

Springfield Township Trustees  
Regular Trustees' Meeting  
5:00 p.m. Monday, December 21, 2020

The Springfield Township Trustees met in regular session, open to the public, on Monday, December 21, 2020, at 5:00 p.m. in the Township Chambers, 7617 Angola Road, Holland, Ohio with the following members present:

Tom Anderson Jr.  
Robert Bethel  
Andrew Glenn

Tom Anderson Jr. called the meeting to order at 5:00 p.m. All present were asked to rise for a silent prayer and the Pledge of Allegiance.

**ADOPTION OF AGENDA:**

**Motion made by Andrew Glenn to approve the agenda, as presented.** Seconded by Robert Bethel and the roll call resulted as follows:

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

**PUBLIC COMMENT:**

None.

**PUBLIC SAFETY:**

**Sheriff's Report:** By Lt. Leach

Lt. Leach presented the monthly statistics and reiterated Mr. Hampton's follow up report on the complaint lodged by Jill Eide (see 12/7/20 Trustee Meeting minutes). He also said that 94 incidents have been reported by the JEDZ holiday patrol officers, some resulting in arrests and prosecutions.

**PUBLIC SAFETY (cont.):**

**Fire/EMS Report:** By Chief Cousino, Fire Chief

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

- The 180<sup>th</sup> Ohio Air National Guard donated a surplus fire gear extractor to our Fire Department.
- The Department took delivery of the Lucas Devices and Life Pack 15 Monitor/Defibrillator, funded through the Cares Act.
- The staff is working with the Lucas County Health Department to establish a closed Point of Dispensing (POD) site in the Township. This would allow our paramedics to administer vaccinations to Township employees and their family members.
- The Lucas County 911 Regional Council of Government has hired Amanda Hill as the Human Resources Manager. The Administrative Assistant position will be posted next, with the Dispatch Manager positions planned for the first quarter of next year.
- Department personnel continue to complete their certifications through an online training program offered by Target Solutions.
- The Department completed 11 inspections and 7 site plan reviews in the next month.
- The IAFF Local 3544 has adopted 7 families for the holidays.
- All fire vehicles which were out of service for repairs are now back in operation. The Chief thanked our neighboring Fire Departments for their backup assistance.
- **Motion made by Andrew Glenn to approve additional repairs to the tower ladder truck, in an amount not to exceed \$5,000.** Seconded by Robert Bethel and the roll call resulted as follows:

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

Springfield Township Trustees  
Regular Trustees' Meeting  
5:00 p.m. Monday, December 21, 2020

- **Motion made by Andrew Glenn to declare selected fire equipment surplus and allow the items to be sold through appropriate channels, as presented.** Seconded by Robert Bethel and the roll call resulted as follows:

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

- **Motion made by Robert Bethel to approve the purchase of 10 sets of turnout gear, 5 sets of SCBAs, and a thermal imaging camera from Fire Safety Services, in the amount of \$76,264.00, as presented.** Seconded by Andrew Glenn and the roll call resulted as follows:

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

- Chief Cousino recommended promoting Marcus Schuette from a part time to a full time Firefighter/EMT to backfill several upcoming leaves/retirements. Mr. Schuette has been a firefighter for 10 years in various departments. **Motion made by Robert Bethel to hire Marcus Schuette as a full time Firefighter/EMT, effective 12/21/20, as presented.** Seconded by Andrew Glenn and the roll call resulted as follows:

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

- Fire/EMS responded to 333 calls in the month of October, of which 45 were in the Village of Holland, 19 in Spencer Township, 12 in Swanton Township, and 3 in Harding Township.

**FISCAL OFFICER'S REPORT:** Barbara Dietze, Fiscal Officer

Payment of Bills:

**Motion made by Andrew Glenn to approve the listing of payments to be made by check from December 9 to December 22, 2020, in the amount of \$18,055.94, as presented.**

Seconded by Robert Bethel and the roll call resulted as follows:

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

Ms. Dietze also presented the Trustees with the electronic payment listing from December 4 to December 17, 2020, in the amount of \$381,220.44. This includes the Township bi-weekly payroll, paid on December 15, 2020, in the amount of \$257,182.31.

Approval of Minutes:

**Motion made by Robert Bethel to approve the Regular Trustees' Meeting Minutes of Monday, December 7, 2020, as presented.** Seconded by Andrew Glenn and the roll call resulted as follows:

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

Other Items:

**Motion made by Andrew Glenn to approve Resolution 20-031, authorizing the payment of obligations via electronic funds transfer, as presented.** Seconded by Robert Bethel and the roll call resulted as follows:

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

Springfield Township Trustees  
Regular Trustees' Meeting  
5:00 p.m. Monday, December 21, 2020

**Motion made by Robert Bethel to authorize the Fiscal Officer, Barbara Dietze, to allocate, adjust, or transfer budget line items, within appropriated funds, for the 2021 fiscal year.** Seconded by Andrew Glenn and the roll call resulted as follows:

Robert Bethel, yes  
Andrew Glenn, yes  
Tom Anderson Jr., 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. The Township has collected 3,610 tons so far, 698 tons over this time last year.
- 120 tons of salt were used during two recent, small snow falls.
- The annual ODOT brine contract has been signed.
- The Public Services Department is operating under COVID-19 protocols as some Township employees have tested positive for the virus.
- Touchless fixtures have been installed in the park and Administration building restrooms. The new water fountain and automatic doors are scheduled to be installed soon.
- There were fourteen burials and fourteen graves sold in the past month.
- Assisted the Zoning Department with parking violations and placing public hearing signs.

**PUBLIC ADMINISTRATION:** By Mike Hampton, Administrator

Mr. Hampton reviewed the monthly report and highlighted the following items:

- The tentative schedule for the 2021 OTA online conference was presented.
- **Motion made by Andrew Glenn to reappoint Robert Bethel, Lisa Chamberlain, and Richard Helminski to the JEDZ Board.** Seconded by Robert Bethel and the roll call resulted as follows:

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

- Work on the Airport Highway overpass signage has been placed on hold pending review of the color scheme. The lettering on the completed Bancroft Street overpass is difficult to see against a cloudy sky.
- **Motion made by Robert Bethel to renew the Township's annual TMACOG membership in the amount of \$9,023, as presented.** Seconded by Andrew Glenn and the roll call resulted as follows:

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

- The annual benefits enrollment process was completed in a virtual fashion. The online presentations proved beneficial and will be repeated in future years.
- **Motion made by Andrew Glenn to authorize Tom Anderson Jr., Chairman of the Springfield Township Board of Trustees, to name Mike Hampton as proxy on the Administrators Technical Advisory Committee for the 911 Regional Council of Governments, as presented.** Seconded by Robert Bethel and the roll call resulted as follows:

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

Springfield Township Trustees  
Regular Trustees' Meeting  
5:00 p.m. Monday, December 21, 2020

- The Assistant Admin/HR Generalist report was presented.
- Mr. Hampton and his staff attended several meetings/events including:
  - Lucas County weekly call
  - OTAN webinar
  - LCTA meeting
  - TMACOG Trustees' meeting

**EXECUTIVE SESSION:**

An Executive Session was requested per ORC 121.22(G)(1): To consider the compensation of a public employee and to invite Legal Counsel, Gary Sommer, Fire Chief, Barry Cousino, Administrator, Mike Hampton, and Fiscal Officer, Barbara Dietze (via phone).

**Motion made by Andrew Glenn to adjourn to Executive Session at 5:43 p.m.** Seconded by Robert Bethel and the roll call resulted as follows:

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

**Motion made by Robert Bethel to reconvene from Executive Session at 6:15 p.m.** Seconded by Andrew Glenn and the roll call resulted as follows:

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

Action taken as a result of Executive Session:

**Motion made by Robert Bethel to approve a market wage adjustment of 10% for all non-bargaining and part-time Township employees, for the year 2021.** Seconded by Andrew Glenn and the roll call resulted as follows:

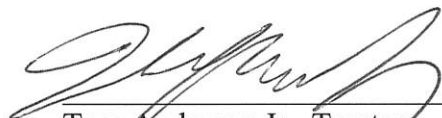
Robert Bethel, yes  
Andrew Glenn, yes  
Tom Anderson Jr., yes

**ADJOURNMENT:**

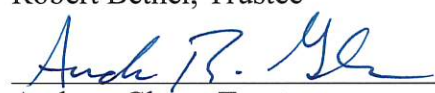
**Motion made by Robert Bethel to adjourn the meeting at 6:18 p.m.** Seconded by Andrew Glenn and the roll call resulted as follows:

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

  
Barbara Dietze, Fiscal Officer

  
Tom Anderson Jr., Trustee

  
Robert Bethel, Trustee

  
Andrew Glenn, Trustee

**Payment Listing**

12/9/2020 to 12/22/2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
1284-20B	12/22/2020		AW	Advance Auto Parts	\$495.01	B
1285-20B	12/22/2020		AW	AT&T	\$82.49	B
1286-20B	12/22/2020		AW	Buckeye Broadband	\$793.04	B
1287-20B	12/22/2020		AW	OHIO TOWNSHIP ASSOCIATION	\$200.00	B
1288-20B	12/22/2020		AW	Express Services, Inc	\$5,201.31	B
1289-20B	12/22/2020		AW	FIRE SAFETY SERVICES INC	\$998.82	B
1290-20B	12/22/2020		AW	FORREST AUTO SUPPLY	\$726.69	B
1291-20B	12/22/2020		AW	Kimball Midwest	\$938.60	B
1292-20B	12/22/2020		AW	LUCAS COUNTY TREASURER	\$66.00	B
1293-20B	12/22/2020		AW	Office Depot	\$101.67	B
1294-20B	12/22/2020		AW	Ohio Society of Fire Service Instructors	\$40.00	B
1295-20B	12/22/2020		AW	Partners Mfg Group, Inc.	\$865.58	B
1296-20B	12/22/2020		AW	Reliance Oxygen & Equipment	\$260.47	B
1297-20B	12/22/2020		AW	Sandman Sales Yard	\$70.00	B
1298-20B	12/22/2020		AW	WW Williams	\$93.15	B
1299-20B	12/22/2020		AW	WELDER SERVICE COMPANY INC	\$375.00	B
1300-20B	12/22/2020		AW	Ohio Police & Fire Pension Fund	\$25.00	B
1302-20B	12/22/2020		AW	SUPERIOR UNIFORM SALES INC	\$621.82	B
1303-20B	12/22/2020		AW	Triotech	\$946.95	B
1304-20B	12/22/2020		AW	SAM'S CLUB	\$210.94	B
1312-20B	12/22/2020		AW	Burgess Hearse & Ambulance Sales	\$491.40	B
1314-20B	12/22/2020		AW	Heban, Murphree & Lewandowski, LLC	\$4,452.00	B
Total Payments:					\$18,055.94	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$18,055.94	

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.

Please Sign Here

X Robert Bell

X [Signature]

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