

**RECORD OF PROCEEDINGS**  
**German Township Board of Trustees**  
**Special Session**  
**May 29, 2014**

The German Township Trustees met in special session on Thursday, May 29, 2014 at 8:00 a.m. at the German Township Office at 3940 Lawrenceville Drive, Springfield, Ohio for the purpose of a work session to discuss general township business. The meeting is called into order by Mr. Rodney Kaffenbarger, President.

Roll Call: Mr. Clark – present; Mr. Metzger – present; Mr. Kaffenbarger – present. Other Township Department personnel present: Mike Stitzel, Police Chief; Tim Holman, Fire Chief; George Degenhart, Zoning Inspector, and Angela Griest, Fiscal Officer.

Mrs. Griest explained the General Fund Budget. Revenues have steadily declined. Expenses have declined slightly but not enough to keep pace with the revenue decline. There has been a decline of approximately \$124,831.00 over the last 5 years in the total of revenues we receive from taxes. Real Estate taxes are down slightly, Personal Property taxes have been eliminated, the Estate tax has been eliminated, and other revenue items have also declined. To try to combat the issue we have changed to a lower cemetery contract, lowered our insurance rates, lower UAN fees, joined a different workers comp rating, distributed trustee's costs to other funds. The carryover for 2015 will be low.

There was discussion over the budget and possible ways to remedy the situation. Those included making cuts, and the possibility of a General Fund Levy for approximately 1 mill. .

Mr. Metzger was excused from the meeting at 8:50 a.m. due to an emergency.

Mrs. Griest reviewed the Special Revenue Fund for EMS. In the past the EMS fund had a lot of carryover funds. Due to errors in accounting over the previous years, adjustments had to be made causing the carry over to be depleted. Previously the funds were for purchases of equipment. Currently we use the fund for EMS equipment purchases, EMS salaries, and EMS operational expenses. Half of the expenses currently paid from this fund will have to be transferred back to the Fire Fund.

The Fire Fund was reviewed. Local Government Distribution funds are close to 10,000 lower this year and Personal Property taxes have disappeared at 30,000 but you don't notice it because the Fire & EMS contracts with Tremont City and Mad River, Champaign County, totaling \$30,500 are added to this fund since the elimination of the Capital Fire Fund so the Fire Fund has seen only a small drop in funds. The revenue brings in approximately \$580,000. Our yearly estimated expenses are at \$572,000. This will leave us an estimated carryover of \$176,064. If we bring over a portion of the EMS Fund expenses are carryover will, it will lower the carryover significantly.

Mrs. Griest noted that the other funds are holding their own. She is mostly worried over the General Fund and the Fire Department Funds. The Police Chief is doing a good job of watching his expenses and staying within his budget to have enough carryover. Due to the fine money being lower on average this year, he is postponing the replacement of an older cruiser until towards the end of this year or until next year.

Chief Holman stated that the numbers he submits for the budget each year are getting changed when the final budget is finished. He is also concerned that if one line item runs short that the Fiscal Officer moves money around to cover it and then he is not aware of the change. Mrs. Griest stated that the form Chief Holman used for the budget was the former fiscal officer's form and she does not do the budget the same way. It was suggested for the Chiefs of each department and the Trustees to become more involved in the budgeting process. As far as the line item changes that are done, all changes are reflected in the Appropriation Status reports that each department head and each Trustee receives at the regular monthly meeting. This form shows the budget numbers per line item, expenses to date, balance of each line item available, the percentage of each line item of the budget that is spent, and the current fund balance.

Mr. Kaffenbarger would like to look at the possibility of using Bio Fuel – especially natural gas- as a way to lower our fuel costs. We will need to see about where that fuel would be available, cost to have a tank here at our location, and grant money for conversions.

We have received the next year medical insurance contract and costs. The trustee's would like the Fiscal Officer to look into other companies for lower costs.

Mrs. Griest reminded the Trustees about the OTARMA Risk Management Review.

The next meeting the Fire Department vehicle stripping costs are to be revisited.

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

Approved by:

Board of German Township Trustees

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Rodney Kaffenbarger, President

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Mr. Metzger, Vice President

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Robert Clark, Member

Recorded in the  
Record of Proceedings  
May 29, 2014

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Angela D. Griest, Fiscal Officer