

## RECORD OF PROCEEDINGS

Minutes of

Meeting

## THE GERMAN TOWNSHIP BOARD OF TRUSTEES

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held December 16, 20 2013

The regular meeting was called to order at 7:00 P.M., at the Township Hall, 12102 S.R. 725 West, Germantown, Ohio, by Board President Randy Benson with the Pledge of Allegiance. Trustees Randy R. Benson, Benjamin F. DeGroat, Gregory A. Hanahan and Fiscal Officer Robert W. Rohrbach Jr. were present. Police Chief Joe Andzik and Road & Service Superintendent Jeremy Holbrook were also present. This meeting was digital tape recorded and the CD is on file. The Germantown Press and Dayton Daily News were notified of the meeting.

**VISITORS** –Etta Hanahan of 13900 SR 725; Bill & Virginia Hanahan of r13776 SR 725; Cindy Dunn of 3403 Crooked Tree Dr., Mason, OH; Amy Manning of 101 W. Walnut St., Farmersville, OH.; Jean Vanderbeek of 7205 Stivers Rd.; and Jake Stubbs of 8625 Boomershine Rd.

**VISITOR COMMENTS** – none

**PUBLIC PRESENTATIONS** –

I. Mr. Hanahan noted that Mrs. Vanderbeek and family members were in the audience.

He then introduced **RESOLUTION 2013-41**, seconded by Mr. Benson, to posthumously thank Mr. Larry Vanderbeek for his love, hard work, and dedication to the Citizens of German Township.

**WHEREAS**, Mr. Larry Vanderbeek volunteered many hours of service for projects that benefited the Citizens of German Township; and

**WHEREAS**, Mr. Larry Vanderbeek made a significant positive impact on the Community of German Township by utilizing his knowledge and leadership skills on many projects; and

**WHEREAS**, Mr. Larry Vanderbeek, was instrumental in the success of bringing water to the citizens of German Township by assisting in the founding and serving on the Board of the Valley View Water and Sewer District.

**NOW, THEREFORE, THE BOARD OF TRUSTEES OF GERMAN TOWNSHIP HEREBY RESOLVES THAT:**

**SECTION 1:** To thank Mr. Larry Vanderbeek for sharing his love for his fellow being with his dedication to our community of German Township, as demonstrated by his many hours of volunteerism.

After discussion, the adoption vote was as follows: Mr. Hanahan – Yes, Mr. Benson – Yes, Mr. DeGroat – Yes; RESOLUTION 2013-41 passed.

The Board the presented Mrs. Vanderbeek and family with a framed copy of this resolution, offering their condolences for his untimely death and noting that an additional framed copy will be placed on display in the Township Hall.

## RECORD OF PROCEEDINGS

Minutes of

Meeting

## THE GERMAN TOWNSHIP BOARD OF TRUSTEES

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held December 16, 20 2013

- II.** Mr. Benson then asked Mr. Hanahan to remain standing and introduced **RESOLUTION 2013-42**, seconded by Mr. DeGroat, recognizing, congratulating, and thanking Trustee Gregory A. Hanahan for his dedicated service to the Citizens of German Township, the Board and employees of German Township, and various State, Regional, and County Associations and Committees from 1977 until 2013.

**WHEREAS**, Trustee Hanahan started as a Road Department part time laborer, promoted to Road Superintendent, then to Zoning Administrator, and in 1994 elected as a Trustee to the Board of Trustees until 2013; and

**WHEREAS**, Gregory A. Hanahan actively participated in the Montgomery County Township Association holding several Board positions and achieving the office of President; the Ohio Township Association holding several Board positions and achieving the office of President; and served on several County, Regional and State Committees including Montgomery County ED/GE, ISSUE II, Miami Valley Regional Planning Commission, and various other committees; and

**WHEREAS**, Gregory A. Hanahan has dedicated himself to the betterment of the German Township Community, by actively supporting many township wide programs and projects including the Police Accreditation Program and being instrumental in the development of the Valley View Water and Sewer Board one which he will continue to serve; and

**WHEREAS**, over the years Gregory A. Hanahan has developed a relationship of respect and friendship with the Citizens of German Township, beyond the norm of most elected officials. He believes in and lives the philosophy of Grass Root Local Government.

**NOW, THEREFORE, BE IT RESOLVED BY THE GERMAN TOWNSHIP BOARD OF TRUSTEES THAT:**

**SECTION 1**, the German Township Board of Trustees recognizes, congratulates, and thanks Trustee Gregory A. Hanahan for his many years of dedicated service to the Citizens of German Township and surrounding communities, as well as the employees and elected officials of German Township, from 1977 thru 2013.

After discussion, the adoption vote was as follows: Randy R. Benson – Yes, Benjamin F. DeGroat – Yes, Gregory A. Hanahan – Abstained; RESOLUTION 2013-42 passed.

The Board presented Mr. Hanahan with a framed copy of this resolution and individually thanked him for his many years of service, noting several of Mr. Hanahan's accomplishments.

**MINUTES** –

- I.** The Board reviewed the minutes of the November 11, 2013 Regular meeting.

Mr. Benson introduced a **MOTION**, seconded by Mr. Hanahan, to approve the minutes of the November 11, 2013 Regular meeting as corrected. After discussion, all present voted in favor, MOTION passed.

## RECORD OF PROCEEDINGS

Minutes of

Meeting

## THE GERMAN TOWNSHIP BOARD OF TRUSTEES

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held December 16, 20 2013**FISCAL OFFICER REPORT –****I. Correspondence:****IN**

- A. OTA – December Grassroot Clippings
- B. Burnham & Flower – request for 2014 renewal information.
- C. STAR Ohio – requested for updated signature card
- D. WRGC – reminder to appoint representative
- E. Montgomery Co. Engineer – mileage certification request for signature
- F. ODoT – Stop Sign information for passive railroad crossings (to Jeremy)
- G. Auditor of State – Year End/new year accounting information & Webinar
- H. Mont. Co. Auditor – 2013-14 Values
- I. Preble/Montgomery Farm Service Agency – Notice of Ballot irregularity, new ballot being sent
- J. Time Warner Cable – 3<sup>rd</sup> Quarter franchise fees
- K. Ohio EPA – Public Hearing notice re: Stony Hollow Landfill Proposed Expansion
- L. Ohio Local Government Innovation Fund – Local Government Efficiency Program announcement
- M. Board of Elections – Zoning Referendum Issue ballot certification
- N. Auditor of state– announcement of 2014 Local Government Conference (March 5&6)

**OUT**

- A. Germantown Press & DDN - Mtg. reminders 12/16
- B. City of Germantown – 11/11 minutes
- C. Monthly – IRS, State, School, OPERS reports & payments
- D. Preble/Montgomery Farm Service Agency – Ballot
- E. John Baker – copy of ballot certification of referendum

**II. Distribute Financial Reports:** Payment, Cash Summary by Fund, and Fund Status reports.

Mr. Hanahan introduced a **MOTION**, seconded by Mr. DeGroat to approve the financial reports and authorize the payment of the bills, checks 46056 thru 46133, including payroll tax EFT's to IRS. After discussion, all present voted in favor. **MOTION** passed.

**III.** Mr. Rohrbach presented the supplemental appropriation for 2013 requesting a resolution for approval.

Mr. Hanahan introduced **RESOLUTION 2013-43**, seconded by Mr. DeGroat, to amend 2013 final appropriations by approving the supplemental appropriation and line items transfers as attached. After review and discussion, the adoption voted was as follows: Mr. Benson – Yes, Mr.

## RECORD OF PROCEEDINGS

Minutes of

Meeting

## THE GERMAN TOWNSHIP BOARD OF TRUSTEES

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

December 16, 2013

DeGroat – Yes, Mr. Hanahan – Yes; RESOLUTION 2013-43 passed.

- IV. Mr. Rohrbach requested a resolution to authorize the issuance of a township credit card with a limit of \$2,500, to Mr. Stubbs.

Mr. Hanahan introduced **RESOLUTION 2013-44**, seconded by Mr. DeGroat, to authorize the issuance of a township credit card with a limit of \$2,500, to Mr. Stubbs, for use official township business only. After discussion, the adoption voted was as follows: Mr. Benson – Yes, Mr. DeGroat – Yes, Mr. Hanahan – Yes; RESOLUTION 2013-44 passed.

Mr. Rohrbach will order the credit card from the First National Bank of Germantown.

- V. Mr. Rohrbach reported that a mistake was found by Burnham & Flower regarding the employee health insurance. The quotes provided inadvertently left out the employee dependents. Since it was the original intent of the Board to include the dependent, a new quote was requested. The policy previously selected by the Board is still the best option for the Township. To add the dependents the premium will increase a total of \$1,500 per month. Mr. Rohrbach requested a resolution to approve the retroactive inclusion of the employee dependents.

Mr. Hanahan introduced **RESOLUTION 2013-45**, seconded by Mr. DeGroat, to approve the retroactive inclusion of the employee dependents to the employee health insurance policy previously approved. After discussion, the adoption voted was as follows: Mr. Benson – Yes, Mr. DeGroat – Yes, Mr. Hanahan – Yes; RESOLUTION 2013-45 passed.

Mr. Rohrbach will notify Burnham & Flower of the approval.

- VI. Mr. Rohrbach reported on his attendance at the Montgomery County Auditor year end update. He noted that 2014 is a property tax re-valuation year and that the process has begun in the neighborhoods. The Auditor noted that countywide overall values will be decreasing. Note: the only levy this should affect is the EMS/Fire 2010 levy.

- VII. Mr. Rohrbach noted the need to schedule a 2013 Organizational meeting. The Board selected January 2, 2014 at 12 Noon at the Township Hall.

- VIII. Mr. Rohrbach reported on his attendance at the Mont. County Township Association Holiday Dinner. Approx. 78 people attended making it a huge success. He also requested a Motion to approve hosting the August 21<sup>st</sup> 2014 MCTA meeting at German Township.

## RECORD OF PROCEEDINGS

Minutes of

Meeting

## THE GERMAN TOWNSHIP BOARD OF TRUSTEES

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held December 16, 20 2013

Mr. DeGroat introduced a **MOTION**, seconded by Mr. Hanahan, to approve hosting the August meeting of the MCTA, and to authorize all expenses to be paid from the General Fund. After discussion, all present voted in favor, **MOTION** passed.

- IX.** Mr. Rohrbach reminded everyone of the need to turn in all packing slips, invoices, statements etc., so all bill can be paid prior to year end.

**PRESIDENT REPORT –**

- I.** Mr. Benson reported on the Pool Oversight meeting. He noted that the 2013 reports show that the Pool making a \$31,000 profit.

He also noted that a discussion was held regarding the placement of Pretzel Festival electric billing against the Pool Fund. The Township Board discussed the issue and felt the Pretzel Festival Electric billing should go against the Parks Levy as it is held in Veterans Memorial Park, not the Pool.

**POLICE REPORT –**

- I.** Chief Andzik updated the Board regarding transient vendors. Asst. Prosecutor Ketter sent him an e-mail advising that most of ORC 505.94 is un-constitutional and that the Grassroot Clipping was somewhat misleading. Mr. Ketter alternatives were for property owners to post “No Soliciting” signs and that the Township could maintain a “Do Not Solicit” list to be provided to potential vendors.

- II.** Chief Andzik, in conjunction with Mr. Holbrook, presented a proposed pay schedule that reduces the number of steps and levels to a more simplified competitive process. This schedule would also allow lateral entry and multiple starting points based upon experience and education.

The Board reviewed the schedule concept. Mr. DeGroat introduced **RESOLUTION 2013-46**, seconded by Mr. Hanahan, to approve the pay schedule as to form and concept. After discussion, the adoption voted was as follows: Mr. Benson – Yes, Mr. DeGroat – Yes, Mr. Hanahan –Yes; **RESOLUTION 2013-46** passed. The Department heads were asked to bring payroll numbers for the new schedule to the 2013 Organizational meeting.

- III.** Chief Andzik reported on the Santa in the Country program. It was well received despite the bad weather.

- IV.** Chief Andzik requested the attached listing of property be declared surplus and authorization be given to sell it on Govdeal.com.

## THE GERMAN TOWNSHIP BOARD OF TRUSTEES

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

December 16, 20

2013

Mr. Benson introduced **RESOLUTION 2013-47**, seconded by Mr. Hanahan, to declare the attached listing of property as surplus and to authorize the sale on Govdeals.com as recommended. After discussion, the adoption voted was as follows: Mr. Benson – Yes, Mr. DeGroat – Yes, Mr. Hanahan – Yes; **RESOLUTION 2013-47** passed.

- V. Chief Andzik recommended that Police Officer A. P. Bateman be promoted from Part time to Full Time Police Officer effective December 16, 2013.

Mr. Hanahan introduced a **MOTION**, seconded by Mr. DeGroat, to promote Officer A. P. Bateman from Part time to Full Time Police Officer effective December 16, 2013. After discussion, all present voted in favor, **MOTION** passed.

- VI. Chief Andzik thanked Mr. Hanahan for his service as Police Commissioner and presented him with a German Township PD challenge coin.

**ROAD/SERVICE DEPARTMENT REPORT –**

- I. Mr. Holbrook reported that old roadway that was replaced during the Eckhart Rd. re-alignment needs to be officially vacated. He requested a resolution requesting the Montgomery County Commission vacate 0.32 acres of Eckhart Road, in German Township, Montgomery County.

Mr. DeGroat introduced **RESOLUTION 2013-48**, seconded by Mr. Benson, requesting the Montgomery County Commission vacate 0.32 acres of Eckhart Road, in German Township, Montgomery County (legal description attached). After discussion, the adoption voted was as follows: Mr. Benson – Yes, Mr. DeGroat – Yes, Mr. Hanahan – Yes; **RESOLUTION 2013-48** passed.

- II. Mr. Holbrook requested that Montgomery County Engineer contract with Kramer & Associates, on behalf of the Township, for engineering on Issue II projects in German Township during 2014, 2015, & 2016.

Mr. DeGroat introduced **RESOLUTION 2013-49**, seconded by Mr. Hanahan, requesting that Montgomery County Engineer contract with Kramer & Associates, on behalf of the Township, for engineering on Issue II projects in German Township during 2014, 2015, & 2016; and authorizing Mr. Benson to sign the appropriate documents on behalf of the Board of Trustees. After discussion, the adoption voted was as follows:

## RECORD OF PROCEEDINGS

Minutes of

Meeting

## THE GERMAN TOWNSHIP BOARD OF TRUSTEES

DAYTON LEGAL BLANK, INC., FORM NO. 10140

Held December 16, 20 2013

Mr. Benson – Yes, Mr. DeGroat – Yes, Mr. Hanahan –Yes; RESOLUTION 2013-49 passed.

- III. Mr. Holbrook reported that the Road Dept. has been busy removing snow and ice and salting roadways, using approx. 90 tons of salt since December 1<sup>st</sup>.
- IV. Mr. Holbrook reported that the 2006 International Dump Truck (Truck # 108) broke down. It was towed to Rush Truck center in Cincinnati where it was found to have a faulty wiring harness. Repairs have been made for a total cost of \$1,447.73. The truck is back in service.
- V. Mr. Holbrook reported on the repairing of the meeting room Board and Trustee Office chairs.
- VI. Mr. Holbrook thanked Mr. Hanahan for all his assistance, support and guidance over the years.

**ZONING & TRASH COLLECTION REPORT -**

- I. Mrs. Rohrbach, in her written report, requested the Board investigate removing her from Zoning duties and hiring a part time Zoning Inspector. She cited the growing inability to complete all the tasks of her current assignments of Police Administrative Assistant, Trash Billing, and Zoning Inspector. She also noted that police re-accreditation was rapidly approaching, demanding more of her time.

**OLD BUSINESS:**

- I. Mr. Hanahan reported on the Germantown Union Cemetery levy failure. The Germantown Union Cemetery Board has decided to place a ½ mil replacement levy on the May 6 ballot. They are requested certification of funds from the Montgomery County Auditor and per ORC must obtain authorization from both the Township and the City of Germantown, in order to place the issue on the ballot.

Mr. Hanahan introduced **RESOLUTION 2013-50**, seconded by Mr. DeGroat, to approve and authorize the Germantown Union Cemetery Board of trustees, to place a ½ mil replacement levy on the May 6, 2014 ballot for the operation of the Germantown Union Cemetery, for collection in 2015, per the Ohio Revised Code. After discussion, the adoption voted was as follows: Mr. Benson – Yes, Mr. DeGroat – Yes, Mr. Hanahan –Yes; RESOLUTION 2013-50 passed. Mr. Rohrbach was asked to certify a copy of this resolution to the GUC Board of Trustees.

## THE GERMAN TOWNSHIP BOARD OF TRUSTEES

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held December 16, 20 2013

- II.** Mr. Hanahan noted that with himself not being re-elected and Mr. Boeder being elected Mayor, there will be two vacant board seats on the Germantown Union Cemetery Board at the first of the year. This will create operational issues as nothing can be approved or organized until a quorum exists at the cemetery. He recommended that Mr. Benson be appointed to the GUC Board to fill the seat he was vacating.

Mr. Hanahan introduced a **MOTION**, seconded by Mr. DeGroat, to appoint Mr. Randy Benson as the 2014 German Township Board of Trustee representative to the Germantown Union Cemetery Board of Trustees, effective January 1, 2014. After discussion, all present voted in favor, **MOTION** passed.

- III.** Mr. DeGroat thanked Mr. Hanahan for sharing his knowledge and experience over the years and being helpful to him in his role as Trustee.

**NEW BUSINESS: none**

**EXECUTIVE SESSION –**

- I.** AT 8:14 PM, Mr. Hanahan introduced a **MOTION**, seconded by Mr. DeGroat to discuss personnel issues in Zoning and the Police Department.
- II.** At 9:35 PM, the Board exited executive session and reconvened the regular meeting.

**POLICE – Continued**

- VII.** Mr. Hanahan reported that Chief Andzik has successfully completed his probationary period effective September 16, 2013.

Mr. Hanahan introduced **RESOLUTION 2013-51**, seconded by Mr. DeGroat, approving the successful completion of probation by Chief of Police Joseph Andzik as Police Chief of German Township, effective September 16, 2013; and increasing his salary to Associate Degree Police Chief Step 5, also effective September 16, 2013. After discussion, the adoption voted was as follows: Mr. Benson – Yes, Mr. DeGroat – Yes, Mr. Hanahan – Yes; **RESOLUTION 2013-51** passed.

**FISCAL OFFICER - Continued**

- X.** Mr. Rohrbach requested a resolution for a Then & Now Purchase Order number 2013-25 issued to the Montgomery County Engineer for extra work done on 2013 road projects.

Mr. Hanahan introduced **RESOLUTION 2013-52**, seconded by Mr. DeGroat, approving a Then & Now Purchase Order number 2013-25 issued

## RECORD OF PROCEEDINGS

Minutes of

Meeting

## THE GERMAN TOWNSHIP BOARD OF TRUSTEES

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

December 16, 20 2013

to the Montgomery County Engineer for extra work done on 2013 road projects. After discussion, the adoption voted was as follows: Mr. Benson – Yes, Mr. DeGroat – Yes, Mr. Hanahan –Yes; RESOLUTION 2013-52 passed

**PURCHASE ORDERS AND BANK RECONCILIATIONS** were signed.

**Meeting Adjourned** at 9:37 P. M.

Signed: Randy R. Benson

Attest: [Signature]