



## GERMAN TOWNSHIP BOARD OF TRUSTEES MINUTES OF THE ORGANIZATIONAL MEETING HELD ON JANUARY 4, 2022

**The meeting was held at the German Township Hall located at 12102 St. Rt. 725 West, Germantown, OH 45327 and virtually using WebEx.**

The ORGANIZATIONAL MEETING was called to order by Fiscal Officer Mark Heistand at 7:00 pm. In attendance were:

<b>Trustee Jacob Stubbs</b> <b>Fiscal Officer Mark Heistand</b> <b>Zoning Inspector Halie Sewell</b>	<b>Trustee Louis Potter, Jr.</b> <b>Police Chief Joseph Andzik</b>	<b>Trustee Mark Cross</b> <b>Road Sup't Jeremy Holbrook</b>
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**IN-PERSON ATTENDEES:**

Name	Address	Name	Address
Lloyd Johnson	7404 Browns Run Road	David Gehron	14239 Kiefer Road
Deb Cross	7444 S. Stivers Road	Ken & Joan Evanchuck	7640 Conservancy Rd
Kurt Jacoby	12955 Harris Road	Abigail Hale-Dennis	13091 Oxford Road
Mark Keener	7865 Jamaica Road		

**ONLINE ATTENDEES:**

Name	Name	Name	Name
KC	Sam	S	

The Germantown Press was notified of the Organizational Meeting on 12/20/21 at 5:08 pm.

Mr. Heistand led the group in the Pledge of Allegiance.

**VISTOR COMMENTS:**

- None

**BOARD OF TRUSTEES OFFICER ELECTIONS:**

- Mr. Stubbs nominated Dr. Cross to be President of the Board of Trustees for 2022. Mr. Potter seconded the nomination. Dr. Cross was elected President by a unanimous voice vote.
- Dr. Cross nominated Mr. Stubbs to be Vice-President of the Board of Trustees for 2022. Mr. Potter seconded the nomination. Mr. Stubbs was elected Vice-President by a unanimous voice vote.

**APPOINTMENTS:**

- Mr. Stubbs made a MOTION, seconded by Mr. Potter, to make the following Trustee appointments for 2022. The MOTION WAS APPROVED by a unanimous voice vote.
    - Police Commissioner – Mr. Stubbs
    - Road Commissioner – Mr. Potter
    - Zoning Commissioner – Dr. Cross
    - Parks Oversight Committee – Mr. Potter
    - Fire-EMS Oversight Committee – Dr. Cross
    - Senior Oversight Committee – Dr. Cross
    - Pool Oversight Committee – Mr. Stubbs
    - Germantown Union Cemetery Board – Mr. Stubbs
    - Western Regional Council of Governments – Mr. Stubbs
  - Mr. Stubbs made a MOTION, seconded by Mr. Potter, to appoint Shauna Close as the Health Insurance Coordinator for 2022. The MOTION WAS APPROVED by a unanimous voice vote.
  - Dr. Cross made a MOTION, seconded by Mr. Stubbs, to make the following Purchasing Agent appointments for 2022. The MOTION WAS APPROVED by a unanimous voice vote.
    - Road & Service – Jeremy Holbrook
    - Police – Chief Joe Andzik
    - Zoning – Halie Sewell
    - Trash – Shauna Close
  - Dr. Cross made a MOTION, seconded by Mr. Potter, to make the following Oversight Committee appointments. The MOTION WAS APPROVED by a unanimous voice vote.
    - Parks – Shelby Anspach (term expiring 12/31/26)
    - Fire-EMS – Lynn Cleveland (term expiring 12/31/23)
    - Fire-EMS – Glen Jirka (term expiring 12/31/23)
    - Fire-EMS – Richard Pettit (term expiring 12/31/23)
- Mr. Stubbs noted that the At-Large position on the Senior Oversight Committee is still vacant.

**2021 MEETING SCHEDULE:**

- Mr. Heistand requested that the Trustees consider changed their Regular Meeting night so that he wouldn't have to miss his Lions Club meeting on the second Monday of each month.
- Mr. Stubbs made a MOTION, seconded by Mr. Potter, to continue holding Board of Trustees Regular Meetings during 2022 on the second Monday of each month at 7:00 PM, except when the meeting falls on a Holiday. In those instances, the Regular Meeting will be held on the day following the holiday. The MOTION WAS APPROVED by a unanimous voice vote. Regular Meetings will be held in 2022 as follows:
  - January 10
  - February 14
  - March 14
  - April 11
  - May 9
  - June 13
  - July 11
  - August 8
  - September 12
  - October 11 (Tuesday, due to Columbus Day holiday)
  - November 14
  - December 12

## ORGANIZATIONAL RESOLUTIONS AND MOTIONS:

- Dr. Cross introduced **RESOLUTION 2022-01**, seconded by Mr. Stubbs: **A RESOLUTION TO ESTABLISH SALARIES OF THE GERMAN TOWNSHIP TRUSTEES AND THE FISCAL OFFICER FOR 2022. FOR THE TRUSTEES, THIS RATE REPRESENTS A 25% REDUCTION OF THE ANNUALIZED AMOUNT ALLOWABLE UNDER THE OHIO REVISED CODE.** The roll was taken and the adoption vote was as follows: Dr. Cross-Yes; Mr. Stubbs-Yes; Mr. Potter-Yes. **RESOLUTION 2022-01 WAS ADOPTED.**
- Dr. Cross introduced **RESOLUTION 2022-02**, seconded by Mr. Stubbs: **A RESOLUTION TO INCREASE THE SALARIES OF POLICE DEPARTMENT PERSONNEL, ROAD & SERVICE DEPARTMENT PERSONNEL, THE TRASH CLERK AND THE ZONING INSPECTOR BY 3%, STARTING JANUARY 1, 2022.** The roll was taken and the adoption vote was as follows: Dr. Cross-Yes; Mr. Stubbs-Yes; Mr. Potter-Yes. **RESOLUTION 2022-02 WAS ADOPTED.**
- Dr. Cross introduced **RESOLUTION 2022-03**, seconded by Mr. Potter: **A RESOLUTION AUTHORIZING THE FISCAL OFFICER TO ESTABLISH 2022 PERMANENT APPROPRIATIONS TOTALING \$2,858,751.00, SUCH APPROPRIATIONS NOT TO EXCEED THE AMOUNTS OF THE 2022 OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES ISSUED BY THE MONTGOMERY COUNTY AUDITOR.** The roll was taken and the adoption vote was as follows: Dr. Cross-Yes; Mr. Stubbs-Yes; Mr. Potter-Yes. **RESOLUTION 2022-03 WAS ADOPTED.**
- Dr. Cross introduced **RESOLUTION 2022-04**, seconded by Mr. Potter: **A RESOLUTION TO CONTINUE THE EXISTING BENEFITS FOR ALL FULL-TIME EMPLOYEES IN 2022, INCLUDING THE HEALTH INSURANCE HRA PROGRAM.** The roll was taken and the adoption vote was as follows: Dr. Cross-Yes; Mr. Stubbs-Yes; Mr. Potter-Yes. **RESOLUTION 2022-04 WAS ADOPTED.**
- Dr. Cross introduced **RESOLUTION 2022-05**, seconded by Mr. Potter: **A RESOLUTION TO CONTINUE THE FOLLOWING MISCELLANEOUS PAYMENTS FOR 2022: (1) \$1.00 PER YEAR – RESERVE POLICE OFFICER HONORARIUM FOR OFFICER SHOKEH AND GABIR; (2) \$15.00 PER MEETING – EXPENSE REIMBURSEMENT FOR ATTENDANCE BY REGULAR AND ALTERNATE MEMBERS AT ZONING COMMISSION AND BOARD OF ZONING APPEALS MEETINGS.** The roll was taken and the adoption vote was as follows: Dr. Cross-Yes; Mr. Stubbs-Yes; Mr. Potter-Yes. **RESOLUTION 2022-05 WAS ADOPTED.**
- Dr. Cross introduced **RESOLUTION 2022-06**, seconded by Mr. Stubbs: **A RESOLUTION TO ALLOCATE 2022 TRUSTEE AND FISCAL OFFICER SALARIES TO VARIOUS FUNDS TO REFLECT THE AMOUNT OF TIME EACH ELECTED OFFICIAL SPENDS ON BEHALF OF THESE FUNDS:**
  - TRUSTEE CROSS – 100% GENERAL FUND (#1000)
  - TRUSTEE POTTER – 50% GENERAL FUND (#1000), 50% GASOLINE TAX FUND (#2021)
  - TRUSTEE STUBBS – 40% GENERAL FUND (#1000), 50% POLICE DISTRICT FUND (#2081), 10% GARBAGE AND WASTE DISPOSAL DISTRICT FUND (#2071)
  - FISCAL OFFICER HEISTAND – 40% GENERAL FUND (#1000), 25% GASOLINE TAX FUND (#2021), 25% POLICE DISTRICT FUND (#2081), 10% GARBAGE AND WASTE DISPOSAL DISTRICT FUND (#2071).The roll was taken and the adoption vote was as follows: Dr. Cross-Yes; Mr. Stubbs-Yes; Mr. Potter-Yes. **RESOLUTION 2022-06 WAS ADOPTED.**
- Dr. Cross introduced **RESOLUTION 2022-07**, seconded by Mr. Potter: **A RESOLUTION TO CONTINUE DIRECT DEPOSIT FOR EMPLOYEES AND TO AUTHORIZE PAYMENT OF PAYROLL WITHHOLDINGS AND OTHER VENDOR PAYMENTS BY ELECTRONIC TRANSFER, INCLUDING USE OF THE FIRST NATIONAL BANK OF GERMANTOWN ON-LINE BILL PAYMENT SYSTEM, DURING 2022.** The roll was taken and the adoption vote was as follows: Dr. Cross-Yes; Mr. Stubbs-Yes; Mr. Potter-Yes. **RESOLUTION 2022-07 WAS ADOPTED.**

- Dr. Cross introduced **RESOLUTION 2022-08**, seconded by Mr. Stubbs: **A RESOLUTION TO CONTINUE THE TRANSFER OF MONTHLY INTEREST DURING 2022 FROM THE GENERAL FUND TO ALL OTHER ELIGIBLE FUNDS BASED ON THEIR PRO-RATA MONTH-END FUND BALANCES.** The roll was taken and the adoption vote was as follows: Dr. Cross-Yes; Mr. Stubbs-Yes; Mr. Potter-Yes. **RESOLUTION 2022-08 WAS ADOPTED.**
- Dr. Cross made a MOTION, seconded by Mr. Potter, to approve the 15<sup>th</sup> and last day of the month, or if either fall on a weekend or a holiday, the last normal business day prior, as payday for employees of German Township during 2022. The MOTION WAS APPROVED by unanimous voice vote.

**OTHER BUSINESS:**

- Mr. Heistand turned the meeting over to Dr. Cross, 2022 Board of Trustees President.
- Dr. Cross thanked everyone for attending the meeting. He then discussed several issues:
  - He asked if Mr. Heistand had researched the joint levy agreements to determine how payments should be made to the City of Germantown. Mr. Heistand responded that he had not had an opportunity to perform that review. However, based upon Mark Keener's statements at the 12/30/21 budget meeting, he reduced the budgeted appropriation to the City to 90% of the budgeted real estate tax and homestead/rollback revenue. He noted that the Trustees could change the appropriation at any time in the future.
  - Dr. Cross asked how Germantown requested funds for the new pool liner several years ago. Mr. Heistand did not have an answer since he was not the Fiscal Officer at the time.
  - **Visitor Comment: Mark Keener, 7865 Jamaica Road:** Fiscal Officer at the time the pool liner was replaced, Mr. Keener noted that Mr. Stubbs reported to the Trustees the need for a new liner, which was then approved by the Trustees. Concerning the joint levies, he noted that there are many operating agreements in the files, many of which aren't signed.
  - Dr. Cross asked the Trustees to share any 2022 goals with him. He also stated that Visitor Comments would be welcome at any point during Trustee meetings.
- Mr. Stubbs agreed with Dr. Cross that Visitor Comments can be made anytime during a Trustee meeting. He stated his desire for the Trustees and the public to work together as a community.
- **Visitor Comment: David Gehron, 14239 Kiefer Road:** Mr. Gehron stated that he had a warm and fuzzy feeling that hadn't been around for a while. He said he was excited for the future for the Board. He thanked the Trustees for protecting the public's rights on two issues: the right to vote and the right to speak. He stated his desire that Trustee meetings remain cordial.
- Mr. Stubbs stated that he didn't expect the Trustees to always agree, but he felt that all the Trustees will work for what they think is in the best interests of the Township.

**MEETING ADJOURNED:**

- With no further business, Dr. Cross made a MOTION, seconded by Mr. Stubbs, to adjourn. The MOTION WAS APPROVED by unanimous voice vote. The Meeting adjourned at 7:28 pm.

Signed: Mark Cross - President  
Mark Cross, President, Board of Trustees

Attest: These minutes were approved by the Board of Trustees at their meeting on February 14, 2022.

Signed: Mark A. Heistand  
Mark A. Heistand, Fiscal Officer