

Springfield Township Trustees
Regular Trustees' Meeting

7:00 p.m. Tuesday, February 20, 2018

The Springfield Township Trustees met in regular session, open to the public, on Tuesday, February 20, 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 a silent prayer and the Pledge of Allegiance.

ADOPTION OF AGENDA:

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

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

PUBLIC COMMENT:

Tami Shaw of 9046 Angola Road, stated that she lives next door to drug addicts/dealers which makes for an unsafe environment for her family and neighbors. She has talked with the Sheriff about the situation and wants to know what is being done. The Trustees requested that Mr. Hampton contact Capt. Luettker to see what progress is being made and if anything else can be done.

PUBLIC SAFETY:

Sheriff's Report:

Capt. Luettker was not able to attend the meeting.

PUBLIC SAFETY (cont.):

Fire/EMS Report: By Barry Cousino, Fire Chief

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

- Chief Cousino and his staff attended several meetings/events including:
 - Unified Command Meeting
 - Northwest Ohio Fire Presentation Association Meeting
 - Pride and Ownership: Firefighters Love of the Job
 - Advisory Board for the Owens Community College Fire Training Program – Audit Report Meeting
 - 2018 TMACOG General Assembly
- Chief Cousino has been participating with the Lucas County EMA on bid specification for emergency planning.
- Springfield Township Fire Department personnel provided a medic unit for standby at the Northern Lake League wrestling tournament.
- Site plan review for Planet Fitness was completed.
- Conducted a fire extinguisher course for 15 employees at Midwest Vascular.
- Ladder care and maintenance was the fire continuous education course for the month.
- Fire/EMS responded to 282 calls in the month of January, of which 47 were in the Village of Holland, and 41 were in the Spencer Township service area.

Other items:

Chief Cousino presented the Trustees with a resignation letter from Jennifer Barocsi. She would like to resign from her full-time duties, but would like to stay with the Fire Department on a contingent status.

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Motion made by Robert Bethel to accept the resignation of Jennifer Barosci as a full-time firefighter and allow her to continue as a contingent firefighter, effective February 20, 2018. 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 terminate Jordon Takats from his part-time dispatching position. He stopped showing up to work over a month ago and is not responding to any attempts that were made to reach him.

Motion made by Robert Bethel to approve the termination of Jordan Takats, part-time dispatcher, effective February 20, 2018. 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 a list of equipment that he would like to deem as surplus property.

Motion made by Robert Bethel to declare equipment as presented, as surplus which is not needed for public use, obsolete, or not for the use for which it was acquired and for the items to be sold on GovDeals. 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 a forcible entry door simulator for the training center.

Motion made by Robert Bethel to approve the purchase of a forcible entry door simulator from East Coast Rescue Solutions, at a total cost of \$8,995. 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 one Sutphen/International Pumper. This pumper will replace the 1994 and 1996 Fire Trucks, with one remaining as a backup.

Motion made by Robert Bethel to approve the purchase of one Sutphen/International Pumper from Sutphen Corporation, at a total cost of \$354,605. 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 a plotter scanner. This would allow for us to maintain building blueprints on our server which we are required to keep for the life of the building.

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Motion made by Robert Bethel to approve the purchase of a Ricoh Plotter Scanner through Perry ProTech, at a total cost of \$4,498. 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 February 6 to February 20, 2018, in the amount of \$46,297.26 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 February 2 to February 15, 2018, in the amount of \$239,943.84. This includes the bi-weekly Township payroll, in the amount of \$178,417.56 paid on February 8, 2018.

Approval of Minutes:

Motion made by Robert Bethel to approve the Regular Trustees' Meeting Minutes of Monday, February 5, 2018, as presented. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

PUBLIC SERVICES: By Andrew Hohlbein, Director of Public Services

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

- The 2017 Bridge Inspection Report identified three small repairs, which now have been repaired.
- This winter has been a busy season, we already have used 200 tons of salt and 395 gallons of brine.
- We have also put down 4 tons of cold mix for pothole repairs in the past month.
- We have started on the tree trimming within the Township.
- Mr. Hohlbein presented the Trustees with a request to accept a bid from Lucas County for road striping.

Motion made by Robert Bethel to accept a bid from Lucas County to perform our road striping on all Township roads, at a total cost of \$7,500. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

- Mr. Hohlbein presented the Trustees with a request to hire a new architect to consult, design and draw the blueprints for the addition to the maintenance garage. The last architect did not work out.

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Motion made by Robert Bethel to approve Virtual Design Studios to provide architectural services for the addition to the maintenance garage, at a total cost of \$9,180. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

- Mr. Hohlbein attended the OTA Conference, in which he went to a seminar on cemetery procedures.
- Mr. Hohlbein attended a training course on harassment in the workplace.
- There were five burials in January, with one indigent burial at a cost of \$1,500.
- Brake repair was completed on Engine 51.
- Ongoing work continues with the back building upgrade.
- Installed three zoning signs for the Zoning and Planning Department.

PUBLIC ADMINISTRATION: By Mike Hampton, Administrator

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

- The Lucas County Engineers Meeting will be held on March 1, 2018.
- Received the TRAC funding letter, in which the widening of I-475 project received a score of 83 points.
- Mr. Hampton and Chief Cousino meet with the Lucas County Sanitary Engineers about looking at township-wide options for curbside garbage and recycling.
- Mr. Hampton presented the Trustees with a request to hire Stephen P. Siegfried for the 2018 Fireworks show, which will be held on June 30, 2018.

Motion made by Robert Bethel to approve the contract with Stephen P. Siegfried for the 2018 Fireworks show, at a total cost of \$18,600. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

- The Ohio Plan renewal is being reviewed and other company quotes will be looked at.
- Mr. Hampton presented the Trustees with a resolution to establish a leave donation policy.

Motion made by Robert Bethel to accept Resolution 18-003 To establish a leave donation policy for Springfield Township employees. 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 compensation of a public employee and Per ORC 121.22(G)(8): To consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to

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negotiations with other political subdivisions respecting requests for economic development assistance.

(b) The executive session is necessary to protect the interests of the applicant or the possible investment or expenditure of public funds to be made in connection with the economic development project.

and to invite, Administrator Mike Hampton, Law Director Gary Sommer, Fiscal Officer Barbara Dietze, Director of Public Services Andy Hohlbein to attend.

Motion made by Tom Anderson Jr. to adjourn to Executive Session at 7:54 p.m.

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

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

Motion made by Tom Anderson Jr. to reconvene from Executive Session at 8:30 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 promote Brendan Kretz to the position of M2 in the Public Service Department, and to set his pay rate at \$16.75 per hour effective February 18, 2018. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

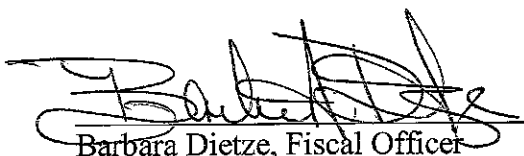
Motion made by Tom Anderson Jr. to set Ray Kozina of the Public Service Department rate of pay at \$16.75 per hour effective February 18, 2018. Seconded by Robert Bethel and the roll call resulted as follows:

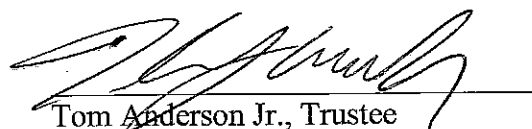
Tom Anderson Jr., yes
Robert Bethel, yes
Andrew Glenn, yes

ADJOURNMENT:

Robert Bethel moved to adjourn at 8:31 p.m. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

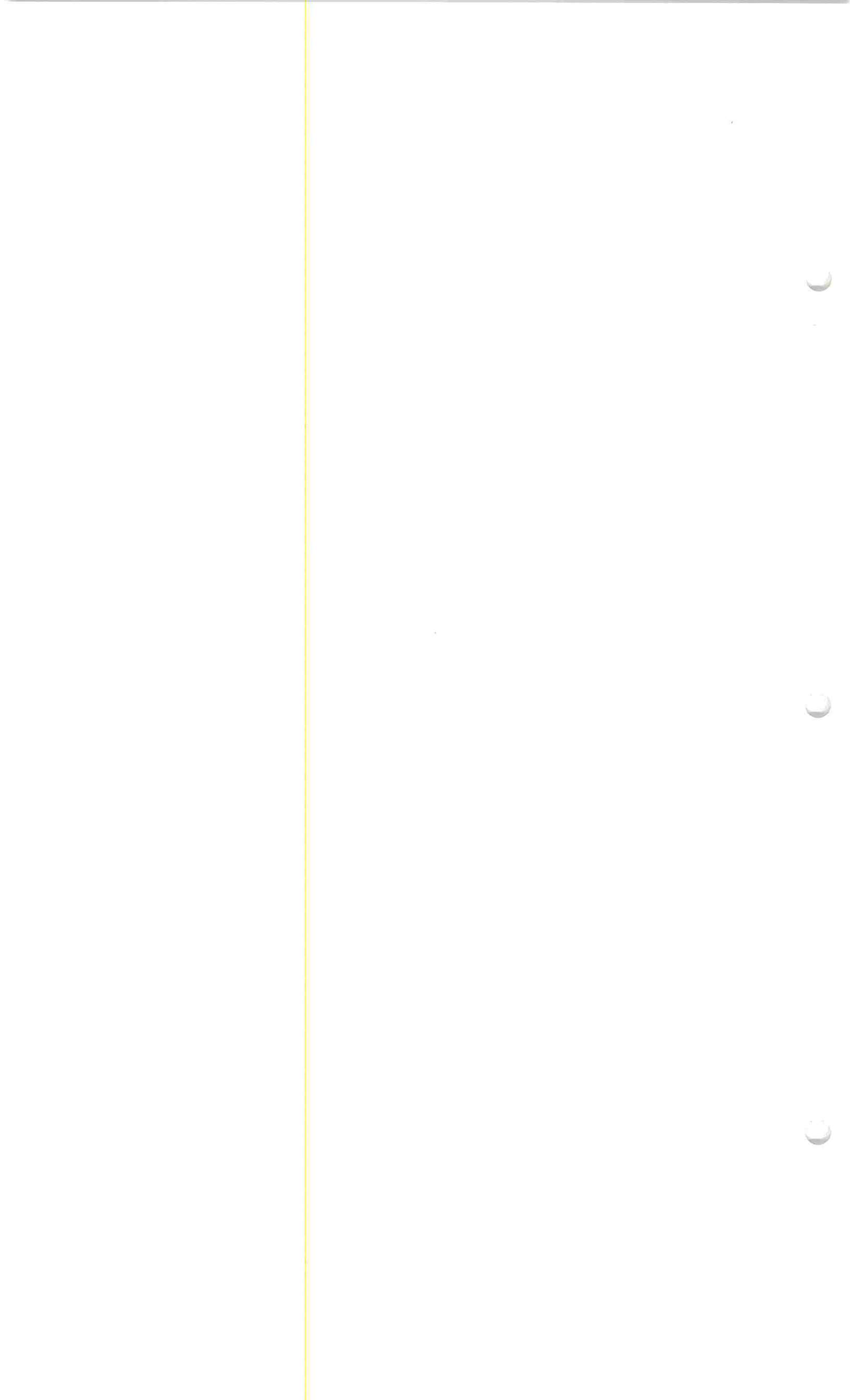
Robert Bethel, yes
Tom Anderson Jr., yes
Andrew Glenn, yes


Barbara Dietze, Fiscal Officer


Tom Anderson Jr., Trustee


Robert Bethel, Trustee


Andrew Glenn, Trustee



Payment Listing

UAN v2018.1

2/6/2018 to 2/20/2018



Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
76290	02/20/2018	02/15/2018	AW	Academic Honors Banquet	\$100.00	O
76291	02/20/2018	02/15/2018	AW	BLADE	\$218.40	O
76292	02/20/2018	02/15/2018	AW	Buckeye Broadband	\$551.15	O
76293	02/20/2018	02/15/2018	AW	Clean Wood Recycling, Inc.	\$20,000.00	O
76294	02/20/2018	02/15/2018	AW	Dive Rescue International, Inc.	\$425.00	O
76295	02/20/2018	02/15/2018	AW	Engraved Image	\$683.00	O
76296	02/20/2018	02/15/2018	AW	FORREST AUTO SUPPLY	\$221.55	O
76297	02/20/2018	02/15/2018	AW	Habegger Funeral Services	\$725.00	O
76298	02/20/2018	02/15/2018	AW	Horn Key & Lock	\$462.00	O
76299	02/20/2018	02/15/2018	AW	HOT	\$558.00	O
76300	02/20/2018	02/15/2018	AW	KISTLER FORD	\$17.79	O
76301	02/20/2018	02/15/2018	AW	Klumm Excavating & Demoliton	\$9,220.00	O
76302	02/20/2018	02/15/2018	AW	MICK ELECTRIC CO INC	\$8.32	O
76303	02/20/2018	02/15/2018	AW	Midwest Flooring Outlet	\$5,051.43	O
76304	02/20/2018	02/15/2018	AW	Northwestern Ohio Volunteer Firemen	\$40.00	O
76305	02/20/2018	02/15/2018	AW	OHIO FLUID PRODUCTS CO	\$89.40	O
76306	02/20/2018	02/15/2018	AW	Ohio Utilities Protection Service	\$436.55	O
76307	02/20/2018	02/15/2018	AW	Reliance Oxygen & Equipment	\$67.75	O
76308	02/20/2018	02/15/2018	AW	SAFETY COUNCIL OF NORTHWEST OHIO	\$325.00	O
76309	02/20/2018	02/15/2018	AW	SAM'S CLUB	\$195.52	O
76310	02/20/2018	02/15/2018	AW	SHERWIN-WILLIAMS	\$346.49	O
76311	02/20/2018	02/15/2018	AW	STONECO INC	\$360.47	O
76312	02/20/2018	02/15/2018	AW	SUPERIOR UNIFORM SALES INC	\$351.40	O
76313	02/20/2018	02/15/2018	AW	T & S TOOL SUPPLY CO, INC.	\$81.58	O
76314	02/20/2018	02/15/2018	AW	TOLEDO LUCAS COUNTY HEALTH DEPAR	\$254.06	O
76315	02/20/2018	02/15/2018	AW	Triotech	\$4,927.90	O
76316	02/20/2018	02/15/2018	AW	Verizon Wireless	\$364.50	O
76317	02/20/2018	02/15/2018	AW	WELDER SERVICE COMPANY INC	\$15.00	O
76318	02/20/2018	02/15/2018	RW	Brian Bishop	\$50.00	O
76319	02/20/2018	02/15/2018	RW	Anita Feher	\$50.00	O
76320	02/20/2018	02/15/2018	RW	Brittney Rushlow	\$50.00	O
76321	02/20/2018	02/15/2018	RW	Lynn Zappone	\$50.00	O

Total Payments: \$46,297.26

Total Conversion Vouchers: \$0.00

Total Less Conversion Vouchers: \$46,297.26

Please Sign Here

X 
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Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PW - 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.

