

Springfield Township Trustees  
Regular Trustees' Meeting  
5:00 p.m. Tuesday, December 3, 2024

The Springfield Township Trustees met in regular session, open to the public, on Tuesday, December 3, 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 presented.** 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 HEARING:**

- **Motion made by Tom Anderson Jr. at 5:02 pm to open a public hearing for Z19-C693 – Accessory Dwelling Unit (ADU) text amendment.** Seconded by Rachel Geiger and the roll call resulted as follows:

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

- Jacob Barnes, Planning Director, 7617 Angola Road was sworn in and explained that the text amendment references accessory dwelling units. This would add a new section in our Section 19 Supplemental Regulations that under certain circumstances these types of accessory dwelling units could be allowed. The Planning Commission and Zoning Commission both recommended approval. The Board asked the audience if there were any comments, and none were made.

- **Motion made by Tom Anderson Jr. at 5:04 pm to close the public hearing for Z19-C693 – Accessory Dwelling Unit (ADU) text amendment.** Seconded by Rachel Geiger and the roll call resulted as follows:

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

- **Question/Comment – Andy Glenn, Chairman** questioned the 25' height restriction. Jacob Barnes explained that the height restriction is the current height regulation for accessory buildings and a resident can request a variance if necessary.
- **Motion made by Tom Anderson Jr. to approve Z19-C693 – Accessory Dwelling Unit (ADU) text amendment.** Seconded Rachel Geiger and the roll call resulted as follows:

Tom Anderson Jr., yes  
Rachel Geiger, yes

Springfield Township Trustees  
Regular Trustees' Meeting  
5:00 p.m. Tuesday, December 3, 2024

Andrew Glenn, yes

**PLANNING REPORT:** Jacob Barnes, Planning Director

- Zoning Board Updates – The Board of Zoning Appeals met on November 26, 2024 and considered the following requests:
  - A conditional use request to allow an existing landscaping contractor to remain at the property located at 8305/8319 Nebraska Avenue. Approved with conditions.
- Planning & Economic Development Report
  - Proposed text amendment addressing residential uses in commercial districts and addressing hotel regulations (see attached).
    - This text amendment would address two issues, residential uses in commercial districts, and our hotel regulation definitions. Jacob Barnes explained that about 15 years ago there was an amendment to allow for residential type uses above the ground floor in our C-1, C-2 and O/R districts due to potential downtown style development. Those type of developments never occurred. The other part of this text amendment is adding/revising our hotel definitions. Due to the ongoing issues with our hotels that are allowing permanent residences, there is a need to have regulations to prohibit this type of activity in these hotels. This text amendment will bring that language into the Zoning Resolutions. This text amendment will also shift the regulatory parts of the hotel definitions (transient versus extended stay) into the supplemental where it should be.
    - Mr. Barnes requested a motion to initiate the proposed text amendment addressing residential uses in commercial districts and addressing hotel regulations and forward to the Lucas County Planning Commission.
    - **Motion made by Tom Anderson Jr. to initiate the proposed text amendment addressing residential uses in commercial districts, and addressing hotel regulations and forward to the Lucas County Planning Commission.** Seconded Rachel Geiger and the roll call resulted as follows:

Tom Anderson Jr., yes  
Rachel Geiger, yes  
Andrew Glenn, yes
  - Attended the annual NW Ohio APA Planning & Zoning Conference and the annual OKI APA State Planning Conference.
  - Grand Opening/Ribbon Cutting for Raising Cane's was held on November 12, 2024 and was a great event.

**ZONING REPORT:** Joshua Hollinger, Zoning Inspector

- Permits
  - 19 permits with one being a zoning verification letter and two new businesses. \$1,420 in fee received.
- Violations
  - Person living in commercial building – ongoing issue in which the individual came and went often. He is obtaining treatment and does not plan to come back.
  - Old Airport – an old boat and car sat on the property for over 20 years. Owner finally removed them and is now working to clean up the rest of the property.
- Meetings
  - Raising Cane's Grand Opening
  - Attended the annual NW Ohio APA Planning & Zoning Conference and the annual OKI APA State Planning Conference.
  - Gunn Rd. Lucas County Review – Lucas County is working with the homeowner on the drainage issues.

Springfield Township Trustees  
Regular Trustees' Meeting  
5:00 p.m. Tuesday, December 3, 2024

- Green Earth – the County is pushing that forward and getting them what they need for their permits

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

- Listing of payments to be made by check from December 4 – December 17, 2024 in the amount of \$44,243.34 presented.
  - **Motion made by Tom Anderson Jr. to approve the listing of payments to be made by check from December 4 – December 17, 2024 in the amount of \$44,243.34 as presented.** Seconded by Rachel Geiger and the roll call resulted as follows:

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

- Electronic payment listing from December 2 – December 9, 2024, in the amount of \$83,985.82.
- Regular Trustees' Meeting Minutes from Tuesday, November 19, 2024 presented for approval.
  - **Motion made by Tom Anderson Jr. to approve the Regular Trustees' Meeting Minutes of Tuesday, November 19, 2024 as amended.** Seconded by Rachel Geiger and the roll call resulted as follows:

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

**PUBLIC ADMINISTRATION:** Mike Hampton, Administrator

Monthly Report reviewed and highlighted the following items:

- Approved Resignation – David Moore
  - **Motion made by Rachel Geiger to approve the resignation of David Moore effective December 13, 2024.** Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

- Police Advisory Board Meeting – held and thanked Bob Amphthor for his service to that board.
- Met with Senator Paula Hicks-Hudson
  - Mental Health Discussion – looking to be the flagship political subdivision, along with the Senator, to drive some type of legislation in the State of Ohio to dedicate dollars to this issue.
  - Grant Opportunities meeting with Senator – pursuing what avenues we have
- Access Management Hearing for Albon Road Property – the two drives do not meet the requirements of the Lucas County Traffic Access Management Plan, therefore had to file an appeal. We are waiting to hear the outcome, however feel positive that the Lucas County Engineers supported the need for the two drives.
- TMACOG
  - Approval of Annual Dues \$9,864
    - **Motion made by Rachel Geiger to approve the TMACOG Annual Dues in the amount of \$9,864.** Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

Springfield Township Trustees  
Regular Trustees' Meeting  
5:00 p.m. Tuesday, December 3, 2024

- Park Property Issue – issue with Midwest Tape resulting from someone discharging a firearm on our property behind Homecoming Park in the wooded area. They were shooting toward the tracks and a bullet pierced the fence and nearly hit one of their employees. Second incident in the past five years, so working on an action plan. One item is posting more signs, second will be to add some trail cams and third will be to bring a resolution to the Trustees regarding hunting and discharging of firearms on all township-owned property. Lastly will be to close off Albon road with gates so people cannot enter the property.
- Approve Ancillary Benefits
  - **Motion made by Tom Anderson Jr. to approve the 2025 Holiday Schedule for the Administration Office/Department of Public Services.** Seconded by Rachel Geiger and the roll call resulted as follows:

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

- **Motion made by Tom Anderson Jr. to approve the 2025 Dumpster Days Schedule.** Seconded by Rachel Geiger and the roll call resulted as follows:

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

- Approval 2025 Trustee Meeting Dates
  - **Motion made by Tom Anderson Jr. to approve the 2025 Trustee Meeting Dates.** Seconded by Rachel Geiger and the roll call resulted as follows:

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

- Approval for Health & Wellness Plans with Guardian for Dental with a two-year plan and Principal for Vision
  - **Motion made by Rachel Geiger to approve the Health & Wellness Plans with Guardian for Dental with a two-year plan and Principal for Vision.** Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

**EXECUTIVE SESSION:**

An Executive Session was requested per ORC 121.22(G)(1): To consider the compensation of a public employee and to invite Administrator Mike Hampton and Fiscal Officer Brenna Koback.

**Motion made by Tom Anderson Jr. to adjourn to Executive Session at 5:31 p.m.**

Seconded by Rachel Geiger and the roll call resulted as follows:

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

**Motion made by Tom Anderson Jr. to reconvene from Executive Session at 6:27 p.m.**

Seconded by Rachel Geiger and the roll call resulted as follows:

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

Springfield Township Trustees  
Regular Trustees' Meeting  
5:00 p.m. Tuesday, December 3, 2024

*Action taken as a result of Executive Session:*

- Motion to authorize Administrator Hampton to enter an employment contract with Tina Helminiak and Andy Hohlbein effective December 16, 2024 as presented.
  - **Motion made by Tom Anderson Jr. to authorize Administrator Hampton to enter an employment contract with Tina Helminiak and Andy Hohlbein effective December 16, 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 to authorize Administrator Hampton to enter an employment contract with Josh Hollinger effective December 16, 2024 with final details to be approved at the Trustee Meeting schedule for December 17, 2024.
  - **Motion made by Tom Anderson Jr. to authorize Administrator Hampton to enter an employment contract with Josh Hollinger effective December 16, 2024 with final details to be approved at the Trustee Meeting schedule for December 17, 2024.** Seconded by Rachel Geiger and the roll call resulted as follows:

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

- Motion to acknowledge that Chief Ziehr and Assistant Chief Sauder have obtained the performance objectives set forth for 2024 and have established performance measures for 2025.
  - **Motion made by Tom Anderson Jr. to acknowledge that Chief Ziehr and Assistant Chief Sauder have obtained the performance objectives set forth for 2024 and have established performance measures for 2025.** Seconded by Rachel Geiger and the roll call resulted as follows:

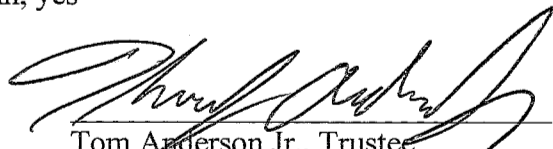
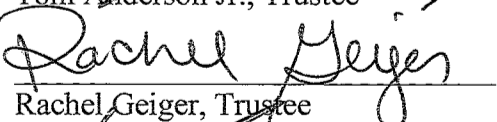
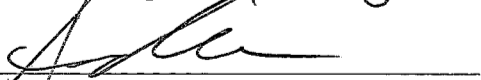
Tom Anderson Jr., yes  
Rachel Geiger, yes  
Andrew Glenn, yes

**ADJOURNMENT:**

**Motion made by Tom Anderson Jr. to adjourn the meeting at 6:28 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

**Payment Listing**

12/3/2024 to 12/17/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
82242	11/20/2024	11/20/2024	AW	Fast Signs	\$114.00 *	V
82242	12/05/2024	12/05/2024	AW	Fast Signs	-\$114.00	V
82279	12/04/2024	12/04/2024	AW	Advance Auto Parts	\$342.52	O
82280	12/04/2024	12/04/2024	AW	Brondes Ford Maumee	\$4,510.16	O
82281	12/04/2024	12/04/2024	AW	Burgess Hearse & Ambulance Sales	\$69.92	O
82282	12/04/2024	12/04/2024	AW	FLEETPRIDE	\$192.98	O
82283	12/04/2024	12/04/2024	AW	FORREST AUTO SUPPLY	\$140.35	O
82284	12/04/2024	12/04/2024	AW	Four County Career Center	\$330.00	O
82285	12/04/2024	12/04/2024	AW	Heidelberg Materials Midwest Agg, Inc.	\$250.93	O
82286	12/04/2024	12/04/2024	AW	LUCAS COUNTY TOWNSHIP ASSOCIATION	\$299.00	O
82287	12/04/2024	12/04/2024	AW	Medline Industries, LP	\$660.72	O
82288	12/04/2024	12/04/2024	AW	Mercy EMS Division	\$747.27	V
82288	12/04/2024	12/04/2024	AW	Mercy EMS Division	-\$747.27	V
82289	12/04/2024	12/04/2024	AW	Principal Life Insurance Company	\$2,040.17	O
82290	12/04/2024	12/04/2024	AW	Reliance Oxygen & Equipment	\$149.79	O
82291	12/04/2024	12/04/2024	AW	Schaeffer Mfg. Co.	\$633.78	O
82292	12/04/2024	12/04/2024	AW	SUPERIOR UNIFORM SALES INC	\$287.59	O
82293	12/04/2024	12/04/2024	AW	Express Services, Inc	\$7,140.00	O
82294	12/04/2024	12/04/2024	AW	Springfield Compost	\$7,500.00	O
82295	12/04/2024	12/04/2024	AW	LUCAS COUNTY TREASURER	\$4,208.12	O
82296	12/04/2024	12/04/2024	AW	Verizon Wireless	\$964.17	O
82297	12/04/2024	12/04/2024	AW	Paramount Dental	\$2,988.68	O
82298	12/04/2024	12/04/2024	AW	OHIO AFSCME CARE PLAN	\$608.00	O
82299	12/04/2024	12/04/2024	SW	Skipped Warrants 82299 to 82299 Series 1	\$0.00	V
82300	12/04/2024	12/04/2024	AW	Capital One Trade Credit	\$747.27	O
82301	12/05/2024	12/05/2024	AW	Gerken Paving, Inc.	\$6,489.19	O
82302	12/05/2024	12/05/2024	AW	LUCAS COUNTY ENGINEER	\$3,690.00	O
Total Payments:					\$44,129.34	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$44,129.34	

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 Seiver  
 X [Signature]  
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