

SPRINGFIELD TOWNSHIP TRUSTEES
LUCAS COUNTY, OHIO
RESOLUTION 24-025

AMENDMENT TO CREDIT CARD ACCOUNT POLICY

The Board of Trustees of Springfield Township, Lucas County, Ohio, met in Regular Session on August 20, 2024, at 7617 Angola Road, Holland, Ohio, with the following members present:

Tom Anderson, Jr. Rachael Geiger Andrew Glenn

Rachel Geiger moved the adoption of the following Resolution:

WHEREAS, Ohio Revised Code Section 505.64 allows the Board of Trustees of Springfield Township to authorize officers, employees or appointees of the Township to use a credit card account held by the Board of Trustees, and requires that the Board of Trustees adopt a written policy for the use of credit card accounts; and

WHEREAS, the Board of Trustees has determined that adopting a credit card account policy is in the best interests of the Township to manage and guard its financial resources and to permit the use of credit card accounts, and by Resolution 19-009 adopted on June 17, 2019 adopted that certain Township Credit Card Account Policy (2019); and

WHEREAS, the Board of Trustees now desires to amend the Credit Card Account Policy.

NOW THEREFORE, BE IT RESOLVED by Springfield Township Board of Trustees, Lucas County, Ohio:

1. That Article I, Section 1 of the Credit Card Account Policy be revised and restated in its entirety, as follows:

Section 1. Authorized Users. The Board may authorize an officer, employee, or appointee to use a Credit Card Account from time to time.

2. That Exhibit A to the Credit Card Account Policy be deleted.
3. That Article I, Section 2 of the Credit Card Account Policy be revised and restated in its entirety, as follows:

Section 2. Authorized Expenses. The Board may expressly limit the terms of use of a Credit Card Account with each Authorized User at any time. The Fiscal Officer promptly shall notify the Authorized User in writing of any such limitation. Any Credit Card Account, regardless of Board approval, may only be used to purchase work-related goods and services incurred on behalf of the Township. Such work-related goods and services include, but are not limited to, gasoline for Township vehicles, meal allowances per Township policy, and equipment purchased on behalf of a Township project in which the Authorized User is directly participating and involved. No transaction may exceed \$10,000.00 for the administrator, the fire chief, or the director of public services;

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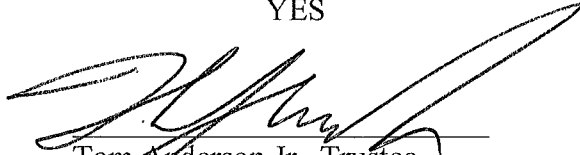
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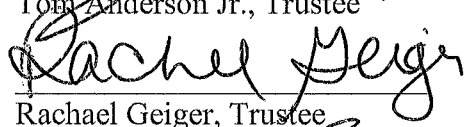
provided, however, that if the amount by the fire chief or the director of public services exceeds \$5,000.00 the purchase first shall be approved in advance by the administrator. No transaction may exceed \$5,000.00 for the assistant fire chief. No transaction may exceed \$3,000.00 for all other Authorized User.

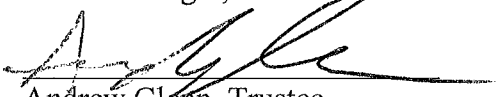
4. That Exhibit C to the Credit Card Account Policy, which identifies the Credit Card Accounts, the limits on each Credit Card Account, and the Authorized User(s) on each Credit Card Account, be revised as set forth on Exhibit C attached to this Resolution.
5. That the Fiscal Officer shall prepare and publish an updated version of Credit Card Account Policy that incorporates the amendments set forth in this Resolution.
6. That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were adopted in an open meeting of this Board and that all deliberations of this Board that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Revised Code of Ohio.

Tom Anderson Jr. seconded the motion and roll was called on the question of its adoption. The vote was as follows:


<u>NAME</u>	<u>VOTE</u>
Tom Anderson Jr.	YES
Rachael Geiger	YES
Andrew Glenn	YES


Tom Anderson Jr., Trustee


Rachael Geiger, Trustee


Andrew Glenn, Trustee

ATTEST:


Brenna Koback, Fiscal Officer
August 20, 2024 Regular Trustee Meeting