

RECORD OF PROCEEDINGS
German Township Board of Trustees
Special Session
August 5, 2014

The German Township Trustees met in special session on Tuesday, August 5, 2014 at 7:30 p.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: Mike Stitzel, Police Chief; Tim Holman, Fire Chief; Rosemary Naulty, Secretary; Mark Bevan and Dave Brown, Maintenance Department; and Angela Griest, Fiscal Officer.

Visitors: Jason and Tracy Webster

PLEDGE OF Allegiance

Mr. Kaffenbarger stated the reason for this meeting is to discuss the Budget, especially concerning the General Fund. Mr. Kaffenbarger opened the floor to discussion and ideas for cost savings in the General Fund.

Mr. Degenhart asked what the budget – revenues & expenses – is for the General Fund.

Mrs. Griest explained that the Revenues have declined since 2010 by approximately \$125,000. This is mostly due to the drop in amounts we receive through local government distribution and the elimination of the estate taxes. Revenues in 2010 were \$293367.25; the revenues for 2014 are \$168536.17, which is a decline of revenue over a 5 year period of \$124,831.00.

The expenses have not declined at the same rate. Expenses in 2014 total \$263,190.00, which is a reduction from 2013 of \$18,214.97. Our Expenses are exceeding our revenues and will no longer have a carryover to support the fund.

Mr. Degenhart presented several options concerning the Zoning Department:

- Keep the zoning as it currently operates. Current salary & expenses.
- We could allow the County to handle all our zoning issues, keeping our zoning regulations, but paying them a fee for their services. Estimates are it would cost \$16,000 or more, which is more than we currently have as expenses.
- Do away with township zoning and have county zoning with the county handling all issues. No expense to us.

Mr. Degenhart stated that 66-75% of everything the zoning department deals with is not zoning, like yards not mowed, fencing, and neighbor disputes. He is willing to have his compensation changed to a cost lower than the income currently received by the zoning fees, but only if the Township Office remains open to some degree so residents and he will have access to a place to work. He recommends that if the office cannot stay open at all, then zoning should go to the county.

Chief Holman asked Ms. Naulty how much time she spends on zoning, brush pick up, road complaints, etc... Ms. Naulty stated most of the phone calls are maintenance and zoning related. She has not analyzed how much work she does for each department, but she does process mail, invoices, and performs Human Resources for all departments.

Mr. Metzger suggested areas to cut:

- Cut the insurance costs down so the Township is only covering up to \$10,000 per person with the individual covering anything over that amount
- Eliminate the health savings accounts.
- Distribute costs for the upkeep of this building to all departments.
- Raise the cemetery fees.

Mrs. Griest suggested areas to either eliminate or reduce the costs include:

- Distribute Fiscal Officer salary & benefits between all departments.
- Distribute building costs to all departments
- Township Secretary & Zoning Inspector
- Telephones and cell phones
- Training services
- Travel and meeting expenses
- Printing
- Office & operating supplies
- Contracted services: especially the attorney, cemetery mowing, building cleaning
- Advertising

Mr. Kaffenbarger suggested the following to help reduce costs:

- Do a true cost analysis of township building expenses
- Reduce secretary hours
- Reduce cemetery mowing
- Employees contribute more for health insurance, change deductible balances
- Eliminate cell phone for elected officials , look at other departments
- Look into how the tax abatement plans have affected us

Chief Holman stated that we (police, fire) have managed our budgets so we have carryover each year. I'm upset that the township did not manage their fund and now we have to try to support the township fund. Mr. Holman had no problem with the fire department paying their portion of the gas & electric for their use of the building. He wants to be sure that any other costs are based on an analysis of time and costs that pertain to the fire department.

Chief Stitzel suggested that the Police Department could take over a lot of their own work that the secretary does, and would be willing to keep their own section of the building clean. The Police Department currently pays for a portion of the electric and natural gas costs of this building.

Mark Bevan and Dave Brown of the Maintenance Department suggested that if salary or other costs had to be distributed to their funds, you could possibly counter the cost by taking their over- time to comp time instead.

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

Approved by:

Board of German Township Trustees

Rodney Kaffenbarger, President

Mr. Metzger, Vice President

Robert Clark, Member

Recorded in the
Record of Proceedings
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Angela D. Griest, Fiscal Officer