

Springfield Township Trustees  
Special Trustee Meeting  
6:00 pm Wednesday, December 17, 2025

The Springfield Township Trustees met in special session, open to the public, on Wednesday, December 17, 2025 at 6:00 pm 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 6:00 pm. 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 presented.** Motion seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

**PUBLIC COMMENTS:**

No public comment

**PUBLIC ADMINISTRATION:** Mike Hampton, Administrator

Requesting approval for Resolution 25-035 – Policy to Establish a Notice of Approval Requirement for All Purchases Over Spending Authority Threshold.

- **Motion made by Tom Anderson Jr. to approve Resolution 25-035 – Policy to Establish a Notice of Approval Requirement for All Purchases Over Spending Authority Threshold.** Motion seconded by Andrew Glenn and the roll call resulted as follows:

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

Requesting approval for Resolution 25-036 – Payment Redirect, Business Email Comprise (BEC) Policy.

- **Motion made by Andrew Glenn to approve Resolution 25-036 – Payment Redirect, Business Email Comprise (BEC) Policy.** Motion seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

**EXECUTIVE SESSION:**

Executive Session was requested per ORC 121.22 (G)(1) To consider the employment of a public employee and per ORC 121.22 (G)(4) Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment and to invite Administrator Mike Hampton, Fiscal Officer Brenna Koback, Law Director Kevin Devaney, and Fire Chief Jonathan Ziehr.

**Motion made by Andrew Glenn to adjourn to Executive Session at 6:12 pm.** Motion seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

**Motion made by Tom Anderson Jr. to reconvene from Executive Session at 7:20 pm.** Motion seconded by Andrew Glenn and the roll call resulted as follows:

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

***Action taken as a result of Executive Session:***

Requesting motion to authorize a one-time 27th payroll for salaried employees in calendar year 2025. This payment shall not adjust or modify any employee's annual salary as previously set by employment agreement and shall be treated as additional compensation for 2025 only. The Fiscal Officer is authorized to process and appropriate funds for this purpose.

- **Motion made by Andrew Glenn to authorize a one-time 27th payroll for salaried employees in calendar year 2025. This payment shall not adjust or modify any employee's annual salary as previously set by employment agreement and shall be treated as additional compensation for 2025 only. The Fiscal Officer is authorized to process and appropriate funds for this purpose.** Motion seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

Requesting motion to approve the employment of two new public service employees. Cameron Clay at a rate of \$25 per hour and Kristian Kozina at a rate of \$21 per hour both to be effective January 12, 2026.

- **Motion made by Andrew Glenn to approve the employment of two new public service employees. Cameron Clay at a rate of \$25 per hour and Kristian Kozina at a rate of \$21 per hour both to be effective January 12, 2026.** Motion seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

Requesting motion to approve for a 2% rate increase for Holly Hazard with a review in 6 months at her one-year anniversary date. This rate increase will be effective with the first full pay period of 2026.

- **Motion made by Andrew Glenn to approve a 2% rate increase for Holly Hazard with a review in 6 months at her one-year anniversary date. This rate increase will be effective with the first full pay period of 2026.** Motion seconded by Tom Anderson Jr. and the roll call resulted as follows:

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

Requesting motion to approve a 3% rate increase for all other noncontractual employees to be effective with the first full pay period of 2026.

- **Motion made by Tom Anderson Jr. to approve a 3% rate increase for all other noncontractual employees to be effective with the first full pay period of 2026.** Motion seconded by Andrew Glenn and the roll call resulted as follows:

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

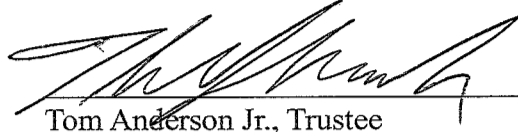
**ADJOURNMENT:**

**Motion made by Tom Anderson Jr. to adjourn the meeting at 7:22 pm.** Motion seconded by Andrew Glenn and the roll call resulted as follows:

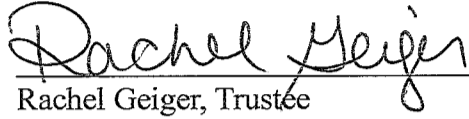
Tom Anderson Jr., yes  
Andrew Glenn, yes

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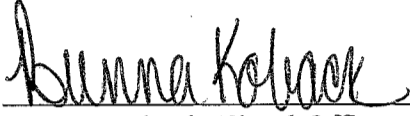
Rachel Geiger, yes



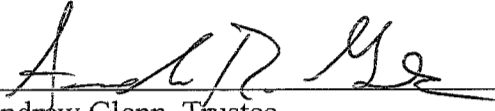
Tom Anderson Jr., Trustee



Rachel Geiger, Trustee



Brenna Koback, Fiscal Officer



Andrew Glenn, Trustee