
**SPRINGFIELD TOWNSHIP
BOARD OF TRUSTEES
JANUARY 7, 2010
ORGANIZATIONAL MEETING MINUTES**

The Springfield Township Board of Trustees held a meeting Thursday, January 7, 2010 at 5:00 p.m. at the Springfield Township Town Hall, 2459 Canfield Road, Akron, Ohio.

The meeting was called to order at 5:00 p.m. by Dean Young.

ADMINISTRATION

ADM 391-09 Dean Young: I move to appoint Joy Dies as Fiscal Officer effective January 7, 2010. Seconded by Bruce Killian. Roll Call: Mrs. Davis (yes); Mr. Young (yes); Mr. Killian (yes).

ADM 392-09 Dean Young: I move to dispense with reading of minutes, approve December 30, 2009 work shop and December 30, 2009 Trustee Meeting. Seconded by Deborah Davis. Roll Call: Mrs. Davis (yes); Mr. Young (yes); Mr. Killian (yes).

ADM 393-09 Bruce Killian: I move to transfer \$600 from Salaries Line 2111-220-100-1003 to OPERS Line 2111-220-211 to cover December 9 OPERS Employers Share. Seconded by Deborah Davis. Roll Call: Mrs. Davis (yes); Mr. Young (yes); Mr. Killian (yes).

ADM 394-09 Bruce Killian: I move to transfer \$1,300 from Salaries Fund Line 2191-230-190-1003 to Ohio Police & Fire Pension Fund Line 2191-230-215 to cover December 9 Pension Liabilities Employers Shares. Seconded by Deborah Davis. Roll Call: Mrs. Davis (yes); Mr. Young (yes); Mr. Killian (yes).

ZONING 395-09 Dean Young: I move to approve the schedule of meeting dates and deadlines for Board of Zoning Appeals and Zoning Commission for the year 2010. Seconded by Deborah Davis. Roll Call: Mrs. Davis (yes); Mr. Young (yes); Mr. Killian (yes).

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ZONING 396-09 Dean Young: I move to appoint Gary Older to fill the full time position on the Zoning Commission, recently vacated by Neal Hess, term expiring May 20, 2011. Seconded by Bruce Killian. Roll Call: Mrs. Davis (yes); Mr. Young (yes); Mr. Killian (yes).

ADM 397-09 Dean Young: I move to authorize Chairman of the Board to sign an application for Board of Zoning Appeals for approval of use of Township land on Killian Road known as Lauer Park for parks purposes. Seconded by Deborah Davis. Roll Call: Mrs. Davis (yes); Mr. Young (yes); Mr. Killian (yes).

Dean Young: At this time, I would like to turn the meeting over to Joy Dies, Fiscal Officer.

Joy Dies: First of all, is there any unfinished business for 2009? If not, at this time, let the record reflect we have completed all 2009 business, and I would like to have a motion for Chairman for the Board of Trustees for the Year 2010.

NEW BUSINESS - 2010

ADM 001-10 Deborah Davis: I nominate Dean Young as Chairman for 2010. Seconded by Dean Young. Roll Call: Mrs. Davis (yes); Mr. Young (yes); Mr. Killian (yes).

ADM 002-10 Dean Young: I nominate Deborah Davis as Vice Chairman for 2010. Seconded by Bruce Killian. Roll Call: Mrs. Davis (yes); Mr. Young (yes); Mr. Killian (yes).

Dean Young: Election held as mandated by Ohio Revised Code at the beginning of this organizational meeting. I would like to discuss the Organizational Resolution at this time. First of all, relative to the regular meetings, there is a schedule attached.

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**Springfield Township
Organization Resolution
#003-10**

Section 1 The regular scheduled meetings of the Springfield Township Board will be held according to the attached schedule. Notification of regularly scheduled and any special meetings to be sent to the Akron Beacon Journal, The Suburbanite, South Side News Leader, and the Springfield Township Cable Board.

Section 2 The following liaison appointments are hereby made for 2010

Trustee/Issue I/District 8/Contracts.	Young
Trustee/NEFCO.	Davis
Trustee/Township Waste Management.	Davis
Trustee/News Media*.	Young
Trustee/Community Block Grant.	Killian
Trustee/AMATS.	Killian
Health District Representative.	Young

*Chairman as Determined by Ohio Revised Code

Also the following liaison appointments relating to the operations of Township Departments are made for 2010:

1. Zoning. All Trustees
2. Police. All Trustees
3. Fire. All Trustees
4. Parks. All Trustees
5. Road. All Trustees
6. Community Center/Senior Center. All Trustees

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- Section 3** **FIRST MERIT - First Merit Bank shall continue to provide banking services for the Township. The Fiscal Officer is authorized to invest funds into a Certificate of Deposit, Star Ohio Investments, as well as continue with the SWEEP checking account, as per the Investment Policy, on record with the Auditor of State Office. (Per the Investment Policy and Depository Agreement on file in the Clerk’s Office).**
- Section 4** **The following persons shall be authorized to sign warrants, purchase orders, contracts, and vouchers: Trustees - Dean Young, Bruce Killian, Deborah Davis and Fiscal Officer, Joy Dies. Only elected officials are authorized to enter into contracts and service agreements. Individuals not authorized to sign will be held personally responsible.**
- Section 5** **The Board of Trustees, hereby authorizes the Fiscal Officer to make appropriation modifications within the same fund during the year to meet financial obligations with the knowledge of the Board of Trustees as reported in the monthly fiscal reports distributed to the Board of Trustees. Transfer of monies from fund to fund shall be approve by Board resolution.**
- Section 6** **All employees shall fall under OPERS (Ohio Public Employees Retirement System, Police & Fire Disability, & Pension Fund), or Social Security, as outlined by OTC and PERS Manual.**
- Section 7** **Medical, dental, and vision insurance for eligible Township employees shall be provided by Anthem Blue Cross Blue Shield. If the Board of Trustees wishes to change insurance carriers for the benefit of the employees, proper procedures and notifications shall be made.**
- Section 8** **Health & Life Insurance shall be offered to elected officials - Trustees & Fiscal Officer.**

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- Section 9** The Board of Trustees shall exercise their option to hire special and/or temporary help in all departments as needed.
- Section 10** Mileage rate is set at the 2010 IRS rate of .50 cents per mile outside the township, for township business, in personal vehicles, when township vehicles are unavailable, for all employees, elected or appointed. Other approved costs shall be reimbursed at actual cost.
- Section 11** Whereas the authorization for routine legal counsel will be provided by Warren Price, based upon retainer fee of \$2,000 per month for all routine legal matters, and with representation in litigated matters, as assigned, at the rate of \$100/per hour through March 31, 2010. Representation on labor matters will be provided by Kevin Campbell at the rate of \$110.00/hour for 2010.
- Section 12** The Trustees & Fiscal Officer will be paid annual salaries as allowed in ORC 505.24 and HB408 divided into twelve equal payments.
- Section 13** Per Ohio Attorney General Opinion 82-006, the Administrative, Police, Fire, Highway, and Senior Center Departments are authorized to provide hospitality beverages (i.e., coffee, tea, etc.) to all Township employees during their regularly scheduled work day. Hospitality items requested for special occasions are also approved on a case-by-case basis, upon review and approval by the Board of Trustees.
- Section 14** The Township shall implement and file with the Superintendent of Insurance, Section 3929.86 of the Ohio Revised Code, "Claims against policy proceeds for payment of property taxes and the costs of removal or repair of premises in certain fire losses," and authorizes the Fire Department to notify a property owner and/or their insurance company of this claim after a fire. It shall be the responsibility of the Fire Chief

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to coordinate all activities relative to this section with the Fiscal Officer. The Board of Trustees shall be notified upon the deposit of insurance proceeds pursuant to R.C. 3929.86 and any release prior to completion of repairs, removal or securing of the building or structure shall require approval of the Board of Trustees.

- Section 15** Pursuant to Ohio Revised Code Section 5705.41(D), the fiscal officer may prepare blanket certificates for a certain amount of money not in excess of an amount established by resolution. I move to set the amount for the blanket certificate purchase orders in an amount not to exceed \$5,000 for fiscal year 2010 based on temporary appropriations with the exception of contractual obligations which are not expected to exceed \$20,000 of the temporary appropriation. In addition to regular blanket certificates, the fiscal officer may also issue ‘super blanket’ certificates for any amount for specific recurring and reasonably predictable operating expenses. I move to set the amount for super blanket certificates in an amount not to exceed \$35,000 for fiscal year 2010 upon adoption of final appropriations.
- Section 16** The Fiscal Officer is authorized, upon notification of the respective department head and the prior approval of the Chairman, to place employment advertisements to replace regular and/or part time employees who have separated from the Township.
- Section 17** The Township is authorized to dispose of un-needed, obsolete or unfit personal property including motor vehicles by Internet auction during calendar year 2010, per ORC 505.10. The Springfield Township web site at www.springfieldtownship.us includes a link to the e-bay store where a listing of items by seller I.D. of ‘Springtwp71’ may be viewed.

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- Section 18** Appoint Deborah Davis and Bruce Killian to the Volunteer Firefighter's Dependent Fund for 2010.
- Section 19** Authorize the Zoning Inspector to send mowing letters for property owners for their obligations under Law for 2010 as the Zoning Administrator sees appropriate. The costs will be assessed to the property owners' taxes.
- Section 20** Give the Zoning Administrator authority to assign work orders to independent contractors under separate purchase orders to abate nuisances on properties within the Township and approve payments to same contractors for work performed in an amount not to exceed \$2,500.00. Any work to cost over \$2,500.00 will require the Board of Trustees approval prior to assignment and payment.
- Section 21** Approve the agreement with Springfield Township Local Cable Communications Board to continue payment of 2% of 5% franchise received quarterly from Time Warner for Springfield Township cable subscribers under the Video Service Provider agreement now in effect authorized by the Board's Motion #281-08 dated 12/13/07. The local Cable Board provides services and programming available through the local public access channel, Channel 15. The Township's share is receipted in the Parks Fund.
- Section 22** Pursuant to Ohio Revised Code 321.34, all local authorities entitled to advancement of funds must submit a resolution authorizing advancements of local taxes each year, therefore, the Summit County Fiscal Officer is authorized to advance funds for tax year 2009 and forward a copy of this Resolution to the Summit County Fiscal Officer.

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Section 23 Approve temporary close of Canfield Road in the ‘Day Camp’ area on the lake for the annual Police Department fishing derby on June 19, 2010 from approximately 6:00 a.m. to 4:00 p.m.

Section 24 The Board of Trustee adopts the following procedures for the orderly conduct of its business, to be directed by no less than a majority of its members: (1) Agenda items to be considered by the Board, at the request of Department Heads or the Fiscal Officer should be provided to the Trustees no later than the Tuesday preceding a scheduled meeting of the Board. Absent a demonstrated emergency or other good cause, such items will not be considered by the Board. until its next scheduled meeting if it is not submitted by that dead line, (2) Absent demonstrated emergency, Department Heads, the Fiscal Officer and other employees seeking administrative direction or other decision from the Trustees shall submit their request for decisions at a scheduled Department Heads or Work Session, (3) When emergency or other good cause compels obtaining direction from a Trustee or Trustees outside of a scheduled Department Head or Work Session, reasonable effort shall be made to seek direction from at least two Trustees. If action is required prior to direction from all of the Trustees, the Department Head, Fiscal Officer or employee involved shall advise the other Trustees in writing of factual basis or issues presented, the direction given and action (if any) taken, (4) The Trustees shall all be given full and equal access and information regarding each Township Department. If a Department Head feels it necessary to provide a report or make a request bearing on the operations of his Department, the same report and request will be given to all Trustees, confirmed by email or writing to include the date and time or original report or request.

NOW THEREFORE BE IT RESOLVED, BY THE Board of Trustees of Springfield

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Township, Summit County, Ohio, to accept this Organizational Resolution as outlined.

ADM 004-10 Dean Young: I move that we accept the Year 2010 Organization Resolution. Seconded by Deborah Davis. Roll Call: Mrs. Davis (yes); Mr. Young (yes); Mr. Killian (yes).

I, Joy Dies, Fiscal Officer of the Springfield Township, Summit County, Ohio, do hereby certify that the foregoing Resolution has been duly and regularly adopted by the Board of Trustees of Springfield Township at a meeting held January 7, 2010.

Joy Dies, Fiscal Officer

ANNOUNCEMENTS

- Township offices will be closed January 18, 2010, (Martin Luther King).

ADM 005-10 Dean Young: I move to adjourn. Seconded by Deborah Davis. Roll Call: Mrs. Davis (yes); Mr. Young (yes).

Dean Young, Chairman

Deborah Davis, Vice Chairman

ATTEST

R. Bruce Killian, Trustee

Joy Dies, Fiscal Officer

*Minutes prepared by Patty Price
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