

RECORD OF PROCEEDINGS
German Township Board of Trustees
Year End/ Reorganizational Meeting
December 30, 2014

The German Township Trustees met for the Year End/Reorganizational meeting on Tuesday, December 30, 2014 at 8:00 a.m. at the German Township Office, 3940 Lawrenceville Drive, Springfield, Ohio. The meeting is called into order by Mr. Rodney Kaffenbarger, president.

Roll Call: Mr. Clark – present; Mr. Metzger- present; Mr. Kaffenbarger – present

Other Township personnel present: Angela Griest, Fiscal Officer; Tim Holman, Fire Chief; Mike Stitzel, Police Chief; George Degenhart, Zoning; Mark Bevan & Dave Brown, Maintenance Department, Linda Mader, Fire Department.

Pledge of Allegiance

Fiscal Officer:

- A. Motion to approve the minutes of December 16, 2014:
Motion: Mr. Clark 2nd: Metzger Roll Call: Ayes – All

- B. Motion to approve the warrants/vouchers checks issued December 16 through December 30, 2014:
Motion: Mr. Metzger 2nd: Clark Roll Call: Ayes – All

- C. Motion to receive the November financial reports from the fiscal officer:
Motion: Mr. Clark 2nd: Metzger Roll Call: Ayes – All

Hearing of the Public:

None

Zoning report:

Mr. Metzger had a question regarding a property in Lawrenceville that has all the vehicles in the yard, and the Spencer property across from the school looks terrible. Mr. Degenhart stated he has tried several times on the Spencer property, and he will look into the other situation, but there is no maximum on the numbers of licensed vehicles a person may have on their property, only for vehicles not registered or junk vehicles.

Fire Report:

Chief Holman reported that 297 Christmas dinners were distributed. Thank you to all the volunteers who participated.

Police Report:

- D. Motion to repair the 2009 Crown Victoria transmission at an estimated cost between \$2000 and \$2500:
Motion: Mr. Metzger 2nd: Clark Roll Call: Ayes – All

In 2015, Chief Stitzel would like to purchase one new vehicle, and sell two of the older vehicles. He is to start gathering quotes.

Tech II will be giving the Police Department a donation to cover the purchase of five body cameras.

- E. Motion to purchase 5 body cameras at a cost of \$2022.93:
Motion: Mr. Metzger 2nd: Mr. Clark Roll Call: Ayes – All

Chief Stitzel reported the bullet proof vest grant received by Officer Barga was for \$1000.00

Maintenance:

Mr. Bevan reported the little truck is back. The work on River Road is finished. The signs are completed except for the signs we were short, which are on order.

The road study for Cedar Hills and West Ridge were not done by the Clark County Engineers Department due to budget constraints. Need to check with the County or the Prosecutor if the Township can set speed limits in subdivisions.

A decision needs to be made whether to sell the older dump truck or the fix it and keep it as a backup.

Gledhill has not returned a call to Mr. Kaffenbarger concerning the extra cost of the new vehicle.

Old Business:

None

New Business:

- F. Motion to approve the three Trustees, Fiscal Officer and Zoning Director to attend the Ohio Township Association Winter Conference in January:
Motion: Mr. Clark 2nd Kaffenbarger Roll Call: Ayes – All

This concludes the 2014 year end meeting. The meeting will be turned over to Angela Griest for the 2015 Reorganizational meeting.

2015 Reorganizational Meeting

The floor is open for nominations for President of the Board of Trustees: Mr. Clark nominated Mr. Kaffenbarger. Mr. Metzger closed the nominations, seconded by Mr. Clark.

Roll Call: Ayes - All

President Kaffenbarger takes over the meeting.

- G. The floor is open for nominations for Vice-President of the Board of Trustees: Mr. Clark nominated Mr. Metzger. Mr. Kaffenbarger closed the nominations, seconded by Mr. Clark. .
Roll Call: Ayes – All
- H. Motion for a Resolution to amend the Appropriations and Revenues for the year ending 2014:
Motion: Mr. Metzger 2nd: Clark Roll Call: Ayes – All
- I. Motion for a Resolution to accept the statutory appropriation minimum level as stated in Section 5705.381 of the ORC for the Fiscal Year 2015, and to accept the 2015 Temporary Appropriations:
Motion: Mr. Metzger 2nd: Clark Roll Call: Ayes – All
- J. Motion for a Resolution to authorize the fiscal Officer to establish the 2015 Purchase Orders/ Blanket Certificates not to exceed the amounts set in the 2015 Temporary appropriations:
Motion: Mr. Clark 2nd: Metzger Roll Call: Ayes – All
- K. Motion to establish the date and time of the regular Township Trustee Meetings for calendar year 2015 as the second Tuesday of each month at 8:00 a.m. at the Township Office:
Motion: Mr. Metzger 2nd: Clark Roll Call: Ayes – All:
- L. Motion to set the Trustees' salaries at \$11,318 a year and the fiscal Officer at \$19,800 a year payable in monthly installments per the ORC Sections 505.24 and 507.09. The Township Trustee and Township Fiscal Officer salaries are based on the annual budget of the Township, and the amount is set by the State of Ohio. There has not been a cost of living increase since 2008:
Motion: Mr. Clark 2nd: Metzger Roll Call: Ayes – All

- M. Motion that any full time person or elected official who is taking the regular township insurance would have to pay the five percent of the costs, but if you are taking the reimbursement plans you wouldn't not have to pay the five percent if it was below the regular township insurance costs:
 Motion: Mr. Metzger 2nd: NONE Motion died due to a lack of a second.
- N. Motion to provide insurance as follows: Township Officers beginning terms in 2014 and beyond and any eligible employees may participate in any of the insurance benefits offered by the Township for medical, dental, and vision insurance. They may select from any health insurance plan, HRA, or other available "pick-up" or a "reimbursement" option during their term. The official or employee may select any available plan at the start of his or her term, or employment and change to a different plan if desired during the designated annual open enrollment period. No pick-up or reimbursement plan can exceed the maximum costs of the main health insurance plan offered by the Township:
 Motion: Mr. Clark 2nd: Kaffenbarger Roll Call: Ayes – All
- O. Motion that any employee participating in the insurance benefits offered by the Township will pay five percent (5%) of the Township paid premiums as a payroll deduct , and those who have a reimbursement plan that is \$1000 or less per month do not have to pay the five percent (5%).
 Motion: Mr. Kaffenbarger 2nd: Metzger Roll Call: Ayes – All
- P. Motion to provide \$30,000 in Life and AD&D insurance for each Trustee & Fiscal Officer; \$20,000 in Life and AD&D to fulltime employees, and to offer all part-time employees, zoning inspector, fire cadets and auxiliary police officers a \$10,000 Life and AD&D:
 Motion: Mr. Metzger 2nd: Clark Roll Call: Ayes – All
- Q. Motion to allow any permanent part-time employee to purchase any of the insurance as a payroll deducts: Motion: Mr. Metzger 2nd: Clark Roll Call: Ayes – All
- R. Motion to set the Township holidays for all full time employees and the Township office secretary as follows:
 New Year's Day – January 1st
 Martin Luther King Day – January 20th
 Memorial Day – May 26th
 Independence Day – July 4th
 Labor Day – September 1st
 Veteran's Day – November 11th
 Thanksgiving Day – November 27th
 Christmas Day – December 25th
 One floating holiday – Used for any of the following: President's Day, Columbus Day, Day after Thanksgiving, or day before or after Christmas:
 Motion: Mr. Metzger 2nd: Clark Roll Call: Ayes – All
- S. Motion to continue the employment of all individual employees at the rate prescribed below:
- | | |
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| Mark Bevan, Fulltime, Maintenance Supervisor | \$22.00 hour |
| Dave Brown, Fulltime, Maintenance Worker | \$21.00 hour |
| Tim Holman, Fulltime, Public Safety Officer | \$53,000.00 year |
| Dan Price, Part-time, Assistant Chief | \$7,200.00 year |
| Paramedic | \$15.00 hour |
| Intermediate EMT | \$13.25 hour |
| EMT | \$12.50 hour |
| Firefighter | \$ 8.75 hour |
| All fire department lieutenants an additional .15 cents over base pay | |
| All fire department Captains an additional .25 cents over base pay | |
| Michael Stitzel, Full time, Police Chief | \$42,200.00 year |
| Matthew Thomas, Fulltime, Police Officer | \$17.70 hour |

Jeremy Blum, Fulltime, Police Officer	\$17.50 hour
Zachary Larimore, Part-time, Police Officer	\$12.50 hour
Joshua Perry, Part-time, Police Officer	\$12.50 hour
Erica Barga, Part-time Police Officer	\$12.50 hour
Jordan Bean, Part-time Police Officer	\$12.50 hour
Jeffery Stelzer, Part-time Police Officer	\$12.50 hour
Part-time, Secretary	\$10.00 hour
Other office clerical workers (minimum wage)	\$ 8.25 hour
George Degenhart, Zoning Inspector	\$8,400.00 year
Motion: Mr. Clark 2nd: Kaffenbarger Roll Call: Ayes – All	

- T. Motion to reappoint Mark Sander to the Zoning Commission for term beginning January 2015:
Motion: Mr. Clark 2nd: Metzger Roll Call: Ayes – All
- U. Motion to appoint Rosemary Naulty to the Board of Zoning Appeals, for the unexpired term of Loring Williams, beginning January 1, 2015 through December 31, 2018:
Motion: Mr. Metzger 2nd: Kaffenbarger Roll Call: Ayes – All
- V. Motion to appoint Larry Barger to the Zoning Commission to fill the unexpired term of Mr. Clark through December 31, 2015:
Motion: Mr. Metzger 2nd: Clark Roll Call: Ayes – All
- W. Motion to pay up to \$44.00 per month towards the cost of monthly cell phone charges for all the Zoning Inspector, Chief of Police, Fire Chief, fulltime maintenance workers and fulltime police officers:
Motion: Mr. Clark 2nd: Metzger Roll Call: Ayes – All
- X. Motion to reimburse mileage costs at a rate of 57.50 cents per mile (federal rate) for approved travel outside of the Township:
Motion: Mr. Metzger 2nd: Clark Roll Call: Ayes – All
- Y. Motion to reimburse meal expenses for individuals who are out of town for an overnight trip on Township business at a cost not to exceed the average cost of \$45.00 a day; there will be no reimbursement of alcohol. All trips must be approved by the Trustees before the travel date. Detailed receipts must be provided:
Motion: Mr. Metzger 2nd: Clark Roll Call: Ayes – All
- Z. Motion to approve uniform expenses for the Police Department as follows: full –time officers \$400.00 per year; Part-time officers \$200.00 per year:
Motion: Mr. Clark 2nd: Kaffenbarger Roll Call: Ayes – All
- AA. Motion to set limits on the amount that the Trustees, Fiscal Officer, Public Safety Officer/Fire Chief, Police Chief, and Maintenance Supervisor may expense without prior approval from the Board of Trustees for regular supplies and basic repair and maintenance expenditures is \$1000.00. Any emergency supplies or repairs that exceed the \$1000.00 must have verbal approval from all three trustees. Non- emergency expenditures over \$1000.00 should be approved by the Board of Trustees at their monthly meeting. Any expenses that are not expended properly may be subject to reimbursement to the Township from the individual making the expenditures. All non-emergency expenditures are required to have a purchase order number provided by the departmental head before the expense is made:
Motion: Mr. Kaffenbarger 2nd: Clark Roll Call: Ayes – All
- BB. Motion to assign Trustees in charge of Cemeteries as follows:
Lawrenceville Cemetery to Mr. Kaffenbarger
Mt. Calvary to Mr. Clark
All other cemeteries to Mr. Metzger
Motion: Mr. Clark 2nd: Metzger Roll Call: Ayes – All

CC. Motion to keep the 2015 fee schedule the same as 2014:
Motion: Mr. Clark 2nd: Kaffenbarger Roll Call: Ayes – All

Any other reorganizational business: NONE

DD.Motion to adjourn: Mr. Metzger 2nd: Mr. Clark Roll Call: Ayes-All

Approved by:

Board of German Township Trustees

Rodney Kaffenbarger, President

Recorded in the
Record of Proceedings
December 30, 2014

Mr. Metzger, Vice President

Robert Clark, Member

Angela D. Griest, Fiscal Officer