

Springfield Township Trustees  
Regular Trustees' Meeting  
5:00 p.m. Tuesday August 20, 2024

The Springfield Township Trustees met in regular session, open to the public, on Tuesday, August 20, 2024, at 5:00 p.m. in the Township Chambers, 7617 Angola Road, Holland, Ohio with the following members present:

Tom Anderson Jr.  
Rachel Geiger  
Andrew Glenn

Andrew Glenn called the meeting to order at 5:00 p.m. All present were asked to rise for a silent prayer and the Pledge of Allegiance.

**ADOPTION OF AGENDA:**

- **Motion made by Tom Anderson Jr. to approve the agenda as presented with revisions to the order of presentations.** Seconded by Rachel Geiger and the roll call resulted as follows:

Tom Anderson Jr., yes  
Rachel Geiger, yes  
Andrew Glenn, yes

**PUBLIC COMMENT:**

N/A

**PUBLIC SAFETY:** Jonathon Ziehr, Fire Chief

- Received notice of resignation from two individuals. Olivia Harrigan has accepted a position in Idaho and her last day will be September 8, 2024 and Rebecca Rosebrock has accepted a position with Lake Township and her last day will be July 28, 2024.

**SWEARING IN CEREMONY:** Jonathon Ziehr, Fire Chief

- **Motion made by Tom Anderson Jr. to promote Lieutenant Andrew Vascik and Chad Born to Battalion Chief, effective August 20, 2024, as presented.** Seconded by Rachel Geiger and the roll call resulted as follows:

Tom Anderson Jr., yes  
Rachel Geiger, yes  
Andrew Glenn, yes

- Mr. Vascik and Mr. Born were sworn in by Chief Ziehr.

- **Motion made by Rachel Geiger to promote Brandon Klingshirn and Marcus Schuette to Lieutenant, effective August 20, 2024, as presented.** Seconded by Tom Anderson Jr. and the roll call resulted as follows:

Rachel Geiger, yes  
Tom Anderson Jr., yes

Andrew Glenn, yes

- Mr. Klingshirn and Mr. Schuette were sworn in by Chief Ziehr.

- **Motion made by Rachel Geiger to hire Zachary Bingham and Justin Butler as a fulltime Firefighter/EMT-P, effective September 9, 2024, as presented.** Seconded by Tom Anderson Jr. and the roll call resulted as follows:

Rachel Geiger, yes  
Tom Anderson Jr., yes  
Andrew Glenn, yes

- Mr. Bingham and Mr. Butler were sworn in by Chief Ziehr.

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**PUBLIC SAFETY:**

***Sheriff's Report: Deputy Sheriff Warren***

- Community Service Officer Report presented with the following highlights
  - Roundabout at Bancroft and McCord still in construction
  - School has resumed so reminding drivers to slow down and look for students
  - Accepting applications for Citizen Police Academy that will hold meetings every Wednesday beginning September 4<sup>th</sup> – November 8<sup>th</sup> from 6-8:15 pm at the Township. Applications can be completed online on the Sherriff's website.
  - August 3<sup>rd</sup> the ribbon cutting was held for the new Sherriff station on Airport Hwy. Tours are available for the public.

***Fire/EMS Monthly Report: Jonathon Ziehr, Fire Chief***

- Fire and Rescue Operations Highlights
  - Took delivery of 2024 HME fire engine
  - Met, along with Administrator Hampton, with Village of Holland mayor, Spencer Township representatives and Swanton Township to continue discussion in reference to the contracted Fire and EMS services provided.
  - Developed a team to gather information as it pertains to the ten-year insurance review for our ISO rating. ISO rating impacts insurance costs to the Township residents. Current rating is 2-2x and will have new results in the coming months.
  - Assistant Chief Sauder attended Springfield Area Coalition annual retreat. This is a volunteer-based organization with vision and focus on reducing and preventing substance abuse and mental health awareness to the community.
- Training Highlights
  - Instruction Aislinn Fox conducted EKG training.
  - Lieutenant John Romstadt reviewed fire attacks and fire dynamics.
- Site Plans Reviews and Investigations
  - Presented in July Monthly Report with one structure fire to bring forward. Structure fire at 435 N. Dorcas Ave was deemed to have been caused by fireworks.
- July 2024 monthly reports presented for the STFD HERO program, Support Services, and Safety Inspections.
- Fire/EMS responded to 407 calls in the month of July.
  - Station 51 = 250 calls; Station 53 = 87 calls; Station 56 = 70 calls
- Asking for approval from the Trustees to hire Spencer Wilkerson, Adam Weist, and Michael Operacz as part-time Firefighter/EMT-B, effective August 20, 2024.
  - **Motion made by Tom Anderson Jr. to approve hiring Spencer Wilkerson, Adam Weist, and Michael Operacz as part-time Firefighter/EMT-B, effective August 20, 2024.** Seconded by Rachel Geiger and the roll call resulted as follows:
    - Tom Anderson Jr., yes
    - Rachel Geiger, yes
    - Andrew Glenn, yes
- Asking for approval from the Trustees to enter a three-year contract with Bound Tree Medical Supplies with approval for Fire Chief Ziehr to sign the agreement.
  - **Motion made by Rachel Geiger to approve entering a three-year contract with Bound Tree Medical Supplies approving Fire Chief Ziehr to sign the agreement once legal has reviewed the agreement.** Seconded by Tom Anderson Jr and the roll call resulted as follows:
    - Rachel Geiger, yes
    - Tom Anderson Jr., yes
    - Andrew Glenn, yes
- Asking for approval from the Trustees to purchase hardware/software including two tablets with 2025 Microsoft upgrade from Triotech Corporation in the amount of \$9,300.

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- **Motion made by Rachel Geiger to approve the purchase of hardware including computers from Triotech Corporation in the amount of \$9,300.** Seconded by Tom Anderson Jr and the roll call resulted as follows:  
Rachel Geiger, yes  
Tom Anderson Jr., yes  
Andrew Glenn, yes

**FISCAL OFFICER'S REPORT:** Brenna Koback, Fiscal Officer

***Payment of Bills***

- **Motion made by Tom Anderson Jr. to approve the listing of payments to be made by check from August 7 to August 20, 2024, in the amount of \$331,704.37, as presented.** Seconded by Rachel Geiger and the roll call resulted as follows:  
  
Tom Anderson Jr., yes  
Rachel Geiger, yes  
Andrew Glenn, yes
- Presented the Trustees with the electronic payment listing from August 2 to August 15, 2024, in the amount of \$397,497.48.

***Approval of Minutes***

- **Motion made by Tom Anderson Jr. to approve the Special Trustees' Meeting Minutes of Tuesday, July 30, 2024, as presented.** Seconded by Rachel Geiger and the roll call resulted as follows:  
  
Tom Anderson Jr., yes  
Rachel Geiger, yes  
Andrew Glenn, yes
- **Motion made by Rachel Geiger to approve the Regular Trustees' Meeting Minutes of Tuesday, August 6, 2024 as presented.** Seconded by Tom Anderson Jr. and the roll call resulted as follows:  
  
Rachel Geiger, yes  
Tom Anderson Jr., yes  
Andrew Glenn, yes

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

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

- Roads – removal of a down tree on Wentworth, storm sewer repairs due to sink hole on Nebraska, and 2024 OPWC update with project on track
- Parks – preparation for Wicked Wheels, Night on the Township, and Fall Soccer. Received delivery of the new Skid Steer
- Cemetery – 4 burial and 1 grave sold
- Fire – general maintenance
- Admin – general maintenance
- Zoning – removed two public hearing signs and posted 2 new signs. Boarded up one nuisance property on Heather Glen.

**PUBLIC ADMINISTRATION:** Mike Hampton, Administrator

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

- Ten-mile creek final hearing conducted. Judge appointed acting commissioners due to each of the commissioners having property related to the matter.
- Attended 911 TAC meeting and attached in packet the Commissioner's Strategic Plan input questionnaire for input 2025 budget in final approval stages at this time.
- LCSE/Health Department will hold a sewer connection forum at the Township on August 26<sup>th</sup> at 6:30 pm.
- Sheriff units were pulled two times from the Township in July

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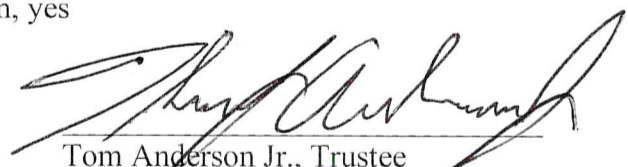
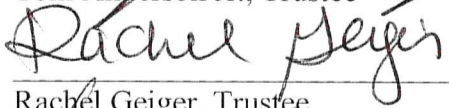
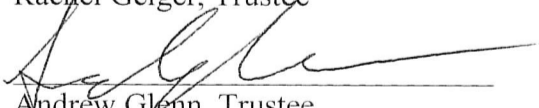
- Contacted the new manager for Spring Meadows for discussion on repairs/improvements.
- LCTA meeting August 29<sup>th</sup> at 6 pm at Monclova and CLOUT NW Ohio District meeting September 13<sup>th</sup> from 11:30 – 1:00 pm.
- Presented a Legal Engagement to the Trustees' for approval with Spengler Nathanson. Requesting approval to proceed with the engagement as well as to allow Administrator Hampton to sign.
  - **Motion made by Rachel Geiger to approve the legal engagement with Spengler Nathanson and to allow Administrator Hampton to sign.** Seconded by Tom Anderson Jr., and the roll call resulted as follows:  
Rachel Geiger, yes  
Tom Anderson Jr., yes  
Andrew Glenn, yes
- Presented Resolution 24-024 regarding Amendment and Restatement of Township Spending Authority.
  - **Motion made by Rachel Geiger to approve Resolution 24-024 regarding Amendment and Restatement of Township Spending Authority, as presented.** Seconded by Tom Anderson Jr. and the roll call resulted as follows:  
Rachel Geiger, yes  
Tom Anderson Jr., yes  
Andrew Glenn, yes
- Presented Resolution 24-025 regarding Amendment to Credit Card Account Policy.
  - **Motion made by Rachel Geiger to approve Resolution 24-025 regarding Amendment to Credit Card Account Policy, as presented.** Seconded by Tom Anderson Jr. and the roll call resulted as follows:  
Rachel Geiger, yes  
Tom Anderson Jr., yes  
Andrew Glenn, yes
- The Assistant Admin/HR Generalist report was presented.

**ADJOURNMENT:**

**Motion made by Tom Anderson Jr. to adjourn the meeting at 6:06 p.m.** Seconded by Rachel Geiger and the roll call resulted as follows:

Tom Anderson Jr., yes  
Rachel Geiger, yes  
Andrew Glenn, yes

  
Brenna Koback, Fiscal Officer

  
Tom Anderson Jr., Trustee  
  
Rachel Geiger, Trustee  
  
Andrew Glenn, Trustee

Revised

Payment Listing

8/7/2024 to 8/20/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
857-24B	08/20/2024		AW	Advance Auto Parts	\$276.40	B
858-24B	08/20/2024		AW	AJ Boellner Inc	\$1,408.35	B
859-24B	08/20/2024		AW	BADBRUSH SIGN AND DESIGN	\$245.00	B
860-24B	08/20/2024		AW	Brosius, Johnson & Griggs, LLC	\$90.00	B
861-24B	08/20/2024		AW	BIG TRUCK AND AUTO	\$1,122.36	B
862-24B	08/20/2024		AW	Commercial Comfort Systems, Inc.	\$693.50	B
863-24B	08/20/2024		AW	Eric Simon	\$200.00	B
864-24B	08/20/2024		AW	Fire Medic Solutions, LLC	\$6,000.00	B
865-24B	08/20/2024		AW	Gogel Fastener	\$72.50	B
866-24B	08/20/2024		AW	KALIDA TRUCK EQUIPMENT	\$395.00	B
867-24B	08/20/2024		AW	Kimball Midwest	\$964.75	B
868-24B	08/20/2024		AW	Midwest Contracting	\$6,316.00	B
869-24B	08/20/2024		AW	Murphy Tractor & Equipment Co. Inc.	\$32,209.48	B
871-24B	08/20/2024		AW	Ohio Fire Chiefs Assoc	\$500.00	B
872-24B	08/20/2024		AW	Reliance Oxygen & Equipment	\$108.99	B
873-24B	08/20/2024		AW	Sandman Sales Yard	\$38.00	B
874-24B	08/20/2024		AW	SHERWIN-WILLIAMS	\$65.46	B
875-24B	08/20/2024		AW	SILK SCREEN SHOP	\$687.68	B
876-24B	08/20/2024		AW	STANCHIN & SON'S PEST CONTROL	\$150.00	B
877-24B	08/20/2024		AW	SUPERIOR UNIFORM SALES INC	\$1,543.71	B
878-24B	08/20/2024		AW	SUTPHEN CORPORATION	\$5,571.13	B
879-24B	08/20/2024		AW	TAM	\$3,000.00	B
882-24B	08/20/2024		AW	Brondes Ford Maumee	\$3,816.80	B
883-24B	08/20/2024		AW	Columbus Equipment Company	\$233.28	B
884-24B	08/20/2024		AW	EMS Technologies, Inc.	\$1,642.57	B
885-24B	08/20/2024		AW	Kester Mowing LLC	\$800.00	B
886-24B	08/20/2024		AW	Motorola Solutions, Inc.	\$2,286.00	B
887-24B	08/20/2024		AW	OBM	\$173.78	B
888-24B	08/20/2024		AW	Pitney Bowes Purchase Power	\$502.25	B
889-24B	08/20/2024		AW	SAM'S CLUB	\$144.76	B
890-24B	08/20/2024		AW	TOLEDO EDISON COMPANY	\$184.88	B
891-24B	08/20/2024		AW	Triotech	\$14,827.78	B
892-24B	08/20/2024		AW	Vital Records Control	\$95.13	B
893-24B	08/20/2024		AW	KUHLMAN CORP	\$300.99	B
894-24B	08/20/2024		AW	Phil Barone	\$1,800.00	B
895-24B	08/20/2024		AW	Gerken Paving, Inc.	\$229,634.78	B
896-24B	08/20/2024		AW	Gary O. Sommer	\$4,740.00	B
902-24B	08/20/2024		AW	HOLLAND/SPRINGFIELD CHAMBER OF CO	\$1,000.00	B
903-24B	08/20/2024		AW	WS DARLEY	\$4,366.31	B
905-24B	08/20/2024		AW	Sean LaPlante	\$200.00	B
906-24B	08/20/2024		AW	Sal Eidi	\$200.00	B
907-24B	08/20/2024		AW	Mike Shrewberry	\$200.00	B
908-24B	08/20/2024		AW	Chris Curley	\$200.00	B
909-24B	08/20/2024		AW	Principal Life Insurance Company	\$2,088.75	B
910-24B	08/20/2024		AW	OHIO AFSCME CARE PLAN	\$608.00	B
Total Payments:					\$331,704.37	

**Payment Listing**

8/7/2024 to 8/20/2024

Total Conversion Vouchers:	\$0.00
Total Less Conversion Vouchers:	<u>\$331,704.37</u>

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.

Please Sign Here

X *Rachel Meyer*

X *[Signature]*

X *[Signature]*

X \_\_\_\_\_