

## TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

JULY 8

24

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on July 8, 2024, at 7:00 P.M. with the following persons present:

TRUSTEES: Jonathan Sams, Dan Jones and Jim VanDeGrift

FISCAL OFFICER: Amanda Childers

GUEST: Tammy Boggs, Mike Jameson, Jon Paul Campbell, Brad Edrington, Rhonda Koenig and Doug Koenig.

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

The minutes of the meeting held on June 25, 2024, 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. 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. Jones 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.

Department Reports:

### **Fire/EMS:**

Michael Jameson, Fire Chief, informed the Board that a position for PRN Firefighter II/Paramedic has been posted and he recommended Noah Zimmer to fill the position effective July 1, 2024 at the rate of \$21.20 per hour. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve hiring Noah Zimmer for PRN effective July 1, 2024 at the rate of \$21.20 per hour. All present voiced a "YEA" vote and the motion was passed with **Resolution 24-07-01**. (A copy of the resolution will be included in the minutes.)

Chief Jameson reminded the Board that there will be a retirement party for Chris Ward on Saturday, July 13 at 12:00 p.m. at Station 32.

Chief Jameson brought forth a discussion regarding the Modular Home that is being considered for Station 31. Route 73 is the modular home company that came to look at the current sewer at the station. Legal Counsel advises that the cost of the modular home must be below \$75,000.00 to avoid building requirements that will cause the cost to be substantially greater. More information will be forthcoming.

Chief Jameson gave a report to the Trustees regarding the status of the assessment implementation. The Captains are reviewing turnout times and reporting them to the chiefs. The chief's weekly updates are being emailed weekly. Mutual Aid Chiefs meetings have not been scheduled yet. The SAFER Grant Application was completed on April 12, 2024 and we are awaiting news of the award. NIMS training is being tracked by Assistant Chief Campbell. Full Time staff area of responsibility will be assigned by the Chief by August 30<sup>th</sup>. The Driver's training program manual is still in progress. Some shift mandates have occurred. Regular meetings are ongoing.

JonPaul Campbell, Deputy Fire Chief, updated the Board on recent employee driver training conducted by the Captains.

Chief Campbell informed the Board that the group that applied for a fireworks display permit had a successful event. A Fire crew was on scene during the 30-40 minute display. There were no problems.

Chief Campbell informed the Board that the EMS Continuing Education certificate came in and is effective until 3-21-2027.

### **Road and Bridge:**

Tammy Boggs, Township Administrator, informed the Board that the owners of the property on Jack Road that have a fence in the right of way, are getting a land survey and expect the results by the end of the month.

**Administration:**

Mrs. Boggs requested ratification for expenditures authorized by Township Administrator or Township Officer or Employee authorized by Township Administrator in the cumulative amount of \$1,141.25. The purchases are \$535.10 from Amazon, \$233.17 from The Home Depot, \$109.08 from Lowes, \$8.46 from Wasabi, \$136.88 from Zoro, \$111.81 from Waste Management and \$6.75 from BMV. Mr. Jones made a motion, seconded by Mr. VanDeGrift, to subsequently approve the expenditures in the cumulative amount of \$1,141.25. All present voiced a "YEA" vote and the motion passed with **Resolution 24-07-02**. (A copy of the Resolution will be included in the minutes.)

Mrs. Boggs informed the Board that she received a letter from Warren County Regional Planning regarding the Wood View lots on Wood Road for review and comments. The Trustees had no comments or concerns. (A letter will be sent to Warren County Regional Planning stating this information).

Mrs. Boggs informed the Board that Warren County Regional Planning is preparing a contract for the township regarding the West side planning project. The project is expected to cost approximately \$5,000.00 with Warren County Regional Planning to provide professional and consultant services. Mrs. Boggs requested authorization to sign the professional service contract once it has been approved through legal counsel. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the Resolution as stated above. All present voiced a "YEA" vote and the motion passed with **Resolution 24-07-03**. (A copy of the Resolution will be included in the minutes.)

**CORRESPONDENCE:**

**IN:**

- OTARMA Summer update.
- Email from Mr. Williams regarding Nickel Road and semi-trucks.
- Email from Premier Health regarding Otterbein talk.
- Email from Ms. Osterman regarding right-of-way on Colds Spring Road.

**OUT:**

- Letter to Warren County Regional Planning regarding Pilot Travel Center.
- Letter to Warren County Regional Planning regarding Wawa.
- Email to Premier Health regarding Otterbein talk.
- Email to Ms. Osterman regarding right-of-way on Colds Spring Road.

**Fiscal Officer Reports:**

Amanda Childers, Fiscal Officer, requested the Board to approve the ratified 2024 Amended Permanent Appropriations and line item transfers to include Union Village TIF District 1 and Union Village TIF District A Funds as the amounts were received from the Warren County Auditor's Office and the accounting amounts were calculated by the Union Village TIF Administrator and legal counsel. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the ratified 2024 Amended Permanent Appropriations and line item transfers as stated above. All present voiced a "YEA" vote and the motion passed with **Resolution 24-07-04**. (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. 35769 through 35808 (copy to follow) and Vouchers 676-2024 through 728-2024.

The Fiscal Office reported the following income:

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
7/2/24	7/8/24	708-2024	C5 ENCORE LOGISTICS CENTER ASSOCIATION I	2031-892-0000	\$270.00	ENCORE PARK SNOW PLOWING 2023-2024
6/28/24	7/1/24	642-2024	FISCHER MANAGMENT LLC	2031-892-0000	\$1,170.00	SHAKER RUN SNOW PLOWING 2023-2024
					<b>\$1,440.00</b>	
6/24/24	7/1/24	671-2024	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$19,390.46	GAS EXCISE TAX JUNE 2024 (DIRECT DEPOSIT)
					<b>\$19,390.46</b>	
6/24/24	7/1/24	639-2024	OTARMA C/O SEDGWICK CLAIMS MANAGEMENT	2031-892-0000	\$971.39	INSURANCE CLAIM FOR F250 UTILITY TRUCK TOM 80
					<b>\$971.39</b>	
6/21/24	7/1/24	638-2024	WILMINGTON TRUST OPIOIDS SETTLEMENT	2903-404-0000	\$658.46	JANSSEN PAYMENT 4 OPIOID SETTLEMENT
					<b>\$658.46</b>	
6/28/24	7/1/24	672-2024	STAROHIO	1000-701-0000	\$8,972.55	JUNE 2024 INTEREST
6/28/24	7/1/24	673-2024	PRIMARY	1000-701-0000	\$6.51	JUNE 2024 INTEREST
6/3/24	7/7/24	674-2024	LCNB TRUST	1000-701-0000	\$3,863.59	JUNE 2024 INTEREST
6/6/24	7/7/24	675-2024	CD 43	1000-701-0000	\$13,125.00	JUNE 2024 INTEREST
6/6/24	7/7/24	676-2024	CD 63	1000-701-0000	\$955.48	JUNE 2024 INTEREST
6/7/24	7/7/24	677-2024	CD 44	1000-701-0000	\$1,061.64	JUNE 2024 INTEREST
6/7/24	7/7/24	678-2024	CD 45	1000-701-0000	\$6,517.81	JUNE 2024 INTEREST
6/10/24	7/7/24	679-2024	CD 46	1000-701-0000	\$1,082.88	JUNE 2024 INTEREST
6/10/24	7/7/24	680-2024	CD 47	1000-701-0000	\$6,267.12	JUNE 2024 INTEREST
6/10/24	7/7/24	681-2024	CD 39	1000-701-0000	\$1,029.79	JUNE 2024 INTEREST
6/10/24	7/7/24	682-2024	CD 31	1000-701-0000	\$998.73	JUNE 2024 INTEREST
6/10/24	7/7/24	683-2024	CD 37	1000-701-0000	\$1,008.56	JUNE 2024 INTEREST
6/10/24	7/7/24	684-2024	FHLB 30	1000-701-0000	\$6,927.09	JUNE 2024 INTEREST
6/10/24	7/7/24	685-2024	FHLB 18	1000-701-0000	\$5,000.00	JUNE 2024 INTEREST
6/10/24	7/7/24	686-2024	FHLB 34	1000-701-0000	\$2,718.06	JUNE 2024 INTEREST
6/12/24	7/7/24	687-2024	CD 32	1000-701-0000	\$624.21	JUNE 2024 INTEREST
6/13/24	7/7/24	688-2024	CD 65	1000-701-0000	\$4,882.19	JUNE 2024 INTEREST
6/14/24	7/7/24	689-2024	CD 53	1000-701-0000	\$127.40	JUNE 2024 INTEREST
6/14/24	7/7/24	690-2024	FHLB 20	1000-701-0000	\$6,947.92	JUNE 2024 INTEREST
6/17/24	7/7/24	691-2024	CD 41	1000-701-0000	\$966.10	JUNE 2024 INTEREST
6/17/24	7/7/24	692-2024	CD 60	1000-701-0000	\$1,104.11	JUNE 2024 INTEREST
6/17/24	7/7/24	693-2024	FFCB 26	1000-701-0000	\$4,899.31	JUNE 2024 INTEREST
6/20/24	7/7/24	694-2024	CD 33	1000-701-0000	\$211.48	JUNE 2024 INTEREST
6/20/24	7/7/24	695-2024	CD 64	1000-701-0000	\$944.86	JUNE 2024 INTEREST
6/20/24	7/7/24	696-2024	FNMA 25	1000-701-0000	\$15,097.78	JUNE 2024 INTEREST
6/24/24	7/7/24	697-2024	CD 61	1000-701-0000	\$838.70	JUNE 2024 INTEREST
6/27/24	7/7/24	698-2024	CD 17	1000-701-0000	\$338.37	JUNE 2024 INTEREST
6/28/24	7/7/24	699-2024	CD 22	1000-701-0000	\$359.52	JUNE 2024 INTEREST
6/28/24	7/7/24	700-2024	FHLB 23	1000-701-0000	\$10,800.00	JUNE 2024 INTEREST
6/12/24	7/7/24	701-2024	INVESTMENT CD 32	1000-701-0000	\$498.00	Gain on Investment
6/14/24	7/7/24	702-2024	INVESTMENT FHLB 20	1000-701-0000	\$5,530.00	Gain on Investment
					<b>\$113,704.76</b>	
7/1/24	7/8/24	706-2024	FHS CENTERVILLE INC DBA AUSTIN TRACE	2041-892-0000	\$384.00	L MOORE FOUNDATION FEE SECT 1 LOT 7
7/1/24	7/8/24	707-2024	FHS CENTERVILLE INC DBA AUSTIN TRACE	2041-804-0000	\$1,530.00	SALE OF CEMETERY PLOT L MOORE SECTION 1 LOT 7
					<b>\$1,914.00</b>	
6/21/24	7/1/24	636-2024	W GOODIN SR	2191-299-0000	\$300.00	LIFE SQUAD SERVICES
6/21/24	7/1/24	637-2024	TRICARE PAYMENT	2191-299-0000	\$94.48	LIFE SQUAD SERVICES
6/26/24	7/1/24	640-2024	AMERIHEALTH CARITAS OHIO	2191-299-0000	\$128.00	LIFE SQUAD SERVICES
6/26/24	7/1/24	641-2024	HEALTH EQUITY INC	2191-299-0000	\$65.70	LIFE SQUAD SERVICES
7/1/24	7/8/24	703-2024	ANTHEM COMMUNITY INSURANCE	2191-299-0000	\$340.25	LIFE SQUAD SERVICES
7/1/24	7/8/24	704-2024	AMERICAN REPUBLIC INSURANCE CO	2191-299-0000	\$111.36	LIFE SQUAD SERVICES
7/1/24	7/8/24	705-2024	P PARTCH	2191-299-0000	\$260.00	LIFE SQUAD SERVICES
6/21/24	7/1/24	643-2024	HUMANA	2191-299-0000	\$141.57	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/21/24	7/1/24	644-2024	GAINWELL TECHNOLOGY	2191-299-0000	\$265.72	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/21/24	7/1/24	645-2024	UNITED HEALTHCARE	2191-299-0000	\$1,926.52	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/24/24	7/1/24	646-2024	UNITED HEALTHCARE	2191-299-0000	\$298.42	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/24/24	7/1/24	647-2024	AARP SUPPLEMENTAL	2191-299-0000	\$436.58	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/24/24	7/1/24	648-2024	UNITED HEALTHCARE	2191-299-0000	\$437.22	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/24/24	7/1/24	649-2024	AETNA	2191-299-0000	\$524.64	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/24/24	7/1/24	650-2024	MEDICAL MUTUAL	2191-299-0000	\$554.99	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/24/24	7/1/24	651-2024	ANTHEM BLUE	2191-299-0000	\$2,553.81	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/24/24	7/1/24	652-2024	CGS	2191-299-0000	\$5,096.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/25/24	7/1/24	653-2024	HUMANA	2191-299-0000	\$222.18	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/25/24	7/1/24	654-2024	HUMANA	2191-299-0000	\$278.81	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/25/24	7/1/24	655-2024	HNB-ECHO	2191-299-0000	\$294.50	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/25/24	7/1/24	656-2024	AETNA	2191-299-0000	\$514.25	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/26/24	7/1/24	657-2024	ANTHEM BLUE	2191-299-0000	\$101.44	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/26/24	7/1/24	658-2024	UHC COMMUNITY	2191-299-0000	\$279.35	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/26/24	7/1/24	659-2024	ANTHEM BLUE	2191-299-0000	\$458.25	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/26/24	7/1/24	660-2024	US TREASURY DEPT OF VA	2191-299-0000	\$1,770.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/27/24	7/1/24	661-2024	MICROH CLAIMS	2191-299-0000	\$555.29	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/27/24	7/1/24	662-2024	UNITED HEALTHCARE	2191-299-0000	\$785.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/28/24	7/1/24	663-2024	HNB-ECHO	2191-299-0000	\$330.15	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/1/24	7/8/24	709-2024	HNB-ECHO	2191-299-0000	\$98.55	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/1/24	7/8/24	710-2024	HNB-ECHO	2191-299-0000	\$98.55	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/1/24	7/8/24	711-2024	CIGNA	2191-299-0000	\$740.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/1/24	7/8/24	712-2024	AETNA	2191-299-0000	\$1,624.81	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/1/24	7/8/24	713-2024	CGS	2191-299-0000	\$2,107.30	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/1/24	7/8/24	714-2024	ANTHEM BLUE	2191-299-0000	\$2,381.27	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/2/24	7/8/24	715-2024	ANTHEM BLUE	2191-299-0000	\$37.28	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/2/24	7/8/24	716-2024	HUMANA	2191-299-0000	\$149.62	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/2/24	7/8/24	717-2024	UNITED HEALTHCARE	2191-299-0000	\$546.53	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/2/24	7/8/24	718-2024	HWHO	2191-299-0000	\$555.29	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/2/24	7/8/24	719-2024	CGS	2191-299-0000	\$813.16	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/3/24	7/8/24	720-2024	HUMANA	2191-299-0000	\$137.82	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/3/24	7/8/24	721-2024	AETNA	2191-299-0000	\$434.27	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/3/24	7/8/24	722-2024	HNB-ECHO	2191-299-0000	\$1,930.10	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/5/24	7/8/24	723-2024	AARP SUPPLEMENTAL	2191-299-0000	\$415.76	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/5/24	7/8/24	724-2024	UNITED HEALTHCARE	2191-299-0000	\$997.44	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
6/28/24	7/1/24	664-2024	MEDICOUNT MANAGMENT INC	2191-299-0000	\$1,872.01	LIFE SQUAD SERVICES MAY 2024 (DIRECT DEPOSIT)
					<b>\$34,064.24</b>	
6/17/24	7/1/24	665-2024	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$964.85	LOCAL GOVT HB62 JUNE 2024 (DIRECT DEPOSIT)
6/17/24	7/1/24	666-2024	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$8,282.25	LOCAL GOVT JUNE 2024 (DIRECT DEPOSIT)
6/24/24	7/1/24	668-2024	WARREN COUNTY AUDITOR, MATT NOLAN	2011-536-0000	\$2,447.04	MOTOR VEHICLE LICENSE TAX MAY 2024 (DIRECT DEPOSIT)
6/24/24	7/1/24	667-2024	WARREN COUNTY AUDITOR, MATT NOLAN	2231-592-0000	\$2,127.75	NEW \$5 PERMISSIVE AUTO TAX MAY 2024 (DIRECT DEPOSIT)
6/24/24	7/1/24	670-2024	WARREN COUNTY AUDITOR, MATT NOLAN	2231-104-0000	\$9,220.25	OLD \$5 PERMISSIVE AUTO TAX MAY 2024 (DIRECT DEPOSIT)
6/24/24	7/1/24	669-2024	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$2,570.19	CENTS PER GALLON JUNE 2024 (DIRECT DEPOSIT)
7/1/24	7/8/24	725-2024	WARREN COUNTY AUDITOR, MATT NOLAN	1000-534-0000	\$146.25	CIGARETTE LICENSE JUNE 2024 (DIRECT DEPOSIT)
					<b>\$25,758.58</b>	

**Other Business:**

None.

**Visitor Concerns:**

Doug Koenig from the Warren County Airport updated the Board on the open house at the airport and their Strategic plan.

**Trustee Reports:**

Mr. Sams spoke about the meeting that occurred to discuss a possible levy next year. Matt Nolen recommended that we use general fund moneys to supplement the fire/ems funds that are being depleted by increased costs for personnel, equipment, insurance, and more. Mr. Sams noted that of the property taxes collected from Township residents only 8% goes to the Township.

A motion was made by Mr. VanDeGrift that the Board of Trustees adjourns into executive session to discuss Personnel Fire/ Administrative Employment and Economic Development matters pursuant to ORC 121.22 (G) (1) and (G) (8) at 7:46 p.m. The motion was seconded by Mr. Jones and upon call of roll call, Mr. Jones "YEA", Mr. VanDeGrift "YEA" and Mr. Sams "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", Mr. VanDeGrift "YEA" and Mr. Sams "YEA" the Board returned to regular session at 8:21 p.m.

Mr. VanDeGrift made a motion, seconded by Mr. Jones to accept the resignation of Christopher Dotson, a part time Firefighter II/Paramedic effective July 28, 2024. All present voiced a "YEA" vote and the motion passed with **Resolution 24-07-05**. (A copy of the resolution is included in the minutes.)

Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the changes to the Personnel Policy regarding sick time and vacation time for part time PRN positions. Any accrued vacation time must be used by the end of the year. All present voiced a "YEA" vote and the motion passed with **Resolution 24-07-06**. (A copy of the resolution is included in the minutes.)

The Board had a discussion regarding the hiring of Charles Rielage as the Assistant Fire and EMS Chief. The Board gave a start date of August 29, 2024 at a pay rate of \$103,000.00 with a work schedule of Monday through Friday with normally 40 hours, but on call 24/7/365 to respond to emergencies, meetings and other related events. Vacation accrual will start upon hire. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve hiring Charles Rielage as the Assistant Fire and EMS Chief as stated above. All present voiced a "YEA" vote and the motion passed with **Resolution 24-07-07**. (A copy of the resolution is included in the minutes.)

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 July 30, 2024 at 8:00 a.m.

Signed: \_\_\_\_\_ Chairman of the Board

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

**RESOLUTION 24-07-01  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**HIRE NOAH ZIMMER, EFFECTIVE JULY 1, 2024  
AS A PRN POSITION FIREFIGHTER II/PARAMEDIC**

**WHEREAS**, a position of “PRN” Firefighter II/Paramedic 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/Emergency Medical Service have recommended that Noah Zimmer be hired as a PRN Firefighter II/Paramedic and this position will require a minimum of 24 hours per month; and

**NOW THEREFORE BE IT RESOLVED**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio hereby approves the hiring of Noah Zimmer for the position of PRN Firefighter/EMT Basic, effective July 1, 2024 at the rate of \$21.20 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 8<sup>th</sup> day of July, 2024

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

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

Resolution Number: 24-07-02

Date of Resolution: July 8, 2024

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

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

Resolution adopted this 8<sup>th</sup> day of July, 2024.

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 24-07-03  
TURTLECREEK TOWNSHIP**

**WARREN COUNTY, OHIO**

**RESOLUTION TO AUTHORIZE TAMMY BOGGS, ADMINISTRATOR, TO SIGN PROFESSIONAL SERVICE CONTRACT WITH WARREN COUNTY REGIONAL PLANNING**

**WHEREAS**, the Turtlecreek Township Board of Trustees have authorized Tammy Boggs, Administrator, to sign the professional service contract with Warren County Regional Planning; and

**WHEREAS**, the agreement will be in place for professional and consultant services for the township with Warren County Regional Planning; and

**THEREFORE**, by motion of Mr. Jones and seconded by Mr. VanDeGrift, Tammy Boggs, has the authority to sign the agreement as stated above. All voiced a "YEA" vote and the resolution passed.

Adopted this 8<sup>th</sup> day July, 2024.

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

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

**RESOLUTION 24-07-04  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**TOPIC OF RESOLUTION: BOARD RESOLUTION SUBSEQUENTLY APPROVING LINE ITEM TRANSFERS AND/OR AMENDED APPROPRIATIONS ONCE NUMBERS WERE KNOWN.**

**RESOLUTION**

**WHEREAS**, this Board adopted Resolution 24-05-23, dated May 28, 2024, authorizing the Fiscal Officer to make line item transfers and/or amended appropriations regarding Union Village TIF District 1 and Union Village TIF District A once settlements were received from the Warren County Auditor’s Office and once the accounting amounts were calculated by the Union Village TIF Administrator and legal counsel to be ratified at the next regular scheduled meeting.

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio, shall transfer within the Union Village TIF District "1" from Account 2904-930-930-0000 (Contingencies) the amount of \$75,414.30 to be transferred to the following funds: to Account 2904-710-599-0013 Other – Other Expenses (Lebanon City Schools) the amount of \$46,309.07, to Account 2904-710-599-0014 Other – Other Expenses (Warren County Vocational School) the amount of \$2,701.66 and to Account 2904-730-592-0036 Grants to Other Governments (CAUV) the amount of \$32,285.70 all for needed expenses.

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio, shall transfer within the Union Village TIF District "A" from Account 2905-930-930-0000

(Contingencies) the amount of \$90,391.96 to be transferred to the following funds: to Account 2905-710-599-0013 Other – Other Expenses (Lebanon City Schools) the amount

of \$52,868.04, to Account 2905-710-599-0014 Other – Other Expenses (Warren County Vocational School) the amount of \$3,174.97 and to Account 2905-730-592-0036 Grants to Other Governments (CAUV) the amount of \$34,348.95, all for needed expenses.

**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 transfer of line items within the Union Village TIF District 1 and District A made by the fiscal officer on behalf of the township.

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

**Section 3.** 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. Jones moved for adoption of the foregoing Resolution, being seconded by Mr. VanDeGrift. Upon call of the roll, the following vote resulted:

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

Resolution adopted this 8<sup>th</sup> day of July, 2024.

**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 24-07-05  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESIGNATION FOR CHRISTOPHER DOTSON,  
PART-TIME FIREFIGHTER II/PARAMEDIC**



**EFFECTIVE JULY 28, 2024**

**WHEREAS**, the Fire Chief was notified that Christopher Dotson has resigned his position of part-time Firefighter II/Paramedic with Turtlecreek Township; and

**WHEREAS**, the effective date of the resignation will be July 28, 2024; and

**NOW THEREFORE BE IT RESOLVED**, the Turtlecreek Township Board of Trustees hereby accepts the resignation of Christopher Dotson, effective, July 28, 2024.

Mr. VanDeGrift moved for adoption of the foregoing resolution. Mr. Jones seconded the motion and upon call of the roll the following vote resulted.

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

Resolution adopted this 8<sup>th</sup> day of July, 2024.

**THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES**

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

**RESOLUTION 24-07-06  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio have a need for a change to the Personnel Policy Manual, Section 6.02 (B) and Section 6.03 (A) (1); and

**WHEREAS**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio would recommend the change to Section 6.02 (B) and Section 6.03 (A) (1) of the Personnel Policy Manual for part-time vacation time and sick time accrual; and :

**WHEREAS**, the change to Section 6.02 (B) and Section 6.03 (A) (1) will be effective July 8, 2024; and

**THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the change of Section 6.02 (B) and Section 6.03 (A) (1) of the Personnel Policy Manual.

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

Adopted this 8<sup>th</sup> day of July, 2024

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

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

**RESOLUTION 24-07-07  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION TO HIRE CHARLES RIELAGE  
EFFECTIVE AUGUST 29, 2024 AS THE ASSISTANT FIRE AND EMS CHIEF**

**WHEREAS**, the position of Assistant Fire and EMS Chief is vacant within the Turtlecreek Township Fire Department/Emergency Medical Service, and

**WHEREAS**, the Board of Trustees and Fire Chief of Turtlecreek Township have recommended that Charles Rielage be hired as the Assistant Fire and EMS Chief; and

**WHEREAS**, Charles Rielage will be provided the following conditions of employment upon successful completion of a background check, BMV check, drug test and pre-employment physical:

- **Start Date:** August 29, 2024
- **Pay Rate:** \$103,000 annually
- **Work Schedule:** Monday – Friday: 40 Hour Work Week\*
- **Duties:** As defined in the Assistant Fire and EMS Chief job description as well as the duties and responsibilities assigned by the Township Administrator
- **Probationary:** One (1) Year
- **Vacation:** Accrual will start upon hire date. Accrual rate for the first year will be eighty (80) hours. Accrued at 3.08 hours per pay period. Upon verification of service credit with a political subdivision of the State of Ohio as a full-time employee vacation accrual will adjust to the applicable rate at the completion of probationary year.
- **Sick Leave:** Upon verification of sick time the township will transfer 1250 hours of sick leave to a bank. The 1250

hours will be available for your use but at no time will the township allow the hours to be cashed out.

- **Professional Training:** The township will authorize two professional conferences/classes per year at the cost to the township as long as the cost is deemed reasonable by the Township Administrator.
- Turtlecreek Township Personnel Policy Manual will be applicable for all other areas of employment.
- \*The Assistant Fire and EMS Chief is on call 24/7/365 and will routinely be required to respond to emergencies as well as attend meetings and other related events during what is considered off duty hours. The Assistant Fire and EMS Chief will have some flexibility in his work schedule; however, it must be approved by the Township Administrator.

**NOW THEREFORE BE IT RESOLVED**, the Board of Trustees of Turtlecreek Township, Warren County, Ohio hereby approves the hiring of Charles Rielage for the position of Assistant Fire and EMS Chief.

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

Adopted this 8<sup>th</sup> day of July, 2024

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

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

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

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

End of Minutes.