

**RECORD OF PROCEEDINGS**  
**German Township Board of Trustees**  
**Work Session/Regular Session**  
**October 14, 2014**

The German Township Trustees met in a work session/regular session on Tuesday, October 14, 2014 at 6:00 p.m. at the German Township Office, 3940 Lawrenceville Drive, Springfield, Ohio. The work session is called into order by Mr. Rodney Kaffenbarger, President.

**Other Township Personnel:** Angela Griest, Fiscal Officer; George Degenhart (late arrival), Zoning Inspector

**Visitors & Guests (signed in) :** Marilyn Mayhone, Mark Sanders, Brian Helwig, John Roberts, Dan Kegley, Ann Richardson, Steve Bevan, Stan Studebaker, Gene Collier, Michele Burns for Tecumseh Land Trust, Jason Webster, and Bob Baker.

**PLEDGE OF Allegiance**

*Work Session:*

Mr. Kaffenbarger stated that the purpose of this work session was to educate and discuss why the Township put a General Expenses Levy of 1.314 mills on the ballot. The General Fund has slowly decreased over the last 5 years by approximately \$125,000. This is mainly due to cuts from the State in the Local Government Distributions and Estate Taxes. We have lost \$23,000 from Cable Franchise fees. We want to be able to continue providing excellent service to our residents, and want to keep you informed. However, we have made cuts and redistributed some expenses.

Mrs. Griest explained the different Funds of the Township and how they are funded. The General Fund can be used to pay any expense of the Township, funding is through property taxes, and local government distribution, and Cable Franchise fees, and other fees. Currently this fund pays for the Trustees, Fiscal Officer, Office Manager, & Zoning Inspector salaries and benefits, building utilities and maintenance, water and building loan payments, cemetery mowing for Lawrenceville and Mount Calvary cemeteries, and office expenses. The Police Department, Fire Department, is mainly operated through the levy money we receive. The Road Maintenance Department is operated through levy money, gas tax, and permissive road taxes. The money can only be spent for the Department or purpose that the voted levy or tax originally stated. Ex: Fire levy money can only go toward any expenses of the Fire & Ems Department. Road Maintenance money can only be spent for road department expenses. You can't use it for other departments.

Mrs. Mayhone stated that she had moved here from a larger city, and stated that the services she receives here in German Township are excellent.

Mr. Helwig asked for more information concerning the Electric and Gas Aggregation. Trustees explained the Aggregation programs and stated that the township wanted to give the citizens a choice of whether or not to participate in aggregation in an effort to reduce their gas and electric bills. The Township does not receive any monetary benefit for allowing the aggregation. Someone asked that if the Aggregation did pass at the election, could the contract provider institute a fee similar to the franchise fee we receive from cable in an effort to generate more general fund money?

Mr. Degenhart distributed a flyer titled "Local Democracy in Ohio, A review of City, Village and Township Financial Performance by Size" from the Ohio Township Association.

Motion to adjourn the work session:

Motion: Mr. Metzger 2nd: Mr. Clark Roll Call: Ayes – All

Mr. Kaffenbarger called the regular session into order at 7:00 p.m.

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

## **Pledge of Allegiance**

### **Fiscal Officer Report:**

- A. Motion to approve the minutes of September 9<sup>th</sup> and 29<sup>th</sup>:  
Motion: Mr. Clark 2<sup>nd</sup>: Mr. Metzger Roll Call: Ayes – All
- B. Motion to approve checks issued: September 9<sup>th</sup> through October 14<sup>th</sup>, 2014:  
Motion: Mr. Metzger 2<sup>nd</sup>: Mr. Clark Roll Call: Ayes – All
- C. Motion to receive the September 2014 financial reports from the fiscal officer:  
Motion: Mr. Clark 2<sup>nd</sup>: Mr. Metzger Roll Call: Ayes – All

Discussed the usage of the Dickman Directory – cost \$230.00 per year and whether or not to renew the contract. Trustees agreed not to renew the contract.

The County Auditor's office is distributing excess funds they have in the Real Estate Assessment fund. German Township's portion is \$7218.53 and is to be distributed to multiple funds accordingly.

While reviewing our insurance for 2013, the insurance company found that we did not pay a September 2013 invoice for \$9136.00. The insurance carrier has resubmitted the invoice for payment. Mrs. Griest confirmed that after reviewing all payments to the insurance carrier that the September 2013 invoice has not been paid.

- D. Motion to table the insurance payment until further review:  
Motion: Mr. Kaffenbarger 2<sup>nd</sup>: Mr. Clark Roll Call: Ayes – All

### **Hearing of the Public:**

Anne Richardson was present to ask the permission of the Trustees to put her mailbox on the Township side of the road due to the fact that her mailbox is constantly being hit. Mrs. Richardson was directed to the Clark County Engineers Office due to the fact that Lawrenceville Drive is a county road.

Michelle Burns representing the Tecumseh Land Trust introduced Township resident Bob Baker. He is making an application to the Land Trust for a conservation easement to be attached to his properties on Troy Road and Saint Paris Pike. Ms. Burns requested a resolution from the Trustees to support the purchase of a conservation easement by Mr. Baker.

- E. Mr. Kaffenbarger moved the adoption of the following Resolution:

*Whereas: On October 14, 2014 the German Township Trustees received a request from the Tecumseh Land Trust for support of their application to the State of Ohio, Public Works Commission for purchase of a conservation easement on the attached listing of property:*

*0500200014101017 Baker Robert Q – St. Paris Pike, Springfield, Ohio 45504 25.11 acres  
0500200014301015 Baker Robert Q – Troy Road, Springfield, Ohio 45504 25.4 acres  
0500200014301018 Baker Robert Q – Troy Road, Springfield, Ohio 45504 56.44 acres*

*Whereas: The German Township Trustees has reviewed this request for support of the application and has determined that the nomination of the property for the purchase of a conservation easement is compatible with the long-range goals of the local government area regarding open space protection.*

*Whereas: The Trustees find the request for the conservation easement acceptable, and*

*Whereas: The land owner included in the application wishes to participate and commits to donate at least 25% of the conservation easement value.*

***NOW THEREFORE BE IT RESOLVED BY THE GERMAN TOWNSHIP TRUSTEES AS FOLLOWS:***

- (1) That the local governing body hereby supports the request for nomination of the property for purchase of conservation easement.*
- (2) That the local governing body hereby certifies that the purchase of the conservation easement of the nominated property is compatible with the long range open space goals of the local government area;*

*(3) That the Fiscal Officer is hereby directed to transmit a certified copy of this resolution to Tecumseh Land Trust.*

Mr. Clark seconded the resolution and the roll being called upon its adoption the vote resulted as follows:

Mr. Kaffenbarger - Yes  
Mr. Metzger – Yes  
Mr. Clark - Yes

**Zoning Report:**

None

**Police Report:**

The Breast Cancer Awareness program is going well. Police volunteer have put in 12 hours of service and raised approximately \$2000. It will continue for this month.

Due to a work conflict, Officer Julie Schwartz has resigned.

Trick or Treat will be held on Saturday, October 25<sup>th</sup> from 6-8 p.m.

**Fire Report:**

- F. Motion to hire Andrew Kegley as recommended by Chief Holman:  
Motion: Mr. Metzger 2<sup>nd</sup>: Mr. Clark Roll Call: Ayes – All
- G. Motion to purchase a Light Pak at a cost of \$575.00 to replace a small generator light that is unable to be repaired:  
Motion: Mr. Kaffenbarger 2<sup>nd</sup>: Mr. Clark Roll Call: Ayes – All
- H. Motion to approve the cost of \$8000 (Hotel, registration, 1 meal per day) to send 8 people to the EMS Expo Conference in Nashville, Tennessee; transportation costs and other meals will be paid by the attendant:  
Motion: Mr. Clark 2<sup>nd</sup>: Mr. Metzger Roll Call: Ayes – All

Chief Holman requested to hire 2 EMS positions to help alleviate the ongoing problem with personnel going over the 1500 hour rule. These positions will be budget neutral as hours will remain the same but with these two positions fill a larger amount of hours. The positions will be in house posting and open to all EMTs, Advanced EMTs, and Paramedics.

Salary costs as follows: Paramedic - \$32,000 year Advance EMT - \$29,000 year EMT - \$26,000 year:

- I. Motion to approve 2 full time EMS positions as described above:  
Motion: Mr. Clark 2<sup>nd</sup>: Mr. Metzger Roll Call: Ayes – All
- J. Motion to approve the purchase of 6 tires for Medic 1 from Grismer Tires at a cost of \$1300 – state bid:  
Motion: Mr. Metzger 2<sup>nd</sup>: Mr. Clark Roll Call: Ayes – All

Chief Holman would like to purchase the Image Trend Fire Reporting System for the Fire Department reporting. It will be compatible to the EMS software, provide backup and storage of reports, and file our reports. Costs: First year \$1,150; Training one- time cost \$250.00; Contract renewals \$150.00 per year.

- K. Motion to approve the purchase of the Image Trend fire reporting System:  
Motion: Mr. Metzger 2<sup>nd</sup>: Mr. Kaffenbarger Roll Call: Ayes – All

The Fire Department is currently offering a smoke detector service program to all township residents. They will come to your home to check your smoke detectors, replace batteries if needed. They also have smoke detectors to give away for those who need one.

Chief Holman has reviewed the bids that were received for the Fire Grant for turnout gear. He makes the recommendation to purchase the 18 sets of turnout gear from Chief Supply for \$43,639.60.

- L. Motion to purchase 18 sets of turnout gear from Chief Supply:  
Motion: Mr. Metzger 2<sup>nd</sup>: Mr. Clark Roll Call: Ayes – All

Application has been made for a radio grant from the state to purchase MARCS radio so the emergency vehicles would have a radio that would be compatible with the county dispatch system. This would enable the Fire Department to communicate with the Township Police, Sheriff's Department or other first responders utilizing the MARCS system.

M. Motion to approve the position description of the Public Safety Officer as presented by Chief Holman:

Motion: Mr. Kaffenbarger 2<sup>nd</sup>: Mr. Metzger Roll Call: Ayes – All

**Maintenance Department:**

The trustees agreed by consensus that a letter needs to go out to the Tree Removal Companies that they are not to quote people a job with the intention of the Township picking up the brush that they leave. The Township does not pick up brush left by Tree Removal Companies.

N. Motion to donate \$250.00 to the Clark County Soil & Water Conservation District for the work they do for us in submitting our MS4 permit:

Motion: Mr. Metzger 2<sup>nd</sup>: Mr. Clark Roll Call: Ayes – All

The County Soil & Water will be sending us a map for us to designating our drainage, catch basins and the outlets.

O. Motion to purchase a tool box on wheels cost \$1300-\$1500:

Motion: Mr. Metzger 2<sup>nd</sup>: Mr. Clark Roll Call: Ayes – All

P. Motion to purchase additional road signs for the retro-reflectivity program at a cost of \$293.00:

Motion: Mr. Metzger 2<sup>nd</sup>: Mr. Clark Roll Call: Ayes – All

It was suggested to save some of the better old signs, and look into buying an overlap that could go over the old sign to meet the retro-reflectivity.

**Old Business:**

Mr. Kaffenbarger looked into the costs of starting up a compost area for the brush that we chip. He spoke with Mike Hively at Springfield Township. A new tub grinder would cost \$400,000, fuel costs approximately 200 gallons, \$8000 maintenance costs, plus the salary of one part time person. There may be grant money available to help with the costs. At this time the costs far outweigh the benefits.

Maintenance Department has not turned in their training registrations. They will need to turn them in for the fiscal officer to make payment.

**New Business:**

Q. Motion to approve the use of flu vouchers from the Clark County Health Department for any employee who wants the flu vaccine, contact the office for information and the voucher:

Motion: Mr. Metzger 2<sup>nd</sup>: Mr. Clark Roll Call: Ayes – All

R. Motion to purchase a new computer for the township office up to a cost of \$1500 if there is money in the budget to cover the costs:

Motion: Mr. Metzger 2<sup>nd</sup>: Mr. Clark Roll Call: Ayes – All

Chief Stitzel reported that it is hard for them to communicate with the security department at the Upper Valley Mall due to the fact that they are not on the MARCS radio system. The new owners of the mall are interested in going to the MARCS system to enable security to communicate with the police department. However, only government agencies can purchase these radios. Chief Stitzel proposes we purchase the radio and have it licensed to German Township then contract with the Upper Valley Mall for the use of the radio for their security. Mr. Clark stated he has a concern with the Township being licensed for the radio, but the Upper Valley security using it. What would our liability be for inappropriate use? Chief Stitzel explained that the use of the radio is easily monitored through the sheriff's dispatch, and if they are found to be misusing the radio, it can be shut down immediately.

- S. Motion to proceed with the purchase of the radio only after a signed contract with the Upper Valley Mall is signed:

Motion: Mr. Clark 2<sup>nd</sup>: Mr. Metzger Roll Call: Ayes – All

The year meeting is scheduled for December 30, 2014 at 8:00 a.m.

Need job descriptions for the 2 new full time positions added to the Fire & EMS Department.

Mr. Kaffenbarger stated that he would like to have the Maintenance Supervisor and the Office Manager to attend township meetings. They can either be paid for the time they are here, or take flex time off during the week.

- T. Motion to adjourn: Mr. Clark 2<sup>nd</sup>: Mr. Metzger Ayes: All

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  
October 14, 2014

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Angela D. Griest, Fiscal Officer