

RECORD OF PROCEEDINGS
German Township Board of Trustees
Regular Session
May 09, 2017

The German Township Trustees met in regular session on Tuesday, May 09, 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 & Linda Mader

Visitors: Drew Esposito, Clemens & Nelson & Associates, Inc.; Beau Thompson, Clark County Prosecutor’s Office; John Burr, Clark County Engineer

Pledge of Allegiance

Minutes

A. Motion to approve the minutes for April 11, 2017:

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

Hearing of the Public

Mr. Drew Esposito, Clemens & Nelson & Associates: Their firm provides management consulting services to employers only. They provide practical solutions to fit an organization’s needs: Labor Relations, Human Resource Management, Regulatory Compliance, & Training and Development. They are not a law firm and do not represent clients in court, but are a consulting firm that would work with our legal counsel to provide support. They represent many municipalities, villages, and townships, so they are familiar with government requirements, fire departments, and police departments. They currently work with Mad River Township, Clark County. For a minimal fee, they can be put on retainer, which gives us access to them at any time for information, questions, and general consulting. Anything that is beyond the scope of “routine work” may have an additional cost. Those costs would be disclosed and approved prior to any work being done. A contract was left for the Trustees review.

Mr. Beau Thompson, Assistant Prosecuting Attorney, was here to introduce himself to us as our new legal counsel, and looks forward to working with us in the future.

Mr. John Burr, Clark County Engineer was here to inform the trustees about grants or loans the Township may want to look into for help with road repairs. In some instances, the Township can file in conjunction with the county applications, like the OPWC grants. For Federal grants there is a 5 year look out for applications. State grants you would have to file by August to be able to use the following year. Trustees were interested in participating in the OPWC grants and would be willing to work with the county engineer’s office.

Due to several complaints from residents, the Trustees asked Mr. Burr about mailbox regulations. He stated that the County follows the ODOT standards and he would send us a copy of that policy and regulation. Trustees also asked Mr. Thompson to look into what liability the Township had if someone put an illegal or inappropriate mailbox, planted trees, or other item in the township road right-of-way.

Fiscal Officer Report:

Mrs. Griest presented the following:

- Trustees received the April monthly financial reports
- Need approval of payments from April 11 to May 09, 2017 \$140,271.67
- Advising there will be a transfer of funds from the primary checking to the loan repayment checking account - \$51,000.
- As required by law, all township funds must be collateralized. In June, the State is making some changes to the way this can be done. The Banks will be informing us how they are going to handle these changes. I will keep you posted on the outcome.
- UAN computer replacement will be during May- June. The old equipment becomes Township property. The new computer costs are included in our quarterly payments to UAN for the accounting system and support.
- All employees will be receive information concerning Fraud reporting, and will need to sign a form stating they have received this information.

- Received a premium refund from Workers Compensation for approximately \$8314.
- B. Motion to receive the financial reports and approve the payments:
 Motion: Mr. Metzger 2nd: Mr. Kaffenbarger Ayes: All

Zoning Department

Mr. Degenhart stated there was nothing to report.

- Chief Stitzel stated he received complaints concerning a property on Penny Pike with junk vehicles.
- Mr. Kaffenbarger reported there is also another property on Shrine Road that needs to be reviewed.

Fire Department

Chief Holman reported the following:

- Jeff Scanlan replaced the lights on the outside of the fire house. Four new lights have been ordered to replace the lights not working on the Township Building.
- Received a complaint because the EMS does not transport patients to hospitals outside of the area. Chief Holman stated he talked with them concerning the fact that going so far out of the area leaves that EMS squad and personnel out of service for too long.

Police Department

Chief Stitzel presented the following:

- Officer Finney resigned and has donated her police gear to other officers.
 - We need to fill the full time position. Two of our current officers have applied for the position- Officer Axle and Officer Johnson. Would like permission to appoint one of them to fill the position, conditionally, until completion of the physical, based on recommendations from Detective Garmin and Sargent Blum who are interviewing each candidate.
 - Would like to start sending officers for a physical and vision test to be sure are fit for duty. This can be done by Occupational Health. Will need to set a standard or guideline. It was suggested to see what standards have been set by the Ohio State Patrol.
 - Requesting permission to return the automatic weapons that were received through a Federal program back to the Federal program. We do not need these types of weapons.
 - Requesting permission to file with the courts to release confiscated weapons to the Township. Once released to the township we would trade them in to Vance's in order to purchase a new patrol rifle. Trade- in allowance and new costs to be obtained.
 - Requesting permission to purchase a laptop to be used by Detective Garmin. This will enable him to work on investigations while in the field utilizing a reporting system through the State of Ohio. Cost \$900.00
- C. Motion to fill the full time position as stated above:
 Motion: Mr. Metzger 2nd: Mr. Kaffenbarger Ayes: All
- D. Motion to grant permission to return the weapons back to the Federal program, and to file with the courts to release the confiscated weapons, and to trade in those weapons with the intent to purchase a new patrol rifle:
 Motion: Mr. Metzger 2nd: Mr. Kaffenbarger Ayes: All
- E. Motion to approve the purchase on the lap top computer for police use:
 Motion: Mr. Metzger 2nd: Mr. Clark Ayes: All

Road Maintenance Department

Mr. Bevan reported the following:

- Need approval of the increase of costs for crack fill pricing for Dredge Road. Estimate was low at \$434.00. Took two hours longer and more material than estimated to repair the road. Actual costs: \$1128.00.
- Requesting permission to purchase blades from the Dexter Company for road mower from the Dexter Company- \$215.00 per bag, ordering 3 bags for a total of \$645.00
- Had to replace the battery on the tractor.
- Mowing to be done by Memorial Day, May 29th.
- The County recommended an 18" pipe for the project on Overholser Road.
- Need approval for a ditching job to be done on Johnson Road. Near a concrete culvert. A gentleman wants to put in a driveway pipe. It looks like the ditch needs to be piped on either side of the driveway, or the ditch will be too deep to mow and will need graded. There will be cost of additional piping – 100ft and the cost of Mr. Hiles to do the ditching and grade. The owner will pay for the driveway pipe.
- Mr. Kaffenbarger suggested that when mowing the concrete culverts to try not to hit them with the mower blades.

- F. Motion to approve the increase in costs for the Dredge Road project to \$1128.00:
Motion: Mr. Kaffenbarger 2nd: Mr. Metzger Ayes: All
- G. Motion to purchase the mower blades from Dexter Company \$645.00:
Motion: Mr. Kaffenbarger 2nd: Mr. Clark Ayes: All
- H. Motion to go approve the piping and ditching on Johnson Road:
Motion: Mr. Kaffenbarger 2nd: Mr. Metzger Ayes: none Nays: All
Motion denied. Trustees would like to take a look at the situation.

Mr. Brown reported on the trainings he attended.

- The Sign Grant Training was basically for identifying areas where there are a lot of accidents and improving the signage in that area. They also talked about how some curves are not marked at the current recommended speeds. There is a machine that can help with determining the correct speeds. May want to have the curves checked.
- Pipeline training was basically very simple... Call before you dig. If you don't call and you happen to hit something, there can be very large fines.

New Business

- Tremont City Barrel Fill meeting to be held at the Northwestern High School on May 30, 2017 at 7:00 p.m. The meeting is to inform the community on the new proposals and deadlines in conjunction with the Barrel Fill.
- Need to set times to work on the 2018 Budget. Police, Fire and Maintenance Department were given budget worksheets with their monthly report. Please submit any major changes for the next year (salaries, projects, large purchases).
- Need to make a decision about what to do with the little truck. Review quotes.
- There was a discussion on the building cleaning and how the restrooms need to be cleaned each week and to have the kitchen area cleaned every other week.
- I. Motion to have North Willow Cleaning services increase the cleaning to include once a week for the restrooms and every other week for the kitchen.
Motion: Mr. Metzger 2nd: Mr. Kaffenbarger Ayes: All

Old Business:

- Mr. Kaffenbarger to order the Cemetery Signs.
- Update Health Insurance – OPEC may change the withdrawal notice to September 1, and may change to 1 year contract instead of a 3 year,
- Census has been emailed to PEBA for Insurance quotes.
- Meeting concerning Rector Gard Cemetery has not been rescheduled.

- J. Motion to adjourn: Mr. Kaffenbarger 2nd: Mr. Metzger Ayes: All

Approved by:
Board of German Township Trustees

Recorded in the
Record of Proceedings
May 09, 2017

Angela D. Griest, Fiscal Officer

Robert Clark, President

Rodney Kaffenbarger, Vice President

Charles Metzger, Member