

Springfield Township Trustees
Regular Trustees' Meeting

7:00 p.m. Monday, December 16, 2019

The Springfield Township Trustees met in regular session, open to the public, on Monday, December 16, 2019, at 7:00 p.m. in the Township Chambers, 7617 Angola Road, Holland, Ohio with the following members present:

Tom Anderson Jr.
Robert Bethel
Andrew Glenn

Robert Bethel called the meeting to order at 7:00 p.m. All present were asked to rise for a silent prayer and the Pledge of Allegiance.

ADOPTION OF AGENDA:

Motion made by Tom Anderson Jr. to approve the agenda, as presented. Seconded by Andrew Glenn and the roll call resulted as follows:

Tom Anderson Jr., yes
Andrew Glenn, yes
Robert Bethel, yes

PUBLIC COMMENT:

None.

PUBLIC SAFETY:

Sheriff's Report: By Lt. Leach

Lt. Leach stated that the extra holiday patrols for the Spring Meadows shopping area have been implemented. Officers have responded to all incidents in the area.

PUBLIC SAFETY (cont.):

Fire/EMS Report: By Barry Cousino, Fire Chief

Chief Cousino reviewed the November Monthly Report and highlighted the following items:

- The Fire department received a donation from The Lutheran Village Creekside Condominium Association for their continuing support of their resident's needs.
- Conducted a fire extinguisher training course for employees at Genacross Lutheran Village.
- Took delivery of the department's newest ambulance.
- Representatives from the Fire Department attended several meetings/events including:
 - Comprehensive Master Plan Meeting
 - Retirement luncheon for Pat Moomey, Lucas County EMA Director
 - Ribbon cutting ceremonies for First Fed Delta Bank
 - Springfield High School's Annual Career day
 - Springfield Blue Devil's football games
- Fire/EMS responded to 237 calls in the month of November, of which 40 were in the Village of Holland, 25 in Spencer Township, 15 in Swanton Township, and 5 in Harding Township.

Other Items:

Chief Cousino presented the Trustees with a list of surplus equipment to dispose of.

Motion made by Andrew Glenn to allow Chief Cousino to sell the items from the surplus equipment list on govdeals.com. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

Andrew Glenn, yes
Tom Anderson Jr., yes
Robert Bethel, yes

FISCAL OFFICER'S REPORT: Barbara Dietze, Fiscal Officer

Payment of Bills:

Springfield Township Trustees
Regular Trustees' Meeting

7:00 p.m. Monday, December 16, 2019

Motion made by Tom Anderson Jr. to approve the payment register of payments made by check from December 3 to December 16, 2019, in the amount of \$39,894.94, as presented. Seconded by Andrew Glenn and the roll call resulted as follows:

Tom Anderson Jr., yes
Andrew Glenn, yes
Robert Bethel, yes

Ms. Dietze also presented the Trustees with the electronic payment listing from November 29 to December 12, 2019, in the amount of \$327,503.14. This includes the Township bi-weekly payroll, paid on December 11, 2019, in the amount of \$232,006.56.

Approval of Minutes:

Motion made by Andrew Glenn to approve the Regular Trustees' Meeting Minutes of Monday, December 2, 2019, as presented. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

Andrew Glenn, yes
Tom Anderson Jr., yes
Robert Bethel, yes

Other Items:

Ms. Dietze presented the Trustees with a Street Lighting Petition for a new plat in the Apple Blossom Farms development.

Motion made by Andrew Glenn to accept the Street Lighting Petition for plat 10 of Apple Blossom Farms, as presented. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

Andrew Glenn, yes
Tom Anderson Jr., yes
Robert Bethel, yes

Motion made by Tom Anderson Jr. to set a public hearing for Apple Blossom Farms plat 10, on January 6, 2020 at 7:00 p.m. Seconded by Andrew Glenn and the roll call resulted as follows:

Tom Anderson Jr., yes
Andrew Glenn, yes
Robert Bethel, yes

Ms. Dietze presented the Trustees with revision to the Township's Electronic Signature Policy.

Motion made by Tom Anderson Jr. to approve Resolution 19-028, the Electronic Signature policy, as presented. Seconded by Andrew Glenn and the roll call resulted as follows:

Tom Anderson Jr., yes
Andrew Glenn, yes
Robert Bethel, yes

PUBLIC SERVICES: By Andy Hohlbein, Director of Public Services

Mr. Hohlbein reviewed the Monthly Report and highlighted the following items:

- Leaf collection is almost complete. YTD 2,912 tons have been collected, which is consistent with an average year.
- Attended a Damage Prevention Council meeting.
- Four trees came down in a recent storm and have been removed by staff.
- The final paving for the 2019 OPWC project in the Lincoln Green neighborhood has been completed. The finishing touches will not be started until early May, 2020.
- There was one burial last month.
- Mr. Hohlbein reported that there is a reimbursement policy in effect for Townships who incur the cost of indigent burials. Per the Ohio Revised Code, Townships are responsible for properly handling the remains of any indigent residents.

Springfield Township Trustees
Regular Trustees' Meeting

7:00 p.m. Monday, December 16, 2019

PUBLIC ADMINISTRATION: By Mike Hampton, Administrator

Mr. Hampton reviewed the Public Administration's Monthly Report and highlighted the following items:

- The state has replaced the Township's loan funding for the 2020 OPWC project with grant funding. This switch will save the Township approximately \$245,000 over the next ten years.
- The JEDD board held their first meeting and are officially set up to conduct business as of January 1, 2020.
- Mr. Hampton presented the Trustees with a draft copy of the updated employee handbook for their review.
- The 2020 annual TMACOG meeting is set for Monday, January 27th in Perrysburg.
- The Lucas County Township Association's annual dinner is set for Thursday, January 23rd at Brandywine Country Club.
- **Motion made by Tom Anderson Jr. to contract with MDF HR Consulting to complete a Township wide wage study, in an amount not to exceed \$10,000, as presented.** Seconded by Andrew Glenn and the roll call resulted as follows:

Tom Anderson Jr., yes
Andrew Glenn, yes
Robert Bethel, yes

- **Motion made by Andrew Glenn to award the Storm Water Utility - Geiser Road Ditch Improvement project to B. Hill'z, LLC, for the amount of \$123,670.** Seconded by Tom Anderson Jr. and the roll call resulted as follows:

Andrew Glenn, yes
Tom Anderson Jr., yes
Robert Bethel, yes

- The Assistant Admin/HR Generalist report was presented.
- Mr. Hampton and his staff attended several meetings/events including:
 - District Integrating Committee meeting
 - New public services building meeting
 - Ohio Plan board meeting
 - Lincoln Green ADA Improvements Preconstruction meeting
 - TMACOG Board of Trustee meeting

EXECUTIVE SESSION:

An Executive Session was requested per ORC 121.22(G)(1): To consider the compensation of a public official and to invite Administrator Mike Hampton, Law Director Gary Sommer, Fire Chief Barry Cousino, Director of Public Services, Andy Hohlbein, and Fiscal Officer Barbara Dietze to attend.

Motion made by Tom Anderson Jr. to adjourn to Executive Session at 7:28 p.m.
Seconded by Andrew Glenn and the roll call resulted as follows:

Tom Anderson Jr., yes
Andrew Glenn, yes
Robert Bethel, yes

Motion made by Tom Anderson Jr. to reconvene from Executive Session at 7:53 p.m.
Seconded by Andrew Glenn and the roll call resulted as follows:

Tom Anderson Jr., yes
Andrew Glenn, yes
Robert Bethel, yes

Springfield Township Trustees
Regular Trustees' Meeting

7:00 p.m. Monday, December 16, 2019

Action taken as a result of executive session:

Motion made by Tom Anderson Jr. to increase the hourly rate of the part-time, non-salary, fire department employees by \$1.00/hr., consistent with the contractual increase to be given to the full-time, unionized fire department employees, effective with the first pay period to commence in 2020. Seconded by Andrew Glenn and the roll call resulted as follows:

Tom Anderson Jr., yes
Andrew Glenn, yes
Robert Bethel, yes

Motion made by Tom Anderson Jr. to increase the annual salaries of the non-union employees by 3%, effective December 22, 2019, Seconded by Andrew Glenn and the roll call resulted as follows:



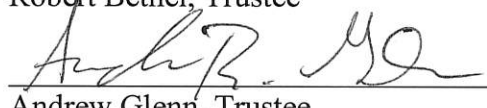
Tom Anderson Jr., yes
Andrew Glenn, yes
Robert Bethel, yes

ADJOURNMENT:

Motion made by Tom Anderson Jr. to adjourn the meeting at 7:55 p.m. Seconded by Andrew Glenn and the roll call resulted as follows:

Tom Anderson Jr., yes
Andrew Glenn, yes
Robert Bethel, yes


Barbara Dietze, Fiscal Officer


Tom Anderson Jr., Trustee

Robert Bethel, Trustee

Andrew Glenn, Trustee

Payment Listing

12/3/2019 to 12/16/2019

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
77301	04/01/2019	03/28/2019	RW	Kayla Hartford	\$50.00 *	V
77301	12/12/2019	12/12/2019	RW	Kayla Hartford	-\$50.00	V
77602	08/05/2019	08/01/2019	AW	Piersons CEC LLC.	\$1,918.50 *	V
77602	12/16/2019	12/12/2019	AW	Piersons CEC LLC.	-\$1,918.50	V
77934	12/16/2019	12/12/2019	AW	Advance Auto Parts	\$1,407.62	O
77935	12/16/2019	12/12/2019	AW	AT&T	\$80.70	O
77936	12/16/2019	12/12/2019	AW	Auditor of State Dave Yost's Office	\$1,074.00	O
77937	12/16/2019	12/12/2019	AW	Brondes Ford Maumee	\$419.03	O
77938	12/16/2019	12/12/2019	AW	BUCK AND KNOBBY EQUIPMENT CO	\$14.00	O
77939	12/16/2019	12/12/2019	AW	Buckeye Broadband	\$679.39	O
77940	12/16/2019	12/12/2019	AW	Commerical Comfort Systems, Inc.	\$359.00	O
77941	12/16/2019	12/12/2019	AW	Cummings Bridgeway Toledo	\$4,259.17	O
77942	12/16/2019	12/12/2019	AW	Express Services, Inc	\$4,580.03	O
77943	12/16/2019	12/12/2019	AW	Ferguson Supply Co	\$26.27	O
77944	12/16/2019	12/12/2019	AW	FORREST AUTO SUPPLY	\$1,046.64	O
77945	12/16/2019	12/12/2019	AW	GovDeals Inc	\$92.98	O
77946	12/16/2019	12/12/2019	AW	Greenwood Printing & Graphics	\$215.00	O
77947	12/16/2019	12/12/2019	AW	HOME DEPOT	\$21.74	O
77948	12/16/2019	12/12/2019	AW	John Deere Financial	\$7,724.98	O
77949	12/16/2019	12/12/2019	AW	MENARDS	\$1,067.21	O
77950	12/16/2019	12/12/2019	AW	National Pen Co., LLC	\$232.95	O
77951	12/16/2019	12/12/2019	AW	Natural Resources Management, LLC	\$1,010.00	O
77952	12/16/2019	12/12/2019	AW	New Pig Corporation	\$211.88	O
77953	12/16/2019	12/12/2019	AW	Office Depot	\$206.99	O
77954	12/16/2019	12/12/2019	AW	PD PLAQUES	\$14.00	O
77955	12/16/2019	12/12/2019	AW	POWER TOOL SALES AND SERVICE	\$319.49	O
77956	12/16/2019	12/12/2019	AW	Reliance Oxygen & Equipment	\$251.40	O
77957	12/16/2019	12/12/2019	AW	Rentner Lumber & Supply	\$238.65	O
77958	12/16/2019	12/12/2019	AW	Reveille Ltd.	\$1,073.75	O
77959	12/16/2019	12/12/2019	AW	SAM'S CLUB	\$356.78	O
77960	12/16/2019	12/12/2019	AW	Steve Pryba Tree Trimmer & Removal	\$400.00	O
77961	12/16/2019	12/12/2019	AW	Stryker Sales Corporation	\$3,952.40	O
77962	12/16/2019	12/12/2019	AW	SUTPHEN CORPORATION	\$703.38	O
77963	12/16/2019	12/12/2019	AW	TAP Construction	\$3,112.71	O
77964	12/16/2019	12/12/2019	AW	TIREMAXX	\$439.00	O
77965	12/16/2019	12/12/2019	AW	TOLEDO DOOR AND WINDOW	\$1,079.85	O
77966	12/16/2019	12/12/2019	AW	Triotech	\$920.95	O
77967	12/16/2019	12/12/2019	AW	UPS	\$20.49	O
77968	12/16/2019	12/12/2019	AW	Valley Freightliner of Toledo	\$397.67	O
77969	12/16/2019	12/12/2019	AW	WELCH PUBLISHING	\$47.50	O
77970	12/16/2019	12/12/2019	AW	WELDER SERVICE COMPANY INC	\$157.02	O
77971	12/16/2019	12/12/2019	AW	WS DARLEY	\$890.93	O
77972	12/16/2019	12/12/2019	AW	WW Williams	\$289.39	O
77973	12/16/2019	12/12/2019	AW	XPRESS	\$300.00	O
77974	12/16/2019	12/12/2019	RW	Solomon Cunningham	\$50.00	O
77975	12/16/2019	12/12/2019	RW	Allied Paving Co.	\$50.00	O

Payment Listing

12/3/2019 to 12/16/2019




Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
77976	12/16/2019	12/12/2019	RW	Nicholas Anaya	\$50.00	O
77977	12/16/2019	12/12/2019	RW	Amy Roop	\$50.00	O
77978	12/16/2019	12/12/2019	RW	Kayla Hartford	\$50.00	O
77979	12/16/2019	12/12/2019	AW	Piersons CEC LLC.	\$1,918.50	O
Total Payments:					\$39,894.94	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$39,894.94	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.

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