

**German Township Trustees
Special Meeting
March 28, 2014**

The German Township Trustees met in special session on Friday, March 28, 2014 at 8:00 a.m. at the German Township Office at 3940 Lawrenceville Drive, Springfield, Ohio for budgetary purposes, and for approval of vehicle expenses.

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

Pledge of Allegiance

Fiscal Officer, Angela Griest, presented the trustees with the 2014 permanent appropriations status. The appropriations were reviewed by the trustees.

Mr. Clark moved the adoption of the following Resolution #03282014A – Permanent Appropriations for 2014:

Be it resolved by the Board of Trustees of German Township, Clark County, Ohio that to provide for the current expenses and other expenditures of said Board of Trustees, during the fiscal year ending December 31, 2014, the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during said fiscal year.

Mr. Kaffenbarger seconded the resolution:

Roll Call: Mr. Kaffenbarger – yes; Mr. Clark – yes Ayes – All

Vehicle expenses:

- Sweeting Tire - \$1508.24
- Brian's Diesel - \$3972.96 – total of two invoices

Motion to approve the vehicle expenses:

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

Trustees reviewed the procedures for emergency expenditures:

- Department head calls for approval from two trustees.
- Once approved you may continue with the repair.
- Contact the township office during office hours or leave a message to request a PO #. Provide the following information for the PO #: department, reason and item for repair, where repairs done, cost, approved by, requested by.

There was a discussion concerning the Records Retention Policy. Trustees will be working with all department heads to review the retention schedules relating to their department.

Motion to adjourn: Mr. Clark 2nd: Mr. Kaffenbarger- yes Ayes: All

Approved by:

Board of German Township Trustees:

Rodney Kaffenbarger, President

ABSENT
Charles Metzger, Vice President

Robert Clark, Member

Recorded in the
Record of Proceedings
March 28, 2014

Angela D. Griest, Fiscal Officer