,183.11	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/15/23	8/28/23	817-2023	CGS	2191-299-0000	\$95.98	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/15/23	8/28/23	818-2023	MEDICAL MUTUAL	2191-299-0000	\$140.41	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/16/23	8/28/23	819-2023	HNB-ECHO	2191-299-0000	\$666.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/17/23	8/28/23	820-2023	GAINWELL TECHNOLOGY	2191-299-0000	\$180.60	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/18/23	8/28/23	821-2023	HNB-ECHO	2191-299-0000	\$242.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/18/23	8/28/23	822-2023	AARP SUPPLEMENTAL	2191-299-0000	\$433.80	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/21/23	8/28/23	823-2023	US TREAS DEPT OF VA	2191-299-0000	\$925.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/21/23	8/28/23	824-2023	AETNA	2191-299-0000	\$1,228.18	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/21/23	8/28/23	825-2023	ANTHEM BLUE	2191-299-0000	\$1,505.04	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/22/23	8/28/23	826-2023	HHP OHIO	2191-299-0000	\$10.80	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/22/23	8/28/23	827-2023	AARP SUPPLEMENTAL	2191-299-0000	\$150.76	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/22/23	8/28/23	828-2023	HHP OHIO	2191-299-0000	\$163.80	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/22/23	8/28/23	829-2023	BUCKEYE COMMUNITY	2191-299-0000	\$308.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/22/23	8/28/23	830-2023	HUMANA	2191-299-0000	\$729.23	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/22/23	8/28/23	831-2023	HWHO	2191-299-0000	\$917.58	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/22/23	8/28/23	832-2023	UNITED HEALTHCARE	2191-299-0000	\$1,071.64	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/23/23	8/28/23	833-2023	HNB-ECHO	2191-299-0000	\$132.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/23/23	8/28/23	834-2023	HNB-ECHO	2191-299-0000	\$310.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/23/23	8/28/23	835-2023	AETNA BETTER HEALTH	2191-299-0000	\$518.86	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/23/23	8/28/23	836-2023	ANTHEM BLUE	2191-299-0000	\$601.30	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/23/23	8/28/23	837-2023	CIGNA EDGE	2191-299-0000	\$906.23	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/24/23	8/28/23	838-2023	GAINWELL TECHNOLOGY	2191-299-0000	\$191.60	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/24/23	8/28/23	839-2023	HWHO	2191-299-0000	\$248.81	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/24/23	8/28/23	840-2023	CGS	2191-299-0000	\$415.64	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/24/23	8/28/23	841-2023	UNITED HEALTHCARE	2191-299-0000	\$609.85	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/24/23	8/28/23	842-2023	UNITED HEALTHCARE	2191-299-0000	\$694.48	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/24/23	8/28/23	843-2023	UNITED HEALTHCARE	2191-299-0000	\$852.82	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/25/23	8/28/23	844-2023	AARP SUPPLEMENTAL	2191-299-0000	\$204.22	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/25/23	8/28/23	845-2023	UNITED HEALTHCARE	2191-299-0000	\$262.42	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
					\$24,322.46	

Other Business:

None.

Visitor Concerns:

None.

Trustee Reports:

A motion was made by Mr. VanDeGrift that the Board of Trustees adjourns into executive session to discuss EMS/Fire Personnel matters pursuant to ORC 121.22 (G) (1) at 9:24 a.m. The motion was seconded by Mr. Jones and upon call of roll call, Mr. Jones "YEA" and Mr. VanDeGrift "YEA" the executive session was entered.

By motion of Mr. VanDeGrift that the Board of Trustees adjourns 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 and the executive session ended. Upon call of roll, Mr. Jones "YEA" and Mr. VanDeGrift "YEA" the Board returned to regular session at 10:41 a.m.

There being no further business, Mr. VanDeGrift 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 September 11, 2023 at 7:00 P.M.

Signed: _____ Chairman of the Board

Attest: _____ Fiscal Officer

**RESOLUTION 23-08-10
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESIGNATION FOR LOGAN POWELL,
FULL-TIME EMT
EFFECTIVE SEPTEMBER 3, 2023**

WHEREAS, the Fire Chief was notified that Logan Powell has resigned his position of full-time EMT with Turtlecreek Township; and

WHEREAS, the effective date of the resignation will be September 3, 2023; and

NOW THEREFORE BE IT RESOLVED, the Turtlecreek Township Board of Trustees hereby accepts the resignation of Logan Powell, effective September 3, 2023.

Mr. VanDeGrift moved for adoption of the foregoing resolution, seconded by Mr. Jones. All voiced a "YEA" vote and the resolution passed.

Adopted this 29th day of August, 2023

Signed: _____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 23-08-11
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION AUTHORIZING THE PAYMENT TO
ELIGIBLE EMPLOYEES FROM THE
ARPA – OHIO AMBULANCE TRANSPORTATION PROGRAM FUNDS**

WHEREAS, Turtlecreek Township has received \$20,000.00 in funds from ARPA – Ohio Ambulance Transportation Program Funds; and

WHEREAS, Turtlecreek Township will dispense the funds to eligible full-time and part-time EMS/Fire employees that are in active pay status as of September 15, 2023 payroll date.

NOW THEREFORE, BE IT RESOLVED, by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, approve the payment to eligible employees from the ARPA – Ohio Ambulance Transportation Program Funds.

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

Mr. Jones "YEA"
Mr. VanDeGrift "YEA"

Resolution adopted this 29th day of August, 2023.

THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES

Attest: _____ Chief Fiscal Officer

**RESOLUTION 23-08-12
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION AUTHORIZING THE REIMBURSEMENT OF
TRAINING TUITION FROM TYLER KINMAN**

WHEREAS, Turtlecreek Township entered into a contract with Tyler Kinman whereby the township agreed to fund training as an EMT – Paramedic in exchange for no less than four (4) years of service with the township; and

WHEREAS, Tyler Kinman expressly agreed to reimburse the full amount spent by the Township on his training in the event he was to leave the employment of the Township prior to the end of his agreed upon retention period of four years; and

WHEREAS, he has voluntarily resigned his position with the township prior to the completion of his four (4) years of service; and

WHEREAS, he has agreed to repay the Township for the tuition amount of \$9,451.00 in entirety with a repayment plan of \$200.00 per month beginning September 1, 2023.

NOW THEREFORE, BE IT RESOLVED, by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, approve the reimbursement plan for Tyler Kinman in the amount of \$200.00 per month until paid in full.

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

Mr. Jones	“YEA”
Mr. VanDeGrift	“YEA”

Resolution adopted this 29th day of August, 2023.

THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES

Attest: _____ Chief Fiscal Officer

**RESOLUTION 23-08-13
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION WHEREAS THE BOARD OF TRUSTEES
OF TURTLECREEK TOWNSHIP
HAVE DETERMINED TO CREATE NEW POSITIONS
WITHIN THE FIRE DEPARTMENT OF
FIREFIGHTER I/BASIC, FIREFIGHTER II/ BASIC, FIREFIGHTER I/
PARAMEDIC AND FIREFIGHTER II/ PARAMEDIC AND ADOPT
JOB DESCRIPTIONS FOR THESE POSITIONS**

WHEREAS, the Board of Trustees of Turtlecreek Township, Warren County, Ohio have determined that new positions of Firefighter I/Basic, Firefighter II/ Basic, Firefighter I/Paramedic and Firefighter II/ Paramedic is necessary within the Fire Department; and

WHEREAS, the Board of Trustees of Turtlecreek Township have adopted job descriptions for these positions within the Fire Department effective August 29, 2023; and

THEREFORE, by motion of Mr. VanDeGrift and seconded by Mr. Sams, the above resolution to create the new positions and adopt the job descriptions for the positions was approved. All voiced a "YEA" vote and the resolution passed.

Adopted this 29th day August, 2023

Signed: _____ " YEA"
_____" YEA"
_____" YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 23-08-14
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION WHEREAS THE BOARD OF TRUSTEES
OF TURTLECREEK TOWNSHIP
HAVE DETERMINED TO ADOPT
STANDARD OPERATING PROCEDURES
FOR THE ROAD DEPARTMENT**

WHEREAS, the Board of Trustees of Turtlecreek Township, Warren County, Ohio have determined that Standard Operation Procedures are necessary for the Road Department; and

WHEREAS, the Board of Trustees of Turtlecreek Township have adopted the Standard Operating Procedures 1.00 through 1.08 for the Road Department; and.

THEREFORE, by motion of Mr. VanDeGrift and seconded by Mr. Jones the above resolution to create Standard Operating Procedures for the Road Department 1.00 through 1.08 are effective August 29, 2023.

Motion made by Mr. VanDeGrift, seconded by Mr. Jones.

Upon call of the roll the following vote resulted:

Mr. Jones YEA
Mr. VanDeGrift YEA

Resolution adopted this 28th day of August, 2023.

Chief Fiscal Officer

**RESOLUTION 23-08-15
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

WHEREAS, the Turtlecreek Township’s renewal for the 2023-2024 Liability and Property coverage with OTARMA is due; and

WHEREAS, the cost of the renewal will be \$73,531.00; 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. VanDeGrift and seconded by Mr. Jones. All voiced a “YEA” vote and the motion was passed.

Adopted this 29th day of August, 2023

Signed: _____ “YEA”

_____ “YEA”

Attest: _____ Chief Fiscal Officer

**TURTLECREEK TOWNSHIP BOARD OF TRUSTEES
WARREN COUNTY, OHIO**

Resolution Number: 23-08-16

Date of Resolution: August 29, 2023

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.

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

Mr. Jones	YEA
Mr. VanDeGrift	YEA

Resolution adopted this 29th day of August, 2023.

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 K. Childers

TITLE: Fiscal Officer

DATE: _____

**RESOLUTION 23-08-17
TURTLECREEK TOWNSHP
WARREN COUNTY, OHIO**

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the Fiscal Officer of the township may electronically submit payments to Duke Energy for the payment of the electric, gas and lighting district charges. Mr. VanDeGrift initiated the motion, seconded by Mr. Jones. All present voiced a "YEA" vote and the resolution passed.

Adopted this 29th day of August, 2023.

Signed: _____

"YEA"

"YEA"

Attest: _____

Chief Fiscal Officer

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 Revised Permanent 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 29th day of August, 2023.

Township Fiscal Officer

**ANNUAL APPROPRIATION
REVISED PERMANENT
RESOLUTION**

BOARD OF TOWNSHIP TRUSTEES

Turtlecreek Township,

Warren County, Ohio.

Passed August 29, 2023

For the Fiscal Year Ending
December 31st, 2023

Filed _____, 20____

County Auditor

By _____ Deputy

**RESOLUTION 23-08-19
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

HIRE MATTHEW HELTON, EFFECTIVE SEPTEMBER 10, 2023

AS A FULL-TIME FIRE/EMS CAPTAIN

WHEREAS, a position of “Full-Time Fire/EMS Captain has been created within the Turtlecreek Township Fire Department/Emergency Medical Service, and

WHEREAS, the Fire Chief and Assistant Chief of Turtlecreek Township Fire Department and Emergency Medical Service have recommended that Matthew Helton be hired as a Full-Time Fire/EMS Captain and this position will be a career firefighter position that will pay into Ohio Police & Fire Fund retirement system; and

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of Turtlecreek Township, Warren County, Ohio hereby approves the hiring of Matthew Helton for the position of Full-Time Fire/EMS Captain, effective September 10, 2023 at the rate of \$26.00 per hour.

Mr. VanDeGrift moved for adoption of the foregoing resolution, seconded by Mr. Jones. All voiced a “YEA” vote and the resolution passed.

Adopted this 29^h day of August, 2023

Signed:	_____	“YEA”
	_____	“YEA”
Attest:	_____	Chief Fiscal Officer

**RESOLUTION 23-08-20
TURTLECREEK TOWNSHP
WARREN COUNTY, OHIO**

**APPROVING THE SOLID WASTE MANAGEMENT PLAN OF THE WARREN COUNTY
SOLID WASTE MANAGEMENT DISTRICT**

WHEREAS, the Warren County Solid Waste Management District, by its Solid Waste Management Policy Committee, has adopted a Solid Waste Management Plan for the District; and

WHEREAS, pursuant to the Ohio Revised Code Section 3734.55, the Board of County Commissioners and the legislative authority of each municipal corporation or township under the jurisdiction of the District, must approve or disapprove the Plan by ordinance or resolution; and

WHEREAS, Turtlecreek Township, Warren County, Ohio has reviewed the Plan and considered it at the duly called meeting; and

WHEREAS, the Plan furthers the public interest; and

NOW THEREFORE BE IT RESOLVED, that the Solid Waste Management Plan of the Warren County Solid Waste Management District, adopted by the Solid Waste Management District Policy Committee on July 17, 2023, is hereby approved;

AND BE IT FURTHER RESOLVED, that a copy of this resolution of approval shall promptly be delivered, or caused to be delivered, to the Solid Waste Management Policy Committee of the Warren County Solid Waste Management District.

Motion made by Mr. Sams, seconded by Mr. VanDeGrift.

Upon call of the roll the following vote resulted:

Mr. Jones	“YEA”
Mr. VanDeGrift	“YEA”
Mr. Sams	“YEA”

Resolution adopted this 28th day of August, 2023.

Chief Fiscal Officer

End of Minutes.