

Springfield Township Trustees  
Regular Trustees' Meeting

7:00 p.m. Monday March 16, 2020

The Springfield Township Trustees met in regular session, open to the public, on Monday, March 16, 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

**GUEST PRESENTATION:**

A conference call was convened between Laurie Manning and Bill Petro of Hylant Insurance, Legal Counsel, Gary Sommer, and the Trustee chambers, to allow the parties to discuss some ambiguities and apparent contradictions in the duty policy language. (See March 2, 2020 Trustee Meeting Minutes for summary of issues.) After considerable discussion, the Trustees asked Hylant to follow up on the issues raised by Legal Counsel, draft a policy that meets the ORC bonding requirements, but maintain bonds to cover the duty policy deductible. The appropriate Resolution to make the changes will be presented at the next Trustee meeting.

**PUBLIC SAFETY:**

Sheriff's Report: By Lt. Leach

Lt. Leach was not present at the meeting but his monthly report was included in the packet.

**PUBLIC SAFETY (cont.):**

Fire/EMS Report: By Barry Cousino, Fire Chief

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

- Station 53 hosted Cub Scouts from Pack 236 who are earning their Hometown Heroes badge.
- Anna the Comfort Dog visited all of the Springfield Fire Stations and Administrative office.
- A total of nine smoke detectors were installed within our district. The program is free to residents who have malfunctioning detectors or none at all.
- Fire department personnel attended Springfield Local School's kindergarten registration to sign up students for Safety Town.
- Bill Schultz was honored by TV13 as First Responder of the Week. Mr. Schultz works full time in the Roads Department and part time as Fire Fighter.
- Chief Cousino reported that Chief Helminski is acting as the point person on the Covid-19 pandemic. Any resident who believes they are infected are being evaluated by a single EMS, who can determine the proper course of action. The Department is also developing various scheduling and backup plans should the virus infect a significant portion of the Township's staff, or that of a neighboring Fire Department's staff.
- Fire/EMS responded to 240 calls in the month of February, of which 40 were in the Village of Holland, 24 in Spencer Township, 14 in Swanton Township, and 6 in Harding Township.
- Mr. Cousino and his staff attended several meetings/events including:
  - Wellness Committee meeting
  - Sexual Harassment Training/Employee Handbook meeting

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

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

- Mr. Mockensturm, owner of Mike's Pizza, informed the Township that he would lock the gate behind his building to avoid any further conflict with the neighbors. (See March 2, 2020 Trustee Meeting Minutes.) The Trustees asked Mr. Hampton to send him a letter of thanks and to also inform him that he must meet with a Township representative before reopening the gate.
- A Lucas County Community Development Strategy meeting is scheduled for 11:00 a.m. on Thursday, March 26<sup>th</sup>.
- **Motion made by Andrew Glenn to contract with CareWorks, as our BWC administrator, in the amount of \$5,866, as presented.** Seconded by Robert Bethel and the roll call resulted as follows:

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

- The Township received a letter from State Representative Michael Sheehy explaining why a section of I-475 is being renamed after Sgt. Alex Drabik, a Holland resident and decorated veteran. The date of the unveiling ceremony has yet to be set.
- **Motion made by Robert Bethel to approve Resolution #20-006, requesting that the Lucas County Commissioners make improvements to the Potter ditch and designate it as a public watercourse, 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 approve Resolution #20-007, requesting that the Lucas County Commissioners make improvements to the Zink-Heldman & Geiser ditches and designate them as a public watercourse, as presented.** Seconded by Andrew Glenn and the roll call resulted as follows:

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

- In response to the Covid-19 pandemic, Mr. Hampton stated that the Township has cancelled all rentals through the month of April, established a visitor sign in sheet for the offices, purchased laptops for all office employees, and is working on a crisis pay policy. After discussing several options, the Trustees decided to maintain standard office hours for the time being.
- Mr. Hampton presented the Trustees with a mutual settlement agreement to finalize the Homecoming Park ballfield lighting project. The 2019 project experienced cost overruns due to the unusually wet spring and the relatively low lying parkland. The settlement will pay Lake Erie Electric \$53,786.80: \$17,800 for work itemized in the original contract, \$1,570.13 for change orders approved by the Administrator, \$10,000 for additional work approved by the Trustees, and \$24,416.16 for additional expenses incurred to complete the project.

**Motion made by Robert Bethel to approve the agreement with Lake Erie Electric to settle the Homecoming Park lighting project, in the amount of \$53,786.80.**

Seconded by Andrew Glenn and the roll call resulted as follows:

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

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- The Assistant Admin/HR Generalist report was presented.
- Mr. Hampton and his staff attended several meetings/events including:
  - Burlington Grand Opening
  - Roundabout design meeting for King & Angola intersection
  - ODOT TIP meeting
  - Health Department meeting

**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 March 4 to March 17, 2020, in the amount of \$110,393.93, 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 February 28 to March 12, 2020, in the amount of \$327,092.19. This includes the Township bi-weekly payroll, paid on March 3, 2020, in the amount of \$220,544.37.

Approval of Minutes:

**Motion made by Robert Bethel to approve the Regular Trustees' Meeting Minutes of Monday, March 2, 2020, as presented.** Seconded by Tom Anderson and the roll call resulted as follows:

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

Other Items:

**Motion made by Robert Bethel to approve Resolution 20-005, accepting the 2020 Permanent Appropriations, as presented.** Seconded by Tom Anderson and the roll call resulted as follows:

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

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

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

- **Motion made by Robert Bethel to contract with Buck Pavement Restoration to complete the 2020 crack sealing project, in the amount of \$30,000.** Seconded by Andrew Glenn and the roll call resulted as follows:

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

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**ADJOURNMENT:**


**Motion made by Andrew Glenn to adjourn the meeting at 8:36 p.m.** Seconded by Robert Bethel and the roll call resulted as follows:

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

  
Barbara Dietze, Fiscal Officer

  
Tom Anderson Jr., Trustee

  
Robert Bethel, Trustee

  
Andrew Glenn, Trustee

**Payment Listing**

3/4/2020 to 3/17/2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
252-20B	03/17/2020		AW	BIG TRUCK AND AUTO	\$1,016.79	B
253-20B	03/17/2020		AW	Brondes Ford Maumee	\$1,027.01	B
254-20B	03/17/2020		AW	DR EBEL FIRE EQUIPMENT SALES	\$179.97	B
255-20B	03/17/2020		AW	FIRE SAFETY SERVICES INC	\$2,525.89	B
256-20B	03/17/2020		AW	FORREST AUTO SUPPLY	\$151.84	B
257-20B	03/17/2020		AW	GRAINGER, INC.	\$112.74	B
258-20B	03/17/2020		AW	Kimball Midwest	\$319.83	B
259-20B	03/17/2020		AW	Ohio CAT	\$42.27	B
260-20B	03/17/2020		AW	LUCAS COUNTY TREASURER	\$44.00	B
261-20B	03/17/2020		AW	Office Depot	\$338.68	B
262-20B	03/17/2020		AW	Rentner Lumber & Supply	\$183.65	B
263-20B	03/17/2020		AW	SUTPHEN CORPORATION	\$123.67	B
264-20B	03/17/2020		AW	MENARDS	\$411.41	B
265-20B	03/17/2020		AW	Partners Mfg Group, Inc.	\$3,010.00	B
272-20B	03/17/2020		AW	Advance Auto Parts	\$500.76	B
273-20B	03/17/2020		AW	Reliance Oxygen & Equipment	\$115.45	B
274-20B	03/17/2020		AW	Triotech	\$940.95	B
275-20B	03/17/2020		AW	Vermeer Sales & Service Inc.	\$709.80	B
276-20B	03/17/2020		AW	WELCH PUBLISHING	\$71.26	B
277-20B	03/17/2020		AW	WELDER SERVICE COMPANY INC	\$366.50	B
278-20B	03/17/2020		AW	WW Williams	\$531.29	B
282-20B	03/17/2020		AW	CERTIFIED POWER INC	\$111.43	B
291-20B	03/17/2020		AW	Lake Erie Electric of Toledo, Inc.	\$53,786.80	B
292-20B	03/17/2020		AW	VILLAGE OF HOLLAND	\$36,714.79	B
293-20B	03/17/2020		AW	SAM'S CLUB	\$140.75	B
294-20B	03/17/2020		AW	Buckeye Broadband	\$681.36	B
295-20B	03/17/2020		AW	Decker Supply Co Inc.	\$503.23	B
296-20B	03/17/2020		AW	SCHMIDLIN INC	\$134.46	B
297-20B	03/17/2020		AW	GovDeals Inc	\$92.01	B
298-20B	03/17/2020		AW	Heban, Murphree & Lewandowski, LLC	\$5,064.00	B
299-20B	03/17/2020		AW	HOME DEPOT	\$295.77	B
302-20B	03/17/2020		AW	STONECO INC	\$145.57	B

Total Payments: \$110,393.93

Total Conversion Vouchers: \$0.00

Total Less Conversion Vouchers: \$110,393.93

Please Sign Here

*Robert Bethel*  
*[Signature]*

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.