

REGULAR MEETING BOARD OF TRUSTEES

July 13, 2023

ITEM 1 Call to Order

ITEM 2 Roll Call

Present: Mayor Gibson, Trustee Brady, Trustee Billings, Trustee McVey, Trustee West, Trustee Wittler

Absent: Trustee Cooper

Phone/Computer:

Guest Present: Lexie Brooks
Larissa Beecham

Staff Present: Tammy Newman, Town Manager
Shealynn Robins, Town Clerk/Treasurer
Brett Figgins, Street Superintendent
Kyle Reeves, Town Police Officer
Don Steerman, Town Attorney
Starla Westphal, Swimming Pool Manager

ITEM 3 Pledge of Allegiance, led by Mayor Gibson

ITEM 4 Prayer, led by Trustee West

ITEM 5 Approve Minutes of the June 8, 2023 Board of Trustee's Regular Meeting.

Trustee West made motion to approve June 8, 2023 regular meeting minutes. Second by Trustee Billings. Motion Passed

ITEM 6 Approve Bills

Trustee Brady made motion to approve bills as presented. Second by Trustee McVey. Motion Passed.

ITEM 7 Public Comment for Non-Agenda Items

Anyone who would like to address the Board of Trustees on any matter other than an agenda item will be given an opportunity, 3-minute time limit each person after signing the roster.

Starla Westphal, Swimming Pool Manager, had 81 kids go through the second session for swimming lessons. This brings a total of 171 kids who went through swimming lessons at the Springfield Swimming Pool. Ms. Westphal also explained how the pool has been getting a lot donations and T-shirt sales as well.

ITEM 8 Approval of removing Merna McGinnis and adding Shealynn Robins to Bank Signature Cards for GN Bank, TBK Bank, Community State Bank, and Frontier Bank.

Trustee Wittler made motion to approve removing Merna McGinnis and adding Shealynn Robins to the bank signature cards for GN Bank, TBK Bank, Community State Bank, and Frontier Bank. Second by Trustee Billings. Motion Passed

ITEM 9 Cobblestone Hotel Renewal Liquor License

Tammy Newman explained to the trustees that all required documentation was not received for the Cobblestone Hotel Liquor License Renewal. Asked to have tabled until next board of trustees meeting.

Trustee West motioned to table the Cobblestone Hotel Liquor License Renewal. Trustee Wittler second. Motion Passed.

ITEM 10 Appointment Springfield Board of Adjustments, John Overhouser, 3-year term, Exp. July 2026

Trustee McVey made motion to appoint John Overhouser for a 3-year term, Exp. July 2026 for Springfield Board of Adjustments. Second by Trustee Brady.

Yes: Trustees Billings, Brady, McVey, West, Wittler, Mayor Gibson.

No: None

Motion Passed.

ITEM 11 Appointment Springfield Board of Adjustments, Jerrod Summers, 3-year term, Exp. July 2026

Trustee Brady made motion to appoint Jerrod Summers for a 3-year term, Exp. July 2026 for Springfield Board of Adjustments. Second by Trustee Billings.

Yes: Trustees Billings, Brady, McVey, West, Wittler, Mayor Gibson.

No: None

Motion Passed.

ITEM 12 Appointment Springfield Housing Authority, Larry Duncan, 5-year term, Exp. July 2028

Trustee West made motion to appoint Larry Duncan for a 5-year term, Exp. July 2028 for Springfield Housing Authority. Second by Trustee Wittler.

Yes: Trustees Billings, Brady, McVey, West, Wittler, Mayor Gibson.

No: None

Motion Passed.

ITEM 13 Appointment Springfield Fireman Pension Board, Paige Johnson, remainder 4-year term, Exp. July 2026

Trustee McVey made motion to appoint Paige Johnson for remainder of 4-year term, Exp. July 2026 for Springfield Fireman Pension Board. Second by Trustee Brady.

Yes: Trustees Billings, Brady, McVey, West, Wittler, Mayor Gibson.

No: None

Motion Passed.

ITEM 14 Appointment Springfield Fireman Pension Board, Chris Westphal, 4-year term, Exp. July 2027

Trustee Billings made motion to appoint Chris Westphal for 4-year term, Exp. July 2027 for Springfield Fireman Pension Board. Second by Trustee Wittler.

Yes: Trustees Billings, Brady, McVey, West, Wittler, Mayor Gibson.

No: None

Motion Passed.

ITEM 15 Appointment Springfield Tree Board, Larry Duncan, 3-year term, Exp. June 2026

Trustee West made motion to appoint Larry Duncan for 3-year term, Exp. July 2026 for Springfield Tree Board. Second by Trustee Wittler.

Yes: Trustees Billings, Brady, McVey, West, Wittler, Mayor Gibson.

No: None

Motion Passed

ITEM 16 Appointment Springfield Tree Board, Lynn Killinger, 3-year term, Exp. June 2026

Trustee Brady made motion to appoint Lynn Killinger for 3-year term, Exp. July 2026 for Springfield Tree Board. Second by Trustee Wittler.

Yes: Trustees Billings, Brady, McVey, West, Wittler, Mayor Gibson.

No: None

Motion Passed

ITEM 17 Resolution 23-10-Water Rates

Ms. Newman explained to the trustees, how the water did not increase the \$2.50 like it should of been for every 6 months. So increased the water rates a total of \$5 for missing the 6 months increase and for the water project.

Mayor Gibson stated that there will be something stated on the utility bills to explain why the increase for the water rates.

Trustee West made motion to approve Resolution 23-10 Water Rates. Second by Trustee McVey.

Yes: Trustees Billings, Brady, McVey, West, Wittler, Mayor Gibson.

No: None

Motion Passed

ITEM 18 Resolution 23-11-Master Fee Schedule

Resolution 23-11-Master Fee Schedule is to update and show the increase for the water rates.

Trustee Wittler made motion to approve Resolution 23-11 Master Fee Schedule. Second by Trustee Brady.

Yes: Trustees Billings, Brady, McVey, West, Wittler, Mayor Gibson.

No: None

Motion Passed

ITEM 19 Ordinance No. 356- Second Read

Repealing the building code as provided in section 18-1

Trustee Billings made motion to approve second read of Ordinance No. 356. Second Trustee Wittler.

Roll Call:

Yes: Trustee Brady, Trustee Howard, Trustee McVey, Trustee West, Mayor Gibson.

No: None

Motion Passed

ITEM 20 Ordinance No. 357- Second Read

Prohibition for a violent sex offender

Trustee McVey made motion to approve second read of Ordinance No. 357. Second Trustee Brady.

Roll Call:

Yes: Trustee Brady, Trustee Howard, Trustee McVey, Trustee West, Mayor Gibson.

No: None

Motion Passed

ITEM 21 General Business

A. Tree Board update Memorial Park Statue

- a. Ms. Newman talked to Kathy Self again, and she has still not received any response from Jordan Processing. Ms. Self is going to try a couple different avenues to hopefully get more donations to pay for the statue.

B. Element Engineering water project update

- a. Ms. Newman updated the trustees in regards to the report from Element Engineering for the water project. Stated that everything is still in the beginning processes, and still in discussion with bond council and element engineering about more questions that have arisen.

ITEM 22 Administrative Reports

Kyle Reeves: Police Department

Chief Klipfel was not able to be at the meeting, so Mr. Reeves was present to update the trustees in regards to the Police Department.

Brett Figgins: Street Superintendent

Mr. Figgins wanted to make a presence and be available to answer any questions the trustees may have about the street department. Ms. Newman did inform the trustees that she has received a lot of good compliments about Brett and his crew and how fast they get a complaint taken care of.

Tammy Newman: Town Manager

Ms. Newman updated the trustees about Well 10 that is currently being leased from the Chenoweth family. At last meeting, it was requested for Mr. Ingle and Ms. Newman to reach out to the Chenoweth family about selling Well 10 to the Town of Springfield. Ms. Newman and Mr. Ingle were able to get a hold of the Chenoweth family, and at this time they do not wish to sell Well 10. The Chenoweth family did state that they would keep the town in mind if they ever did want to sell Well 10 in the future.

Ms. Newman informed trustees of donations that have been received this far for the swimming pool.

Ms. Newman brought forth two design quotes from Paddock and ESD for the Springfield Swimming Pool Design Project. Trustee Brady moved to table the Springfield Swimming Pool Design Project until the trustees can look more into the two quotes. Trustee McVey seconded. Motion Passed

Ms. Newman brought forth the CodeMantra quote, which is to help get the Town of Springfield website ADA compliant with all documents, forms and reports. The trustee's requested that Ms. Newman and Ms. Robins go through the town website and see if there any documents, forms, or reports that could be removed off the site. Also requested to research other companies as well to get more quotes for this project.

Shealynn Robins: Town Clerk/Treasurer

Ms. Robins informed trustees that the Sales Tax received for the month of May was \$61,465.78

Don Steerman: Town Attorney

Don Steerman went to the county attorney's meeting, and while there they overviewed all the upcoming bills that are coming down the pipeline, and discussed how to be prepared for all of them.

ITEM 23 Mayor and Trustee Reports

Mayor Gibson stated that him and Ms. Newman went to the CML conference and it was a good experience and learned a lot.

Mayor Gibson also informed trustees that he would like to look at updating the Town of Springfield Master Plan. The last master plan for the town was updated in 1969. Would like for the trustees to help review the plan and make any changes or updates that are needed.

ITEM 24 Adjournment

Trustee Brady made motion to adjourn at 7:02 pm. Seconded by Trustee Billings. Motion Passed

Next Regular BOT Meeting August 10, 2023, 6:00 PM