

RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held _____ 20 _____

Springfield Township Trustees

December 9th, 2025

Regular Trustee Meeting

Meeting called to order by Tim Foley, Board President at 6 PM with the Pledge of Allegiance

Board Members Roll Call

Trustee Tim Foley	Present
Trustee John Roeder	Present
Trustee Dan Detrick	Present
Fiscal Officer Mark Smith	Present

Employee / Visitors in Attendance: Jennifer Tuttle, Billy Saunders, Dave Nangle, Wendell Pace, Brad Webb, Edgar Baker

Approval of the minutes for the November 25th, 2025 Regular Trustee Meeting.

Mr. Roeder Abstained as he was not present for the November 25th, 2025 meeting.

Motion to approve by Mr. Detrick

Second by Mr. Foley

Discussion

Roll Call

Mr. Foley Yes Mr. Roeder Abstain Mr. Detrick Yes

DEPARTMENTAL REPORTS

Road Department/Cemetery

Billy Saunders:

Mr. Saunders reported that last Tuesday's snowfall was handled effectively. Two trucks experienced mechanical issues that were promptly addressed, including a blown hydraulic line and a failed auger cartridge on Truck No. 11, which temporarily prevented salt distribution. All issues have since been resolved.

He noted that leaf collection is nearly complete, with the final sweep expected to finish tomorrow. Crews were divided between the west and east sides, and he, along with Dan Hess, worked on clearing dead ends using the dead-end machine. That work should be finalized tomorrow.

Regarding cemetery maintenance, Mr. Saunders stated that a few graves that had settled were top dressed earlier this week.

Fire/EMS Department – Dave Nangle/Jamie Allen –

Chief Nangle did not provide any updates.

Deputy Jake Shaw not present.

RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held _____ 20 _____

Administrator/Zoning Inspector Jennifer Tuttle:

Mrs. Tuttle noted that there were several resolutions on the agenda and provided a brief overview. She reminded members that the annual engineers' dinner will be held on December 11 at 6:00 p.m., and asked that attendees bring their oath of office with them.

She reported that resolutions include:

- Approval of pay increases for the fire department.
- Authorization to hire four new employees.
- Purchase of turnout gear, with the fire chief available to answer questions.
- Recognition of fire/EMS personnel who have advanced in certification.
- Amendment to the fire department holiday schedule, correcting an error in the prior resolution.
- Approval of the dispatch agreement.
- Holiday bonuses for employees.
- Updates to employee insurance, with a decrease in vision costs and an 8% increase in dental costs; medical insurance information is still pending.
- A major change for fire/EMS compensation, eliminating the automatic two-year anniversary pay increase in favor of a merit-based system.
- Application for the State Fire Marshal grant to fund breathing air cylinders.

Mrs. Tuttle stated that she could address questions immediately or as each resolution was considered.

Fiscal Officer Mark Smith:

Mr. Smith reported that there is a resolution being presented for approving temporary appropriations for the first quarter of 2026 in order to carry operations into the next year and ensure bills can be paid. He noted that permanent appropriations will be adopted later in the first quarter once budget numbers are finalized and adjustments are made following the meeting scheduled for December 20. Mr. Smith concluded by stating that this resolution was simply for temporary appropriations.

OLD BUSINESS

None

NEW BUSINESS

None

RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held _____ 20 _____

Resolution: 2025-112
deferred from 11/25/2025 meeting

Approval for Pay Increase

BE IT FURTHER RESOLVED by the Township Trustees to approve the 2 year anniversary wage increase for Mason Chrisman from \$16 per hour to \$17 per hour and retro pay for \$543.50. (2 year Anniversary was 07/29/2025)

Motion to approve by Mr. Roeder

Second by Mr. Detrick

Discussion

Roll Call

Mr. Foley Yes Mr. Roeder Yes Mr. Detrick Yes

Resolution: 2025-113
deferred from 11/25/2025 meeting

Approval for Pay Increase

BE IT FURTHER RESOLVED by the Township Trustees to approve the 2 year anniversary wage increase for Thomas Chrisman from \$16 per hour to \$17 per hour and retro pay for \$213.17. (2 year Anniversary was 07/07/2025)

Motion to approve by Mr. Roeder

Second by Mr. Detrick

Discussion

Roll Call

Mr. Foley Yes Mr. Roeder Yes Mr. Detrick Yes

Resolution: 2025-114
deferred from 11/25/2025 meeting

Approval to Hire

BE IT FURTHER RESOLVED by the Township Trustees to approve the hiring for the Fire Department, the following applicants pending successful completion of background checks and required drug testing; pay based on Resolution 2019-081.

Status of Firefighter Only at \$15 hourly

Chelsea Marks

Jackson Orndorff

Status of Firefighter/EMT-Basic at \$16 hourly

Davis Knight

Status of Firefighter/EMT-Paramedic at \$19 hourly

Kilar Hughes

Motion to approve by Mr. Roeder

Second by Mr. Detrick

Discussion

Roll Call

Mr. Foley Yes Mr. Roeder Yes Mr. Detrick Yes

RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 644-224-3338 FORM NO. 10148

Held _____ 20 _____

Resolution: 2025-115
Defer From 11/25/2025 Meeting

A Resolution to Authorize Expenditure for New and Replacement Turnout Gear

WHEREAS, The Fire Chief has recommended the purchase of eight (8) sets of turnout gear (clothing, helmet, shield) to outfit several additional new hires and replace existing gear (Zoey Bent, Dylan Newman, Kara Westfall, Jordan Speakman, Josh Tolliver, Shawn Anon, Caleb Gutierrez, Noah Silo); and

WHEREAS, State Bid Pricing has been used, and the gear has been budgeted for and is included in the Fire Department's 2025 budget;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Springfield Township, Clark County, Ohio, to authorize the purchase of eight (8) complete sets of Turnout Gear for the Fire Department at \$4,455 per set from Phoenix Safety Outfitters, at a total cost not to exceed \$35,640, attached hereto as Exhibit "A", noting an approximate 10 percent discount will be given on any stock gear off the shelf.

Motion to approve by Mr. Roeder

Second by Mr. Detrick

Discussion Mr. Roeder asked for clarification about if life expectancy of the gear is still 10 years. Chief Nangle stated that yes, 10 years on the guys in New York City is different than 10 years for the guys here, but yes that is the recommendation

Roll Call

Mr. Foley Yes Mr. Roeder Yes Mr. Detrick Yes

Resolution: 2025-116

RESOLUTION AUTHORIZING AN HOURLY PAY INCREASE FOR JESSICA GRAHAM AND RETROACTIVE PAY

WHEREAS, Jessica Graham has transitioned from the position of Emergency Medical Technician to the position of Paramedic and a rate increase is needed per Resolution 2019-081.

NOW, THEREFORE, BE IT RESOLVED by the Springfield Township Board of Trustees that the hourly rate of pay for Jessica Graham be increased from seventeen dollars (\$17.00) to nineteen dollars (\$19.00), effective May 31, 2025, in recognition of her appointment as Paramedic, and that retroactive pay shall be included with the next payroll.

Motion to approve by Mr. Detrick

Second by Mr. Roeder

Discussion

Roll Call

Mr. Foley Yes Mr. Roeder Yes Mr. Detrick Yes

RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held _____ 20 _____

Resolution: 2025-117

A Resolution Correcting Resolution 2025-111 Regarding the Fire/EMS Holiday Schedule

WHEREAS, Springfield Township adopted Resolution 2025-111 establishing the Fire/EMS Holiday Schedule for calendar year 2026; and

WHEREAS, Resolution 2025-111 incorrectly listed **Friday, July 3, 2025** as the observed Independence Day holiday; and

WHEREAS, the correct observed holiday should be **Saturday, July 4, 2025**, in accordance with the Township's intended schedule;

NOW, THEREFORE, BE IT RESOLVED by the Board of Springfield Township Trustees that:

1. Resolution 2025-111 is hereby corrected to reflect **Saturday, July 4, 2025** as the observed Independence Day holiday for Fire/EMS employees.
2. All other provisions of Resolution 2025-111 remain in full force and effect.
3. This corrective resolution shall be entered into the official record to supersede the erroneous holiday designation.

Motion to approve by Mr. Roeder

Second by Mr. Detrick

Discussion

Roll Call

Mr. Foley Yes Mr. Roeder Yes Mr. Detrick Yes

Resolution: 2025-118

A Resolution Authorizing the 2026 Dispatching Agreement

WHEREAS, Springfield Township requires dispatching services to ensure effective communication and emergency response for Fire, EMS, and law enforcement operations; and

WHEREAS, the Board of Trustees has reviewed the proposed Dispatching Agreement for Calendar Year 2026, attached hereto and incorporated herein by reference; and

WHEREAS, the agreement provides for dispatching services at a total cost of **Sixty Thousand One Hundred Seven Dollars (\$60,107.00)**; and

WHEREAS, the Board of Trustees finds it to be in the best interest of Springfield Township to approve and authorize execution of the agreement;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Springfield Township, County of Clark, State of Ohio, that the Dispatching Agreement for Calendar Year 2026, in the amount of \$60,107.00, is hereby approved.

Motion to approve by Mr. Detrick

Second by Mr. Roeder

Discussion

Roll Call

Mr. Foley Yes Mr. Roeder Yes Mr. Detrick Yes

RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held _____ 20 _____

Resolution: 2025-119

RESOLUTION AUTHORIZING A NET BONUS OF APPROXIMATELY \$100.00 TO FULL-TIME TOWNSHIP EMPLOYEES

WHEREAS, the Springfield Township Board of Trustees recognizes the dedication, professionalism, and continued service of the Township's full-time employees; and

WHEREAS, the Board wishes to provide a monetary bonus as a token of appreciation; and

WHEREAS, the Board intends that each eligible employee receive approximately one hundred dollars (\$100.00) net after all applicable federal, state, and local tax withholdings; and

WHEREAS, the Township must therefore gross-up the bonus amount to \$120.00 so that the employee's take-home amount is approximately one hundred dollars (\$100.00) after required payroll deductions;

NOW, THEREFORE, BE IT RESOLVED by the Springfield Township Board of Trustees that the issuance of a net bonus in the approximate amount of one hundred dollars (\$100.00) be approved on the final payroll of 2025 to all full-time employees.

Motion to approve by Mr. Detrick

Second by Mr. Roeder

Discussion

Roll Call

Mr. Foley Yes Mr. Roeder Yes Mr. Detrick Yes

Resolution: 2025-120

RESOLUTION AUTHORIZING A NET BONUS OF APPROXIMATELY \$50 TO PART-TIME ADMIN, ROAD AND CEMETERY TOWNSHIP EMPLOYEES

WHEREAS, the Springfield Township Board of Trustees recognizes the dedication, professionalism, and continued service of the Township's part-time employees; and

WHEREAS, the Board wishes to provide a monetary bonus as a token of appreciation; and

WHEREAS, the Board intends that each eligible employee receive approximately fifty dollars (\$50.00) net after all applicable federal, state, and local tax withholdings; and

WHEREAS, the Township must therefore gross-up the bonus amount to \$60.00 so the employee's take-home amount is approximately \$50.00 after required payroll deductions;

NOW, THEREFORE, BE IT RESOLVED by the Springfield Township Board of Trustees approve the issuance of a net bonus in the approximate amount of fifty dollars (\$50) be approved on the final payroll of 2025 to part-time employees in the admin, road and cemetery departments.

Motion to approve by Mr. Detrick

Second by Mr. Roeder

Discussion

Roll Call

Mr. Foley Yes Mr. Roeder Yes Mr. Detrick Yes

RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held _____ 20 _____

Resolution: 2025-121

Resolution to Continue With Dental Provider for 2026

WHEREAS, Springfield Township Board of Trustees have reviewed the performance, service quality, cost structure, and patient satisfaction outcomes associated with the current dental care provider; and

WHEREAS, no significant operational, financial, or service-related issues warrant discontinuation or transition to an alternative dental provider;

NOW, THEREFORE, BE IT RESOLVED, that Springfield Township will continue its contractual relationship with the current dental provider, maintaining all agreed-upon services under the existing or renewed contract terms in Exhibit A for 2026.

Motion to approve by Mr. Detrick

Second by Mr. Roeder

Discussion

Roll Call

Mr. Foley Yes Mr. Roeder Yes Mr. Detrick Yes

Resolution: 2025-122

Resolution to Continue With Vision Provider for 2026

WHEREAS, Springfield Township Board of Trustees have reviewed the performance, service quality, cost structure, and patient satisfaction outcomes associated with the current vision care provider; and

WHEREAS, no significant operational, financial, or service-related issues warrant discontinuation or transition to an alternative vision provider;

NOW, THEREFORE, BE IT RESOLVED, that Springfield Township will continue its contractual relationship with the current vision provider, maintaining all agreed-upon services under the existing or renewed contract terms in Exhibit A for 2026.

Motion to approve by Mr. Detrick

Second by Mr. Roeder

Discussion

Roll Call

Mr. Foley Yes Mr. Roeder Yes Mr. Detrick Yes

RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held _____ 20 _____

Resolution: 2025-123

RESOLUTION ESTABLISHING A MERIT-BASED COMPENSATION SYSTEM FOR FIRE/EMS EMPLOYEES AND DISCONTINUING AUTOMATIC PAY INCREASES BASED ON LENGTH OF SERVICE

WHEREAS, Springfield Township seeks to maintain a compensation structure that promotes fairness, accountability, and alignment with Township goals; and

WHEREAS, the established hourly pay structure for new Fire/EMS personnel is as follows: Firefighter Only – \$15.00 per hour; EMT Basic – \$16.00 per hour; EMT Advanced – \$17.00 per hour; and Paramedic – \$19.00 per hour; and

WHEREAS, automatic pay increases granted solely on the basis of length of service do not adequately recognize differences in employee performance, contribution, and professional development; and

WHEREAS, a merit-based compensation system encourages excellence, supports continuing professional growth, and rewards employees in accordance with demonstrated performance and achievements;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Springfield Township that:

1. The current Fire/EMS hourly pay rates shall remain unchanged.
2. The existing policy providing automatic pay increases for Fire/EMS employees upon completion of two years of service shall be discontinued, effective December 31, 2025.
3. A merit-based pay adjustment system shall be implemented beginning January 1, 2026.
4. It shall be the responsibility of the employee to notify their supervisor of any change in certification status. Pay increases associated with new or updated certifications will not be initiated until such notification and verification have been completed and will not include retroactive pay. Any salary increase shall be effective at the beginning of the pay period that follows the effective date of the approved change, as provided in the Springfield Township Personnel Policies and Procedures Manual.

BE IT FURTHER RESOLVED that upon its adoption, this Resolution supersedes any previous Township policies authorizing or establishing automatic two-year pay increases for Fire/EMS employees.

Motion to approve by Mr. Detrick

Second by Mr. Roeder

Discussion Mr. Roeder stated that it is well needed, and questioned if the \$19/hr for paramedic pay is the top pay for them. Mr. Nangle stated it is the start out pay, they have been doing the 2 year automatic that bumps them to \$21/hr. Mr. Roeder questioned if the \$21/hr is the top pay. Mr. Nangle stated yes.

Roll Call

Mr. Foley Yes Mr. Roeder Yes Mr. Detrick Yes

RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held _____ 20 _____

Resolution: 2025-124

RESOLUTION AUTHORIZING AN HOURLY PAY INCREASE FOR JOSH TOLLIVER AND RETROACTIVE PAY

WHEREAS, Josh Tolliver has transitioned from the position of Firefighter to the position of Emergency Medical Technician – Basic (EMT-Basic) and a rate increase is needed per Resolution 2019-081.

NOW, THEREFORE, BE IT RESOLVED by the Springfield Township Board of Trustees that the hourly rate of pay for Josh Tolliver be increased from fifteen dollars (\$15.00) to sixteen dollars (\$16.00), effective November 27, 2025, in recognition of his appointment as EMT-Basic, and that retroactive pay shall be included with the next payroll.

Motion to approve by Mr. Detrick

Second by Mr. Roeder

Discussion

Roll Call

Mr. Foley Yes Mr. Roeder Yes Mr. Detrick Yes

Resolution: 2025-125

A RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE OHIO DEPARTMENT OF COMMERCE DIVISION OF STATE FIRE MARSHAL

WHEREAS, the Ohio Department of Commerce Division of State Fire Marshal (SFM) has made available for State Fiscal Year 2026 the Fire Department Individual Equipment Grant to assist eligible fire departments in obtaining equipment, including Self-Contained Breathing Apparatus (SCBA) and breathing air cylinders;

AND WHEREAS, Springfield Township serves a population under 25,000 and otherwise meets the eligibility criteria established by the SFM for grant applications;

AND WHEREAS, the fire department has identified a critical need to replace aging or out-of-service breathing air cylinders to ensure the safety and operational readiness of its personnel;

AND WHEREAS, grant funds awarded through the program may be used to purchase SCBA cylinders and related breathing air equipment, subject to compliance with applicable NFPA standards as specified in the SFM's approved equipment list;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Springfield Township, Clark County, Ohio, as follows:

1. That the EMS Administrator/Deputy Fire Chief or Township Administrator is hereby authorized and directed to submit application, accept grant and sign all necessary documents.
2. That the EMS Administrator/Deputy Fire Chief understands and agrees to comply with all conditions of the grant award, including those regarding eligible items, documentation, and expenditure of funds for the intended purpose.

Motion to approve by Mr. Detrick

Second by Mr. Roeder

Discussion

Roll Call

Mr. Foley Yes Mr. Roeder Yes Mr. Detrick Yes

RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held _____ 20 _____

Resolution: 2025-126

Resolution Approving Temporary Appropriations for Fiscal Year 2026

BE IT FURTHER RESOLVED by the Township Trustees to approve the implementation and use of 'Temporary Appropriations for 2026' enabling the Fiscal Officer to pay expenses for the first quarter of 2026.

Motion to approve by Mr. Detrick

Second by Mr. Roeder

Discussion

Roll Call

Mr. Foley Yes Mr. Roeder Yes Mr. Detrick Yes

Resolution: 2025-127

Resolution Designating Trustee Officer Positions Effective January 1, 2026

BE IT FURTHER RESOLVED by the Springfield Township Trustees to approve the following Board of Trustee position changes effective January 1st, 2026:

Tim Foley	Board President
John Roeder	Board Vice President
Dan Detrick	Board

Motion to approve by Mr. Detrick

Second by Mr. Roeder

Discussion

Roll Call

Mr. Foley Yes Mr. Roeder Yes Mr. Detrick Yes

OPEN TO THE PUBLIC

Mr. Foley opened the meeting to the public and read the rules advising of a three minute limit.

Edgar Baker 2256 Shawnee Ave. stated "Yeah, I'd like to know. I had leaves I put out before Thanksgiving week that weren't picked up. And there's about four other people in Cheviot Hills that didn't get their leaves picked up. I didn't get any notification of when it started or when it ended."

Mr. Roeder stated "They're in the process of picking those up now. They got behind because of the snow, but they are not done".

Mr. Baker stated "Okay. I just wanted to know. Cause I remember traditionally Thanksgiving week was the last week. I had them out on Monday. Okay, so now I know."

CLOSING REMARKS BY TRUSTEES

Mr. Foley said: I will say Happy Holidays everybody.

Mr. Roeder stated Happy Holiday.

The Special/General Purpose Meeting will be held Saturday, December 20th, 2025, at 8:00am.

RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held _____ 20 _____

MOTION TO ADJOURN

Motion to approve by Mr. Roeder

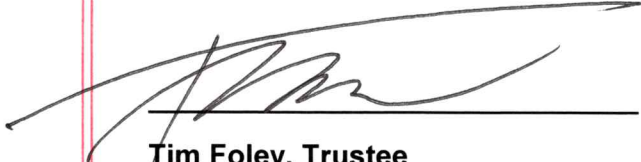
Second by Mr. Detrick

Discussion

Roll Call

Mr. Foley Yes Mr. Roeder Yes Mr. Detrick Yes

Board Certified



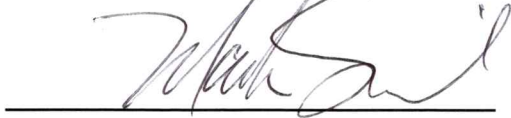
Tim Foley, Trustee



John Roeder, Trustee



Dan Detrick, Trustee



Mark Smith, Fiscal Officer