

Springfield Township Trustees
Regular Trustees' Meeting
5:00 p.m. Tuesday, February 4, 2025

The Springfield Township Trustees met in regular session, open to the public, on Tuesday, February 4, 2025, 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

Rachel Geiger 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 Andrew Glenn to approve the agenda as amended with revised payment listing. Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

PUBLIC COMMENT:

N/A

SWEARING IN CEREMONY: Fire Chief, Jon Ziehr

Motion made by Tom Anderson Jr. to approve the hiring of Scott Bockelman, Fire Inspector, on a full-time basis on the Springfield Township Fire Department, effective February 10, 2025 with a pay rate of \$35.84. Seconded by Andrew Glenn and the roll call resulted as follows:

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

Mr. Bockelman sworn in by Chief Ziehr.

SPECIAL PRESENTATION: Lucas County Officials; Lucas County Building Permit Process

- Marc Thompson, contractor from Management Advisory Group working with Lucas County; Matt Heyrman, Lucas County Deputy Administrator and Director of Economic Development; Lucas County Commissioner Lisa Sobbecki; Dave Golis, Lucas County Chief Building Official; Mike Pniewski, Lucas County Engineer; Jason Sisco, Chief Deputy County Engineer
- Conducted meetings to obtain stakeholder information, public and private sectors, from development community members. Three common themes at the meetings:
 - Development is generally more complicated and becoming increasingly complicated all the time due to more rules and regulations at all levels.
 - Fewer people in the business from design professionals, engineers, plan examiners, zoning personnel, electricians, plumbers, and bricklayers.
 - Need to improve the current process
- Lucas County goal is to improve the permit process. Some ideas include:
 - Hired Management Advisory Group to consult
 - Created an Economic Development Department and potential Navigator Position
 - Contract with software development company
 - Training opportunities for design professionals so they are aware of the expectations to avoid numerous reviews
 - Thinking ahead for pending retirements and hiring more staff
 - Looking at AI tools that could help answer simple questions during the process
 - Trained zoning administrators to be able to assist with simple plot plan approvals

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- Online Portal
 - One of the biggest issues currently is that you cannot talk to anyone
 - Can complete reviews during blue beam session in “real time” with all parties, decreasing process from months to weeks
 - Customer given a date for completion of review, which is often three to five weeks, depending on workload
 - Commercial and residential plans are not separated, however residential often do not take the number of reviews as commercial
 - When plans go back for correction, the new submission could require a full review due to changes in other areas that occur with the correction
 - Someone records the date and time of submissions so they can be tracked in the portal as well as payment
 - Connects with GPS system for past submissions to be reviewed
 - If seeing numerous reviews happening, will ask the developer to come in for a meeting
- Information on Process
 - Information sheets on what is needed for certain projects to prepare – explaining the different permits
 - Creation of App – will navigate through the process and what is required depending on site location (e.g. Springfield Township, Monclova Township) and answer questions

PLANNING REPORT: Jacob Barnes, Planning Director

- Public Hearing
 - **Z19-C694** – A text amendment to remove Dwelling Units above the Ground Level in Section 1922 and replace with Transient Hotels/Extended Stay Hotels. This amendment also covers changes to multiple sections to remove dwelling units above the ground floor level. The Plan Commission heard this on January 22, 2025. The Zoning Commission will hear this request on February 11, 2025. You will need to set your Public Hearing for Tuesday, February 18, 2025 at 5:00pm.
 - **Motion made by Tom Anderson Jr. to set the Public Hearing for Z19-C694 on Tuesday, February 18, 2025 at 5:00 pm.** Seconded by Andrew Glenn and the roll call resulted as follows:

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

- Zoning Board Updates – The Board of Zoning Appeals met on January 28, 2025 and considered the following requests:
 - A variance request to allow a non-conforming accessory building to remain on the property located at 7802 Angola Road (new house at back of property).
 - A variance request for setback and square footage for a proposed off-premise sign at 6560 Dorr Street.
 - A variance request for front yard setback for an addition that was constructed on the home at 626 Olyander Road (addition to front of house with no permits filed).
 - A conditional use request to allow for dwelling units above the ground floor for a proposed new building at 6017 Merger Drive.
- Planning & Economic Development Report
 - Jacob Barnes was appointed to the State of Ohio American Planning Association (APA) Board of Trustees. The APA State conference will be held September 24-26 in Toledo.
 - In 2024, the Planning Department provided review and staff recommendations for six zoning change requests and one text amendment was processed.
 - The Planning Department provided reviews and recommendations on seven variance/appeal requests and one conditional use request in 2024.

ZONING REPORT: Joshua Hollinger, Zoning Inspector

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- Permits
 - 15 permits for the month of January; one a new dwelling, two change of use, and a site plan review. \$2,460 in fee received.
- Violations
 - Ongoing – mainly cars parked on the streets too long (cannot be parked on the street for 72 hours or longer)
- Meetings
 - Meeting with County Engineer at Monclova Township
 - TMACOG Stormwater Coalition
 - Meeting with Business Owner and Resident
 - Lucas County Plan Commission
 - TMACOG General Assembly
 - Meeting with Hotel Owners
 - Board of Zoning Appeals
 - OTA Winter Conference
- End of Year Report
 - 292 permits issued in 2024 versus 282 permits in 2023
 - 25 permits for new dwellings in 2024 versus 15 permits in 2023
 - Processed 101 violations in 2024 versus 69 in 2023

FISCAL OFFICER REPORT: Brenna Koback, Fiscal Officer

- Listing of payments to be made by check from February 5 – February 17, 2025 in the amount of \$36,745.30.
 - **Motion made by Andrew Glenn to approve the listing of payments to be made by check from February 5 – February 17, 2025 in the amount of \$36,745.30 as presented.** Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

- Electronic payment listing from January 21 – February 17, 2025, in the amount of \$90,100.83.
- Regular Trustees' Meeting Minutes from Tuesday, January 21, 2025 presented for approval.
 - **Motion made by Andrew Glenn to approve the Regular Trustees' Meeting Minutes of Tuesday, January 21, 2025.** Seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

PUBLIC ADMINISTRATION: Mike Hampton, Administrator

- Report included in packet with the following highlights
 - **Motion made by Tom Anderson Jr. to approve office furniture proposal from Ammons Commercial Interiors for Station in the amount of \$24,029.68.** Seconded by Andrew Glenn and the roll call resulted as follows:

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

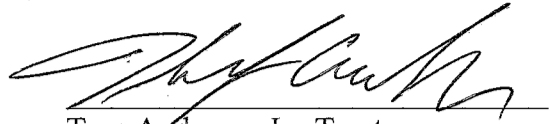
ADJOURNMENT:

Motion made by Tom Anderson Jr. to adjourn the meeting at 6:26 p.m. Seconded by Andrew Glenn and the roll call resulted as follows:

Tom Anderson Jr., yes
Andrew Glenn, yes

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Rachel Geiger, yes

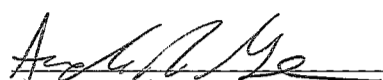


Tom Anderson Jr., Trustee



Brenna Koback, Fiscal Officer

Rachel Geiger, Trustee



Andrew Glenn, Trustee

Revised

Payment Listing

2/5/2025 to 2/17/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
174-25B	02/05/2025		AW	Advance Auto Parts	\$50.63	B
175-25B	02/05/2025		AW	Advance Auto Parts	\$27.16	B
176-25B	02/05/2025		AW	Advance Auto Parts	\$72.93	B
177-25B	02/05/2025		AW	Advance Auto Parts	\$210.09	B
178-25B	02/05/2025		AW	BADBRUSH SIGN AND DESIGN	\$225.00	B
179-25B	02/05/2025		AW	BADBRUSH SIGN AND DESIGN	\$162.00	B
180-25B	02/05/2025		AW	BADBRUSH SIGN AND DESIGN	\$1,342.00	B
181-25B	02/05/2025		AW	Ballas Buick GMC	\$90.44	B
182-25B	02/05/2025		AW	BIG TRUCK AND AUTO	\$628.31	B
183-25B	02/05/2025		AW	Brondes Ford Maumee	\$20.93	B
184-25B	02/05/2025		AW	Brondes Ford Maumee	\$12.68	B
185-25B	02/05/2025		AW	Brondes Ford Maumee	\$182.00	B
186-25B	02/05/2025		AW	Brondes Ford Maumee	\$94.20	B
187-25B	02/05/2025		AW	Brondes Ford Maumee	\$170.55	B
188-25B	02/05/2025		AW	Brondes Ford Maumee	\$12.68	B
189-25B	02/05/2025		AW	CERTIFIED POWER INC	\$330.29	B
190-25B	02/05/2025		AW	FIRE SAFETY SERVICES INC	\$1,531.00	B
191-25B	02/05/2025		AW	FLEETPRIDE	\$429.00	B
192-25B	02/05/2025		AW	FLEETPRIDE	\$66.14	B
193-25B	02/05/2025		AW	FLEETPRIDE	\$26.48	B
194-25B	02/05/2025		AW	FORREST AUTO SUPPLY	\$102.32	B
195-25B	02/05/2025		AW	FORREST AUTO SUPPLY	\$35.99	B
196-25B	02/05/2025		AW	FORREST AUTO SUPPLY	\$270.51	B
197-25B	02/05/2025		AW	FORREST AUTO SUPPLY	\$51.16	B
198-25B	02/05/2025		AW	FORREST AUTO SUPPLY	\$49.25	B
199-25B	02/05/2025		AW	FORREST AUTO SUPPLY	\$60.95	B
200-25B	02/05/2025		AW	GRAINGER, INC.	\$16.62	B
201-25B	02/05/2025		AW	Hose Sales Direct	\$111.56	B
202-25B	02/05/2025		AW	Jam Best-One	\$417.98	B
203-25B	02/05/2025		AW	Jam Best-One	\$469.99	B
204-25B	02/05/2025		AW	Jam Best-One	\$991.92	B
205-25B	02/05/2025		AW	KALIDA TRUCK EQUIPMENT	\$1,255.02	B
206-25B	02/05/2025		AW	Kimball Midwest	\$39.51	B
207-25B	02/05/2025		AW	Kimball Midwest	\$359.42	B
208-25B	02/05/2025		AW	Kimball Midwest	\$145.23	B
209-25B	02/05/2025		AW	Kimball Midwest	\$1,298.00	B
210-25B	02/05/2025		AW	Leaf	\$669.00	B
211-25B	02/05/2025		AW	LUCAS COUNTY ENGINEER	\$24.00	B
212-25B	02/05/2025		AW	ODP Business Solutions, LLC	\$27.39	B
213-25B	02/05/2025		AW	ODP Business Solutions, LLC	\$23.99	B
214-25B	02/05/2025		AW	ODP Business Solutions, LLC	\$26.89	B
215-25B	02/05/2025		AW	ODP Business Solutions, LLC	\$26.03	B
216-25B	02/05/2025		AW	ODP Business Solutions, LLC	\$55.59	B
217-25B	02/05/2025		AW	ODP Business Solutions, LLC	\$55.59	B
218-25B	02/05/2025		AW	ODP Business Solutions, LLC	\$122.02	B
219-25B	02/05/2025		AW	OBM	\$220.94	B

Payment Listing

2/5/2025 to 2/17/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
220-25B	02/05/2025		AW	Ohio CAT	\$3.46	B
221-25B	02/05/2025		AW	Reliance Oxygen & Equipment	\$105.27	B
222-25B	02/05/2025		AW	Reliance Oxygen & Equipment	\$222.89	B
223-25B	02/05/2025		AW	SHERWIN-WILLIAMS	\$33.30	B
224-25B	02/05/2025		AW	SHERWIN-WILLIAMS	\$290.02	B
225-25B	02/05/2025		AW	STERICYCLE	\$271.58	B
226-25B	02/05/2025		AW	Stryker Sales, LLC	\$289.54	B
227-25B	02/05/2025		AW	Stryker Sales, LLC	\$279.55	B
228-25B	02/05/2025		AW	Triotech	\$549.00	B
229-25B	02/05/2025		AW	Verizon Wireless	\$196.15	B
230-25B	02/05/2025		AW	WELCH PUBLISHING	\$59.06	B
231-25B	02/05/2025		AW	SHERWIN-WILLIAMS	\$60.58	B
232-25B	02/05/2025		AW	SHERWIN-WILLIAMS	\$37.56	B
233-25B	02/05/2025		AW	Yark Automtive Group	\$111.27	B
234-25B	02/05/2025		AW	QUALITY OVERHEAD DOOR	\$255.00	B
235-25B	02/05/2025		AW	Verizon Wireless	\$60.18	B
239-25B	02/05/2025		AW	Capital One Trade Credit	\$2,469.68	B
240-25B	02/05/2025		AW	LUCAS COUNTY SOIL AND WATER CONSE	\$1,400.00	B
246-25B	02/05/2025		AW	FORREST AUTO SUPPLY	\$123.62	B
247-25B	02/05/2025		AW	Eastman & Smith LTD.	\$4,544.00	B
248-25B	02/05/2025		AW	Eastman & Smith LTD.	\$3,669.50	B
249-25B	02/05/2025		AW	John Deere Financial	\$8,838.97	B
250-25B	02/05/2025		AW	HOME DEPOT	\$263.74	B
Total Payments:					\$36,745.30	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$36,745.30	

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 Reiser
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Revised Electronic

SPRINGFIELD TOWNSHIP, LUCAS COUNTY

2/4/2025 1:52:45 PM

Payment Listing

UAN v2025.1

1/21/2025 to 2/17/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
236-25B	02/10/2025		CH	TOLEDO EDISON COMPANY	\$4,319.22	B
237-25B	02/13/2025		CH	DEPARTMENT OF PUBLIC UTILITIES	\$700.90	B
238-25B	02/15/2025		CH	Signature Bank, NA	\$778.53	B
241-25B	01/21/2025		CH	Buckeye Broadband	\$289.64	B
242-25B	01/21/2025		CH	Buckeye Broadband	\$479.85	B
243-25B	01/22/2025		CH	COLUMBIA GAS	\$2,986.07	B
244-25B	01/29/2025		CH	OHIO GAS COMPANY	\$957.28	B
251-25B	02/05/2025		CH	Paramount Health Care	\$79,589.34	B
Total Payments:					\$90,100.83	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$90,100.83	

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

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Please Sign Here

X Rachel Meyer
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