

# RECORD OF PROCEEDINGS

Minutes of

BARRETT BROTHERS - DAYTON, OHIO

**SPRINGFIELD TOWNSHIP TRUSTEES**

Meeting

Form 6101

Held

**DECEMBER 13, 2016**

The meeting was called to order by the President with the Pledge of Allegiance.

Those present were as follows:

James Scoby

John Roeder

Timothy Foley

Barbara Fletcher

R. Dean Wells

Michael Hively

**Motion Mr. Foley, Second Dr. Wells to approve the minutes of the November 29, 2016 Springfield Township Trustees Meeting.**

Mr. Foley Yes, Dr. Wells Yes, Mr. Scoby Yes.

## DEPARTMENTAL REPORTS

### **Alex Turner- Road Department**

Not Present.

### **John Roeder- Fire & EMS Departments**

Informed the Trustees that the Rockway pancake breakfast had a record attendance. The proceeds of \$1,000.00 will assist three families that are in need for Christmas. The families' names were submitted by the three Clark Shawnee elementary schools.

The new Medic has not gone into production. Chief Fairbanks is still addressing several issues before the production begins.

At the Planning Meeting he requested that the purchase new air packs for the Department. Did the Trustees have a Resolution?

**Mr. Hively-**There was Motion to pursue obtaining estimates for the purchase. He will be reviewing the lease option, then present a Resolution to the Trustees either the first or second meeting of January.

**Chief Roeder-** Stated after review they will only need to purchase forty (40) packs not the forty-five (45) that had originally been requested and they have the pricing.

**Mr. Foley-** Inquired if January was too late or if he needed a resolution tonight for the changes?

**Mr. Hively-** He still needs to review the lease option; Chief Nangle has the estimates from Warren Fire and they are fine with the estimates. Probably would not take them until March.

### **Zoning-**

No Report

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## Michael Hively-Fiscal Officer

He stated that he forgot to bring up an issue at the November 19<sup>th</sup> planning meeting to see if they wanted to discuss the fact that they pay the Board of Zoning Appeals Board members a total of \$300.00 per meeting and only collect \$225.00. The Zoning Board fee barely covers the expense per their meeting. This is an area that the Trustees might want to review and decide if they want to raise the fee or lower the pay to members. It does not seem prudent that they spend more than they collect. Asked if the Trustees had any questions. There were no questions from the Trustees.

Provided the Trustees with a year to date Revenue Summary report that provides the year to date revenues that have been collected. Each fund is mostly on target. Road Department non-voted levy is below but they had anticipated selling the tub grinder and that did not happen. The Fire Department also is below due to not selling a fire truck this year and these revenues have been adjusted downward. There is a resolution for their approval to submit to the Clark County Auditor for a request for an Amended Certificate.

Asked if the Trustees had any questions. There were no questions from the Trustees.

**Motion Dr. Wells, Second Mr. Foley** that the Trustees were in receipt of the Appropriation Status, Revenue Summary, and Fund Status Report.

Dr. Wells Yes, Mr. Foley Yes, Mr. Scoby Yes.

## OLD BUSINESS

None

## NEW BUSINESS

None

## RESOLUTIONS

**Motion Mr. Foley, Second Dr. Wells** to approve Resolution #2016-133.

To approve Paycor electronic payments for payroll services, and Warrants #56619 through #56674 in the amount of \$100,677.41.

Mr. Foley Yes, Dr. Wells Yes, Mr. Scoby Yes.

**Motion Dr. Wells, Second Mr. Foley** to approve Resolution #2016-134.

To approve the change of positions for the Springfield Township Trustees for 2017 as follows: Timothy Foley, President; R. Dean Wells, Vice-President; James Scoby, Trustee.

Dr. Wells Yes, Mr. Foley Yes, Mr. Scoby Yes.

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**Motion Mr. Foley, Second Dr. Wells** to approve Resolution #2016-135.  
To approve the Springfield Township Trustees Meetings to be held each month on the second and fourth Tuesday beginning at 6:30PM for 2017.  
Mr. Foley Yes, Dr. Wells Yes, Mr. Scoby Yes.

**Motion Dr. Wells, Second Mr. Foley** to approve Resolution #2016-136.  
To approve the closing of the Township Office and Road Department to observe the following Holiday Schedule for 2017.

New Year's Day	Monday, January 2 <sup>nd</sup>
Martin Luther King Day	Monday, January 16 <sup>th</sup>
Presidents' Day	Monday, February 20 <sup>th</sup>
Memorial Day	Monday, May 29 <sup>th</sup>
Independence Day	Tuesday, July 4 <sup>th</sup>
Labor Day	Monday, September 4 <sup>th</sup>
Veteran's Day	Friday, November 10 <sup>th</sup>
Thanksgiving Day	Thursday, November 24
Columbus Day-Observed on	Friday, November 25
Christmas Day	Monday, December 25

Dr. Wells Yes, Mr. Foley Yes, Mr. Scoby Yes.

**Motion Dr. Wells, Second Mr. Foley** to approve Resolution #2016-137.  
To approve an end of year bonus for the 2016 of \$100.00 for each full time employee of the Springfield Township Road Department, and the Office Manager.  
Dr. Wells Yes, Mr. Foley Yes, Mr. Scoby Yes.

**Motion Mr. Foley, Second Dr. Wells** to approve Resolution #2016-137.  
To approve the attached supplemental fund budget request submitted to the Clark County Auditor.  
Mr. Foley Yes, Dr. Wells Yes, Mr. Scoby Yes.

**Motion Dr. Wells, Second Mr. Foley** to approve Resolution #2016-138.  
To approve the temporary Appropriations carry over for 2017 to enable the Fiscal Officer to pay expenses.  
Dr. Wells Yes, Mr. Foley Yes, Mr. Scoby Yes.

**Motion Mr. Foley, Second Dr. Wells** to approve Resolution #2016-140.  
To approve the attached 2017 Dispatching Agreement with the Sheriff of Clark County, Ohio.  
Mr. Foley Yes, Dr. Wells Yes, Mr. Scoby Yes.

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**Motion Mr. Foley, Second Dr. Wells to approve Resolution #2016-141.**  
To approve the renewal agreement for an additional five years beginning January 1, 2017 and ending December 31, 2021 between the Springfield Township Trustees and the Greater Springfield Convention and Visitors Bureau.  
Mr. Foley Yes, Dr. Wells Yes, Mr. Scoby Yes.

**Motion Dr. Wells, Second Mr. Foley to approve Resolution #2016-142.**  
To approve and adopt the Springfield Township Personnel Policy and Procedural Manual dated November 2016, with an effective date of January 1, 2017.  
**Dr. Wells-**Requested that Mr. Hively give him a review of the significant policy changes.  
**Mr. Hively-** Stated that there were changes for politically correct wording, drug policy, and some corrections to medical leave to comply with the law. All changes were cleared through HR at PayCor.  
Dr. Wells Yes, Mr. Foley Yes, Mr. Scoby Yes.

**Motion Mr. Foley, Second Dr. Wells to approve Resolution #2016-143.**  
To approve hiring Matthew Roush as a Road Department seasonal part-time employee at an hourly rate of \$14.00 per hour.  
Mr. Foley Yes, Dr. Wells Yes, Mr. Scoby Yes.

**Motion Mr. Foley, Second Dr. Wells to approve Resolution #2016-144.**  
To approve a planning session for Trustees and Department Heads to be held in the months of May and November 2017. The planning session will be during one of the scheduled Trustees meetings, the date to be determined by the Trustees.  
**Dr. Wells-** Stated he thought it was very productive meeting.  
**Mr. Scoby-** Thought it was important in November to prepare for the coming year.  
Mr. Foley Yes, Dr. Wells Yes, Mr. Scoby Yes.

**RECOGNITION OF SPECIAL GUESTS**

None

**OPEN TO THE PUBLIC**

None

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**CLOSING REMARKS BY TRUSTEES & FISCAL OFFICER**

**Mr. Foley-** Wished everyone as safe and happy holiday.

**Mr. Scoby-** Wished everyone a safe and happy holiday.

**Mr. Hively-** None

**Dr. Wells-** Expressed how much he enjoyed the pancake breakfast, and all the young people who participated.

**Mr. Scoby-** Stated his desire to have more Township events for the residents.

**NEXT MEETING**

January 10, 2017 beginning at 6:30PM. The December 27, 2016 Trustees Meeting has been cancelled, and will not be re-scheduled.

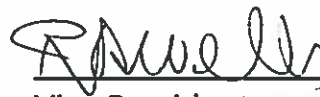
**MOTION TO ADJOURN**

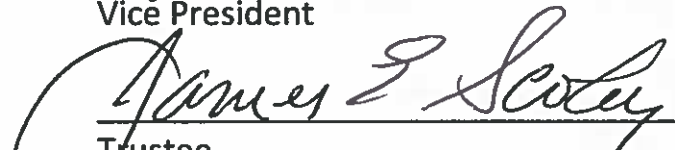
**Motion Dr. Wells, Second Mr. Foley** to adjourn the December 13, 2016 Springfield Township Trustees Meeting.

Dr. Wells Yes, Mr. Foley Yes, Mr. Scoby Yes.

**RESPECTFULLY SUBMITTED:**

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Vice President

  
\_\_\_\_\_  
Trustee

  
\_\_\_\_\_  
Fiscal Officer

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