



**GERMAN TOWNSHIP BOARD OF TRUSTEES  
MINUTES OF THE ORGANIZATIONAL MEETING HELD ON JANUARY 2, 2018**

The 2018 Organizational and Regular Meeting was called to order at 10:25 a.m. by Fiscal Officer Mark A. Keener. Trustees Jacob C. Stubbs, Mark D. Cross and Abra A. Reed were present. Also, in attendance were Police Chief Joseph Andzik and Road/Service Superintendent Jeremy Holbrook.

The Germantown Press was notified of the meeting.

**VISITORS** – None

**VISITOR COMMENTS** – None

**BOARD OFFICERS** -

- I. Mr. Keener opened nominations for President of the Board. Mr. Cross nominated Mr. Stubbs, seconded by Mrs. Reed. With no other nominations and after discussion, all voted in favor, MOTION passed. Mr. Stubbs is elected President.
- II. Mr. Keener opened Nominations for Vice President of the Board. Mr. Stubbs nominated Mr. Cross, seconded by Mrs. Reed. With no other nominations and after discussion, all voted in favor, MOTION passed. Mr. Cross is elected Vice President.

**APPOINTMENTS** -

- I. Mr. Stubbs presented a **MOTION**, seconded by Mrs. Reed, appointing Mr. Cross as Police Commissioner. After discussion. All present voted in favor, MOTION passed.
- II. Mr. Stubbs presented a **MOTION**, seconded by Mr. Cross, appointing Mrs. Reed as Road Commissioner. After discussion. All present voted in favor, MOTION passed.
- III. Mr. Cross presented a **MOTION**, seconded by Mrs. Reed, appointing Mr. Stubbs as Zoning Commissioner. After discussion. All present voted in favor, MOTION passed.
- IV. Mr. Stubbs presented a **MOTION**, seconded by Mr. Cross, appointing Mrs. Reed to the Parks

Oversight Board. After discussion. All present voted in favor, MOTION passed.

- V. Mr. Stubbs presented a **MOTION**, seconded by Mrs. Reed, appointing Mr. Cross to the Fire Oversight Board. After discussion. All present voted in favor, MOTION passed.
- VI. Mrs. Reed presented a **MOTION**, seconded by Mr. Cross, appointing Mr. Stubbs to the Germantown Union Cemetery Oversight Board. After discussion. All present voted in favor, MOTION passed.
- VII. Mr. Stubbs presented a **MOTION**, seconded by Mr. Cross, appointing Mrs. Reed to the Senior Citizens Oversight Board. After discussion. All present voted in favor, MOTION passed.
- VIII. Mr. Cross presented a **MOTION**, seconded by Mrs. Reed, appointing Mr. Stubbs to the Pool Oversight Board. After discussion. All present voted in favor, MOTION passed.
- IX. Mr. Cross presented a **MOTION**, seconded by Mrs. Reed, appointing Mr. Stubbs to be the Western Regional Council of Governments representative. After discussion. All present voted in favor, MOTION passed.
- X. Mr. Cross introduced a **MOTION**, seconded by Mr. Stubbs, to appoint Laurie J. Rohrbach as the Health Insurance Coordinator for 2018. After discussion, all present voted in favor, MOTION passed.
- XI. Mr. Cross introduced a **MOTION**, seconded by Mr. Stubbs to appoint the 2018 Purchasing Agents as follows:
- Road Department - Jeremy Holbrook
  - Police Department – Chief Joseph Andzik
  - Zoning – Cheryl Watson
  - Garbage & Waste - Laurie Rohrbach
- After Discussion, all present voted in favor, MOTION Passed
- XII. There were no Zoning Appointments made
- XIII. There were no citizen Pool Oversight Committee appointments made

**MEETING SCHEDULE** - Mr. Cross introduced a **MOTION**,

seconded by Mr. Stubbs, to continue the regular Board of Trustee Meetings on the second Monday of every month at 7:00 PM., except when the meeting falls on a Holiday – then the meeting shall be held on the day following the holiday; with Work Sessions and Special Meetings announced as needed. After discussion, all present voted in favor, MOTION passed.

**APPROPRIATIONS –**

Mr. Cross introduced **RESOLUTION 2018-01**, seconded by Mr. Stubbs, **A RESOLUTION TO RESCIND RESOLUTION 2015-63 THEREFORE STOPPING THE APPROPRIATION OF MONEY FROM THE GENERAL FUND TO OFFSET POLICE DISPATCHING FEES CHARGED TO THE GERMAN TOWNSHIP POLICE DEPARTMENT BY MONTGOMERY COUNTY.** After discussion and review, the vote was as follows: Mr. Cross - Yes, Mr. Stubbs - Yes, Mrs. Reed – Yes, RESOLUTION 2017-01 was adopted.

Mr. DeGroat introduced **RESOLUTION 2018-02**, seconded by Mr. Stubbs, authorizing the Fiscal Officer to establish permanent appropriations, not to exceed the amounts of the 2018 Official Certificate of Estimated Resources issued by the Montgomery Co. Auditor and the 2017 Unencumbered Fund Balances as of December 31, 2017, to be effective January 1, 2018. After discussion and review, the vote was as follows: Mr. Cross - Yes, Mr. Stubbs - Yes, Mrs. Reed – Yes, RESOLUTION 2017-01 was adopted.

**COMPENSATION – Salary Schedule and Benefits**

- I. Road Dept. Full Time Compensation - Mr. Cross introduced a **MOTION**, seconded by Mr. Stubbs, to accept the Road Department Head recommendation of maintaining Road Department salaries at their present levels except for those employees due step increases. After discussion, all present voted in favor, MOTION passed.
- II. Police Dept. Full Time Compensation - Mr. Cross introduced a **MOTION**, seconded by Mr. Stubbs, to accept the Road Department Head recommendation of maintaining Road Department salaries at their present levels except for those employees due step increases. After discussion, all present voted in favor, MOTION passed.
- III.
- IV. Benefits - Mr. Cross introduced a **RESOLUTION 2018-03**, seconded by Mr. Stubbs, to continue the existing benefits for 2018 – through the end of the plan year - , including the health insurance HRA program, for all full time employees. This program will be re-evaluated as the plan year end approaches. After discussions, the adoption voted was as follows: Mr. Cross – Yes, Mrs. Reed – Yes, Mr. Stubbs – Yes, RESOLTUION 2018-03 passed.
- V. Miscellaneous & Hourly Compensation Rates –
  - A. Mr. Cross introduced a **MOTION**, seconded by Mr. Stubbs, to establish the rates for the following positions; effective 1-1-2018:

\$ 1.00 / year - Honorarium Reserve Police Officers

\$ 15.00 / per meeting - Reimbursement of expenses for

Zoning Commission, Board of Zoning Appeals, and Alternate members of both Boards.

After discussions, all present voted in favor, MOTION passed.

- B. Mr. Cross introduced a **MOTION**, seconded by Mr. Stubbs, to establish the rates for the following positions; effective 1-1-2018:

\$16.08 per hour – Reserve Police Officer Overtime

After discussions, all present voted in favor, MOTION passed.

- C. Mr. Cross introduced a **MOTION**, seconded by Mr. Stubbs, to REDUCE Zoning Inspector Cheryl Watson's salary by 5% to \$16,625 per year from \$17,500 per year; effective 1-1-2018:

After discussions, all present voted in favor, MOTION passed.

- IV. Annual Elected Officials Compensation – Mr. Cross introduced **RESOLUTION 2018-04**, seconded by Mr. Stubbs, **A RESOLUTION TO AFFIRM ADHERENCE TO RESOLUTION 2017-46 TO REDUCE THE ANNUAL ELECTED OFFICIALS SALARY BY 25% FROM THE MAXIMUM AMOUNT ESTABLISHED BY THE ORC FOR TRUSTEES STUBBS, CROSS, REED AND FISCAL OFFICER KEENER, EFFECTIVE 1/1/2018.**

After discussion the adoption vote was as follows: Mr. Cross – Yes, Mrs. Reed – Yes, Mr. Stubbs – Yes; RESOLUTION 2018-04 passed.

- V. Annual Elected Officials Compensation – Mr. Cross introduced **RESOLUTION 2018-05**, seconded by Mr. Stubbs, **A RESOLUTION TO ALLOCATE THE TRUSTEE AND FISCAL OFFICER SALARIES TO VARIOUS FUNDS TO REFLECT THEIR ASSIGNED APPOINTMENTS, EFFECTIVE 1/1/2018. THE ALLOCATION IS AS FOLLOWS:**

**Trustee Stubbs: 90% General, 10% Trash (to reflect WRCG assignment)**

**Trustee Cross – 50% General, 50% Police**

**Trustee Reed – 50% General, 50% Road**

**Fiscal Officer Keener – 40% General, 25% Police, 25% Road, 10% Trash**

After discussion the adoption vote was as follows: Mr. Cross – Yes, Mrs. Reed – Yes, Mr. Stubbs – Yes; RESOLUTION 2018-05 passed.

- V. Mr. Cross presented a **MOTION**, seconded by Mr. Stubbs, to continue the 15<sup>th</sup> and last day of the month, or if either fall on a weekend or holiday, the last normal business day prior, as payday for employees of German Township during 2018. After discussion, all voted in favor, MOTION passed.
- VI. Mr. Cross presented a **RESOLUTION 2018-06**, seconded by Mr. Stubbs, to continue direct deposit for employees that select the program and to further authorize payment of payroll withholdings by electronic fund transfer, during 2018. After discussion, the vote was as follows: Mrs. Reed - Yes, Mr. Cross - Yes, Mr. Stubbs - Yes, RESOLUTION 2018-06 passed.

**MISCELLANEOUS:**

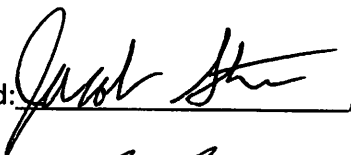
- I. The Board reviewed continuing to authorize the transfer of interest monthly from the General Fund to the Sunbury Cemetery Fund, Fire & EMS/Fire Levy Funds, Fouts Fund, Enforcement & Education Fund, Drug Law Enforcement Fund, Law Enforcement Trust Fund, Senior Citizen Levy Fund and Pool Fund.

Mr. Cross presented a **RESOLUTION 2018-07**, seconded by Mr. Stubbs, to continue to transfer interest monthly from the General Fund to the Sunbury Cemetery Fund, Fire Levy Fund, EMS/Fire Fund, Drug Law Enforcement, Law Enforcement Trust Fund, Fouts Fund, Enforcement & Education Fund, Senior Citizen Levy Fund and the Pool Levy Fund during 2018. After discussion and review, the vote was as follows: Mrs. Reed - Yes, Mr. Stubbs - Yes, Mr. Stubbs - Yes, RESOLUTION 2018-07 passed.

- II. Mr. Keener reminded all that the next regular meeting would be held on January 8, 2018 and include the approval of the 2017 inventory.

**Meeting turned over to the President of the Board:**

With no further business, the meeting was adjourned at 10:56 a.m.

Signed: 

Attest: 