

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held _____ 20 _____

Springfield Township Trustees

January 13th, 2026

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 Beverly Pollock	Present

Employee / Visitors in Attendance: Jennifer Tuttle, Billy Saunders, Jake Shaw

Approval of the minutes for the December 20th, 2025 Organizational Meeting

Motion to approve by Mr. Roeder

Second by Mr. Detrick

Discussion

Roll Call

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

Approval of the minutes for the December 26th, 2025 Emergency Meeting

Motion to approve by Mr. Roeder

Second by Mr. Detrick

Discussion

Roll Call

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

Approval of the minutes for the January 5th, 2026 Special/General Purpose Meeting

Motion to approve by Mr. Roeder

Second by Mr. Detrick

Discussion

Roll Call

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

DEPARTMENTAL REPORTS

Road Department/Cemetery

Billy Saunders:

Mr. Saunders reported that recent snow events were handled effectively. The Road Department responded multiple times on New Year's Eve to address accumulating snow and perform follow-up touch-ups. He also noted that five dead trees were removed near the bungalow area due to safety concerns, following a recommendation from Steve.

He stated that the old backhoe from the compost facility was brought in for repairs. The equipment is in poor condition, including a destroyed seat and

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Held _____ 20 _____

broken cables. To avoid the high cost of a new manufacturer specific seat, staff purchased a universal replacement from Rural King and are fabricating it to fit. A new welder head was ordered from Delille to complete the repair.

Mr. Saunders reported that 100 tons of salt were hauled from the County Engineer's office. He has arranged for up to 250 tons but is working to keep the township's salt bin as empty as possible while decisions are made about the long-term salt storage situation. He emphasized that the current arrangement allows the township to take only what is needed.

Regarding cemetery operations, Mr. Saunders stated that there have been two funerals since the last meeting, with another scheduled for Saturday. He reported no issues, noting that "no news is good news."

Mr. Detrick inquired about new signage at the cemetery.

Mr. Saunders explained that an older green and yellow sign had been taken down because it was worn and tattered. He believed the sign had not been discarded and could be located if needed.

Mr. Detrick clarified that his father was simply asking about the original sign.

Mr. Saunders reiterated that the sign should still be available and was removed only because it appeared unsightly during a funeral service.

No further questions were presented.

Fire/EMS Department Dave Nangle & Jamie Allen Not Present

Deputy Jake Shaw:

Deputy Shaw reported his annual statistics for 2025. He stated that there were 612 calls for service, 120 reports, 77 traffic stops, 102 arrests, 21 crashes, and 11 stolen vehicles during the year. He noted that there have been no significant township related issues in the past month.

Deputy Shaw informed the Board that he will be leaving his assignment with Springfield Township to take a new position within the Sheriff's Office. He stated that he will still be around the community and expects to remain assigned to the township through February, including attending the next meeting.

He expressed his appreciation for the professional working relationships and friendships he has built during his time serving the township. He also thanked the Trustees for their earlier comments regarding the quality of his service, noting that it meant a great deal to him.

No further questions were presented.

Administrator/Zoning Inspector

Jennifer Tuttle:

Mrs. Tuttle reported that the transition to United Healthcare has been somewhat rocky, but all employees should now have their ID cards. She is still waiting on additional documents needed to finalize the HRA setup. She noted that she sent an email earlier in the day outlining how to handle insurance matters for January and encouraged anyone experiencing issues to contact her so they can be resolved.

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held _____ 20 _____

Mrs. Tuttle then addressed the travel and operational meal expense sheet provided to the Board. She explained that Bev had suggested considering a switch to GSA meal rates. Mrs. Tuttle prepared a comparison showing that increasing the township's current 2018 Road Department meal rates to match GSA levels would add \$11 for breakfast, \$11 for lunch, and \$13 for dinner. She also compared these figures to the travel policy in the employee handbook, noting that increasing those rates would also result in additional costs.

She stated that it is legally permissible to maintain two different meal rate structures if desired. Her recommendation was to either keep the current rates or make a modest adjustment for inflation, noting that while fast food prices have increased, Road Department employees typically take quick meals during snow operations rather than full sit down meals. She added that a decision did not need to be made immediately but that the topic is timely given the current snowplow season.

Mr. Roeder asked whether the travel rates under discussion included mileage reimbursement.

Mrs. Tuttle clarified that the comparison addressed meal rates only and did not include mileage reimbursement. She reiterated that the township is not required to follow GSA rates and may set its own.

Mr. Foley stated that he was in favor of keeping the current rates.

Mrs. Tuttle asked whether that applied to both sets of rates or if adjustments were preferred.

Mr. Roeder stated that he would like to see the rates increased by one dollar for each meal.

Discussion Regarding Motion Verbiage: Mr. Roeder stated; I'll make a motion to raise our meal money grades. A dollar for each one. So \$9 would be \$10. \$11 would be \$12. \$20 would be \$21. Mrs. Tuttle asked for clarification stating; are you going to do the travel and expense as well or just the operational meals? Because I've got two separate ones there. If you want to do both, I Just want to make sure you're talking about both. Mr. Foley stated to be consistent. Let's do both and asked if the travel would be like if we're going to Columbus. Mrs. Tuttle stated; Right. Going to the Ohio Township Association Conference, reimbursement for the meals or you're going to a seminar. The resolution is specific to snow plowing. Mr. Roeder stated; that wasn't the way it was drawn up and asked; that could be storm work, Correct? Mrs. Tuttle stated; correct. You're right. It's very specific to the hours. 5:30 am to 6:30 am, 11:30 am to 12:30 pm or 5:30 pm to 6:30 pm. You have to be out working either snow plowing or doing some sort of road work, closing the work down for the storm damage from the tornado. It's very specific to only that and only those hours. Mr. Roeder confirmed; and they have to work three or more hours to qualify for the meal. Mrs. Tuttle stated; Yes. It's all right there. But if that's the operational meal, so what we're doing operationally day to day, that's what it includes. Mr. Foley asked what would be proper verbiage for the motion. Mrs. Tuttle stated; for the motion to amend the Resolution 2018-31 and to add a dollar per breakfast, lunch and dinner.

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held _____ 20 _____

Motion to amend the Resolution 2018-31 and to add a dollar per breakfast, lunch and dinner.

Motion to approve by Mr. Roeder

Second by Mr. Detrick

Discussion

Roll Call

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

Mrs. Tuttle presented an update on the website redesign project. She reported that the township has been gathering quotes for a full website redesign, noting that the site must be ADA compliant by April 2027. She stated that the current webmaster, Jim Graver, submitted an estimate ranging from \$1,500 to \$3,750. Two additional quotes were received: Shout It Out at \$8,500 and Shoemaker Technology at approximately \$3,500.

Mrs. Tuttle explained that Shoemaker Technology was recommended through the OTA and is offering discounted pricing to small townships. She noted that while Mr. Graver is capable of completing the redesign, he may not have the available time to dedicate to the project. Based on pricing, availability, and support, her recommendation was to proceed with Shoemaker Technology. She added that their proposal includes a \$375 annual fee for hosting and incidental support.

Mr. Foley asked whether Shoemaker Technology was recommended by the OTA.

Mrs. Tuttle confirmed that they are partnering with the OTA and offering reduced rates to small townships, noting the significant price difference compared to Shout It Out.

Mr. Roeder asked whether Shoemaker Technology would handle the initial setup of the new website.

Mrs. Tuttle stated that they would.

Mr. Roeder then asked whether the township would have administrative access to make updates.

Mrs. Tuttle confirmed that the township would have full access to manage and update the website internally, eliminating the need to email a third party for routine change something she noted the township has needed for some time.

Motion to contract with Shoemaker Technology Group STG for website maintenance and redesign.

Motion to approve by Mr. Roeder

Second by Mr. Detrick

Discussion

Roll Call

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

Mrs. Tuttle reported that she will follow up at the next meeting with contract information related to the website project, and a resolution will be prepared at that time.

She informed the Board that the township received information regarding the proposed roundabout at State Route 68 and Fairfield Pike. Public comments

RECORD OF PROCEEDINGS

Minutes of

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

Held _____ 20 _____

are being accepted until March 1st, and she will provide copies of the materials to anyone wishing to review them.

Referencing an earlier discussion, Mrs. Tuttle stated that Mark Lane called to confirm that interviews are scheduled for Thursday at 9:00 a.m. for the replacement for Deputy Jake Shaw and asked who would be representing the township during the interviews.

Mr. Roeder stated that he had already spoken with Mr. Lane and informed him that he would be conducting the interviews.

Mrs. Tuttle then noted that a resolution is included for the Ohio Township Association Conference. She explained that it is a broad authorization covering multiple individuals, though not all listed may attend due to weather or scheduling. The conference will be held in Columbus on February 4th, 5th, and 6th, and attendees may register on the day of the event if they choose.

She continued with additional resolutions on the Fire/EMS side. She reminded the Board of the previously approved State Fire Marshal Grant resolution and stated that an amendment is needed because the request has changed from air tanks to turnout gear. She reported that the township has received the BWC Safety Grant, with the township's portion totaling \$15,330, and a resolution is included to accept the grant.

Additional resolutions include contracting with three EMS personnel for EMS Basic School at \$2,000 each, and hiring one firefighter and four firefighter/EMT-paramedics.

Mrs. Tuttle concluded her report, stating that she had no further items for the evening.

Fiscal Officer - Beverly Pollock

Mrs. Pollock reported that she provided the Board with a Fund Status Report and a Cash Summary by Fund Report. She explained that the Fund Status Report reflects the ending balance in each account for year-end 2025, while the Cash Summary by Fund shows the beginning balances, revenues received, expenditures made, and the resulting ending balances. She noted that she has detailed backup documentation available for any account if the Board has questions.

Mr. Foley thanked Mrs. Pollock for providing the financial information.

Mrs. Pollock further reported that the year-end financial reports have been completed and filed with the Auditor of State. A public notice will be placed in the newspaper indicating that the reports are available for review. Copies are also available in the office for anyone wishing to examine them.

She stated that the year-end balances have been submitted to the County Auditor, who will issue the Limited Certificate of Estimated Resources within the next few weeks. Once received, the township will be able to proceed with Permanent Appropriations.

Mrs. Pollock noted that a few items were not included in the June budget and may need to be addressed in the permanent appropriations, including increases needed in the Fire/EMS fund, healthcare costs, and potential entity upgrades.

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held _____ 20 _____

She concluded by stating she had no further items

OLD BUSINESS

None Heard

NEW BUSINESS

None Heard

Resolution: 2026-006

A RESOLUTION AMENDING RESOLUTION 2025-125 AND 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 three (3) complete sets of turnout gear;

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

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Springfield Township, Clark County, Ohio, that Resolution 2025-125 is hereby amended to reflect the updated equipment request and that:

1. The EMS Administrator/Deputy Fire Chief or Township Administrator is authorized and directed to submit the grant application, accept any awarded funds, and execute all documents necessary to complete the grant process.
2. The EMS Administrator/Deputy Fire Chief acknowledges and agrees to comply with all conditions of the grant award, including requirements related to eligible equipment, documentation, reporting, and expenditure of funds for the intended purpose.

BE IT FURTHER RESOLVED that all provisions of Resolution 2025-125 that conflict with this amended resolution are hereby superseded to the extent of such conflict.

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

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Held _____ 20 _____

Resolution: 2026-007

Resolution to Accept Grant Funding and Acknowledge Township Cost Participation

WHEREAS, Springfield Township has applied for and been awarded a grant from BWC Safety intervention Grants Program in the amount of \$40,000 for the purpose of rescue equipment; and

WHEREAS, the grant funds will be used to support the Fire/EMS Department , which serves the public interest and benefits the residents of the Township; and

WHEREAS, acceptance of the grant requires the Township to provide a local cost, match, or share in the amount of \$15,330, to be funded through the EMS account; and

WHEREAS, the Township acknowledges and accepts responsibility for any costs incurred in excess of the grant award and agrees to comply with all terms, conditions, and reporting requirements associated with the grant.

BE IT FURTHER RESOLVED, by the Board of Trustees of Springfield Township, Clark County, OH, that the Board of Trustees:

1. Accepts the grant in the amount of \$40,000.
2. Authorizes the local participation of \$15,330 from the EMS account.
3. Authorizes EMS Administrator/ Deputy Chief or Fiscal Officer to execute documents and administer the grant.

Motion to approve by Mr. Roeder

Second by Mr. Detrick

Discussion

Roll Call

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

Resolution: 2026-008

RESOLUTION AUTHORIZING CONTRACT FOR FIRE AND EMS TRAINING

BE IT FURTHER RESOLVED by the Township Trustees to approve entering into a Contract for Fire and EMS Training for **Andrew Jacks** for an amount not to exceed \$2,000.00 for Emergency Medical Technician – Basic. As noted in the contract, The payment for training is paid upfront; therefore, the student agrees that if service to the Trustees is terminated by his/her own accord, for whatever reason, or by the Trustees pursuant to O.R.C. 505.37 (A); then the Student SHALL reimburse the Trustees for the amount spent on training, including but not limited to tuition, books, general fees, test fees, lab fees and insurance fees as required by the aforementioned school, in the manner provided by in paragraphs 6-10 of the contract.

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

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

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Resolution: 2026-009

RESOLUTION AUTHORIZING CONTRACT FOR FIRE AND EMS TRAINING

BE IT FURTHER RESOLVED by the Township Trustees to approve entering into a Contract for Fire and EMS Training for **Noah Palmer** for an amount not to exceed \$2,000.00 for Emergency Medical Technician – Basic. As noted in the contract, The payment for training is paid upfront; therefore, the student agrees that if service to the Trustees is terminated by his/her own accord, for whatever reason, or by the Trustees pursuant to O.R.C. 505.37 (A); then the Student SHALL reimburse the Trustees for the amount spent on training, including but not limited to tuition, books, general fees, test fees, lab fees and insurance fees as required by the aforementioned school, in the manner provided by in paragraphs 6-10 of the contract.

Motion to approve by Mr. Roeder

Second by Mr. Detrick

Discussion

Roll Call

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

Resolution: 2026-010

RESOLUTION AUTHORIZING CONTRACT FOR FIRE AND EMS TRAINING

BE IT FURTHER RESOLVED by the Township Trustees to approve entering into a Contract for Fire and EMS Training for **Caleb Gutierrez** for an amount not to exceed \$2,000.00 for Emergency Medical Technician – Basic. As noted in the contract, The payment for training is paid upfront; therefore, the student agrees that if service to the Trustees is terminated by his/her own accord, for whatever reason, or by the Trustees pursuant to O.R.C. 505.37 (A); then the Student SHALL reimburse the Trustees for the amount spent on training, including but not limited to tuition, books, general fees, test fees, lab fees and insurance fees as required by the aforementioned school, in the manner provided by in paragraphs 6-10 of the contract.

Motion to approve by Mr. Roeder

Second by Mr. Detrick

Discussion

Roll Call

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

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Held _____ 20 _____

Resolution: 2026-011

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 2025-123.

Status of Firefighter Only at \$15 hourly

Hailey McCain

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

Jacob Waugh

Will Mauntler

Caleb McComas

Noah Baker

Motion to approve by Mr. Roeder

Second by Mr. Detrick

Discussion

Roll Call

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

Resolution: 2026-012

Resolution Authorizing Attendance at the 2026 OTA Winter Conference and Related Expenditures

BE IT FURTHER RESOLVED by the Township Trustees to approve five employees and one Fiscal Officer to attend the 2026 Ohio Township Association Winter Conference, Columbus, for a total of \$1,315.00 in registration fees and to authorize Road Superintendent to use the credit card to purchase lunch for the road department employees.

OTA Conference Trade Show, Thursday, February 5th, 2026

6 Road Department Employees 6@ \$95.00 = \$570

OTA Conference, February 4-6, 2026

Jennifer Tuttle, Tim Foley (OTA member price) 2 @ \$135.00= \$375

Beverly Pollok, Amber Morgan (Non-OTA member price) 2 @ \$185.00= \$370

Motion to approve by Mr. Roeder

Second by Mr. Detrick

Discussion

Roll Call

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

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Resolution: 2026-013

Resolution to Enter Executive Session

BE IT FURTHER RESOLVED by the Township Trustees to approve entering into Executive Session pursuant to Ohio Revised Code Section 121.22(G) (1) to consider the employment, dismissal, discipline, demotion, or compensation of a public employee.

Motion to approve by Mr. Roeder

Second by Mr. Detrick

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.

A resident, Marty of Old Clifton Road, addressed the Board. She asked whether the meeting allowed for questions or only comments and inquired about the Trustees' thoughts on the proposed jail site. She expressed concerns about how the site selection process occurred, noting that questions directed to the County Commissioners have gone unanswered. She stated that her primary concerns were ethical in nature and related to the proximity of the proposed site to residential properties. She added that she has reviewed available information, attended meetings, and remains troubled by the process.

Mr. Foley stated that he has publicly expressed his belief that there are numerous areas within the City of Springfield that would be more suitable for the jail location, rather than using 30 acres of farmland in Springfield Township. He also noted that the Township Trustees were not consulted regarding the proposed site.

Mr. Roeder stated that he agreed with Mr. Foley's comments and believes alternative locations could be identified.

The resident further stated that she is concerned because the property owner involved is an elected official, and she questioned whether the Ohio Revised Code permits such a sale.

Mr. Foley stated that the zoning hearing for the proposed site had originally been scheduled for that evening but was postponed for approximately two months.

The resident acknowledged the update and thanked the Trustees.

CLOSING REMARKS BY TRUSTEES

Mr. Roeder stated; "I'd just like to thank Billy and the road crew as many times they've been out so far this winter working safe and getting a good job done."

Mr. Foley agreed and then thanked Jake and told him Good Luck.

Mr. Roeder advised Jake should be at one more meeting.

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held _____ 20 _____

Offices will be closed on Monday January 19th 2026 for Martin Luther King Jr. Day

2026 Dog Licenses Available here at the Township Administration Building January 20th, 2026 from 10am – 2pm

Next regular Trustee Meeting will be held January 27th, 2026 @ 6pm

Mr. Roeder stated I really want to thank Jennifer for all the work she put in on the insurance part. It's been nothing but a pain. We know that and we finally got it. So thanks for your time and effort you put into that.

Motion to Enter into Executive Session

BE IT FURTHER RESOLVED by the Township Trustees to approve entering into Executive Session pursuant to Ohio Revised Code Section 121.22(G) (1) to consider the employment, dismissal, discipline, demotion, or compensation of a public employee.

Motion to approve by Mr. Roeder

Second by Mr. Detrick

Discussion

Roll Call

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

Motion to return to Public Forum

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

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Held _____ 20 _____

MOTION TO ADJOURN

Motion to approve by Mr. Roeder

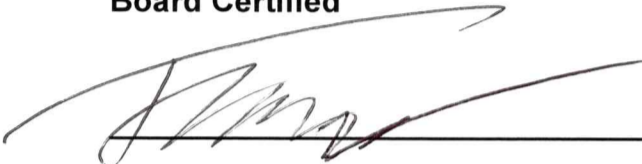
Second by Mr. Detrick

Discussion

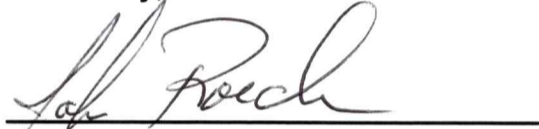
Roll Call

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

Board Certified



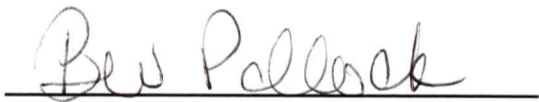
Tim Foley, Trustee



John Roeder, Trustee



Dan Detrick, Trustee



Beverly Pollock, Fiscal Officer