

Springfield Township Trustees
Regular Trustees' Meeting

7:00 p.m. Monday, December 17, 2018

The Springfield Township Trustees met in regular session, open to the public, on Monday, December 17, 2018, 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

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

ADOPTION OF AGENDA:

Resolutions 18-034, 18-035, and 18-036 were moved from under the Administration Report and placed after Public Comment, and Per ORC 121.22(G)(8) was removed from the Executive Session.

Motion made by Robert Bethel to approve the agenda, as amended. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

PUBLIC COMMENT:

None.

SPECIAL ENERGY PROJECT:

Teresa Snyder, Business Development Manager of Lucas County Port Authority, asked the Trustees for their approval of the resolutions for the YMCA Special Energy Project.

Motion made by Tom Anderson Jr. to approve Resolution No. 18-034 Accepting the petition of The Young Men's Christian Association of Greater Toledo, and the Northwest Ohio Advanced Energy Improvement District declaring the necessity of proceeding with the special energy improvement projects and approving the plans and specifications therefore; stating the method for making the special assessments against the benefitted properties and the amount of such special assessments. Seconded by Robert Bethel and the roll call resulted as follows:

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

Motion made by Robert Bethel to approve Resolution No. 18-035 Determine to proceed with certain YMCA Greater Toledo special energy improvement projects by way of special assessments in accordance with Chapters 1710 and 727 of Ohio Revised Code. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

Motion made by Tom Anderson Jr. to approve Resolution No. 18-036 Levying special assessments for the YMCA Greater Toledo; and declaring an emergency. Seconded by Robert Bethel and the roll call resulted as follows:

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

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PUBLIC SAFETY:

Sheriff's Report:

Lt. Carter was unable to attend tonight's meeting.

PUBLIC SAFETY (cont.):

Fire/EMS Report: By Chief Barry Cousino

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

- Representatives from the Fire Department attended several meetings/events including:
 - Annual Veteran's Day Assembly
 - Bid opening for the regional radio grant project – due to inconsistencies the project will be rebid
 - Springfield High School Marching Band send-off
 - Tiger Cubs Pack 144 – Fire safety presentation
- Chief Cousino is the current chairman of the Lucas County Policy Board that makes operational recommendations to the Board of Lucas County Commissioners.
- The contractor has completed all of the painting at each of the fire stations.
- The new breathing air compressor and fill station was installed at the Support Services Building. Chief Cousino recommended that the Trustees approve a donation of the old breathing air compressor and fill station.

Motion made by Robert Bethel to donate our old fill station to the Holgate Fire Station. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

- Fire/EMS responded to 280 calls in the month of November, of which 216 were in the Township, 29 in the Village of Holland, 18 in Spencer Township, 13 in Swanton Township, and 4 in Harding Township.

Other Items:

Chief Cousino presented the Trustees with a request to purchase multi-gas meters, thermal imaging camera with vehicle kit, upgrade packs for current thermal imaging packs, and battery-powered PPV fans.

Motion made by Robert Bethel to approve the purchases, as presented, from Fire Safety Services, at a total cost of \$29,484. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

Chief Cousino presented the Trustees with a request to purchase the Knox E-Lock System, which is more secure than the old system.

Motion made by Robert Bethel to approve the purchase of the Knox E-Lock System with six keys, at a total cost of \$8,851. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

Chief Cousino presented the Trustees with a recommendation to hire Wade Jones.

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Motion made by Robert Bethel to hire Wade Jones as a full-time dispatcher, at a rate of \$16.37 per hour, effective December 17, 2018. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

FISCAL OFFICER'S REPORT: Barbara Dietze, Fiscal Officer

Payment of Bills:

Motion made by Robert Bethel to approve the payment register of payments made by check from December 4 to December 17, 2018, in the amount of \$64,493.80, as presented. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

Ms. Dietze also presented the Trustees with the electronic payment listing from November 30 to December 13, 2018, in the amount of \$209,590.40. This includes the Township bi-weekly payroll, paid on December 13, in the amount of \$183,724.62.

Approval of Minutes:

Motion made by Robert Bethel to approve the Regular Trustees' Meeting Minutes of Monday, December 3, 2018, as presented. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

Other items:

Ms. Dietze presented the Trustees with requests to accept the petition and to set a public hearing date for the new street lighting district for the subdivision of Plum Grove Plat 4.

Motion made by Robert Bethel to accept the Plum Grove Plat 4 Street Lighting Petition submitted by the Eagle Creek Builders. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

Motion made by Robert Bethel to set the Public Hearing for Plum Grove Plat 4 Street Lighting Petition on January 7, 2019, at 7:00 p.m. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

Ms. Dietze presented the Trustees with a resolution for the 2019 Temporary Appropriations, which covers the expenses for the first three months of the year.

Motion made by Robert Bethel to approve Resolution No. 18-030 2019 Temporary Appropriations. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

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Ms. Dietze presented the Trustees with a resolution for authorizing the electronic payments.

Motion made by Robert Bethel to approve Resolution No. 18-031 Authorizing the payment of obligations by electronic transfer of funds. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

Ms. Dietze presented the Trustees with a request to establish legal level of control.

Motion made by Robert Bethel to authorize Fiscal Officer, Barbara Dietze, to allocate, adjust or transfer budget line items within appropriated funds for the 2019 fiscal year. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

PUBLIC SERVICES: By Andrew Hohlbein, Director of Public Services

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

- Leaf Season – collected 3,052 tons so far.
- Mr. Hohlbein and Mr. Tillman attended the Damage Prevention Council Meet and Greet.
- Storm Water Utilities update -currently working with the Lucas County Engineer's Office on cleaning up both the Wolf Creek and Carol ditches.
- At the Holland Tree Lighting, the Springfield Township Public Services Department won the 1st place trophy for best-decorated vehicle in the parade.
- General housekeeping continues at Park Place for the rentals.
- There were six burials and three graves sold during the month of November.
- Yard and building maintenance continues at the Administration Building.
- Worked with the Zoning Department on parcel cleanup and illegally parked cars.

PUBLIC ADMINISTRATION: By Mike Hampton, Administrator

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

- Mr. Hampton and his staff attended several meetings/events including:
 - OTAN Meeting – HB 500 passed
 - Wellness Meeting
 - Ohio Plan Board Meeting
 - Timberwolf Business Owners Meeting – traffic issues
 - Health Benefits Open Enrollment Meetings
- Mr. Hampton presented a letter concerning the Lucas County 2018 Reappraisals.
- Mr. Hampton presented the Trustees with the 2019 Board of Trustees Meetings, 2019 Park Advisory Board Meetings, 2019 Holiday schedule, and 2019 Dumpster Days schedule.

Motion made by Robert Bethel to accept the Springfield Township Board of Trustees 2019 Meeting schedule, as presented. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

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Motion made by Robert Bethel to accept the 2019 Holiday schedule, as presented.
Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

Motion made by Robert Bethel to accept the 2019 Dumpster Days schedule, as presented. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

- The Trustees thanked Mike Hampton, our legal team, our Board of Trustees, for all the hard work in getting the Dorr St. Interchange agreement finalized. They also thanked Springfield Schools and School Board for their cooperation and agreement with the project.
- The Trustees requested that "Welcome to Springfield Township - Home of the Blue Devils" on the Dorr St. Interchange bridge.
- The Township employees and Trustees sponsored several local families for Christmas.
- Mr. Hampton presented the Trustees with two resolutions for the purchases of real property.

Motion made by Robert Bethel to approve Resolution No. 18-032 Purchase of real property located at 1331 Albon Road. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

Motion made by Robert Bethel to approve Resolution No. 18-033 Purchase of real property located at 1355 Albon Road and 7990 and 7904 Airport Highway.
Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

- Mr. Hampton presented the Assistant Administrator's report.

EXECUTIVE SESSION:

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

Motion made by Tom Anderson Jr. to adjourn to Executive Session at 8:12 p.m.
Seconded by Robert Bethel and the roll call resulted as follows:

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

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Motion made by Tom Anderson Jr. to reconvene from Executive Session at 9:03 p.m. Seconded by Robert Bethel and the roll call resulted as follows:

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

Action taken as a result of executive session:

Motion made by Robert Bethel to terminate the employment of Miriam Hutchinson, dispatcher, effective December 7, 2018. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

Motion made by Robert Bethel to make a one-time wage adjustment for the part-time firefighter personnel to make their hourly wage equivalent to the full-time firefighter personnel's 2019 hourly wage, effective the first full pay period commencing in 2019. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

Motion made by Robert Bethel to provide a 3% pay increase to the following nonunion members of the fire department: Nellie Hutchinson, Richard Helminski, David Moore, and Barry Cousino, effective the first full pay period commencing in 2019. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

Motion made by Robert Bethel to change Tina Helminiak's job title to HR Generalist and give her an increase in pay to \$24.04 per hour, effective the first full pay period commencing in 2019. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

Motion made by Robert Bethel to provide Kim Underwood an increase in pay to \$25.00 per hour, effective the first full pay period commencing in 2019. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

Motion made by Robert Bethel to provide Jacob Barnes and Andrew Hohlbein a pay increase of 2.5% and a \$250 bonus, effective the first full pay period commencing in 2019. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

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Motion made by Robert Bethel to provide Michael Hampton an increase in pay to \$95,000 annually, effective the first full pay period commencing in 2019. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

ADJOURNMENT:


Tom Anderson Jr. moved to adjourn at 9:07 p.m. Seconded by Robert Bethel and the roll call resulted as follows:

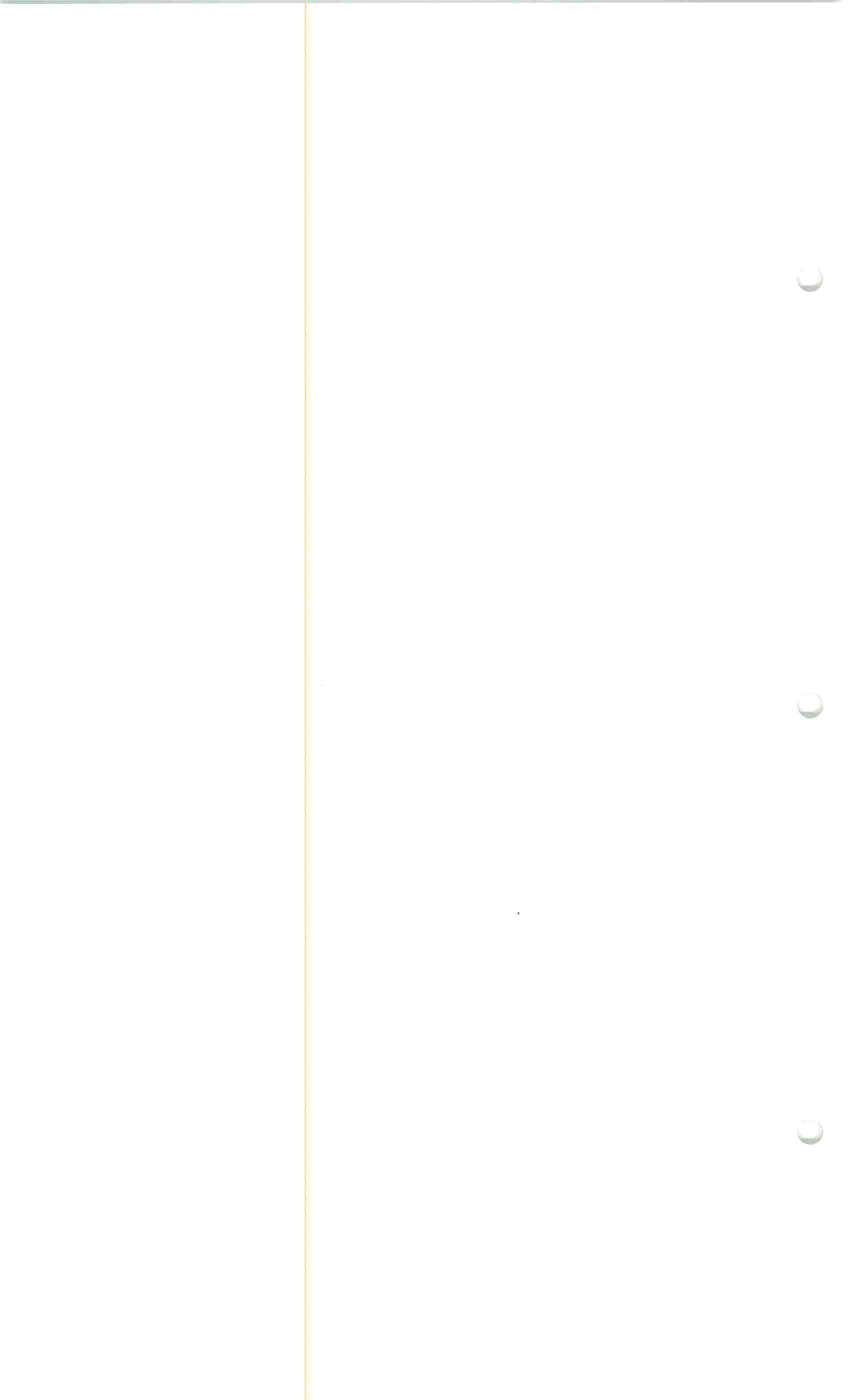
Tom Anderson Jr., yes
Robert Bethel, yes
Andrew Glenn, yes


Barbara Dietze, Fiscal Officer


Tom Anderson Jr., Trustee


Robert Bethel, Trustee


Andrew Glenn, Trustee



Payment Listing

12/4/2018 to 12/17/2018

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
76971	11/19/2018	11/15/2018	AW	Ferguson Supply Co	\$185.43 *	V
76971	12/17/2018	12/13/2018	AW	Ferguson Supply Co	-\$185.43	V
77028	12/17/2018	12/13/2018	AW	Advance Auto Parts	\$546.23	O
77029	12/17/2018	12/13/2018	AW	AT&T	\$77.84	O
77030	12/17/2018	12/13/2018	AW	Auditor of State Dave Yost's Office	\$1,074.00	O
77031	12/17/2018	12/13/2018	AW	BLADE	\$156.00	O
77032	12/17/2018	12/13/2018	AW	Buckeye Broadband	\$614.49	O
77033	12/17/2018	12/13/2018	AW	D2 Dodson Construction LLC	\$14,125.00	O
77034	12/17/2018	12/13/2018	AW	ESO Solutions, Inc.	\$1,500.00	O
77035	12/17/2018	12/13/2018	AW	Express Services, Inc	\$5,310.51	O
77036	12/17/2018	12/13/2018	AW	FLEETPRIDE	\$622.16	O
77037	12/17/2018	12/13/2018	AW	FORREST AUTO SUPPLY	\$256.59	O
77038	12/17/2018	12/13/2018	AW	GameTime	\$144.38	O
77039	12/17/2018	12/13/2018	AW	GRAINGER, INC.	\$282.81	O
77040	12/17/2018	12/13/2018	AW	Heban, Sommer & Murphree, LLC	\$5,506.50	O
77041	12/17/2018	12/13/2018	AW	HOME DEPOT	\$865.15	O
77042	12/17/2018	12/13/2018	AW	Hose Sales Direct	\$49.48	O
77043	12/17/2018	12/13/2018	AW	Howard T. Moriarty Co., Inc.	\$323.54	O
77044	12/17/2018	12/13/2018	AW	Kimball Midwest	\$177.46	O
77045	12/17/2018	12/13/2018	AW	KISTLER FORD	\$300.20	O
77046	12/17/2018	12/13/2018	AW	Leaf	\$589.00	O
77047	12/17/2018	12/13/2018	AW	LUCAS COUNTY ENGINEER	\$3,658.50	O
77048	12/17/2018	12/13/2018	AW	LUCAS COUNTY TREASURER	\$66.26	O
77049	12/17/2018	12/13/2018	AW	MacQueen Orchards, Inc.	\$160.00	O
77050	12/17/2018	12/13/2018	AW	Mannik Smith Group	\$517.50	O
77051	12/17/2018	12/13/2018	AW	MENARDS	\$414.47	O
77052	12/17/2018	12/13/2018	AW	Northwestern Ohio Volunteer Firemen	\$40.00	O
77053	12/17/2018	12/13/2018	AW	OBM	\$126.11	O
77054	12/17/2018	12/13/2018	AW	Office Depot	\$60.19	O
77055	12/17/2018	12/13/2018	AW	Reliance Oxygen & Equipment	\$143.45	O
77056	12/17/2018	12/13/2018	AW	SAM'S CLUB	\$1.80	O
77057	12/17/2018	12/13/2018	AW	Sperling Heating & Ventilating	\$539.50	O
77058	12/17/2018	12/13/2018	AW	Steve Pryba Tree Trimmer & Removal	\$2,000.00	O
77059	12/17/2018	12/13/2018	AW	The Shelly Company	\$21,426.43	O
77060	12/17/2018	12/13/2018	AW	TIREMAXX	\$1,914.54	O
77061	12/17/2018	12/13/2018	AW	TOLEDO EDISON COMPANY	\$196.27	O
77062	12/17/2018	12/13/2018	AW	Valley Freightliner of Toledo	\$30.48	O
77063	12/17/2018	12/13/2018	AW	WELCH PUBLISHING	\$154.38	O
77064	12/17/2018	12/13/2018	AW	WELDER SERVICE COMPANY INC	\$122.58	O
77065	12/17/2018	12/13/2018	RW	Sandra Helminiak	\$50.00	O
77066	12/17/2018	12/13/2018	RW	Sterling Rahe	\$50.00	O
77067	12/17/2018	12/13/2018	RW	Rita Greenfield	\$50.00	O
77068	12/17/2018	12/13/2018	RW	Adolfo Ramirez, Jr.	\$50.00	O
77069	12/17/2018	12/13/2018	RW	Jan Clevenger	\$50.00	O
77070	12/17/2018	12/13/2018	RW	Amy Sawdy	\$50.00	O
77071	12/17/2018	12/13/2018	RW	Billie Kwiatkowski	\$50.00	O

Payment Listing

12/4/2018 to 12/17/2018

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
77072	12/17/2018	12/13/2018	RW	Henna Idris	\$50.00	O
77073	12/17/2018	12/13/2018	AW	Ferguson Supply Co	\$185.43	O
Total Payments:					\$64,493.80	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$64,493.80	

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.

Sign Here

The image shows three handwritten signatures in blue ink over horizontal lines. The first signature is partially obscured by the text 'Sign Here'. The second signature appears to be 'Robert Bethel'. The third signature is more stylized and illegible.