

RECORD OF PROCEEDINGS

Minutes of _____

Meeting _____

BARRETT BROTHERS - DAYTON, OHIO

Form 8101

Held _____

Springfield Township Trustees

Date December 12, 2017

Regular Meeting

Meeting called to order by Tim Foley, Board President Beginning 6:30 PM with the Pledge of Allegiance to the Flag

Board Members Roll Call

Trustee Tm Foley	Present
Trustee Jim Scoby	Present
Trustee Dr. R. Dean Wells	Present
Fiscal Officer Michael Hively	Present

Employee / Visitors in Attendance

Tom Hale, Community Development

Visitor David Noble

APPROVAL OF PREVIOUS MINUTES Regular Session Dated

Motion to approve by Dr. Wells

Second by Mr. Scoby

Discussion None

Roll Call

Mr. Foley Yes	Jim Scoby Yes	Dr. Wells Yes
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Departmental Reports

Road Department Alex Turner

No Report. Not present due to Department treating snow covered roads

Fire / EMS Chief Dave Nangle

Stated they were interviewing potential new hires but would not be taking action until 2018. Reported that the department has completed the safety inspections at all the Clark Shawnee Schools. Reid and Possum are under a re-inspection because of their fire alarm system. He reported

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that Captain Shaw informed the issue should be resolved by Christmas break.

Reported that Mike Combs, dispatch officer, with the Sheriff's Department stated the Township's non-emergency phone number received no calls in 2017 and he would like the Township to disconnect the service to allow them to open up a secondary line.

Mr. Hively requested the Chief to ask Mr. Combs for an email requesting the Township to disconnect the service.

Mr. Foley asked the other Trustees if they agreed to cancel the service. Mr. Scoby and Dr. Wells agreed.

Mr. Hively stated a resolution will be prepared for a future meeting so the Trustees could vote on the issue.

Chief Nangle stated that the Rockway fire house personnel held their annual pancake breakfast on December 9th and it was well attended.

He also requested that the Trustees consider promoting Lt. James Allen to Deputy Chief.

Mr. Foley made a motion to promote James Allen to Deputy Chief position, Mr. Scoby seconded the motion.

Roll Call

Mr. Foley Yes

Mr. Scoby Yes

Dr. Wells Yes

Cemetery Vicki Gundolf

Ms. Gundolf stated that for 2017 there were 32 burials, sold 26 graves, and already have three foundation orders for 2018. In 2018 she will be comparing pricing with other Cemetery to see if we are competitive on what we charge for grave purchases and opening and closing of a grave.

Also want to address height restriction of monuments at other Cemeteries. There is a monument at Vale that is massively tall which creates issues with operating equipment for ground maintenance and opening graves.

In 2018 there are some landscaping issues that need address. There are bushes to be replaced and a few trees to be cut down.

Stated she is seeking cost estimate to build a pole barn to replace the deteriorating equipment garage with a three-sided shelter attached to keep dirt and gravel used for the grave dry.

Mr. Foley asked if the rotted posts had been replaced.

Ms. Gundolf stated they had been replaced.

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Zoning

No report

Fiscal Officer Mike Hively

Passed out financial reports.

Mr. Scoby made a motion for receipt of the appropriation report, fund status report, and revenue summary report,

Second by Dr. Wells

Roll call

Mr. Foley Yes

Mr. Scoby Yes

Dr. Wells Yes

Old Business

None

New Business

Discussed 2018 meeting date and times. Recommended meeting held the second and fourth Tuesdays of the month beginning at 6:00 PM.

Recommended no meeting on July 24, 2018 and December 25, 2018

Resolutions

Resolution: 2017- 145

BE IT FURTHER RESOLVED by the Township Trustees to approve the temporary appropriations carry over for 2018 to enable the Fiscal Officer to pay expenses

Motion to approve by Mr. Scoby

Second by Dr. Wells

Discussion None

Roll Call

Mr. Foley Yes

Jim Scoby Yes

Dr. Wells Yes

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Resolution: 2017- 146

BE IT FURTHER RESOLVED by the Township Trustees to approve closing the Township Office and Road Department to observe the following holidays:

- New Year Day Monday January 1st
- Martin Luther King Day Monday January 15th
- President's Day Monday February 19th
- Memorial Day Monday May 28th
- Independence Day Wednesday July 4th
- Labor Day Monday September 3rd
- Veteran's Day Monday November 12th
- Thanksgiving Thursday November 22nd
- Columbus Day Observed Friday November 23rd
- Christmas Day Tuesday December 25th

Motion to approve by Dr. Wells

Second by Mr. Scoby

Discussion None

Roll Call

Mr. Foley Yes Jim Scoby Yes Dr. Wells Yes

147

Date: Dec 12, 2017

BE IT FURTHER RESOLVED by the Township Trustees to approve the Springfield Township Trustees 2018 meetings to be held on the second and fourth Tuesday of the month beginning at 6:00 PM. There will not be a Trustees meeting on Tuesday July 24th and on Tuesday December 25th.

Motion to approve by Mr. Scoby

Second by Dr. Wells

Discussion None

Roll Call

Mr. Foley Yes Jim Scoby Yes Dr. Wells Yes

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Resolution: 2017- 148

BE IT FURTHER RESOLVED by the Township Trustees to approve the following Board of Trustees position changes:

James Scoby Board President

Timothy Foley Board Vice President

John Roeder Trustee

Motion to approve by Mr. Scoby

Second by Dr. Wells

Discussion None

Roll Call

Mr. Foley Yes Jim Scoby Yes Dr. Wells Yes

Resolution: 2017- 149

BE IT FURTHER RESOLVED by the Township Trustees to accept seasonal Road Department employee Trevor Hagie's resignation effective December 2, 2018

Motion to approve by Dr. Wells

Second by Mr. Scoby

Discussion None

Roll Call

Mr. Foley Yes Jim Scoby Yes Dr. Wells Yes

Resolution: 2017- 150

BE IT FURTHER RESOLVED by the Township Trustees to approve ending seasonal employment for Michael Williams effective Dec 2, 2017 and Matt Loppe effective Dec 9, 2017

Motion to approve by Mr. Scoby

Second by Dr. Wells

Discussion None

Roll Call

Mr. Foley Yes Jim Scoby Yes Dr. Wells Yes

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Resolution: 2017- 151

BE IT FURTHER RESOLVED by the Township Trustees to promote James Allen to Deputy Fire Chief effective Dec 12, 2017 at an annual pay rate of \$9,000.00 paid in four equal quarterly payments effective for pay period begin date of December 10th

Motion to approve by Dr. Wells

Second by Mr. Scoby

Discussion None

Roll Call

Mr. Foley Yes

Jim Scoby Yes

Dr. Wells Yes

Resolution: 2017- 152

BE IT FURTHER RESOLVED by the Township Trustees to sign the attached HRA Medical Claims Administration Agreement between Springfield Township Trustees and Waypoint Benefit Solutions, LLC.

Motion to approve by Mr. Scoby

Second by Dr. Wells

Discussion None

Roll Call

Mr. Foley Yes

Jim Scoby Yes

Dr. Wells Yes

Resolution: 2017- 153

BE IT FURTHER RESOLVED by the Township Trustees to authorize removing R. Dean Wells as an authorized signor for the Springfield Township's depository accounts effective December 31, 2017.

Motion to approve by Mr. Scoby

Second by Dr. Wells

Discussion None

Roll Call

Mr. Foley Yes

Jim Scoby Yes

Dr. Wells Yes

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BARRETT BROTHERS - DAYTON, OHIO

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Resolution: 2017- 154

BE IT FURTHER RESOLVED by the Township Trustees to authorize adding John Roeder as an authorized signor for the Springfield Township’s depository accounts effective January 1, 2018.

Motion to approve by Dr. Wells

Second by Mr. Scoby

Discussion None

Roll Call

Mr. Foley Yes

Jim Scoby Yes

Dr. Wells Yes

Recognition of Special Guests

None Present

Open to the Public

No Comments

Closing Remarks by Trustees and Fiscal Officer

Dr. Wells read the following statement:

“During the last eight years it has been my privilege to serve as Trustee of Springfield Township and at the same time to learn much about our system of government.

What an education it has been. Prior to 2009, I thought that I was pretty well rounded and an informed citizen. How wrong I was and how little I knew.

That being said, during these last two terms in office, I am pleased that several things have been accomplished or at least put into motion to produce positive results such as:

1. Favorable state audits with no major problems
2. Policies that demonstrate good fiscal responsibility
3. Employee performance reviews
4. Continuation and expansion of our road crew services
5. Fire and EMS equipment up grades
6. Third party reimbursement for EMT services rendered
7. Last but not least the opening of the Tuttle Road Fire Station.

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Like all other things in life there have been some ups and downs during the last eight years. Nevertheless, I will exit with no regrets and firmly believe that our Township is on firm ground guided by solid leadership.

May all enjoy this Christmas season and may 2018 be a banner year."

Dean Wells

Next Meeting December 16, 2018 beginning at 9:00 AM

Motion to adjourn by Dr. Wells Second by Mr. Scoby

Discussion None

Roll Call


Mr. Foley Yes

Jim Scoby Yes

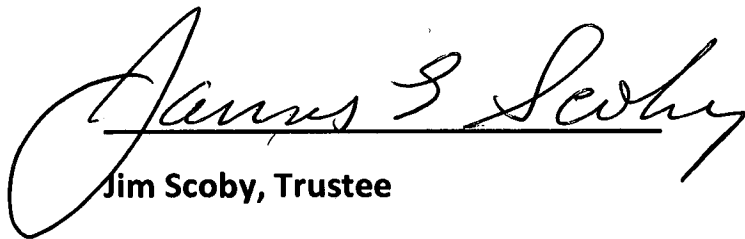
Dr. Wells Yes

Meeting Adjourned

Board Certified

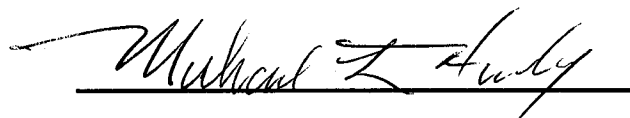


Tim Foley, Trustee



Jim Scoby, Trustee

Dr. R. Dean Wells, Trustee



Michael Hively, Fiscal Officer

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Springfield Township Trustees

Date December 16, 2017

Regular / Organizational Meeting

Meeting called to order by Tim Foley, Board President Beginning 9:00 AM with the Pledge of Allegiance

Board Members Roll Call

Trustee Tm Foley	Present
Trustee Jim Scoby	Present
Trustee Dr. R. Dean Wells	Present
Fiscal Officer Michael Hively	Present

Employee / Visitors in Attendance

John Roeder, Chief Dave Nangle, Deputy Chief Jamie Allen, Alex Turner

Departmental Reports, Operational Plans and Budget Requests

Fiscal Officer Michael Hively

Reported Alex submitted a new estimate for truck repair and the new estimate is \$7,842.00 which is higher than what was approved by motion in a previous meeting. He recommends doing a motion to allow Alex to proceed with the repair. A resolution for payment can be submitted in January 2018.

Mr. Foley made a motion to allow Alex to proceed with the truck repairs.

Second by Mr. Scoby

Roll call

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

Mr. Hively continued and reviewed the OTARMA Risk Management Assessment report. The report recommends the following:

- Document Road and Sign Inspections at least monthly. Road Superintendent stated that this is being done.
- Consistently Document Citizen Complaints, Liability Issues and Corrective Action

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- Perform a Documented Public Building Inspection
- Ensure all Fire Department Personnel have current HAZMAT Certification. Chief Nangle stated the department is in compliance.

Mr. Hively then reviewed the departments Revenue Status reports. The General Fund actual revenue for 2017 is \$4,455 under budget.

The Road Department's Motor Vehicle License and Gas Tax actual revenue is over budget, the voted levy revenue is over budget only because of revenue from the sale of fix assets.

The actual revenue for the Fire voted operational levy and their Equipment levy is under budget by \$5,000.00

The revenue for the EMS 2 mill levy is under budget by \$1,668.00. The .4 Mill fund is over revenue budget by \$7,709.00, the .5 mill equipment fund revenue is under budget by \$8,439.00, and the .5 mill equipment levy is over budget by \$14,282.00.

For the voted levy's revenue is directly dependent upon property tax collection. The revenue budget is required to be input by the tax revenue estimate set by the Clark County Auditor. At year end the Fiscal Officer must submit a request to adjust the property tax revenue to the actual collections.

Road Department Alex Turner

Presented his budget request for 2018. He plans on continuing the crack seal program at a cost of approximately \$30,000.00, which is slightly over the 2017 cost.

The road resurfacing and striping program will cost \$140,000.00. The Durapatch program he is trying to decrease the use which will decrease cost to about \$12,000.00.

He plans on spending \$15,000.00 on culvert replacements.

Mr., Foley asked what he is using to replace the Durapatch?

Alex stated that better road maintenance has decreased the necessity to use the Durapatch process. Chip sealing roads does seal the roads and prevents water from penetrating cracks which causes road deterioration. Also, they will be grinding bad spots and fill with asphalt.

Mr. Foley asked if they had the milling capabilities.

Alex answered yes, their skid steer has the capability.

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Also stated Dr. Wells came to a staff meeting and the current water Jetting trailer was discussed and the staff feels is not adequate to do the job needed and they would like to see a replacement purchased. He is looking for a used Jetting Truck with a cost range of \$30,000.00 to \$50,000.00.

Mr. Roeder stated to drive a Jetting truck would require a HAZMAT license and the dumping of what is collected is regulated.

Mr. Turner stated he was not aware of that but he did have his HAZMAT license.

He also stated he plans on applying for an OPWC grant for 2019 projects.

Fire / EMS Dave Nangle

MARCS Radio System - we would like to go full MARCS capable for Springfield Township FD in the year 2018. This will eliminate all VHF equipment in house and on all equipment. We are currently using both VHF and MARCS by patching together both systems to one causing confusion and extreme safety issues. This move to MARCS will require us to redo the alert system in both Station 1 and Station 2 and purchase pagers for members. We have an invoice that shows the monetary needs to accomplish this and would like to have input on how we should proceed. The estimated cost to implement is \$57,000.00.

Mr. Foley asked would the county wide 911 impact going to the MARCS system?

Chief Nangle stated no because the Sheriff's Department, other Fire Departments and the State Patrol are all on the MARCS system.

Mr. Foley asked if there would be \$57,000.00 available in the fire and EMS budget?

Mr. Hively stated they have the SCBA payment of \$67,000.00 to make out of their equipment fund and they should have funds available but I will have to wait to give a definite answer in January after I calculate debt allocations to the fire equipment fund for 2018.

Turnout Gear – We would like to purchase 10 sets for gear in this upcoming year. I believe we can purchase these sets at two different times of the year which allows us to space out spending. The second purchase of the year would allow us to review our needs at that time and make a decision if the purchase is necessary. We are currently in the process of reviewing our roster and removing inactive members that may reduce the gear purchase needs somewhat. Cost for a complete set of gear costs \$3,600.00.

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- Fire Hose – we would also like to explore the pricing on 1 ½ and 2-inch hand line. We have not purchased hose in several years and post fire situations have been very difficult to manage.
- Thermal Imager – we had an insurance claim on a unit that was lost on a fire in 2017. The unit that was lost was eventually located. We would need to have the battery replaced and purchase an onboard charger to get this unit back in service. We would also like to explore pricing on purchasing new units to replace the remaining aging Bullard imagers. This would give us three units in the Township.
- Rescue Struts – we currently have no struts in service in the Township and would like to explore pricing on (2) sets. These struts system are very versatile on vehicle crashes mainly involving rollover situations. They also have many other uses including shoring up weakened structures or stabilizing many other situations.

EMS

- AED – would like to look at purchasing (3) units to replace the current aging equipment. The current units we have were refurbished units when we purchased them originally. The cost for the original units was around \$600.00 just to replace the batteries in these units is approximately \$500.00. The cost of a new AED is approximately \$1,000.00 per unit. They also do not meet the current AHA standards for cardiac resuscitation. These units would be carried on the three first out fire apparatus in the event no medic was available on the scenes they were assigned to. These units could be the difference between life or death in the absence of a medic unit and its capabilities.
- Sensit 4-Gas Monitor – would like to explore the cost of (2) units one for each staffed Medic unit. The medic units are typically on scene long before the Fire crews and would be a very useful tool on the “Smells and Bells” calls until the fire apparatus arrive.

Trustees

Mr. Foley stated he had several questions for Chief Nangle. His first question is the public is under the impression that the Township Schedules Medics 24hr 7 days a week at Beaty and Garden Acres and unfortunately it is not happening all the time. What is being done to correct the situation?

Chief Nangle stated he is meeting with Chief Heaton and the other officer to discuss how to enhance the scheduling. We need to decide if we can staff 24/7 or maybe schedule fewer days and build the staff up to ensure 24/7 staffing. The first step is to have an understanding with the Medics that they are hired to perform a job for the Township.

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— **Mr. Foley's** second question was when he met with the insurance carrier about ways to reduce cost and one way is to reduce equipment, reduce coverage, or increase the deductible. Asked if there is equipment that can be eliminated?

Chief Nangle stated discussions concerning equipment is being conducted and they are in the process of moving equip around. There is less need for our Tanker Trucks because of the hydrant system, therefore, it is feasible to sell a Tanker.

Mr. Foley's asked about the role of the Box Truck.

— **Chief Nangle** stated he met with the members and informed them there is no more emergency responding. The siren will be removed from the truck. Then he also notified Ben McKinnon that the Box would only respond to structure fire or a long-term event and only after being requested. Also, no individual Box member is to respond on fire apparatus or to a scene in their personal vehicle. He will order all personal emergency lighting removed from their vehicles.

— **Mr. Foley** asked about the structure of the Association.

Chief Nangle stated he doesn't get involved with the association but would make sure they are properly organized with by-laws and regular audits.

Mr. Foley asked if we should hire a grant writer.

Chief Nangle agreed he knows that Pleasant Township uses one and he would ask them how it works and report back.

Mr. Foley stated that going forward to make sure the social media policy is being enforced.

— **Mr. Hively** stated that our social media policy needs to be updated since the State Auditor has concerns on social media usage and be able to monitor. Also, we need to address Cyber security which the State Auditor has issued bulletins on the subject. Mr. Hively requested permission to hire a computer IT person to review our system to ensure we have proper virus protection, and review usage of the internet.

— **Mr. Foley** made a motion to hire an IT specialist to come in and inspect our computer for virus protection and proper use of the internet and provide recommendation on improvements.

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Second by Mr. Scoby

Roll call

Mr. Foley Yes

Mr. Scoby Yes

Dr. Wells Yes

Old Business

Mr. Foley discussed if the Township should continue renting the meeting room. It was decided to discuss at the January 9th meeting to give time to obtain proposal for cleaning service and review rental fees.

New Business

Resolutions

Resolution: 2017- 155

BE IT FURTHER RESOLVED by the Township Trustees to approve increasing Chris Kline's hourly rate to Level 1 Paramedic pay effective pay period beginning December 24, 2017. Chris Kline has completed all required introductory assignments.

Motion to approve by Dr. Wells

Second by Mr. Scoby

Discussion None

Roll Call

Mr. Foley Yes

Jim Scoby Yes

Dr. Wells Yes

Resolution: 2017- 156

BE IT FURTHER RESOLVED by the Township Trustees to approve payment of sick hours to Barbara Fletcher for time off work to care of a family member retroactive to Nov 1, 2017

Motion to approve by Dr. Wells

Second by Mr. Scoby

Discussion None

Roll Call

Mr. Foley Yes

Jim Scoby Yes

Dr. Wells Yes

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BARRETT BROTHERS - DAYTON, OHIO

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Recognition of Special Guests

Open to the Public

Closing Remarks by Trustees and Fiscal Officer

Mr. Hively informed the Trustees that our Credit Card policy will need to be reviewed to adopt recommendations of the State Auditor.

Mr. Foley told Dr. Wells that it has been a pleasure working with him over the last eight years.

Next Meeting January 9, 2018

Motion to adjourn by Dr. Wells

Second by Mr. Scoby

Discussion None

Roll Call

Mr. Foley Yes

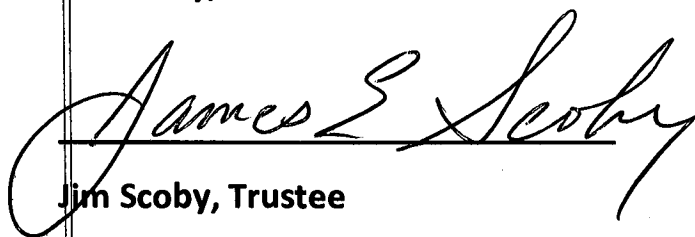
Jim Scoby Yes

Dr. Wells Yes

Board Certified



Tim Foley, Trustee



Jim Scoby, Trustee

Dr. R. Dean Wells, Trustee



Michael Hively, Fiscal Officer

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