

Springfield Township Trustees  
Regular Trustees' Meeting

7:00 p.m. Monday, June 15, 2020

The Springfield Township Trustees met in regular session, open to the public, on Monday, June 15, 2020, 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

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

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

**PUBLIC COMMENT:**

None.

**GUEST PRESENTATION:**

**Motion made by Robert Bethel to approve Resolution 20-102, a proclamation to commend Brian Miller for his service to the Lucas County Engineer's Office and the Springfield Township community, as presented.** Seconded by Andrew Glenn and the roll call resulted as follows:

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

Assistant Fire Chief Rick Helminski tendered his retirement letter after 35 years of service in the Springfield Fire Department. Chief Helminski expressed his mixed emotions about leaving the department and gave a heartfelt speech thanking the rest of his co-workers for their contributions to his successful career. Both the Fire Chief and the Trustees thanked him for his service and wished him well in his future endeavors.

**Motion made by Robert Bethel to approve Resolution 20-103, a proclamation to commend Assistant Fire Chief Rick Helminski for his service to the Springfield Township Fire Department and the Springfield Township community, as presented.** Seconded by Andrew Glenn and the roll call resulted as follows:

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

**PUBLIC SAFETY:**

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

Lt. Leach presented his monthly report and stated that his officers continue to see an increase in traffic with the warm weather and the relaxation of the coronavirus restrictions. He also said that they have been present for a number of Black Lives Matter demonstrations, mostly peaceful.

**PUBLIC SAFETY (cont.):**

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

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

- Chief Cousino stated that non-COVID-19 calls actually decreased during the pandemic, as residents only contacted EMS for major emergencies.

Springfield Township Trustees  
Regular Trustees' Meeting

7:00 p.m. Monday, June 15, 2020

- Chief Cousino attended a meeting with all related parties to discuss how to respond to emergencies on the Turnpike during upcoming construction.
- The Northwest Ohio Fire Chiefs Association have resumed their monthly meetings in virtual form.
- Chief Cousino was appointed to serve on the Lucas County 911 Regional Council of Government by the Lucas County Township Association.
- The annual fire extinguisher inspections and servicing were completed.
- Three smoke detectors were installed during the month.
- The Fire Department has been performing courtesy drive by parades to help local children celebrate their birthdays during the pandemic. The service will continue until June 15<sup>th</sup>.
- Fire/EMS responded to 277 calls in the month of May, of which 43 were in the Village of Holland, 21 in Spencer Township, 7 in Swanton Township, and 13 in Harding Township.

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

Payment of Bills:

**Motion made by Robert Bethel to approve the listing of payments to be made by check from June 3 to June 16, 2020, in the amount of \$69,368.36, as presented.** Seconded by Andrew Glenn and the roll call resulted as follows:

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

Ms. Dietze also presented the Trustees with the electronic payment listing from May 29 to June 11, 2020, in the amount of \$335,725.32. This includes the Township bi-weekly payroll, paid on June 10, 2020, in the amount of \$230,817.97.

Approval of Minutes:

**Motion made by Andrew Glenn to approve the Regular Trustees' Meeting Minutes of Monday, June 1, 2020, as presented.** Seconded by Robert Bethel and the roll call resulted as follows:

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

Other:

Ms. Dietze also informed the Trustees that the Auditor of State's office has agreed to complete the document review portion of the audit in the Township offices. As a result, an Auditor(s) will be on site in the next several weeks to complete the work.

**PUBLIC SERVICES:** By Andy Hohlbein, Director of Public Services

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

- Employees completed routine mowing along the side of roads and around guardrails.
- The 2020 Street Sweeping recertification has been completed.
- A drainage pipe on Old Airport Highway had to be replaced after a recent storm. The Township coordinated the repair but the County will pay for it under the Storm Water Utility program.
- The 2020 crack seal program has been completed.
- All park facilities are now open and available for use.
- There were nine burials and six graves sold during the past month.
- Routine maintenance was performed on Fire Station #52 and Medic Unit #56.
- New cleaning procedures have been developed for the Hall to ensure that the facility is properly sanitized between uses.
- Public hearing and no parking signs were posted in several locations.

Springfield Township Trustees  
Regular Trustees' Meeting

7:00 p.m. Monday, June 15, 2020

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

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

- **Motion made by Andrew Glenn to award the Newton Ditch SWU project to G6 Infrastructure in the amount of \$16,520.00.** Seconded by Robert Bethel and the roll call resulted as follows:

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

- The Township, on behalf of the JEDZ board, has submitted a request to ODOT to allow them to hire a private contractor to perform additional mowing/maintenance at the Airport Highway and I-475 interchange. US Lawns has quoted a price of \$2,499 for the initial cleanup and \$975 for each mow. The cost will be paid by the JEDZ board but the Township is required to sign off on the agreement

**Motion made by Andrew Glenn to authorize the Township Administrator to sign the maintenance contract with ODOT on behalf of the Township, as presented.** Seconded by Robert Bethel and the roll call resulted as follows:

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

- Mr. Hampton is working on registering the Township on various federal systems, in anticipation of receiving reimbursement for COVID-19 related expenses.
- The State has been able to confirm funding for the previously approved 2020 OPWC projects and as a result, the Township is proceeding with its project.

**Motion made by Robert Bethel to approve the 2020 OPWC plans and authorize the Township Administrator to advertise for bids when the documents are received.** Seconded by Andrew Glenn and the roll call resulted as follows:

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

- The Assistant Admin/HR Generalist report was presented.
- Mr. Hampton and his staff attended several meetings/events including:
  - EMS Policy Board meeting
  - Springfield Crossings South (Dorr St. Corridor) meeting.

**EXECUTIVE SESSION:**

An Executive Session was requested per ORC 121.22(G)(1): To consider the compensation and employment of a public official and ORC 121.22(G)(6): Details relative to the security arrangements and emergency response protocols for a public body or public office, and to invite Administrator Mike Hampton, Law Director Kent Murphree, Assistant Fire Chief, Rick Helminski, Fire Chief, Barry Cousino, Lucas County Sheriff, John Tharp, Whitehouse Mayor, Don Atkinson, and Fiscal Officer Barbara Dietze.

**Motion made by Andrew Glenn to adjourn to Executive Session at 7:39 p.m.** 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

7:00 p.m. Monday, June 15, 2020

**Motion made by Andrew Glenn to reconvene from Executive Session at 8:07 p.m.**  
Seconded by Robert Bethel and the roll call resulted as follows:

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

Action taken as a result of executive session:

**Motion made by Robert Bethel to accept the resignation of Rick Helminski as Assistant Fire Chief, effective 7/3/2020, as presented.** Seconded by Andrew Glenn and the roll call resulted as follows:

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

**Motion made by Robert Bethel to payout Rick Helminski's unused vacation time at 100% and unused sick time at 80%, based on current salary.** Seconded by Andrew Glenn and the roll call resulted as follows:

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

**Motion made by Andrew Glenn to cancel the Freedom Celebration for the safety and security of our residents, based on the recommendation of the Lucas County Sheriff.** Seconded by Robert Bethel and the roll call resulted as follows:

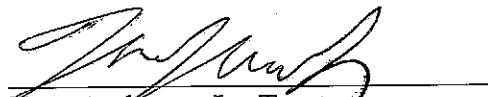
Andrew Glenn, yes  
Robert Bethel, yes  
Tom Anderson Jr., yes

**ADJOURNMENT:**

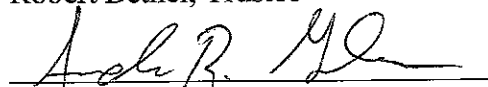
**Motion made by Robert Bethel to adjourn the meeting at 8:24 p.m.** Seconded by Andrew Glenn and the roll call resulted as follows:

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**

6/3/2020 to 6/16/2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
579-20B	06/16/2020		AW	Advance Auto Parts	\$1,012.87	B
580-20B	06/16/2020		AW	Allshred Services	\$54.50	B
581-20B	06/16/2020		AW	AT&T	\$80.09	B
582-20B	06/16/2020		AW	Auditor of State Keith Faber	\$1,497.00	B
583-20B	06/16/2020		AW	FIRE SAFETY SERVICES INC	\$1,556.36	B
584-20B	06/16/2020		AW	GRAINGER, INC.	\$48.27	B
585-20B	06/16/2020		AW	Horn Key & Lock	\$65.94	B
586-20B	06/16/2020		AW	iWorQ	\$6,750.00	B
587-20B	06/16/2020		AW	J.W. Turf, Inc.	\$57.70	B
588-20B	06/16/2020		AW	Kimball Midwest	\$495.62	B
589-20B	06/16/2020		AW	PERRY proTECH, IT Division	\$297.00	B
590-20B	06/16/2020		AW	Reliance Oxygen & Equipment	\$223.66	B
591-20B	06/16/2020		AW	SHERWIN-WILLIAMS	\$449.06	B
592-20B	06/16/2020		AW	Next Day Signs	\$720.00	B
594-20B	06/16/2020		AW	SUPERIOR UNIFORM SALES INC	\$3,242.26	B
595-20B	06/16/2020		AW	Triotech	\$2,652.95	B
596-20B	06/16/2020		AW	FORREST AUTO SUPPLY	\$721.61	B
597-20B	06/16/2020		AW	Oak Park Land and Water LLC	\$3,000.00	B
598-20B	06/16/2020		AW	Enzo's Cleaning Solutions, LLC	\$125.00	B
599-20B	06/16/2020		AW	WELDER SERVICE COMPANY INC	\$36.00	B
600-20B	06/16/2020		AW	New Pig Corporation	\$1,524.72	B
601-20B	06/16/2020		AW	WW Williams	\$616.87	B
604-20B	06/16/2020		AW	MENARDS	\$2,059.62	B
607-20B	06/16/2020		AW	LUCAS COUNTY TREASURER	\$88.00	B
608-20B	06/16/2020		AW	Liquidity Services Operations, LLC.	\$984.52	B
609-20B	06/16/2020		AW	FEI-Ferguson Waterworks #527	\$90.18	B
610-20B	06/16/2020		AW	INT'L ASSOC. ARSON INVESTIGATORS	\$100.00	B
611-20B	06/16/2020		AW	TOLEDO FENCE & SUPPLY CO.	\$26.00	B
612-20B	06/16/2020		AW	Buckeye Broadband	\$683.67	B
613-20B	06/16/2020		AW	Buck Pavement Restoration LLC	\$30,536.64	B
614-20B	06/16/2020		AW	BIG TRUCK AND AUTO	\$596.50	B
618-20B	06/16/2020		AW	John Deere Financial	\$5,492.55	B
619-20B	06/16/2020		AW	Office Depot	\$784.75	B
620-20B	06/16/2020		AW	HOME DEPOT	\$263.19	B
621-20B	06/16/2020		AW	SAM'S CLUB	\$186.48	B
625-20B	06/16/2020		AW	TRACTOR SUPPLY COMPANY	\$69.98	B
626-20B	06/16/2020		AW	Jones & Henry Laboratories, Inc.	\$272.00	B
628-20B	06/16/2020		AW	OCCUPATIONAL HEALTH SERVICES	\$1,642.80	B
630-20B	06/16/2020		AW	LUCAS COUNTY TOWNSHIP ASSOCIATION	\$264.00	B

Please Sign Here

X 

X 

X 

Total Payments:	\$69,368.36
Total Conversion Vouchers:	\$0.00
Total Less Conversion Vouchers:	\$69,368.36

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,