

**RECORD OF PROCEEDINGS**  
**German Township Board of Trustees**  
**Regular Session**  
**June 12, 2018**

The German Township Trustees met in regular session on Tuesday, June 12, 2018, at 7:00 p.m. at the German Township Office, 3940 Lawrenceville Dr., Springfield, Ohio. Mr. Kaffenbarger called the meeting to order.

Roll Call: Mr. Kaffenbarger – present; Mr. Clark - present; Mr. Metzger- present  
Fiscal Officer: Angela Griest

Township Personnel present: Mike Stitzel, Police Chief; Tim Holman, Fire Chief; George Degenhart, Zoning Inspector; Mark Bevan, Road Supervisor; Karina Emory; and Dave Brown,

Visitors: Beau Thompson, Clark County Prosecutor's Office; Norman Nelson (left before he spoke), and see sign in sheet for many other visitors.

**Pledge of Allegiance**

**Minutes**

- The approval of minutes for May 01, 2018 was tabled until next month.

**Zoning Department:**

- Mr. Degenhart, Zoning Inspector, has requested a hearing before the Trustees for a nuisance abatement for the property of 2831 Covina Drive, Springfield, Ohio. Property owner Anita L. Brooks. The responsible party for this party has not been located. All attempts have failed. If anyone knows anything about the whereabouts of this person, or a relative, please contact the Township. A notice was posted at the residence.

The property is in need of repairs and maintenance. The yard is over grown and noxious weeds are a problem. There is a hole in the roof. Have contacted Clark County Health Department and Clark County Community Development concerning the property; however, they have not been much help.

Mr. Thompson noted that there is a statutory process we must follow- ORC 505.86 – in order to comply with a nuisance abatement:

- Initial resolution
- Notice requirements
- Hearing if requested by home owner
- Response of the owner

A. Motion was made to accept the request for a hearing concerning the nuisance abatement of the property located at 2831 Covina Drive :

Motion: Mr. Clark 2nd: Mr. Kaffenbarger Ayes- All

B. Motion to request abatement of noxious weeds, which poses a fire hazard for the property located at 2831 Covina Drive:

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

The meeting for the abatement of this property is scheduled for the next regular scheduled Trustees Meeting on July 10, 2018 at 8:00 a.m.

**Hearing of the Public:**

- Mr. Norman Nelson: (Mr. Nelson left before his turn in the Public Hearing).

**Fiscal Officer:**

C. Motion to receive the management reports and Bank Reconciliation for April 2018, and for May,2018:

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

D. Motion to approve the payments from May 01, 2018 to June 11, 2018 for \$178,596.26

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

E. Motion to approve invoices for Hiles & son Excavating for \$6300.00:

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

F. Motion to approve invoice for Lawn Mower lease, Koenig Equipment for \$1500.00:

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

G. Motion to approve invoice for Pencils Body Shop for repairs – Total \$2694.00:

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

H. Motion to approve invoice for Mercy Health – Occupational Health for 3 pre-employment physicals - \$1886.25

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

I. Approval for the 2016-2017 State Audit – Agreed upon Procedures- \$3075.00 ( approximately unless unforeseen circumstances) :

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

- The annual tax budget is due to the County Auditors by July 20<sup>th</sup>. Will need approval at the next meeting. Department heads are to inform Angela of any new forms of revenue: grants, donations, sale of vehicles and equipment expected for the year 2019.
- Update on New Perspective Asset Management – 2017 insurance run out claims. They are running out of funds to finish paying run out claims. Claims for those who have paid their runout claims invoice in full will be the first to be paid. We have paid ours invoice in full.

**Fire Department:**

Chief Holman presented the following:

- Mr. Metzger acknowledged that the German Township Fire and EMS department will be recognized at the Cincinnati Reds ballgame on July 25th, for the lifesaving work they performed for Mr. Tracy Cleland during a recent health issue while working at the Northwestern Schools.
- We have had four fires this past. Two at apartments caused by cooking. An overheating appliance or electrical issue may have caused a Fire on Snyder Domer. A barn fire at Mr. Metzger’s on Troy Road, which was contained to one building and did not spread to adjoining buildings, had extensive loss.
- Mr. Metzger wanted to take a moment to thank the Fire Department for their work in containing the fire. The Fire and Ems worked well as a team. It is rewarding to know that we have a department that is willing to work so hard to help others.
- Mr. Metzger also wanted to thank the Chief Stitzel for his help during such a devastating time.
- Tornado sirens in Lawrenceville is down repairs. Other sirens are working.
- German Township Police & Fire did not receive an invitation to participate in the parade in Tremont City. Many in the community wondered why we were not in the parade When Chief Holman called, he was informed it was only going to be a military parade. .
- Held a mock disaster at Northwestern Schools. The disaster was for a gas leak. Went well.
- Fire Department in having difficulty with people not moving out of the way when they are running with lights and sirens. Received a donation from Jeff Scanlon for three dash cams. If we get enough footage, Channel 7 may do a story concerning the situation.
- Chief Holman presented the Township Trustees with charges of malfeasance against Kyle Artis.
- Would like approval for the following new hires:
  - Kenneth Herr – FF/EMT
  - Jared Lindsey – FF/EMT
  - Noah Weaver- FF

J. Motion to approve the three new hires for the Fire & EMS Department:

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

K. Motion to suspend Kyle Artis for 15 days, without pay, pending the hearing on June 26, 2018 7:00 p.m.

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

L. Motion for the Trustees to issue subpoenas for the following to appear at the hearing on June 26, 2018; Officer Armstrong, Randy Austin, Johnny Cowen, Aaron Hayes, Officer Hoying, Tyler Rucker, and Officer Smith.

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

**Police Department:**

**Chief Stitzel presented the following:**

- He was present at two of the fires and appreciated the effort and dedication of the Fire & Ems Department. They worked great as a team, and worked just as hard to save the animals as they do for the people.
  - Executed search warrants and made arrests against those in drug trafficking. There are a couple drug houses in the Township that they are working hard
- M. Motion to move Officer Stuart from part-time to full-time status at \$16.00 hour and is allowed to take home the cruiser.

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

- Had a public record request asking how many hours the police department had someone on duty from March 12 to June 12, 2018? Total hours were \$1627.5.
  - Chief Stitzel questioned when the QSEHRA becomes available for new full-time status employees. Right away or after a 6 month probationary period? Mrs. Griest read the original motion from the December 29, 2017 minutes:
    - *There was discussion concerning when a new eligible employee would become available for the QSEHRA. Is there a waiting period before it is available, or does it become available immediately? What happens if a new hire leaves shortly after hired, but uses almost all of his/her QSEHRA allotment? Can it not become effective until after a probationary period? Fire Department and Police Department each have different lengths of time for probationary periods. Trustees could stipulate a probationary period, or limit the amount available on a per month, quarterly etc.... time frame . However, this would limit its use to employees in cases of emergencies, surgeries, illness etc... Trustees did not stipulate a probationary period or limit the use of the funds.*
    - Mr. Thompson suggested the Trustees wait before making any changes, until we check if changes to the QSEHRA are allowed mid-year.
- N. Motion to table the matter until the next regularly scheduled meeting.

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

- Requesting the approval of the purchase of black out meters to test the windshields that have the blacked out windows. He had stopped one car that had them blacked out to 3 percent on the side windows. It is under his \$500 limit, and the trustees agreed to the purchase.
- O. Motion to hire Timothy Engleka as auxiliary officer, who may be moved up to a part time position in the future:

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

Mr. Engleka was sworn in by Chief Stitzel.

**Maintenance Department:**

**Mr. Bevan and the Trustees presented the following:**

- The pipe/drainage area on Lakota needs to be finished.
  - Quotes for Hiles to ditch, and make a cement headwall to hold down the pipe, fill will gravel (provided by twp.), level, and sod with the help of township employees. Approximately \$1200.00 for Hiles, plus township expenses and time.
  - Quote from Brian Stevenson for headwall & slab to go around pipe. To extend it out over inlet tile, seed and straw. In addition, to do finish work on the East side to be sure does not move and is clean up. \$3500.00

- P. Motion to have Hiles, along with the Township employees to finish the project on Brookston:

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

- There is a drainage problem on Ballentine at Lakota due to a driveway culvert/pipe that is smashed. The owner states he does not have the funds to repair it. Driveway culvert/pipes are the responsibility of the homeowner to maintain and keep clear. To do it properly will take a metal culvert and should be longer to keep the resident from smashing it again by driving over it. Need to talk with the resident again.
  - Willowdale drainage issue, resident to purchase pipe, township will install.
  - 2860 Ash Drive, the ditch is deep, stays wet, and is filled with cattails. Owner is willing to purchase the pipe, and the township will put in the tile for the owner. Terry Hiles cost for excavating is approximately \$500.00
- Q. Motion to approve installation of tile as noted above:

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

- A ditch blew out on Hominy Ridge Road due to the volume of water. Mr. Kaffenbarger to call the owner.
- Need a Berm in Forrest Hills to help with water drainage.
- Corn stalks in ditches need to be removed.

R. Motion to purchase two bags of mower blades from Montage at \$147.48 per bag.

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

- Mr. Kaffenbarger stated that the strip mower seems leave a strip un-mowed. Need to do a better job. Mr. Brown stated that he feels the mower does not run fast enough to do a good job. That once the tractor tire runs over the grass, the mower does not seem to be able to pull the grass back up to cut it.
- Mowing schedule is about three times per year.

S. Motion to approve the replacement of the septic tank risers for the township. One set (lid and riser) is \$80.00. We will need to replace all three. Cost \$240.00.

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

- County Line Road needs High Water signs
- Mr. Hellwig was concerned about Baker Road. It is need of repair. There are several potholes on Wildflower. Trustees informed him that Baker Road is on the list for repairs. They are spending \$35,000 on Baker Road. Township is spending a total of \$86,158.16 for road repairs this year. The potholes may need to be ground then repaired, but for now, they could be cold patched.
- Mr. Kaffenbarger asked if the Maintenance Department have been doing the Pre-Trip Inspections before using the vehicles. Mr. Bevan stated no. Mr. Kaffenbarger stated he would like them to start doing the Pre-Trip Inspections daily, and to turn in the forms to the Township Office each week.

**Old Business:**

- The markers for the cemetery need installed. Anyone want help Rod? Mr. Thompson commented on the Baker Road annexation. The City of Springfield will be providing the Police, Fire, and Road Maintenance for the area. The Township will continue to receive tax money, indefinitely. Mr. Clark stated he would like to have it in writing.
- The Northwestern Schools decided to go with Clark County Sheriff’s Department for the school’s Resource Officer.

**New Business:**

- Mrs. Emory stated that the filing room is running out of room. Mr. Clark stated they are looking into expanding into the exercise room.
- Landscaping needs done out front. Look into getting a quote from New View for estimate.
- Chief Holman discussed the difficulty in providing 24-hour coverage for the Fire & EMS Department. Seven people have left recently, many are taking full time jobs, and some have family issues. It is becoming harder to have enough people to cover night and weekends. He is therefore asking the trustees permission to let the fulltime employees: Richard Craig, Jeff Emory and Karina Emory to have overtime to help fill in with those hours. It should only be temporary.

T. Motion to allow the full-time employees work overtime, temporarily, in order to have 24-hour coverage.

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

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

Approved by:  
Board of German Township Trustees

Recorded in the  
Record of Proceedings  
June 12, 2018

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Rodney Kaffenbarger, President

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Robert Clark, Vice President

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Charles Metzger, Member

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Angela D. Griest, Fiscal Officer