

**RECORD OF PROCEEDINGS**  
**German Township Board of Trustees**  
**Year End/ Reorganizational Meeting**  
**December 30, 2015**

The German Township Trustees met for the Year End/Reorganizational meeting on Tuesday, December 30, 2015 at 7:30 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, and Karin Emory, Secretary.

**Moment of Silence for Herb Greer, former Springfield Township Fiscal Officer, passed away.**

**Pledge of Allegiance**

**Discussion on budgets**

**Fiscal Officer:**

- A. Motion to approve the minutes of November 10, 2015 & December 08, 2015:  
Motion: Mr. Clark     2<sup>nd</sup>: Metzger     Roll Call: Ayes – All
  
- B. Motion to approve the warrants/vouchers checks issued December 08 through December 30, 2015:  
Motion: Mr. Metzger     2<sup>nd</sup>: Clark     Roll Call: Ayes – All
  
- C. Motion to renew the Sherriff Dispatch contract for January 1 through December 31, 2016 for \$27,359.76 to be paid in two installments:  
Motion: Mr. Metzger     2<sup>nd</sup>: Clark     Roll Call: Ayes – All

**Hearing of the Public:**

None

**Zoning report:**

- The Mall has sold for 2.65 million dollars.
- Rural King is going into the previous K-Mart location.

**Fire Report:**

- Discussion on Budget and Health Insurance. Chief Holman had given the Trustees, a recommendation.
- The Fire Department Banquet is set for February 6, at 6;30 P.M. AT Windy Knoll Stables banquet hall.
- The Fire Department provided Christmas meals and groceries for 600 to those in need throughout our community and the surrounding areas. Mr. Clark complimented all the staff and volunteers who helped to bring this program to the community.

**Police Report:**

- D. Motion to purchase 2 computers for the Police Department at a cost up to \$2600.00 total:  
Motion: Mr. Kaffenbarger     2<sup>nd</sup>: Mr. Metzger     Roll Call: Ayes – All

**Maintenance:**

- There is a water problem on Fox Hollow Lane which has not been there until the Church was built on the corner. Fox Hollow Lane is a Township Road according to records, and the County Engineers Office will be reviewing the Church water plan to see what can be done.
- There is also a continual drainage problem in the Westridge area between Covina and Anita Roads. Discussion on whether or not the area was a Township easement or not.

Trees roots are probably part of the problem. Installing yard drains may be helpful in determining where the problem is located, and would be helpful for future use.

- E. Motion to expend \$1000 on having Rader's to seal the drainage area and to install yard drains every 15ft, in this problem area:

Motion: Mr. Metzger      2nd: Mr. Clark      Roll Call: Ayes – All

- Johnson Road also has a drainage problem east of Mrs. Scott's property.
- It has been suggested to Mr. Snyder to burn brush rather than trying to chip it all.
- Ash Drive area also has a drainage problem, appears to be a hole in the tile.
- For 2016 - safety will be a top priority.
- Looking ahead, there are several culverts that will need work: Hominy Ridge Road, Overholser Road, and two on Ash Drive

**Old Business:**

- Church Hill Road is a Village of Tremont City road.
- While researching the road information, the Prosecutor's Office questioned whether the portion of Mt. Calvary Cemetery that is within the Village limits is allowed to be owned and maintained by the Township. No reply at this time.

**New Business:**

None

This concludes the 2015 year end meeting. The meeting will be turned over to Angela Griest for the 2016 Reorganizational meeting.

**2016 Reorganizational Meeting**

- F. The floor is open for nominations for President of the Board of Trustees: Mr. Robert Clark is nominated, nominations closed:

Motion: Mr. Metzger      2nd: Mr. Kaffenbarger      Roll Call: Ayes – All

President Clark takes over the meeting.

- G. The floor is open for nominations for Vice-President of the Board of Trustees: Mr. Metzger is nominated, nominations closed:

Motion: Mr. Kaffenbarger      2nd: Mr. Clark

Roll Call: Mr. Metzger – No      Mr. Clark - Yes      Mr. Kaffenbarger – Yes

- H. Motion for a Resolution to amend the Appropriations and Revenues for the year ending 2015:

Motion: Mr. Kaffenbarger      2nd: Metzger      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 2016, and to accept the 2016 Temporary Appropriations:

Motion: Mr. Metzger      2nd: Kaffenbarger      Roll Call: Ayes – All

- J. Motion for a Resolution to authorize the Fiscal Officer to establish the 2016 Purchase Orders/ Blanket Certificates not to exceed the amounts set in the 2016 Temporary appropriations:

Motion: Mr. Metzger      2nd: Kaffenbarger      Roll Call: Ayes – All

- K. Motion to establish the date and time of the regular Township Trustee Meetings for calendar year 2016 as the second Tuesday of each month at 8:00 a.m. at the Township Office:

Motion: Mr. Kaffenbarger      2nd: Clark      Roll Call: Ayes – All:

- L. Motion to set the salaries for Trustees Metzger and Clark at \$11,318 year and Trustee Kaffenbarger at \$11,884 year, and the Fiscal Officer at \$1650.50 per month for January, February and March; and increases to \$1733.00 per month from April through December; 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. Those beginning new terms in 2016 received a rate increase as per House Bill 64 (131<sup>st</sup> General Assembly). Elected Officials may not receive a midterm increase.

Motion: Mr. Kaffenbarger      2nd: Metzger      Roll Call: Ayes – All

- M. Motion to provide insurance as follows: Township Officers 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 available 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. The monthly premium costs for any plan type will be paid as follows: 95% of the premium shall be paid by German Township; the remaining 5% will be paid as a payroll deduct. Discontinue the Wellness Funding Plan. No pick-up or reimbursement plan can exceed the maximum costs of the main health insurance plan offered by the Township. The reimbursement option will only be made available if and when the Federal and State laws are determined to allow reimbursement.

Motion: Mr. Kaffenbarger      2nd: Metzger      Roll Call: Ayes – All

- N. Motion to provide \$40,000 in Life and AD&D insurance for each Elected Official; \$30,000 in Life and AD&D insurance to fulltime employees, and \$10,000 Life and AD&D insurance to all part-time employees, fire cadets and auxiliary police officers.

Motion: Mr. Metzger      2nd: Kaffenbarger      Roll Call: Ayes – All

- O. Motion to allow any permanent part-time employee to purchase any of the insurance as a payroll deduct:

Motion: Mr. Metzger      2nd: Kaffenbarger      Roll Call: Ayes – All

- P. Motion to set the Township holidays for all full time employees and the Township office secretary as follows:

New Year’s Day – Friday - January 1<sup>st</sup>  
 Martin Luther King Day – Monday - January 18<sup>th</sup>  
 Memorial Day – Monday - May 30<sup>th</sup>  
 Independence Day – Monday - July 4<sup>th</sup>  
 Labor Day –Monday - September 5<sup>th</sup>  
 Veteran’s Day – Friday - November 11<sup>th</sup>  
 Thanksgiving Day – Thursday - November 24<sup>th</sup>  
 Christmas Day – Sunday – December 25<sup>th</sup>  
 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: Kaffenbarger      Roll Call: Ayes – All

- Q. Motion to continue the employment of all individual employees at the rate prescribed below:

Mark Bevan, Fulltime, Maintenance Supervisor	\$ 22.44 hour
Dave Brown, Fulltime, Maintenance Worker	\$ 21.42 hour
George Degenhart, Zoning Inspector	\$ 8,400 year
Tim Holman, Fulltime, Public Safety Officer	\$ 54,060 year
Dan Price, Part-time, Assistant Chief	\$ 7,200 year
Richard Craig, Fulltime Paramedic	\$ 33,000 year
Jeff Emory, Fulltime EMT	\$ 30,000 year
Paramedics	\$ 15.50 hour
Intermediate EMT	\$ 13.75 hour
EMT (except Chad Eubanks)	\$ 13.00 hour
Chad Eubanks	\$ 12.85 hour
Firefighters	\$ 8.75 hour
All fire department lieutenants -	.15 cents per hour over base pay
All fire department Captains -	.25 cents per hour over base pay
Michael Stitzel, Full time, Police Chief	\$ 43,044 year
Matthew Thomas, Fulltime, Police Officer	\$ 17.00 hour

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| Joshua Perry, Full - time, Police Officer    | \$ 13.50 hour |
| Part-time, Secretary                         | \$ 11.00 hour |
| Other office clerical workers (minimum wage) | \$ 8.25 hour  |
- Motion: Mr. Metzger                      2nd: Kaffenbarger                      Roll Call: Ayes – All
- R. Motion to Tabled - the reappoint Jeff Boggs to the Zoning Commission for term beginning January 2016 through December 31, 2019:  
Motion: Mr. Kaffenbarger                      2nd: Mr. Metzger                      Roll Call:
- S. Motion to appoint Jason Webster to the Zoning Commission for term beginning January 2016 through December 31, 2019; and appoint Larry Barger as an alternate to the Zoning Commission:  
Motion: Mr. Kaffenbarger                      2nd: Mr. Metzger                      Roll Call:
- T. Motion to appoint Mr. Metzger to the Volunteer Firefighters Dependent Fund Board:  
Motion: Mr. Kaffenbarger                      2nd: Mr. Clark                      Roll Call: All
- U. Motion to appoint Mr. Kaffenbarger to the Volunteer Firefighters Dependent Fund Board:  
Motion: Mr. Metzger                      2nd: Mr. Clark                      Roll Call: All
- V. Motion to Table – Need to check if legal to reimburse - Pay up to \$44.00 per month towards the cost of monthly cell phone charges for the Chief of Police, Fire Chief, fulltime maintenance workers and fulltime police officers:  
Motion: Mr. Metzger                      2nd: Kaffenbarger                      Roll Call: Ayes – All
- W. Motion to reimburse mileage costs at a rate of 57.50 cents per mile (2015 federal rate) for approved travel outside of the Township:  
Motion: Mr. Metzger                      2nd: Mr. Clark                      Roll Call: Ayes – All
- X. 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 \$50.00 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: Kaffenbarger                      Roll Call: Ayes –All
- Y. Motion to approve uniform expenses follows: Police full –time officers \$500.00 per year; Police part-time officers \$250.00; Maintenance workers; \$300.00 each, per year; Township Trustees - \$150.00 each per year:  
Motion: Mr. Kaffenbarger                      2nd: Clark                      Roll: Ayes – All
- Z. 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 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:Mr. Clark                      Roll Call: Ayes – All
- AA. 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:Mr. Kaffenbarger                      Roll Call: Ayes – All
- BB. Motion to keep the 20165 fee schedule the same as 2015:  
Motion: Mr. Clark                      2nd: Mr. Kaffenbarger                      Roll Call: Ayes – All

CC. Motion to divide the Township into sections, each Trustee will be in charge of the roads in their section:

North half of the Township to Mr. Kaffenbarger

South East section of the Township to Mr. Clark

South West section of the Township to Mr. Metzger

Motion: Mr. Clark

2nd:Mr. Kaffenbarger

Roll Call: Ayes – All

Any other reorganizational business: None

DD. Motion to adjourn: Mr. Kaffenbarger

2nd: Mr. Metzger

Roll Call: Ayes – All

Approved by:

Board of German Township Trustees

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Robert Clark, President

Recorded in the  
Record of Proceedings  
December 30, 2015

\_\_\_\_\_  
Charles Metzger, Vice President

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Rodney Kaffenbarger, Member

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Angela D. Griest, Fiscal Officer