

TURTLECREEK TOWNSHIP BOARD OF TRUSTEES

ON

OCTOBER 29

24

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on October 29, 2024 at 8:00 a.m. with the following persons:

TRUSTEES: Jonathan Sams, Jim VanDeGrift and Dan Jones

FISCAL OFFICER: Amanda Childers

GUEST: Tammy Boggs, Mike Jameson, Kenny Hickey, Brad Edrington, JonPaul Campbell, Chip Rielage, Isaac Seevers and Karen Ervin.

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

The minutes of the meeting held on October 14, 2024 were received by the Trustees prior to the meeting for review. Since there were no additions or corrections, Mr. Jones moved for acceptance, seconded by Mr. VanDeGrift. All were in favor and the minutes were approved as written.

Isaac Seevers came to the Trustee Meeting to talk about Lebanon City Schools. Mr. Seevers provided a District Report Card showing the 2024 overall rating compared to 2023. The report showed an increase of 1 point for the Graduation Component rating and an increase of 2 points under the Progress Component rating. The overall rating increased by 1 point with 2023 being 3.5 and 2024 being 4.5. Karen Ervin, the Treasurer/CFO for Lebanon City Schools informed the Board of where the School gets its money. Ms. Ervin talked about property taxes which helps pay for teachers, school buildings and programs for students. State Funding is given in an amount derived from a formula that allows the state to give more money to the districts that need more money. Ms. Ervin reviewed her 5-year forecast and discussed how the increases in property taxes do not help the schools as much as one would think. The state funding formula is expected to give Lebanon schools less funding as the property taxes increase.

Department Reports:

Fire/EMS:

Chip Rielage, Assistant Fire Chief, informed the Board that both he and the Fire Chief would like to replace the 2008 GMC Sierra 1500 with a 2024 Chevrolet Tahoe 4-wheel drive SUV. This vehicle would be for the Deputy Chief's use. The Chevy Tahoe would be purchased from McCluskey Chevrolet at a cost of \$54,445.00. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the purchase of the Chevy Tahoe as stated above. All present voiced a "YEA" vote and the motion was passed with **Resolution 24-10-22**. (A copy of the resolution will be included in the minutes.)

Chief Rielage informed the Board that both he and the Fire Chief would like to send Deputy Chief JonPaul Campbell to the Ohio Fire Executive Program with the Ohio Fire Chief's Association. This program is a 2.5-year Master's level degree. The cost of the program will be \$10,500.00 and JonPaul Campbell will be required to sign a contract with a 4-year commitment of service upon completion of the program. 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 24-10-23**. (A copy of the resolution will be included in the minutes.)

Chief Rielage informed the Board that the Fire department needs to purchase training software. The software would provide and track online training for employees continuing education. The software would require a contract with Lexipol at a cost of \$2,800.00 for 2024-2025. Chief Rielage requested authorization to sign the contract. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the purchase from Lexipol at a cost of \$2,800.00 and to approve Chief Rielage to sign the contract for 2024-2025. All present voiced a "YEA" vote and the motion was passed with **Resolution 24-10-24**. (A copy of the resolution will be included in the minutes.)

Chief Rielage informed the Board that the Fire department needs to purchase SOG software to provide uniform and consistent operating policies and procedures. This was discussed during the work session. The cost of the SOG software will be \$2,062.50 for the remainder of 2024 from Power DME by NeoGov and includes the setup fee. The 3-year contract details cost for 2025 as \$5,737.50 and \$6,375.00 for 2026. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the purchase of the SOG software from Power DME by NeoGov in the amount of \$2,062.50. All present voiced a "YEA" vote and the motion was passed with **Resolution 24-10-25**. (A copy of the resolution will be included in the minutes.)

Chief Rielage requested authorization to purchase 3 bunk mattresses for the bunkrooms at Station 31 from Original Mattress Factory at a cost of \$2,250.72. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the purchase as stated above. All present voiced a "YEA" vote and the

motion was passed with **Resolution 24-10-26**. (A copy of the resolution will be included in the minutes.)

Chief Rielage requested authorization to purchase electrical supplies to update Station 31 for connecting to the mobile home. Kenny Hickey will install the electric as he is a certified electrician. The cost of the supplies is \$3,949.76 from Lebanon Electric. Mr. Jones made a motion, seconded by Mr. VanDeGrift, to approve the purchase as stated above. All present voiced a "YEA" vote and the motion was passed with **Resolution 24-10-27**. (A copy of the resolution will be included in the minutes.)

Michael Jameson, Fire Chief, informed the Board that he received a request from Frank Tone for unpaid leave of absence beginning October 29, 2024 to April 29, 2025. Mr. Jones made a motion seconded by Mr. VanDeGrift to approve the unpaid leave of absence for Frank Tone beginning October 29, 2024, not to exceed six months. All present voiced a "YEA" vote and the motion was passed with **Resolution 24-10-28**. (A copy of the resolution will be included in the minutes.)

Chief Jameson informed the Board that he received the resignation of part time firefighter /Paramedic Calvin Withrow effective October 29, 2024. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the resignation of Calvin Withrow effective October 29, 2024. All present voiced a "YEA" vote and the motion was passed with **Resolution 24-10-29**. (A copy of the resolution will be included in the minutes.)

Chief Jameson requested authorization to renew the Knox Connect Cloud service for 2025 at a cost of \$1,298.00 from Knox Connect. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the purchase as stated above. All present voiced a "YEA" vote and the motion was passed with **Resolution 24-10-30**. (A copy of the resolution will be included in the minutes.)

Chief Jameson requested authorization to purchase the lighting package for the 2024 Chevrolet 1500 brush truck at a cost of \$3,500.00 from Tri-State Public Safety. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the purchase as stated above. All present voiced a "YEA" vote and the motion was passed with **Resolution 24-10-31**. (A copy of the resolution will be included in the minutes.)

Chief Jameson informed the Board that we will receive Loeb Grant funds in the amount of \$15,000.00 for 2024/2025. Items to purchase will be determined and presented at the November meeting.

Chief Jameson informed the Board that the mobile home has been delivered to Station 31 and the installation is being completed.

Chief Jameson informed the Board that a backup generator has been purchased and will be placed at Station 31.

Chief Jameson informed the Board that the brush truck has been delivered and the uplifting will be completed in the coming weeks.

Chief Jameson informed the Board that the administrative onboarding has been completed for the 5 new hires. They have completed their 2-week orientation with JonPaul Campbell and will begin their shift orientation this week working with their crews.

Road and Bridge:

Kenny Hickey, Road/Maintenance Supervisor, requested authorization to purchase brake shoes and drums for TOM 61 at a cost of \$2,717.969 from TruckPro. Mr. Jones made a motion seconded by Mr. VanDeGrift to approve the purchase as stated above. All present voiced a "YEA" vote and the motion was passed with **Resolution 24-10-32**. (A copy of the resolution will be included in the minutes.)

Mr. Hickey requested authorization to purchase tires for TOM 61 at a cost of \$2,765.24 from Shrader Tire & Oil. Mr. Jones made a motion seconded by Mr. VanDeGrift to approve the purchase as stated above. All present voiced a "YEA" vote and the motion was passed with **Resolution 24-10-33**. (A copy of the resolution will be included in the minutes.)

Mr. Hickey informed the Board that TOM 74 needs repairs regarding the floor in the cab. Mr. Hickey requested authorization to purchase a floor pan at a cost of \$2,172.74 from Rush Truck Service. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the purchase as stated above. All present voiced a "YEA" vote and the motion was passed with **Resolution 24-10-34**. (A copy of the resolution will be included in the minutes.)

Administration:

Tammy Boggs, Township Administrator, requested authorization to rescind Resolution 24-06-22 to purchase township signage from Clary Signs as a later resolution has already been made. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the rescission of Resolution 24-06-22. All present voiced a "YEA" vote and the motion was passed with **Resolution 24-10-35**. (A copy of the resolution will be included in the minutes.)

Mrs. Boggs requested ratification for expenditures authorized by the Township Administrator or Township Officer or Employee authorized by Township Administrator in the cumulative amount of \$2,449.19. The purchases are \$209.40 from Amazon, \$68.62 from Sam's Club, \$20.00 from Kroger, \$397.80 from Costco, \$9.99 from Crashplan, \$1,355.17 from Trudoor, \$7.98 from Wasabi, \$94.00 from Hunter Pizzeria, \$64.44 from The Home Depot, \$307.48 from Gear Bags and a credit of \$85.69 from Trudoor. Mr. Jones made a motion, seconded by Mr. VanDeGrift, to subsequently approve the expenditures in the cumulative amount of \$2,449.19. All present voiced a "YEA" vote and the motion passed with **Resolution 24-10-36**. (A copy of the Resolution is included in the minutes.)

Mrs. Boggs informed the Board that it is time for renewal of the 2025 health insurance benefits. The Board decided to renew with Anthem Network for Medical benefits Option #1 in the Horan medical plan analysis with an increase of 2.515%. The township will pass the increased emergency room visit fee to the employee at a cost of \$300.00 (increase of \$50.00). The deductibles increased but will still be reimbursed by the Township. Delta Dental increased by 3.4% and Principal Life increased by 3.77%. Mr. VanDeGrift made a motion, seconded by Mr. Jones to approve the renewal of the 2025 health insurance benefits as stated above. All present voiced a "YEA" vote and the motion was passed with **Resolution 24-10-37**. (A copy of the resolution will be included in the minutes.)

Mrs. Boggs informed the Board that Westside Church has requested to add an OctoSwing next to the existing playground. The 2016 Ground Lease Amendment #1 requires the Trustees to provide written consent. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve sending a letter of consent to Westside Church for the addition of the OctoSwing. (A letter will be sent to Westside Church stating this information).

Mrs. Boggs received a notice from Warren County Zoning Appeals regarding a variance for Paul & Audrey Meade on Wilmington Rd. The Meade's are planning to add to the west side of their house for a bathroom addition. The Trustees had no comments or concerns/ (A letter will be sent to Warren County Zoning Appeals stating this information).

Mrs. Boggs informed the Board that she received an email from the City of Lebanon regarding annexation of the Cunningham property which plans to build apartments and single-family homes.

General Reports:

CORRESPONDENCE:

IN:

Email from Mr. Strouth regarding semi-trucks traveling on Nickel Rd and Hamilton Rd.

Email from Ms. Woods expressing appreciation for the work that the road crew did on the ditch line across from her house.

Letter from the Loeb Foundation regarding the grant award in the amount of \$15,000 for FY 24.

Letter from UTI regarding pipeline training.

Email from Ms. Pope regarding zoning variance request.

Letter from Altafiber regarding increase in billing.

Email from Mr. Tepe regarding zoning on property in Turtlecreek Township.

Email from Ms. Keller to schedule meeting regarding zoning in Turtlecreek Township.

Letter from Warren County Board of Elections notice to all polling locations.

OUT:

Email to Mr. Strouth regarding semi-trucks traveling on Nickel Rd and Hamilton Rd.

Email to Ms. Woods thanking her for her kind words for the road crew.
 Letter to Warren County Rural Zoning regarding a variance request for Jason Pope property.
 Letter to Warren County Regional Planning regarding the Greentree Acres-Burns Revision Phase 2 Replat.
 Letter to Warren County Regional Planning regarding Union Village Special District 3A Revised Preliminary Plan.
 Letter to Warren County Regional Planning regarding Longmeadow Estates Revised Preliminary Plan.
 Email to Ms. Pope regarding zoning variance request.
 Email to Mr. Tepe regarding zoning on property in Turtlecreek Township.
 Email to Ms. Keller to schedule meeting regarding zoning in Turtlecreek Township.
 Letter to Mr. Peters with part-time job offer.

Fiscal Officer Reports:

Amanda Childers, Fiscal Officer, informed the board that the Ohio Township Association Winter Conference will occur in Columbus from January 29 – 31 and will need to prepay for the conference fees. Additionally, she will be advancing personal funds for hotel, meals and mileage during the conference and will present them at a meeting following the conference. Mrs. Boggs also asked to attend. Mr. Jones made a motion, seconded by Mr. VanDeGrift to approve the expenses for Mrs. Childers and Mrs. Boggs to attend the OTA Conference. All present voiced a “YEA” vote and the motion was passed.

The Fiscal Officer presented the bills, which were due, and the following checks were approved and signed. Check Nos. 36056 through 36096 and Vouchers 1078-2024 through 1126-2024. (Listing to follow)

The Fiscal Office reported the following income from:

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
10/18/24	10/22/24	1116-2024	CITY OF MONROE	1000-591-0008	\$39,194.85	3RD QTR 2024 JEDD INCOME TAX PAYMENT (DIRECT DEPOSIT)
					\$39,194.85	
10/11/24	10/22/24	1122-2024	M COPE	2031-892-0000	\$10.00	GREEN ADDRESS SIGN
					\$10.00	
10/21/24	10/22/24	1124-2024	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$964.85	LOCAL GOVT HB62 OCTOBER 2024 (DIRECT DEPOSIT)
10/21/24	10/22/24	1125-2024	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$6,635.32	LOCAL GOVT OCTOBER 2024 (DIRECT DEPOSIT)
10/21/24	10/22/24	1126-2024	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$1,967.99	CENTS PER GALLON OCTOBER 2024 (DIRECT DEPOSIT)
10/21/24	10/22/24	1127-2024	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$20,196.68	GAS EXCISE TAX OCTOBER 2024 (DIRECT DEPOSIT)
					\$29,764.84	
10/22/24	10/28/24	1128-2024	LOEB FOUNDATION	2192-805-0000	\$15,000.00	LOEB GRANT AWARD 2024/2025 FISCAL YEAR
					\$15,000.00	
10/15/24	10/22/24	1104-2024	US TREASURY DEPARTMENT OF VA	2191-299-0000	\$402.89	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/15/24	10/22/24	1105-2024	HNB-ECHO	2191-299-0000	\$412.59	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/15/24	10/22/24	1106-2024	ANTHEM BLUE	2191-299-0000	\$1,840.45	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/15/24	10/22/24	1107-2024	AETNA	2191-299-0000	\$2,110.52	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/15/24	10/22/24	1108-2024	CGS	2191-299-0000	\$7,068.56	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/16/24	10/22/24	1109-2024	HWHO	2191-299-0000	\$281.04	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/16/24	10/22/24	1110-2024	CGS	2191-299-0000	\$834.49	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/16/24	10/22/24	1111-2024	HNB-ECHO	2191-299-0000	\$1,863.85	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/17/24	10/22/24	1112-2024	UNITED HEALTHCARE	2191-299-0000	\$1,461.15	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/16/24	10/22/24	1113-2024	STATE OF OHIO	2191-299-0000	\$11,528.00	LIFE SQUAD SERVICES LCI 3RD QTR 2024 (DIRECT DEPOSIT)
10/18/24	10/22/24	1114-2024	HNB-ECHO	2191-299-0000	\$401.16	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/18/24	10/22/24	1115-2024	CGS	2191-299-0000	\$1,240.56	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/21/24	10/22/24	1117-2024	MEDICAL MUTUAL	2191-299-0000	\$491.17	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/21/24	10/22/24	1118-2024	UNITED HEALTHCARE	2191-299-0000	\$1,161.93	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/21/24	10/22/24	1119-2024	ANTHEM BLUE	2191-299-0000	\$1,321.96	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/21/24	10/22/24	1120-2024	CGS	2191-299-0000	\$3,026.29	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/21/24	10/22/24	1121-2024	STATE OF OHIO	2191-299-0000	\$9,001.80	LIFE SQUAD SERVICES WCI 3RD QTR 2024 (DIRECT DEPOSIT)
10/16/24	10/22/24	1123-2024	TRICARE PAYMENT	2191-299-0000	\$104.74	LIFE SQUAD SERVICES
10/22/24	10/28/24	1130-2024	HUMANA	2191-299-0000	\$252.53	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/22/24	10/28/24	1131-2024	HHP OHIO	2191-299-0000	\$259.15	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/22/24	10/28/24	1132-2024	CGS	2191-299-0000	\$349.96	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/23/24	10/28/24	1133-2024	HNB-ECHO	2191-299-0000	\$437.22	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/23/24	10/28/24	1134-2024	UNITED HEALTHCARE	2191-299-0000	\$1,093.06	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/23/24	10/28/24	1135-2024	US TREAS DEPT OF VA	2191-299-0000	\$2,751.87	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/24/24	10/28/24	1136-2024	CGS	2191-299-0000	\$374.53	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
10/25/24	10/28/24	1137-2024	CGS	2191-299-0000	\$435.12	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
					\$50,506.59	

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 Personnel Employment Fire Department and Administration pursuant to ORC 121.22 (G) (1) at 8:47 a.m. The motion was seconded by Mr. Jones and upon call of roll call, Mr. Sams "YEA", Mr. Jones "YEA" and Mr. VanDeGrift "YEA" the executive session was entered.

(At 8:55 a.m. Mr. Sams left the meeting.)

By motion of Mr. Jones 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. VanDeGrift and the executive session ended. Upon call of roll, Mr. Jones "YEA" and Mr. VanDeGrift "YEA" the Board returned to regular session at 9:28 a.m.

Chief Jameson requested a resolution to create a new position within the Fire Department of Battalion Fire Chief. Mr. Jones made a motion, seconded by Mr. VanDeGrift to create a new position and adopt a job description for Battalion Fire Chief within the Fire Department effective October 29, 2024. All present voiced a "YEA" vote and the motion passed with **Resolution 24-10-38**. (A copy of the Resolution is included in the minutes.)

Mr. Jones made a motion, seconded by Mr. VanDeGrift to post for an open position of Battalion Fire Chief. All present voiced a "YEA" vote and the motion was passed.

There being no further business, Mr. Jones 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 November 11, 2024 at 7:00 P.M.

Signed: _____ Chairman of the Board

Attest: _____ Fiscal Officer

**RESOLUTION 24-10-22
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION TO PURCHASE A
2024 CHEVROLET TAHOE 4WD SSV**

WHEREAS, the Fire department has a need to purchase a 2024 Chevrolet Tahoe 4WD SSV; and

WHEREAS, the cost of the 2024 Chevrolet Tahoe 4WD SSV is \$54,445.00 from McCluskey Chevrolet; and

WHEREAS, the source of the funds for the purchase will be the EMS Fund 2191-760-740-0000 (Machinery, Equipment and Furniture) for \$28,00.00 and the Fire Fund 2192-760-750-0000 (Motor Vehicles) for \$26,445.00.

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve purchase of 2024 Chevrolet Tahoe 4WD SSV from McCluskey Chevrolet in the amount of \$54,445.00.

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 October, 2024

Signed: _____ “YEA”

Attest: _____ Chief Fiscal Officer

**RESOLUTION 24-10-23
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

RESOLUTION AUTHORIZING JON PAUL CAMPBELL TO ATTEND THE OHIO FIRE EXECUTIVE PROGRAM WITH THE OHIO FIRE CHIEF’S ASSOCIATION AND SIGNING A CONTRACT THAT TURTLECREEK TOWNSHIP WILL PAY FOR THE TRAINING WITH A FOUR (4)-YEAR COMMITMENT UPON COMPLETION OF THE PROGRAM AS DESCRIBED BY THE CONTRACT

WHEREAS, Jon Paul Campbell wishes to attend Ohio Fire Executive Program with the Ohio Fire Chief’s Association; and

WHEREAS, the Fire Chief and Assistant Fire Chief of Turtlecreek Township Fire/EMS Department has recommended that Jon Paul Campbell attend the Ohio Fire Executive Program; and

WHEREAS, the cost of the program will be the \$10,500.00 and Jon Paul Campbell will be required to sign a contract with a commitment of four (4) years of service upon completion of the program for the township paying for the school; and

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of Turtlecreek Township, Warren County, Ohio hereby approves Jon Paul Campbell to attend Ohio Fire Executive Program with the township paying for the schooling. The source of the funds will be the EMS Fund (2191-230-599-005 EMS Training) and Fire Fund (2192-220-590-0006 Other – Other Expenses Fire Training).

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 October, 2024

Signed: _____ “YEA”

Attest: _____ Chief Fiscal Officer

**RESOLUTION 24-10-24
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION TO PURCHASE
LEXIPOL TRAINING SOFTWARE FOR 2024-2025**

WHEREAS, the Fire department has a need to purchase training software for the fire department; and

WHEREAS, the cost of the training software will be \$2,800.00 for the 2024-2025 year from Lexipol; and

WHEREAS, the source of the funds for the purchase will be the EMS/Fire Fund (2193-290-360-0000 Contracted Services) in the amount of \$2,800.00.

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve purchase of training software from Lexipol in the amount of \$2,800.00.

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 October, 2024

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 24-10-25
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION TO PURCHASE
POWER DME BY NEOGOV SOFTWARE FOR SOG'S**

WHEREAS, the Fire department has a need to purchase SOG software for the fire department; and

WHEREAS, the cost of the SOG software will be \$2,062.50 for the 2024 year from Power DME by NeoGov; and

WHEREAS, the source of the funds for the purchase will be the EMS/Fire Fund (2193-290-360-0000 Contracted Services) in the amount of \$2,062.50.

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the purchase of SOG software from Power DME by NeoGov in the amount of \$2,062.50.

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 October, 2024

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 24-10-26
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION TO PURCHASE
THREE (3) MATTRESS SETS FOR THE BUNKROOMS**

WHEREAS, the Fire department has a need to purchase three (3) mattress sets for the bunkrooms in the station; and

WHEREAS, the cost of the three (3) mattress sets for the bunkrooms will be \$2,250.72 from the Original Mattress Factory; and

WHEREAS, the source of the funds for the purchase will be the EMS Fund (2191-760-740-0000 Machinery, Equipment and Furniture) and the Fire Fund (2192-760-740-0000 Machinery, Equipment and Furniture) in the amount of \$2,250.72

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the purchase of three (3) mattress sets from the Original Mattress Factory in the amount of \$2,250.72.

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

Adopted this 29th day of October, 2024

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 24-10-27
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION TO PURCHASE ELECTRICAL SUPPLIES
FOR THE UPDATE TO THE FIRE STATION**

WHEREAS, the Fire department has a need to purchase electrical supplies to update the electric at the fire station; and

WHEREAS, the cost of the supplies will be \$3,949.76 from Lebanon Electric; and

WHEREAS, the source of the funds for the supplies will be the General Fund (1000-220-323-0000 Repairs and Maintenance).

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve purchase of the electrical supplies in the amount of \$3,949.76.

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

Adopted this 29th day of October, 2024

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 24-10-28
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION APPROVING UNPAID LEAVE OF ABSENCE
FOR FRANK TONE**

WHEREAS, the Board of Trustees of Turtlecreek Township, Warren County, Ohio, have received a request from Frank Tone for an unpaid leave of absence beginning October 29, 2024 from his position as a Volunteer Firefighter; and

WHEREAS, the Board of Trustees of Turtlecreek Township, Warren County, Ohio, have reviewed and approved the request for unpaid leave of absence for a period from October 29, 2024 to April 29, 2025; and

NOW THEREFORE, BE IT RESOLVED, by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, approved the unpaid leave of absence for Frank Tone from October 29, 2024 to April 29, 2025, not to exceed six months.

Mr. Jones moved to adopt the foregoing Resolution. Mr. VanDeGrift 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 29th day of October, 2024

THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES

Attest: _____ Chief Fiscal Officer

**RESOLUTION 24-10-29
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESIGNATION FOR CALVIN WITHROW,
PART-TIME FIREFIGHTER/PARAMEDIC
EFFECTIVE OCTOBER 29, 2024**

WHEREAS, the Fire Chief was notified that Calvin Withrow tendered his resignation as a part-time Firefighter/Paramedic with Turtlecreek Township; and

WHEREAS, the effective date of the resignation will be October 29, 2024; and

NOW THEREFORE BE IT RESOLVED, the Turtlecreek Township Board of Trustees hereby accepts the resignation of Calvin Withrow, effective, October 29, 2024.

Mr. Jones moved for adoption of the foregoing resolution. Mr. VanDeGrift 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 29th day of October, 2024.

THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES

Attest: _____ Chief Fiscal Officer

**RESOLUTION 24-10-30
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

RENEWAL FOR THE KNOX CONNECT CLOUD

WHEREAS, the Fire department has a need to renew their Knox Connect Cloud; service for 2025; and

WHEREAS, the cost to renew the Knox Connect Cloud service will be \$1,298.00; and

WHEREAS, the source of the funds for the renewal will be the Fire Fund 2192 (2192-220-360-0000 Contracted Services); and

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the renewal of the Knox Connect Cloud service.

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 October, 2024

Signed: _____ “YEA”

_____ “YEA”

_____ “YEA”

Attest: _____ Chief Fiscal Officer

**RESOLUTION 24-10-31
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION TO PURCHASE LIGHTING PACKAGE
FOR THE 2024 CHEVROLET 1500 BRUSH TRUCK**

WHEREAS, the Fire department has a need to purchase a lighting package for the 2024 Chevrolet 1500 Brush Truck; and

WHEREAS, the cost of the lighting package will be \$3,500.00 from Tri-State Public Safety; and

WHEREAS, the source of the funds for the purchase will be the Fire Fund (2192-760-740-0000 Machinery, Equipment and Furniture) in the amount of \$3,500.00.

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the purchase of the lighting package from Tri-State Public Safety in the amount of \$3,500.00.

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 October, 2024

Signed: _____ "YEA"

_____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

**RESOLUTION 24-10-32
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION TO PURCHASE BRAKES
(SHOES AND DRUMS) FOR THE TOM 61**

WHEREAS, the Road department has a need to purchase brakes (shoes and drums) for TOM 61; and

WHEREAS, the cost of the brakes will be \$2,717.96 from TruckPro; and

WHEREAS, the source of the funds will be the Road Fund 2031 (2031-330-323-0000 Repairs and Maintenance); and

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the purchase of brakes for TOM 61 in the amount of \$2,717.96 from TruckPro.

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

Adopted this 29th day of October, 2024

Signed: _____ “YEA”

_____ “YEA”

_____ “YEA”

Attest: _____ Chief Fiscal Officer

**RESOLUTION 24-10-33
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

RESOLUTION TO PURCHASE TIRES FOR THE TOM 61

WHEREAS, the Road department has a need to purchase tires for TOM 61; and

WHEREAS, the cost of the tires will be \$2,765.24 from Shrader Tires; and

WHEREAS, the source of the funds will be the Road Fund 2031 (2031-330-323-0000 Repairs and Maintenance); and

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the purchase of tires for TOM 61 in the amount of \$2,765.24 from Shrader Tires.

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

Adopted this 29th day of October, 2024

Signed: _____ “YEA”

_____ “YEA”

_____ “YEA”

Attest: _____ Chief Fiscal Officer

**RESOLUTION 24-10-34
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION TO PURCHASE FLOOR PAN
FOR THE TOM 74**

WHEREAS, the Road department has a need to purchase a floor pan for TOM 74; and

WHEREAS, the cost of the floor pan will be \$2,172.74 from Rush Truck Service; and

WHEREAS, the source of the funds will be the Road Fund 2031 (2031-330-323-0000 Repairs and Maintenance); and

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the purchase of the floor pan for TOM 74 in the amount of \$2,172.74 from Rush Truck Service.

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 October, 2024

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

Attest: _____ Chief Fiscal Officer

**RESOLUTION 24-10-35
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they rescind Resolution 24-06-22 regarding purchasing township signage from Clary Signs.

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

Adopted this 29th day of October, 2024

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

Attest: _____ Chief Fiscal Officer

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

Resolution Number: 24-10-36

Date of Resolution: October 29, 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 29th day of October, 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 24-10-37
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

WHEREAS, the Turtlecreek Township’s renewal for 2025 health insurance benefits is due; and

WHEREAS, the township will be renewing with Anthem Network for Medical benefits with plan Option #1 in the Horan medical plan analysis. The township will pass the increased emergency room visit fee to the employee. The employee will now cover \$300.00 of the emergency room visit, Delta Dental current plan, Principal Vision VSP current plan and Principal Life current plan and authorize Tammy Boggs, Administrator to sign all documents for the renewal process; and

WHEREAS, the source of the funds for the renewal premiums will be the General Fund (1000), Road Fund (2031), EMS Fund (2191) and EMS/Fire Fund (2193).

THEREFORE, BE IT RESOLVED by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the renewal of the health insurance as described above and authorize Tammy Boggs, Administrator to sign all documents for the renewal process.

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 October, 2024

Signed: _____ “YEA”

_____ “YEA”

_____ “YEA”

Attest: _____ Chief Fiscal Officer

**RESOLUTION 24-10-38
TURTLECREEK TOWNSHIP
WARREN COUNTY, OHIO**

**RESOLUTION WHEREAS THE BOARD OF TRUSTEES
OF TURTLECREEK TOWNSHIP HAVE ADOPTED A DESCRIPTION FOR THE
BATTALION FIRE CHIEF POSITION**

WHEREAS, the Board of Trustees of Turtlecreek Township, Warren County, Ohio have determined to create a new position within the Fire Department for a Battalion Fire Chief; and

WHEREAS, the Board of Trustees of Turtlecreek Township have adopted the job description for this position within the Fire Department effective October 29, 2024; and

THEREFORE, by motion of Mr. Jones and seconded by Mr. VanDeGrift the above resolution to adopt the job description for the position of Battalion Fire Chief has been approved. All voiced a “YEA” vote and the resolution passed.

Adopted this 29th day October, 2024

Signed: _____ "YEA"

_____ "YEA"

Attest: _____ Chief Fiscal Officer

End of Minutes.