

German Township Trustees
Meeting Minutes
November 12, 2013

The German Township Trustees met in regular session on Tuesday, November 12, 2013 at 7:00 p.m. at the German Township Office at 3940 Lawrenceville Drive, Springfield, Ohio. The meeting is called into session by Charles Metzger, President.

Roll Call: Mr. Metzger- present; Mr. Kaffenbarger – present; Mr. Erlewine – absent
Also present: Mike Stitzel, Police Chief; Time Holman, fire chief; George Degenhart, Zoning; and Fiscal Officer, Angela Griest

Fiscal Officer Report:

Motion to approve the minutes of October 8, 2013:

Motion: Mr. Kaffenbarger 2nd: Mr. Erlewine Roll Call: Ayes –all

Motion to approve the checks issued October 8 through November 12, 2013;

Motion: Mr. Kaffenbarger 2nd: Mr. Erlewine Roll Call: Ayes –all

Motion to receive the October 2013 financial reports from the Fiscal Officer:

Motion: Mr. Erlewine 2nd: Mr. Kaffenbarger Roll Call: Ayes –all

Motion to approve \$8371.89 to Clark County Engineer's Department for the culvert replacement and ditching on Ebersole Road:

Motion: Mr. Kaffenbarger 2nd: Mr. Erlewine Roll Call: Ayes –all

Motion to approve the costs for 3 Trustees, and Fiscal Officer to attend the 2014 Township Conference to be held in February, and to approve the costs for a one day attendance for the Zoning Inspector and Secretary:

Motion: Mr. Erlewine 2nd: Mr. Kaffenbarger Roll Call: Ayes –all

On Friday, November 22, 2013 beginning at 8:00 a.m. the trustees and department heads will meet to discuss budget needs for 2014.

Mr. Metzger and Ms. Griest will meet next week to discuss a retention schedule.

Motion to approve the disposal of old equipment that is no longer usable or needed, including the old laptops:

Motion: Mr. Erlewine 2nd: Mr. Kaffenbarger Roll Call: Ayes –all

Motion to transfer funds of \$7610.00 from 1000-200-360-0000 Operating Supplies to 110-221-0000 Insurance:

Motion: Mr. Erlewine 2nd: Mr. Kaffenbarger Roll Call: Ayes –all

Hearing of the Public

Mr. Steve Bevan would like to inform the trustees that survey crews have left holes on Hominy Ridge road between the railroad tracks and the Mabry property. Mr. Kaffenbarger will follow up on this problem. The survey crews are responsible for repairing the roadway themselves or must pay the Township costs for the repairs.

Zoning

None

Fire Report

Chief Holman would like to take this opportunity to clarify information that was being circulated during the election that was incorrect. There were no funds missing. The discrepancies were due to an accumulation of bad accounting errors. Also, the invoices are approved by department heads, and again by the trustees, before any checks are mailed.

Mrs. Griest confirmed that there was no money missing, and that the accounting errors have all been found and adjusted on the computer system. She also explained the process of how invoices are approved.

Police Report

Chief Stitzel requested to send two officers to the ALICE (Alert, Lock-down, Inform, Counter and Evacuate) Training. Cost \$495.00 per officer. He would also like to become a Hosting Site for the trainings. We would be allowed to train 3 more officers for free during the spring or summer sessions if we host the trainings. Motion to approve the ALICE training and for becoming a Host Site:

Motion: Mr. Kaffenbarger 2nd: Mr. Erlewine Roll Call: Ayes –all

Request to make Teresa Jordan a part-time paid officer starting at \$12.00 an hour. Chief Holman complimented Officer Jordan on the way she handled several calls where the Fire Dept. had also responded. Motion to approve hiring Officer Jordan as a part-time officer:

Motion: Mr. Kaffenbarger 2nd: Mr. Erlewine Roll Call: Ayes –all

Chief Stitzel requested permission to dispose/donate old equipment that is no longer operable or needed by the Police Department: Motion to allow the disposal or donation of the old equipment:

Motion: Mr. Kaffenbarger 2nd: Mr. Erlewine Roll Call: Ayes –all

An executive session was requested by Chief Stitzel before the conclusion of the meeting.

Maintenance Report:

None

Cemetery

There was a discussion concerning the type of cemetery markers that will be allowed in the Torbert Memorial Gardens. Ms. Huenke stated most privately owned cemeteries are now requiring flat stones for any new lots sold, but are grandfathering previously sold deeds for above ground markers. Motion requiring all markers in the Torbert Memorial Gardens to be flat stones, flush with the ground in order to allow mowing:

Motion: Mr. Kaffenbarger 2nd: Mr. Erlewine Roll Call: Ayes –all

At the end of the year meeting we will review the rates for lots, and openings and closings. We will also look into the feasibility of utilizing the Sherriff's PRIDE Program for having inmates work in the cemetery.

Old Business

Mr. Bevan wanted to know why Bob Clark's name was listed twice in the election section of the Township Newsletter. He requested an apology letter be sent to all those who ran for Trustees in the last election due to the error. Mrs. Griest explained that the information was correctly sent to the newspaper, which does our printing and mailing of the newsletter, and the error was missed when it was proof read before printing.

New Business

Motion to approve the following resolution for a Memorandum of Understanding with the Clark County Commissioners:

AGREEMENT TO FURNISH EMERGENCY MANAGEMENT (Section 5502.271 and 307.15 Ohio Revised Code)

WHEREAS, Section 5502.271 of the Ohio Revised code requires that any political subdivision that is not a part of a county wide agreement established under Section 5502.26 of the Ohio Revised Code, or regional authority under section 5502.27 shall have an emergency Management Program, which section also requires the Chief Executive Officer of each political subdivision to appoint a Director of Emergency

Management who shall develop an Emergency Operations Plan which will encompass all political subdivisions of Clark County, shall review, update and exercise the plan annually, shall pursue a professional development training program; and coordinate the emergency management activities for the county; and

WHEREAS, the Clark County Commissioners by virtue of Resolution 2013-0669 have established an Emergency Management Agency known as the Clark County Emergency Management Agency; and

WHEREAS, the Clark County Emergency Management Agency has and will continue to fulfill the requirements of State and Federal laws and any such rules and regulations pertaining thereto regarding Emergency Management.

NOW BE IT RESOLVED THAT:

The Township of German does hereby desire to have an agreement with the Clark County Commissioners, by virtue of Section 5502.271 and 307.15 of the Ohio Revised code, to obtain and receive the services of the Clark County Emergency Management Agency in performing all of the duties and requirements of Section 5502.271 and 4501:3-6 of the Ohio Revised code, to wit: the Clark County Emergency Management Agency will develop an Emergency Operations Plan which will encompass all political subdivisions of Clark County, shall review, update and exercise the plan annually, shall pursue a professional development training program; and coordinate the emergency management activities of all the political subdivisions that execute the MOU.

It is the desire of the Board of County Commissioners of Clark County to furnish the aforementioned services at no cost to the Township and does hereunto affix our signatures.

In a passage of the Resolution 2013-669 authorizing the formation of the Clark County Emergency Management Agency under the direction of the Clark County Administrator, the Township will withdraw from the County-wide agreement under Resolution 742-80.

This agreement to furnish emergency management duties is hereby declared to be in force from and after its passage by the Board of Commissioners of Clark County.

Motion: Mr. Kaffenbarger 2nd: Mr. Erlewine Roll Call: Ayes-all

Motion to approve the insurance renewal rate through Ohio Insurance Services Agency beginning in December 1, 2013:

Motion: Mr. Kaffenbarger 2nd: Mr. Erlewine Roll Call: Ayes-all

Motion to approve advertising for bids for building cleaning with an opening date set for December 30, 2013 at 8:00a.m. at the township office:

Motion: Mr. Kaffenbarger 2nd: Mr. Erlewine Roll Call: Ayes-all

Motion to approve advertising for bids for cemetery mowing with an opening date set for December 30, 2013 at 8:00 a.m. at the township office:

Motion: Mr. Kaffenbarger 2nd: Mr. Erlewine Roll Call: Ayes-all

Those using the men's restroom need to clean-up after themselves. There has been a bad problem with urine on the floor around the urinal. If the urinal is not working properly, notify the township office. Be sure the restroom is clean when you leave.

Mr. Kaffenbarger found the front doors unlocked one evening. Be sure to check that both doors are locked before leaving.

A donation was received for culvert work that was repaired.

Terry Circle is interested in doing back-hoe work for the township.

A door lock needs to be put on the storage room located in the hallway.

The outside front entry door light needs to be put on a light switch rather than being in the breaker box.

Motion to go into executive session at 8:00 p.m. to discuss police personnel issues:

Motion: Mr. Kaffenbarger 2nd: Mr. Erlewine Roll Call: Ayes-all

Motion to return to public session at 8:09 p.m.:

Motion: Mr. Kaffenbarger 2nd: Mr. Erlewine Roll Call: Ayes-all

Motion to adjourn: Mr. Kaffenbarger 2nd Mr. Erlewine Roll Call: Ayes-all

Approved by:

Board of German Township Trustees

Recorded in the
Record of Proceedings
November 12, 2013

Charlie Metzger, President

Rodney Kaffenbarger, Vice President

Angela D. Griest, Fiscal Officer

Robert Erlewine, Member