

RECORD OF PROCEEDINGS
German Township Board of Trustees
Year End/ Reorganizational Meeting
December 29, 2016

The German Township Trustees met for the Year End/Reorganizational meeting on Tuesday, December 29, 2016 at 8:00 a.m. at the German Township Office, 3940 Lawrenceville Drive, Springfield, Ohio. The meeting is called into order by Mr. Robert Clark, President.

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

Other Township personnel present: Angela Griest, Fiscal Officer; Tim Holman, Fire Chief; Mike Stitzel, Police Chief; Mark Bevan & Dave Brown, Maintenance Department, and Karin Emory, Secretary.

Pledge of Allegiance

Fiscal Officer:

Mrs. Griest presented the following:

A. Motion to approve the minutes of December 08, 2016:

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

B. Motion to approve the warrants/vouchers checks issued December 08 through December 29, 2016:

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

Hearing of the Public:

None

Zoning report:

None

Fire Report:

Report presented by Chief Holman:

- The raises he has recommended to the Trustees should not start until after March.
- Presented a list of items to the trustees of what he is planning to do throughout the year. One big project is upkeep and repairs to the building. Will be getting quotes for painting the fire house. Trustees asked to include a quote for the maintenance department building also.
- The Fire Department provided 712 Christmas meals to those in need throughout our community and the surrounding areas. Businesses gave discounts on the items that were purchased, and food was donated by many area businesses. Donations and volunteers came from throughout our area. The Fire Association Care fund did not have to expend funds to provide the meals due to the generosity of all the businesses and residents of our Community. Thank you to everyone for their help.

Police Report:

Chief Stitzel reported the following:

- Someone from the community donated money to the Police Department, and it was used to help a needy family.
- During the next year the Police Department is looking to install mobile dispatching technology (MDT's) The Clark County Sheriff's Department has begun using this new computer technology in order to reduce radio traffic and improve response times and safety. It will cost approximately \$10,000 to update our department cruisers with this new technology. The County applied for a grant to help reduce their costs, and included us in the grant numbers; however, we have not received any of the grant funds. We will look into grants also, and ask if North Hampton or Tremont City would like to be included.
- Officers attended the swearing in ceremony of the new Sheriff.
- With the changeover in the county sheriff's office, several of their officers have been let go. We are looking into hiring one of them to help our department as a part-time

investigator. This will help free up a lot of paper work and time for our officers. This would add about and another \$8000 to \$10,000 dollars to the salary line in the budget.

Maintenance:

Mr. Bevan reported the following:

- The large part of taking trees down on Crescent Hill is done. There is still the small trees and brush to remove.
- During the bad ice storm, he slid the dump truck into a telephone pole. No injuries, or major damage. Also during the ice storm, he assisted the Fire Department at call locations by salting the roadways. Ohio Edison also called to have him assist their crews by putting salt down on a roadway in Tremont City.
- The guardrail on Eagle City Road has been hit again. We do not know who is responsible. Trustees asked Mrs. Emory to see if she can get an accident report from the county or state. Have talked with the County Engineers Office concerning repairs.
- Mr. Kaffenbarger thanked Mr. Bevan and Chief Holman for their help during the ice storm.

Old Business:

- C. Motion to increase the costs for a heavy duty fork at an addition of \$250 .00 over the price originally approved. The grappler size needs to be increased in order to protect the hydraulics and to safely carry a heavy load. Additional cost for the grappler is \$3600.00. All work is to be done by Mayer's after the beginning of 2017:

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

New Business:

Mr. Kaffenbarger stated he would like to see the Child Support payments to be sent electronically.

- D. Motion to go into executive session at 8:32 a.m. for the purpose of discussing personnel disciplinary actions:

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

- E. Motion to return to regular session at 8:37 a.m.:

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

- F. Motion to adjourn the year end session and begin the 2017 Reorganizational meeting

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

2017 Reorganizational Meeting

Mrs. Griest took over the 2017 reorganizational meeting:

- G. The floor is open for nominations for President of the Board of Trustees for 2017: Mr. Robert Clark is nominated, nominations closed:

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

Mr. Clark takes over the meeting.

- H. The floor is open for nominations for Vice-President of the Board of Trustees for 2017: Mr. Kaffenbarger is nominated, nominations closed:

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

- I. Motion for a Resolution to amend the Appropriations and Revenues for the year ending 2016:

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

- J. Motion for a Resolution to accept the statutory appropriation minimum level as stated in Section 5705.381 of the ORC for the Fiscal Year 2017, and to accept the 2017 Temporary Appropriations:

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

- K. Motion for a Resolution to authorize the Fiscal Officer to establish the 2017 Purchase Orders/ Blanket Certificates not to exceed the amounts set in the 2017 Temporary appropriations:

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

- L. Motion to establish the date and time of the regular Township Trustee Meetings for calendar year 2017 as the second Tuesday of each month at 8:00 a.m. at the Township Office:

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

- M. Motion to set the salaries for Trustees Metzger and Clark at \$11,318 year and Trustee Kaffenbarger at \$12,478.00 year, and the Fiscal Officer at \$21,836.00 per year payable in monthly installments per the ORC Sections 505.24 and 507.09. The Township Trustee and Township Fiscal Officer salaries are based on the annual budget of the Township, and the amount is set by the State of Ohio. Rate increases for trustees #3 and FO are due to HB64 (131st GA). Trustees 1&2 may not have an in-term increase pursuant to the Ohio Constitution:

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

- N. Motion to provide insurance as follows: Township Officers and any eligible employees may participate in any of the insurance benefits offered by the Township for medical, dental, and vision insurance. They may select from any health insurance plan, HRA, or other available “pick-up” or a “reimbursement” option available during their term. The official or employee may select any available plan at the start of his or her term, or employment and change to a different plan if desired during the designated annual open enrollment period. The monthly premium costs for any plan type will be paid as follows: 95% of the premium shall be paid by German Township; the remaining 5% will be paid as a payroll deduct. No pick-up or reimbursement plan can exceed the maximum costs of the main health insurance plan offered by the Township. The reimbursement option will only be made available if and when the Federal and State laws are determined to allow reimbursement.

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

Mr. Metzger everyone needs to look into other options for insurance during this year due to our contract is over in 2018. We know there will be changes to the insurance in 2018.

- O. Motion to provide \$40,000 in Life and AD&D insurance for each Elected Official; \$30,000 in Life and AD&D insurance to fulltime employees, and \$10,000 Life and AD&D insurance to all part-time employees, fire cadets and auxiliary police officers.

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

- P. Motion to allow any permanent part-time employee to purchase any of the insurance as a payroll deduct:

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

- Q. Motion to set the Township holidays for all full time employees and the Township office secretary as follows:

New Year’s Day – Friday - January 2nd

Martin Luther King Day – Monday - January 16th

Memorial Day – Monday - May 29th

Independence Day – Tuesday - July 4th

Labor Day –Monday - September 4th

Veteran’s Day – Friday - November 10th

Thanksgiving Day – Thursday - November 23rd

Christmas Day – Monday – December 25th

One floating holiday – Used for any of the following: President’s Day – Feb 20th

Columbus Day – Oct 9th, Day after Thanksgiving – November 24th, or day after Christmas

December -26th:

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

- R. Motion to continue the employment of all individual employees at the rate prescribed below; the Fire Department wage increases will not take effect until March, all other departments are effective the pay period beginning January 2nd, 2017:

• Mark Bevan, FT, Mt. Supervisor	22.89 hr	22.44 hr	21.35 hr
• Dave Brown, Ft, Mt. Worker	21.85 hr	21.42 hr	20.00 hr
• Tim Holman, FT- Public Safety Officer	55,141 yr	54,060 yr	52,000 yr
• Dan Price, PT, Assistant Chief	7,344 yr	7,200 yr	7,200 yr
• Richard Craig, FT- Paramedic	33,660 yr	33,000 yr	N/A
• Jeff Emory, FT- EMT	30,600 yr	30,000 yr	N/A
• Michael Stitzel, FT- Police Chief	47,204 yr	43,044 yr	41,600 yr
• George Degenhart, Zoning Inspector	8,560 yr	8,400 yr	8,400 yr

• Paramedics	16.00 hr	15.50 hr	15.00 hr
• Intermediate EMT	14.25 hr	13.75 hr	13.25 hr
• EMT	13.50 hr	13.00 hr	12.50 hr
• Firefighters	9.50 hr	8.75 hr	8.75 hr
• All fire department lieutenants -		.15 cents over base pay	
• All fire department Captains -		.25 cents over base pay	
• Katy Finney, Fulltime, Police Officer	15.75 hr	15.75 hr	
• Joshua Perry, Fulltime, Police Officer	15.75 hr	15.75 hr	12.00 hour(pt)
• Ryan Axle, Part-time Police Officer	12.00 hr	12.00 hr	
• Amy Mosier, Part-Time Police Officer	12.00 hr	12.00 hr	
• Auxiliary Officers	none	none	none
• Karina Emory , Part-time, Secretary	14.25 hr	11.00hr	\$10.00 hour
Motion: Mr. Kaffenbarger 2 nd : Mr. Metzger Roll Call: ALL			

- S. Motion to reappoint Deb Digioia to the Zoning Commission for term beginning January 1, 2017 through December 31, 2020; and to appoint Mic Digioia to the Board of Zoning Appeals for the term beginning January 1, 2017 through December 31, 2020; Dan Kegley to fill the unexpired term of John Roberts (who no longer resides in the township) on the Board of Zoning Appeals for term expiring December 31, 2018:

Motion: Mr. Metzger 2nd: Mr. Kaffenbarger Roll Call: All

- T. Motion to appoint Mr. Metzger to the Volunteer Firefighters Dependent Fund Board and To appoint Mr. Kaffenbarger to the Volunteer Firefighters Dependent Fund Board;

And to approve \$44.00 per month towards the cost of monthly cell phone charges for the Chief of Police, Fire Chief, fulltime maintenance workers and fulltime police officers;

And to reimburse mileage costs at a rate of 53.50 cents per mile (federal rate) for approved travel outside of the Township;

And to reimburse meal expenses for individuals who are out of town for an overnight trip on Township business at a cost not to exceed the average cost of \$50.00 a day; there will be no reimbursement of alcohol. All trips must be approved by the Trustees before the travel date. Detailed receipts must be provided;

And to approve uniform expenses follows: Police full –time officers \$500.00 per year; Police part-time officers \$250.00; Maintenance workers; \$300.00 each, per year; Township Trustees - \$150.00 each per year;

And to set limits on the amount that the Trustees, Fiscal Officer, Public Safety Officer/Fire Chief, Police Chief, and Maintenance Supervisor may expense without prior approval from the Board of Trustees for regular supplies and basic repair expenditures is \$1000.00. Any emergency supplies or repairs that exceed the \$1000.00 must have verbal approval from all three trustees. Non- emergency expenditures over \$1000.00 should be approved by the Board of Trustees at their monthly meeting. Any expenses that are not expended properly may be subject to reimbursement to the Township from the individual making the expenditures. All non-emergency expenditures are required to have a purchase order number provided by the departmental head before the expense is made;

And to assign Trustees in charge of Cemeteries as follows;

Lawrenceville Cemetery to Mr. Kaffenbarger

Mt. Calvary to Mr. Clark

All other cemeteries to Mr. Metzger;

And to keep the 2017 fee schedule the same as 2016;

And to divide the Township into sections, each Trustee will be in charge of the roads in their section:

North half of the Township to Mr. Kaffenbarger

South East section of the Township to Mr. Clark

South West section of the Township to Mr. Metzger

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

Any other reorganizational business:
None

U. Motion to adjourn: Mr. Kaffenbarger 2nd: Mr. Metzger Roll Call: Ayes – All

Approved by:

Board of German Township Trustees

Robert Clark, President

Recorded in the
Record of Proceedings
December 29, 2016

Charles Metzger, Vice President

Rodney Kaffenbarger, Member

Angela D. Griest, Fiscal Officer