

**RECORD OF PROCEEDINGS**  
**German Township Board of Trustees**  
**Regular Session**  
**April 11, 2017**

The German Township Trustees met in regular session on Tuesday, April 11, 2017 at 8:00 a.m. at the German Township Office, 3940 Lawrenceville Dr., Springfield, Ohio. Mr. Clark called the meeting to order.

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

Township Department Supervisors present: Angela Griest, Fiscal Officer; Mike Stitzel, Police Chief; Tim Holman, Fire Chief; George Degenhart, Zoning Inspector; Mark Bevan, Road Supervisor; and Karina Emory, Secretary. Other Township Personnel: Dave Brown

Visitors: Chris Mill, Koenig Equipment; Bill Wolfarth

**Pledge of Allegiance**

**Minutes**

A. Motion to approve the minutes for March 14,, 2017:

Motion: Mr. Kaffenbarger 2nd: Mr. Clark

Roll Call: Mr. Kaffenbarger- aye; Mr. Clark – aye; Mr. Metzger – abstain

**Hearing of the Public - none**

**Fiscal Officer Report:**

Mrs. Griest presented the following:

- Trustees received the March monthly financial reports
- Need approval of payments from March 14 to April 11, \$139,672.12
- Current resolution for Life Insurance from Dec 31, 2016: *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.* Do you want to add the volunteers in the fire department auxiliary group in on this insurance? There are currently 8 people in the group. Cost is \$2.40 per person per month.
- McMann Smoot Riddle – quote to add Police employees to the Accident Policy – additional cost - \$554.00 – Total premium \$4100.00
- OhioCheckBook.com for the township is now online. A link has been added to our website to the OhioCheckBook.com

B. Motion to receive the financial reports and approve the payments:

Motion: Mr. Metzger 2nd: Mr. Clark Ayes: All

Mr. Metzger stated he did not know that the elected officials received \$40,000 in life insurance. He wanted to know when that was approved. Mrs. Griest read the following:

- The minutes of December 30, 2014 shows the following motion:  
*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*
- *And the minutes of the February 10, 2015 minutes show the following motion:*  
*Mr. Doug Smith represents our Companion Life Insurance. Our Companion Life Insurance is part of the package that Clark County has covering their employees. They recently increased their coverage from \$10,000 to \$20,000. Mr. Smith would like to know if the Township is interested in increasing the coverage they offer with Companion Life to the \$20,000 level for all eligible employees at an additional cost of \$1.90 per person for a 3 year contract.*  
*Motion to increase the Companion Life Insurance to \$20,000 for all elected officials and full time employees, the cost to be paid by the Township:*  
*Motion: Mr. Metzger 2nd: Mr. Clark Roll Call: Ayes – All*

C. Motion to approve adding the fire department auxiliary group to the Consumer Life Insurance plan for \$10,000 life insurance coverage:

Motion: Mr. Metzger 2nd: Mr. Clark Ayes: All

D. Motion to approve the renewal rate of \$3550.00 for the McMann Smoot Riddle accident policy:

Motion: Mr. Metzger 2nd: Mr. Kaffenbarger Ayes: All

### Zoning Department

Mr. Degenhart reported the following:

- Hearing for the property at 4337 Detrick Jordan has been cancelled. The property has been cleared.
- Nuisance Hearing for property at 4337 Detrick Jordan has been cancelled. The property has been cleared.

### Fire Department

Chief Holman reported the following:

- Renewal for the Image Trend EMS reporting Software - \$2150.00 annual fee. This software is compliant with the State EMS, and is linked with the billing. There will be an 8 hour training at a cost of \$2700.00 to learn new information for this software and reporting. We may try to get other departments involved to help lower the costs.
  - Quote for painting both buildings (Fire and Maintenance) \$5200 plus the paint.
  - The LED lights that were approved have been installed by Jeff Scanlon.
  - I would like to take Richard Craig and Jeff Emory off salary and put them back on hourly rates, overtime will be anything after 212 hours in the 28 day cycle. Should put them at the same cost for the year.
  - Last Wednesday it was reported there was an F0 Tornado that did damage to property on Johnson Road.
  - Received the MORE grant, purchased Road Closed signs for the maintenance department.
- E. Motion to approve the Image Trend EMS Software - \$2150.00:  
Motion: Mr. Kaffenbarger 2nd: Mr. Metzger Ayes: All
- F. Motion to paint both Buildings at a cost of \$5200.00 plus paint:  
Motion: Mr. Kaffenbarger 2nd: Mr. Metzger Ayes: All
- G. Motion to put Richard Craig, and Jeff Emory back onto current hourly rates:  
Motion: Mr. Clark 2nd: Mr. Kaffenbarger Ayes: All

### Police Department

Chief Stitzel presented the following:

- Would like to move Sargent Blum to a fulltime position at \$16.00 per hour. Good officer, and has in the past worked great with the schools, and kids.
  - We have lost several of our part-time officers to other positions, so I would like to move Officer James Lee to a part-time position at \$13.00 hour.
  - Need approval to re-implement Leads on Line – which allows us to follow pawn shops & etc.. to see what they have taken in to help watch for stolen property. Cost \$1578.00 yearly renewal.
  - Cruiser repairs have been over \$2331 due a number of accidents in the cruisers by Officer Finney. She has had a third crash and has been put on suspension.
  - We have put restrictions on the use of personal cells phones and their use while in the police vehicles. They will not be allowed to make/take calls on their personal cell phones and they are to be put in the back seat in their supply bag.
  - At this time, I have decided to postpone getting the computers for the marcs system.
  - We had a police cruiser down and had sent it to Auto Dr. for repairs. They stated it was going to be over \$700.00 and they would have it ready by a certain date. They had several delays, causing the cruiser to be out of service too long, so he had D&S Auto take a look at it and it was running and on the road quickly for only \$200.00.
  - Clark County was awarded a DUI grant and the Police Department would again like to participate in the OVI grant. This will pay for 20-30 hours of overtime per month. We have participated in the OVI grant previously.
  - Break –ins are on the increase again throughout the township. There seems to be a group of 3 hitting garages during the daytime, working hours. One vehicle is a white work truck with a red bed. Please be aware.
  - We will be doing an Active Shooter Training with the EMA at Northwestern Schools.
- H. Motion to approve moving Sargent Blum to full-time at a rate of \$16.00 per hour:  
Motion: Mr. Metzger 2nd: Mr. Clark Ayes: All
- I. Motion to hire Officer James Lee to a part-time position at the rate of \$13.00:  
Motion: Mr. Kaffenbarger 2nd: Mr. Metzger Ayes: All
- J. Motion to approve Leads on Line at a cost of \$1578.00 annual renewal :  
Motion: Mr. Metzger 2nd: Mr. Kaffenbarger Ayes: All

### **Road Maintenance Department**

Mr. Metzger stated Mr. Chris Mills from Koenig Equipment was here today to discuss a lease mower for the Township, similar to what we had last year. There was discussion on the following items: mower deck size – 48", 54", 60"; mulch on demand; additional trimmer head mounts; how to keep grass from blowing on head stones; rear discharge; oil and filter maintenance.

There was discussion on crack filling Dredge Road. Costs to crack fill Dredge Road – German Township portion- by Pike Township Costs \$20.00 per hour for Road Superintendent, \$.80 cents a pound for material, \$11.00 per hour for General Laborer to be paid directly by German Twp. Mr. Kaffenbarger stated last year he had negative feedback on the crack fill. Discussion as to whether other roads needed to have crack fill.

Estimates for 2017 Roadside Vegetation control by FDC Enterprises –  
Post/Pole/ Guardrail/ Culvert Soil Sterilant - \$2.00 per dilute gal applied Estimate 1200 gallons;  
Grass Growth regulator - \$1.95 per dilute gal applied – Estimate 1400 gallons;  
Johnsongrass control (if needed) Spot Spray - \$1.75 per dilute gal applied – estimate 300 gallons.

Mr. Degenhart complimented the Maintenance Department for the removal of the old salt shed.

The Roof on the Maintenance building has several metal strips on the roof that are flapping in the wind. The roof is probably 20 years old. Was put in by a company called Rubber Roofers and was done in September of 1994. Need to look into repairing roof.

A gentlemen living on white Oak Drive called concerning drainage issues. Mr. Bevan is to look into the situation.

Mr. Brown asked about cell phones. He would like to go to a smartphone so he can take pictures, which would be helpful on culverts and drainage issues.

- K. Motion to approve the lease of a Z950 60" with airless twheel tires, mulch on demand, cost \$1500 for 60 hours of mowing; in additional to the cost of filter and oil for one change. Delivery set this week:

Motion: Mr. Metzger 2nd: Mr. Kaffenbarger Ayes: All

- L. Motion to approve the costs of the Dredge Road crack fill by Pike Township:

Motion: Mr. Metzger 2nd: Mr. Clark Ayes: All

- M. Motion to approve the costs of the 2017 Roadside Vegetation control from FDC Enterprises:

Motion: Mr. Metzger 2nd: Mr. Kaffenbarger Ayes: All

### **New Business**

- Donnelscreek Church would like to use the grassy area on the west side of the fire station for their church's kids carnival. June 20-23
  - Mowing contract for cemetery mowing – Grasshoppers now doing business as New View. They have agreed to continue the cemetery mowing at the same costs as last year.
  - Mr. Metzger to attend meeting concerning Rector Gard Cemetery
  - Sign Costs for Cemetery Sign stating *Closed from Dusk to Dawn* or *Open Dawn to Dusk* vary by the type and size of the sign @ \$30-\$50 each, or . Cost varies by size and text. Mr. Metzger stated to get pricing on signs for the two open cemeteries that have rules and regulations on them also, and just the closed from Dusk to Dawn signs for the rest of the cemeteries in the Township.
  - Chief Holman stated that ODOT has a sign grant but to be eligible to apply you must attend a meeting. There is one April 19, 2017 from 1-3 p.m. in Columbus. Mr. Brown stated he could attend, Mr. Kaffenbarger would check his schedule.
  - Pipeline Training-There is a pipeline safety class for first responders or for anyone doing excavating. May 10<sup>th</sup>.
  - Starting April 17, 2017 we will have a new county prosecutor by the name of Beau Thompson.
- N. Motion to allow Donnelscreek Church to use the grassy area June 20-23, 2017:

Motion: Mr. Metzger 2nd: Mr. Clark Ayes: All

**Old Business:**

- Meeting set with Tremont city concerning the Mt. Calvary cemetery April 19, 2017.
- OTARMA can go out for insurance quotes for next year however all employees interested in being on the insurance would have to fill out a form fire application online which will include family and medical information. If need help, talk with Karina.
- We will need to have a letter by July 1, 2017 for our Current insurance carrier stating what our intentions are for the next year.
- Mr. Kaffenbarger stated that during the last OTARMA review there were several items recommended we implement.
  - One of those is the Driver Inspection forms. The Fire Department and Police Department do these already, but Maintenance Department needs to begin using these starting May 1, 2017 before the vehicle is taken on the road.
  - Mr. Clark will be starting on Road checks.
  - Need to have everyone who drives a Township vehicle to have annual driver's license checks to be sure we have valid licenses, and no suspensions or too many points.

Motion to adjourn: Mr. Kaffenbarger    2<sup>nd</sup>: Mr. Clark    Ayes: All

Approved by:  
Board of German Township Trustees

Recorded in the  
Record of Proceedings  
April 11, 2017

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Angela D. Griest, Fiscal Officer

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Robert Clark, President

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Rodney Kaffenbarger, Vice President

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Charles Metzger, Member