



GERMAN TOWNSHIP BOARD OF TRUSTEES MINUTES OF THE SPECIAL MEETING HELD ON DECEMBER 30, 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 meeting was called to order by Board President Mark Cross at 7:00 pm. In attendance were:

President Mark Cross	Vice-President Jacob Stubbs	Trustee Lou Potter
Fiscal Officer Mark Heistand	Police Chief Joe Andzik	Road Admin. Jeremy Holbrook
	Zoning Inspector Shauna Close	

IN-PERSON ATTENDEES:

Name	Address	Name	Address
Deb Cross	7444 S. Stiver Road	Kurt & Dani Jacoby	12955 Harris Road
David Gehron	14239 Kiefer Road		

ONLINE ATTENDEES:

Name	Name	Name	Name
KC	Abigail Hale-Dennis		

The Germantown Press was notified of the Special Meeting on 12/21/22 at 5:15 pm.

Dr. Cross led the group in the Pledge of Allegiance.

The announced purpose of the Special Meeting was:

- Approve minutes of the 12/12/22 Regular Meeting
- Review and approve December financial reports and approve payment of December bills
- Review and approve amended 2022 appropriations
- Review and approve end-of-year payments
- Review and potentially approve 2023 revenue and appropriation budgets
- Approve the 2023 Ohio Public Employees Retirement System Conversion Plan
- Approve a deed transfer of property located at parcel D14-00813-0070
- Approve a resolution to self-certify a \$50k micro-purchase threshold for ARPA Fund spending

VISITOR COMMENTS:

- None

APPROVE MINUTES OF THE 12/12/22 REGULAR MEETING:

- Mr. Heistand submitted minutes for the 12/12/22 Regular Meeting. There were no corrections. Dr. Cross made a MOTION, seconded by Mr. Potter, to approve the minutes as presented. The MOTION WAS APPROVED by a unanimous voice vote.

REVIEW AND APPROVE DECEMBER FINANCIAL REPORTS AND APPROVE PAYMENT OF DECEMBER BILLS:

- Mr. Heistand presented the December Financial Reports, current as of 12/28/22: (1) 12/31/22 Fund Status; (2) Year-to-Date 12/31/22 Cash Summary by Fund; (3) Month of December 2022 Cash Summary by Fund; (4) December 2022 Receipt Listing; and (5) December 2022 Payment Listing. He noted the following item:
 - Warrant #50624 to the Germantown First Church of God for \$2,000.00 was the Sonshine in a Bag food ministry donation approved by the Trustees at the 12/12/22 Meeting.
- Dr. Cross made a MOTION, seconded by Mr. Stubbs, to approve the December financial reports and authorize the payment of December bills (warrants 50622-50628 and vouchers 986 through 1068 for payroll direct deposit, payroll tax withholdings and other electronic payments). The MOTION WAS APPROVED by a unanimous voice vote.

REVIEW AND APPROVE AMENDED 2022 APPROPRIATIONS:

- Mr. Heistand presented amended 2022 appropriations, totaling \$3,139,796.00, reflecting actual spending for 2022. Dr. Cross introduced **RESOLUTION 2022-47**, seconded by Mr. Potter: **A RESOLUTION AMENDING THE 2022 APPROPRIATIONS AS ATTACHED – TO BE FORWARDED TO 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 2022-47 WAS ADOPTED.**

REVIEW AND APPROVE END-OF-YEAR PAYMENTS:

- None

REVIEW AND POTENTIALLY APPROVE 2023 REVENUE AND APPROPRIATION BUDGETS:

- Mr. Heistand reviewed the budgeted 2023 tax revenues to be derived from inside millage and from approved levies (outside millage) as well as the estimated 2023 Local Government Fund revenues. These reports were prepared by the Montgomery County Auditor:
- He explained the draft 2023 budget reports, which included comparisons to the 2022 final budget, 2022 receipts and expenditures (as of 12/28/22), and 2021 receipts and expenditures. The reports also reflected December 31 fund balances for 2020, 2021, 2022 and estimated 2023. The budgets included issues that were discussed and informally approved at the 12/12/22 meeting:
 - A 3% cost of living salary increase for all Township employees
 - Reinstatement of full Trustees' salaries after being paid at 75% for several years
 - Continued allocation of elected officials' salaries and benefits to Police, Road and Trash
 - Transfers from the General Fund to the Police, Road and Trash Departments to offset the allocation of elected officials' salaries and benefits.
- **POLICE BUDGET (Funds 2081, 2082, 2083, 2221, 2261, 2271):**
 - Chief Andzik proposed a \$982,320 appropriation budget for the primary Police fund: #2081-Police District. The budgets for the other Police funds all had small appropriations.
 - Dr. Cross and Mr. Potter expressed concern about the declining fund balances, noting that at some point the Trustees will need to ask the voters to approve another police levy.
 - Mr. Heistand noted that the budgeted receipts included \$33,000 from Valley View Schools for the School Resource Officer's services.
 - The Trustees did not make any changes to the Police Department's 2023 budget.

- **ROAD BUDGET (Funds 2011, 2021, 2031, 2141, 2231):**
 - Mr. Holbrook noted that the budget for contracted road repair/capitol improvement (budgeted in three funds) totaled \$310,450. He plans to replace a dump truck in 2024 and budgeted \$77,775 in two funds in 2023 to set aside funds for the 2024 purchase.
 - The Trustees did not make any changes to the Road Department's 2023 budget.
- **GENERAL FUND (Fund 1000):**
 - Mr. Heistand noted the positive impact of the higher interest rates being paid by Star Ohio, with interest revenue budgeted at \$36,000. (2021 interest revenue was \$969.) He noted that budgeted transfers totaled \$34,900 to the Police, Road and Trash departments to offset the allocation of elected officials' salaries and benefits and \$4,000 to the Road Department for the estimated cost of mowing the rural cemeteries.
 - The Trustees did not make any changes to the General Fund 2023 budget.
- **GARBAGE AND WASTE DISPOSAL FUND (Fund 2071):**
 - Mr. Heistand noted that the fund balance has been dropping in recent years, as trash fees have not gone up while costs have increased. It was noted that the Rumpke contract included an annual 3% increase. The Trustees may consider a rate increase for 2024.
 - The Trustees did not change the Garbage and Waste Disposal Fund 2023 budget.
- **OTHER FUNDS (Funds 2171, 2172, 2191, 2192, 2193, 4951, 9752):**
 - Mr. Heistand reviewed the five joint levy funds, noting that payments to the City of Germantown were budgeted at 90% of tax receipts less related expenses. He budgeted \$4,500 for Pool Levy Fund election expenses, assuming that the Trustees planned to run the levy in May 2023 and that there would not be other issues on the ballot.
 - He stated that he budgeted use of the entire remaining balance in Fund #2373-American Rescue Plan Act (ARPA), but noted that the Treasury Department's rules allow the funds to be spent through the end of 2024.
 - As requested by Mr. Stubbs at the 12/12/22 meeting, Mr. Heistand budgeted a \$4,000 appropriation from Fund #9752-Fouts Trust.
 - The Trustees did not make any changes to the 2023 budgets of the Other Funds.

APPROVE THE 2023 OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM CONVERSION PLAN:

- Mr. Heistand reported that in order for unused vacation and sick time that is cashed out to be considered earnable salary by the Ohio Public Employees Retirement System (OPERS), the Township needs to have an Annual Conversion Plan on file with OPERS. The Trustees must reapprove the Plan each year.
- Dr. Cross introduced **RESOLUTION 2022-48**, seconded by Mr. Stubbs: **A RESOLUTION AUTHORIZING THE FISCAL OFFICER TO EXECUTE AN ANNUAL CONVERSION PLAN FOR 2023 WITH THE OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM.** The roll was taken and the adoption vote was as follows: Dr. Cross-Yes; Mr. Stubbs-Yes; Mr. Potter-Yes. **RESOLUTION 2022-48 WAS ADOPTED.**

APPROVE A DEED TRANSFER OF PROPERTY LOCATED AT PARCEL D14-00813-0070

- Continuing a discussion from the 12/12/22 meeting, Mr. Heistand reminded the Trustees that the Township sold a parcel of land on Eckhart Road to Scott Weidle in 2015 using GovDeals.com. The Township received payment from Weidle Corporation but never transferred the deed. He noted that Mr. Holbrook contacted the county Engineer's Office to find out how to resolve this oversight. Mr. Holbrook then contacted the Prosecutor's office, who prepared a Quit-Claim Deed and a Resolution for the Trustees to adopt.

- Mr. Stubbs introduced **RESOLUTION 2022-49**, seconded by Mr. Potter: **A RESOLUTION TO APPROVE THE DEED TRANSFER OF PROPERTY LOCATED AT PARCEL D14-00813-0070**. The roll was taken and the adoption vote was as follows: Dr. Cross-Yes; Mr. Stubbs-Yes; Mr. Potter-Yes. **RESOLUTION 2022-49 WAS ADOPTED**. The Trustees then signed the Resolution and Quit-Claim deed, which was notarized by Mrs. Close.

APPROVE A RESOLUTION TO SELF-CERTIFY A \$50K MICRO-PURCHASE THRESHOLD FOR ARPA FUND SPENDING

- Mr. Heistand noted that In June 2022 the Trustees adopted a RESOLUTION to authorize an increase in the Micro-Purchase Threshold from \$10,000 to \$50,000 for most American Rescue Plan Act (ARPA) purchases (\$45,000 for road maintenance or repair) as allowed under the Code of Federal Regulations. He stated that the Micro-Purchase Threshold must be reauthorized annually.
 - Mr. Potter introduced **RESOLUTION 2022-50**, seconded by Dr. Cross: **A RESOLUTION AUTHORIZING AN INCREASE IN MICRO-PURCHASE THRESHOLD FOR 2023**. The roll was taken and the adoption vote was as follows: Dr. Cross-Yes; Mr. Stubbs-Yes; Mr. Potter-Yes. **RESOLUTION 2022-50 WAS ADOPTED**.

OTHER BUSINESS:

- Mr. Potter thanked Mr. Holbrook and Scott Hamilton for their efforts in clearing the roads during the winter storm over Christmas weekend. He noted that It was a rough storm.

MEETING ADJOURNED:

- With no further business, Dr. Cross made a MOTION, seconded by Mr. Potter, to adjourn. The MOTION WAS APPROVED by a unanimous voice vote. The Meeting adjourned at 7:43 pm.

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

Attest: These minutes were approved by the Board of Trustees at the January 9, 2023 meeting.

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