

Springfield Township Trustees
Regular Trustees' Meeting

7:00 p.m. Monday, May 7, 2018

The Springfield Township Trustees met in regular session, open to the public, on Monday, May 7, 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:

“ORC 121.22(G)(1) To consider the appointment/employment of a public employee or official” was added to 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

GUEST PRESENTATION: Lucas County Sanitary Engineer – Jim Shaw

Mr. Shaw spoke about bundled collection services for the Springfield Township area. There are many positives for bundling collection services such as fewer heavy trucks on the roads will help maintain good roads, positive curb appeal, curb recycling, and districts can negotiate with vendors. The Trustees were concerned about if local haulers can handle the capacity and if they can be used for this service. Mr. Shaw stated that the law allows townships to designate the haulers.

Bob Donnelly, of 148 Connellsville, questioned if neighborhoods can choose their hauler. Mr. Shaw and the Trustees stated that neighborhoods would have the option of opting out if they chose to.

The Trustees would like to continue looking at the options for local haulers for bundled collection services and the cost of the service.

PUBLIC SERVICES: By Andrew Hohlbein, Director of Public Services

Mr. Hohlbein presented the Trustees with a resolution for the ODOT Winter Contract for rock salt for the 2018-2019 winter season.

Motion made by Robert Bethel to approve Resolution #18-007 Authorizing participation in the ODOT Winter Contract (018-19) for sodium chloride (rock salt) for the 2018-2019 winter season. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

PLANNING AND ZONING: By Jacob Barnes, Planning Director

Written Report:

- 28 permits were issued in the month of April, including four new dwellings and two new businesses.

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- The notices for Resolution 18-006 - Parking Regulations have been posted in harmony with the statutory requirements.
- 2018 Master Plan – Progress continues to be made. The Staff has reached out to the steering committee who have expressed their interest in being involved in this process. Mr. Barnes also carefully researched consultants. The results of the research led to Reveille from Bowling Green. Mr. Barnes request motions to approve the scope of services, at a cost not to exceed \$48,375.00. In addition, the transportation portion of the plan will be handled by Mannick & Smith, at a cost not to exceed \$5,175.00.

Motion made by Robert Bethel to approve the contract with Reveille, for the 2018 update of our Master Plan, at a cost not to exceed \$48,375 contingent on attorney review and approval. 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 the contract with Mannick & Smith, for the transportation section of the Master Plan, at a cost not to exceed \$5,175. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

- Mr. Barnes presented the Trustees a request to upgrade our ZonePro system to iWorQ.

Motion made by Robert Bethel to approve the upgrade of ZonePro to iWorQ, at a cost not to exceed \$4,000 a year. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

- Mr. Barnes presented the Trustees a request to set a public hearing date for Z19-C654.

Motion made by Robert Bethel to set a public hearing date for June 4, 2018, at 7:00 p.m. for Z19-C654 – A text amendment to establish the Dorr Street Interchange Overlay District. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

- Mr. Barnes attended several meetings/events including:
 - Lucas County Development Meeting
 - County's Engineer Office to discuss expansion/storage on their property
 - Chamber Net 90 Meeting
 - Annual Toledo Area Zoning Luncheon
 - Chamber Luncheon
 - 1st JEDZ Business Advisory Council Meeting
 - Met with eight businesses as part of the business outreach program
- Mr. Barnes was appointed to the Holland Springfield Chamber of Commerce Business Council.
- The JEDZ Business Survey has been completed for this quarter.

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Other Items:

Brad Burggraf, of 2038 N. King, would like to purchase frontage to his land-locked parcel from Springfield Township. This would allow him legal access and would make his property sellable. The portion that Mr. Burggraf would like to purchase will still leave a right-of-way for the Township, with a 25-foot utility maintenance easement on the western most portion. The Trustees requested Mr. Hampton to draft a resolution and gather information on a legal split of the property.

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

Payment of Bills:

Motion made by Robert Bethel to approve the payment register of payments made by check from April 17 to May 5, 2018, in the amount of \$312,357.12, 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 an electronic payment listing from April 13 to May 3, 2018, in the amount of \$483,808.54. This includes payroll paid on April 18, 2018, for the Township bi-weekly, in the amount of \$174,705.52 and on May 1, 2018, in the amount of \$178,891.81 and the Elected Officials monthly payroll for \$9,285.34

Approval of Minutes:

Motion made by Robert Bethel to approve the Regular Trustees' Meeting Minutes of Monday, April 2, 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

Motion made by Tom Anderson Jr. to approve the Regular Trustees' Meeting Minutes of Monday, April 16, 2018, as presented. Seconded by Andrew Glenn, and the roll call resulted as follows:

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

Audit Update:

The Auditor of State's Office had two scheduled audits at other entities fall thru, in which then they asked if we could move our audit up. They have completed most of the field work in the last two weeks with only minor issues found. If there are no other issues found, the Trustees do not request a closing meeting.

PUBLIC ADMINISTRATION: By Mike Hampton, Administrator

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

- Mr. Hampton attended several meetings/events including:
 - Lucas County Township Association Meeting – Cyber security and TAWA update
 - Ethics training
 - Lake Erie West, Jamie Blazevich, Traffic Safety Coordinator – Distracting Driving
 - Safety Council Meeting – BWC refund and Award Banquet on May 16th
- Mr. Hampton presented the OTA Alert for HB 500. Two amendments were accepted, the removal of the community event fee and the removal of the provision for a removal of a fire personnel.

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- Staff evaluations were performed for the Administration staff.
- Mr. Hampton asked for input on going paperless (where possible) in the office and for Board Meetings, with I-Pads for the Trustees and staff. The Trustees like the idea and requested that Mr. Hampton get back with them with the specifics.
- Mr. Hampton presented the Trustees a request to purchase a new vehicle, which will be used by the administration staff for Township business.

Motion made by Robert Bethel to approve the purchase of a 2018 Jeep Compass, not to exceed \$25,000. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

- Mr. Bethel stated the JEDZ Board needs administrative help and would like to contract with Springfield Township for those services.

Motion made by Robert Bethel to approve the agreement between the Holland-Springfield Township Joint Economic Development Zone and Springfield Township, Lucas County, Ohio for Clerical Assistance. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

- The Township submitted a total of \$84,548.36 for reimbursement from the JEDZ Board for the JEDZ legal expenses paid by Springfield Township.
- Mr. Hampton presented the Trustees a resolution to recognize the Stamp Out the Hunger Food Drive.

Motion made by Robert Bethel to accept Resolution #18-008 A resolution recognizing the National Association of Letter Carriers 26th Annual Stamp Out The Hunger Food Drive, May 12, 2018. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

- The Polish American Festival will be held in Springfield Township at Club 16 on May 18-20, 2018.

EXECUTIVE SESSION:

An Executive Session was requested 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 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 per ORC 121.22(G)(1) To consider the appointment/employment of a public employee or official, and to invite Administrator Mike Hampton, Law Director Kent Murphree, Planning Director Jacob Barnes, and Fiscal Officer Barbara Dietze to attend.

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Motion made by Robert Bethel to adjourn to Executive Session at 8:47 p.m. 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 reconvene from Executive Session at 9:13 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 accept the resignation of Zoning Commission Member Andy Howard and to thank him for his services to the residents of Springfield Township. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

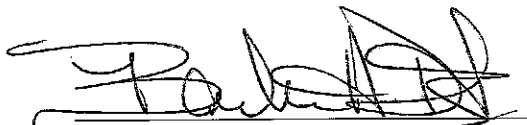
Motion made by Robert Bethel to appoint current alternate Zoning Commission Member Lauren Brewer to fill the unexpired term for Mr. Howard on the Zoning Commission Board. Seconded by Tom Anderson Jr. and the roll call resulted as follows:


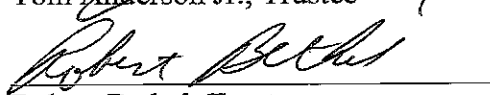
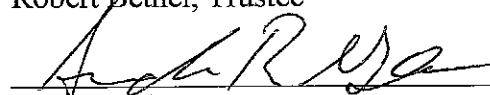
Robert Bethel, yes
Tom Anderson Jr., yes
Andrew Glenn, yes

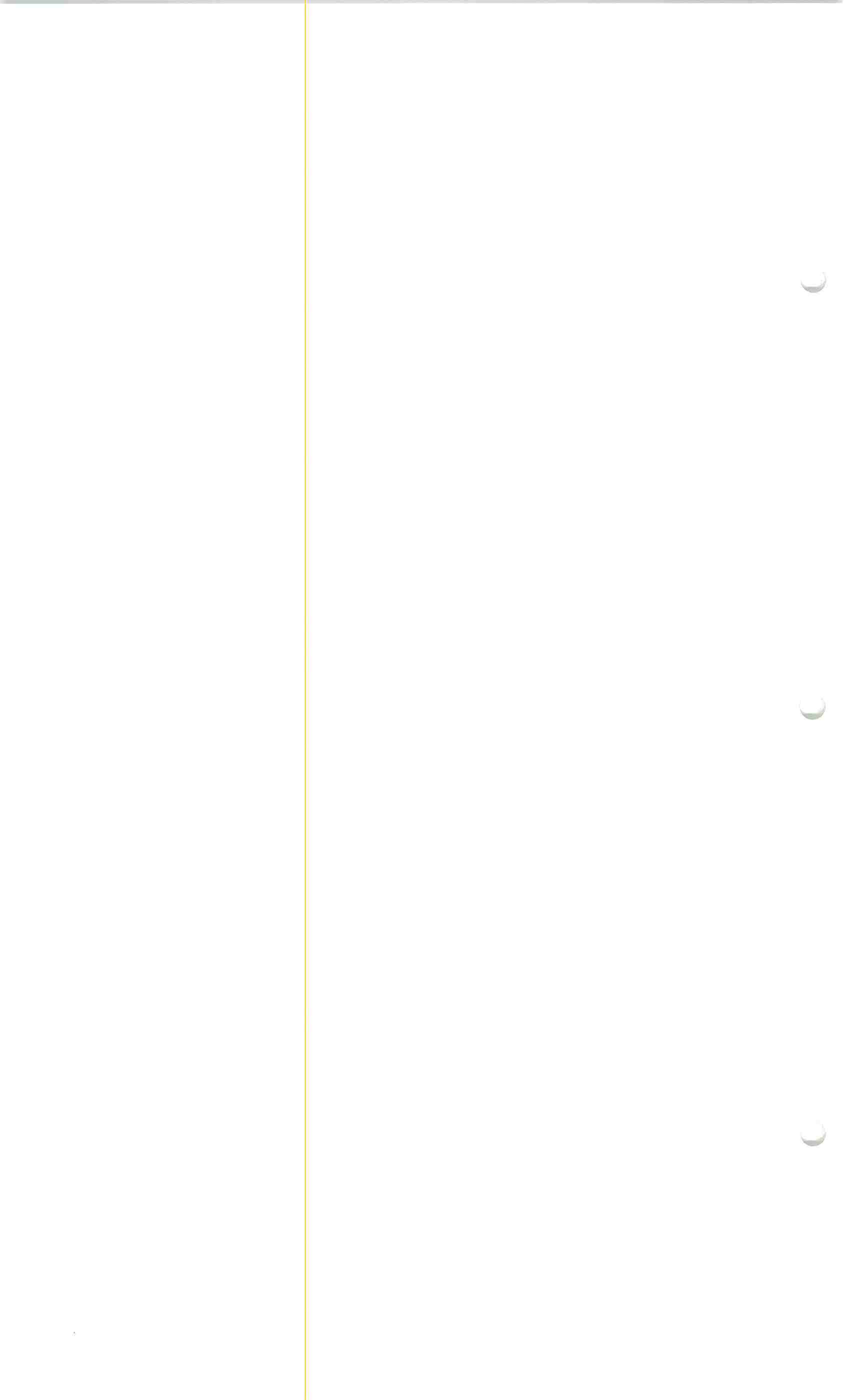
ADJOURNMENT:

Robert Bethel moved to adjourn at 9:15 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

4/17/2018 to 5/7/2018

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
76451	05/07/2018	05/03/2018	AW	AJ Boellner Inc	\$400.06	O
76452	05/07/2018	05/03/2018	AW	AMERICAN PLANNING ASSOCIATION	\$95.00	O
76453	05/07/2018	05/03/2018	AW	AT&T	\$40.22	O
76454	05/07/2018	05/03/2018	AW	AT&T	\$77.20	O
76455	05/07/2018	05/03/2018	AW	Bowling Green State University	\$545.00	O
76456	05/07/2018	05/03/2018	AW	BUCK AND KNOBBY EQUIPMENT CO	\$145.01	O
76457	05/07/2018	05/03/2018	AW	Burgess Hearse & Ambulance Sales	\$226,904.15	O
76458	05/07/2018	05/03/2018	AW	Caring Cremation Services	\$750.00	O
76459	05/07/2018	05/03/2018	AW	Crane 1 Services Inc.	\$750.00	O
76460	05/07/2018	05/03/2018	AW	East Coast Rescue Solutions	\$8,995.00	O
76461	05/07/2018	05/03/2018	AW	Fast Signs	\$50.00	O
76462	05/07/2018	05/03/2018	AW	FIC Dealerships	\$680.07	O
76463	05/07/2018	05/03/2018	AW	FIRE SAFETY SERVICES INC	\$4,410.00	O
76464	05/07/2018	05/03/2018	AW	Four County Career Center	\$14,250.00	O
76465	05/07/2018	05/03/2018	AW	GRAINGER, INC.	\$50.66	O
76466	05/07/2018	05/03/2018	AW	Heban, Sommer & Murphree, LLC	\$3,281.70	O
76467	05/07/2018	05/03/2018	AW	HOME DEPOT	\$68.26	O
76468	05/07/2018	05/03/2018	AW	Hose Sales Direct	\$71.58	O
76469	05/07/2018	05/03/2018	AW	International Fuel Systems	\$620.98	O
76470	05/07/2018	05/03/2018	AW	John Deere Financial	\$4,395.72	O
76471	05/07/2018	05/03/2018	AW	Leaf	\$589.00	O
76472	05/07/2018	05/03/2018	AW	Lehigh Hanson	\$113.79	O
76473	05/07/2018	05/03/2018	AW	MENARDS	\$672.28	O
76474	05/07/2018	05/03/2018	AW	MICK ELECTRIC CO INC	\$266.38	O
76475	05/07/2018	05/03/2018	AW	Mutual of Omaha	\$172.00	O
76476	05/07/2018	05/03/2018	AW	OBM	\$393.99	O
76477	05/07/2018	05/03/2018	AW	OCCUPATIONAL-HEALTH SERVICES	\$290.00	O
76478	05/07/2018	05/03/2018	AW	Office Depot	\$595.42	O
76479	05/07/2018	05/03/2018	AW	Perry ProTech	\$33,580.00	O
76480	05/07/2018	05/03/2018	AW	SILK SCREEN SHOP	\$212.94	O
76481	05/07/2018	05/03/2018	AW	SiteOne Landscape Supply, LLC	\$1,091.03	O
76482	05/07/2018	05/03/2018	AW	STONECO INC	\$688.97	O
76483	05/07/2018	05/03/2018	AW	SUTPHEN CORPORATION	\$1,491.93	O
76484	05/07/2018	05/03/2018	AW	TRACTOR SUPPLY COMPANY	\$135.62	O
76485	05/07/2018	05/03/2018	AW	Treasurer of State C/O Dept. of Trans.	\$351.36	O
76486	05/07/2018	05/03/2018	AW	Varouh Oil Inc	\$729.05	O
76487	05/07/2018	05/03/2018	AW	Verizon Wireless	\$357.50	O
76488	05/07/2018	05/03/2018	AW	WS DARLEY	\$133.95	O
76489	05/07/2018	05/03/2018	AW	Yankee Doodle Flags, Kites & Fun	\$181.30	O
76491	05/07/2018	05/03/2018	SW	Skipped Warrants 76490 to 76491 Series 1	\$0.00	V
76492	05/07/2018	05/03/2018	AW	Covalen	\$2,780.00	O
76493	05/07/2018	05/03/2018	RW	Connie Brooks	\$50.00	O
76494	05/07/2018	05/03/2018	AW	Todd Harter	\$50.00	O
76495	05/07/2018	05/03/2018	RW	Jeremy Henegar	\$100.00	O
76496	05/07/2018	05/03/2018	AW	Ronald Houser	\$50.00	O
76497	05/07/2018	05/03/2018	RW	Carl Kwiatkowski	\$50.00	O

Payment Listing

4/17/2018 to 5/7/2018




Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
76498	05/07/2018	05/03/2018	RW	Middough Inc.	\$50.00	O
76499	05/07/2018	05/03/2018	RW	India McLane	\$300.00	O
76500	05/07/2018	05/03/2018	RW	Pablo Pecina	\$100.00	O
76501	05/07/2018	05/03/2018	RW	Kymerly Smith	\$50.00	O
76502	05/07/2018	05/03/2018	RW	David Whitmire	\$150.00	O
Total Payments:					\$312,357.12	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$312,357.12	

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.

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