



**GERMAN TOWNSHIP BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING HELD ON SEPTEMBER 8, 2025**

**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 Jacob Stubbs at 7:00 pm. In attendance were:

<b>President Jacob Stubbs</b>	<b>Vice-President Dr. Mark Cross</b>	<b>Trustee Louis Potter</b>
<b>Fiscal Officer Mark Heistand</b>	<b>Police Chief Shane Birch</b>	<b>Road Admin. Jeremy Holbrook</b>
	<b>Zoning Inspector Janet Burton</b>	

**IN-PERSON ATTENDEES:**

<i>Name</i>	<i>Address</i>	<i>Name</i>	<i>Address</i>
Deb Cross	German Township	David Gehron	German Township
James Rowland	German Township	Isaac Morton	German Township
Mark Keener	German Township	Mary McDonald	Montgomery County
Mike Osborne	German Township	Jamie Graham Osborne	German Township
David Young	Montgomery County	Ron Wine	Sugarcreek Township

**ONLINE ATTENDEES:**

<i>Name</i>	<i>Name</i>	<i>Name</i>	<i>Name</i>
Abigail	Sam		

The Germantown Press was notified of the Regular Meeting on 8/29/25 at 3:28 pm.

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

**VISITOR COMMENTS:**

- **Montgomery County Commissioner Mary McDonald:** Ms. McDonald took office on 1/1/25. She told the Trustees that she is their friend at the County office. Mr. Stubbs stated that in his 12 years as a Trustee, she was the first County Commissioner to attend a Township meeting. Dr. Cross told Ms. McDonald that he wants German Township to remain rural. He provided to Ms. McDonald with the process the Commissioners would follow should they agree to ban large scale solar projects in the rural areas of the County. Ms. McDonald promised to begin a discussion with the other Commissioners on the subject. She distributed copies of the 2025 Montgomery County State of the County Impact Report to the elected officials.

- **Mark Keener:** Mr. Keener told Ms. McDonald, the former mayor of Trotwood, that she did a great job after the Memorial Day tornados in 2019. As the previous Township Fiscal Officer, he talked about the Township's tight budget and stated that more help was needed from the County.
- **Ron Wine:** Mr. Wine, with Channel Maintenance Systems, discussed his proposal to repair Little Twin Creek erosion along Little Twin Road. He reviewed the history of the Township's attempt to obtain a matching grant from the Ohio Public Works Commission for the project. Although the local review by District 4 looked promising, the State did not award a grant to the Township. He noted that the \$54 thousand the Trustees previously approved as the Township's grant match will be sufficient to correct the creek erosion. (If it had been awarded, the State's match would have paid for guardrails, concrete slabs in the creek, and other items.) Noting that the County's current project to correct erosion along Astoria Road will cost \$1.3 million, he stated that this preventative project will be much cheaper than rebuilding the road should it collapse into the creek in the future. He noted that adjacent property owner Walter Stiver has been supportive of the proposed work. He stated that Mr. Potter offered to donate some of the supplies needed for the project.
- **Mark Keener:** Mr. Keener, treasurer of the Valley View Joint Economic Development District (JEDD) Board of Directors, reported that the Board would hold its quarterly meeting on 9/10/25. He stated that the JEDD is currently undergoing an audit by the Ohio Auditor of State's office.

#### **FISCAL OFFICER'S REPORT:**

- Mr. Heistand submitted minutes for the 8/11/25 Regular Meeting. A small typo was corrected on the second page. Mr. Stubbs made a MOTION, seconded by Dr. Cross, to approve the minutes as corrected. The MOTION WAS APPROVED by a unanimous voice vote.
- He presented the August Financial Reports: (1) 8/31/25 Fund Status; (2) YTD 8/31/25 Cash Summary by Fund; (3) Month of August 2025 Cash Summary by Fund; (4) August 2025 Receipt Listing; and (5) August 2025 Payment Listing. He noted the following item:
  - Receipt #265-2025 for \$18,000.00 from the State of Ohio was the annual cell tower lease. He noted that Resolution 2024-57 adopted in September 2024 directed that this receipt should be deposited each year into the Police Fund.
  - Voucher #714-2025 for \$29,592.50 to Oakley Blacktop, Inc. was for repairs to Sigel Road and Butter Street.
  - Warrant #50891 for \$2,000.00 to First Church of God was a donation to the Sonshine in a Bag food ministry from the W. K. Fouts Trust Fund, as approved at the August meeting.
- Mr. Stubbs made a MOTION, seconded by Mr. Potter, to approve the August financial reports and authorize the payment of August bills (warrants 50889 through 50895 and vouchers 654 through 744 for payroll direct deposit, tax withholdings and other electronic payments). The MOTION WAS APPROVED by a unanimous voice vote.
- He reported that the Township received ballot issue numbers for the November election. The .5 mill parks operating levy renewal is Issue #17. The additional 1.0 mill parks permanent improvement levy is Issue #18.
- He noted that each year the Trustees pass a Resolution accepting the tax amounts and rates for the following year. Dr. Cross introduced **RESOLUTION 2025-45**, seconded by Mr. Stubbs: **A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE MONTGOMERY COUNTY BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR.** The roll was taken and the adoption vote was as follows: Mr. Stubbs-Yes; Dr. Cross-Yes; Mr. Potter-Yes. **RESOLUTION 2025-45 WAS ADOPTED.**



- He reminded the Trustees that the Township's web content and mobile applications need to be complaint with new Department of Justice disability accessibility requirements by 4/26/27. He previously provided them with a link to a Fact Sheet concerning the new DOJ rules that is available on the Civil Rights Division website.
- He discussed the new cybersecurity program requirements included in HB 96, the recently passed State budget. The Township is required to have a program in place by 7/1/26. He and Dr. Cross attended the 8/28/25 Montgomery County Township Association (MCTA) meeting at the Butler Township Hall. They arrived late due to traffic and missed part of the cybersecurity presentation by Shawn Waldman, CEO of SecureCyber, a Moraine consulting firm. Mr. Heistand noted that more information had since been received from both the Auditor of State and OTARMA (Ohio Township Association Risk Management Authority) concerning the cybersecurity requirements.
  - Dr. Cross suggested that Mr. Waldman be asked to attend the October Trustee meeting to discuss options for the Township. It was suggested that the Township's IT consultants CDO Technologies were probably not cybersecurity experts. Dr. Cross requested that a proposal be requested from the Germantown Union Cemetery's IT consultant for both the cybersecurity project as well as upgrading the Township's online presence to become American Disability Act compliant.
- Mr. Heistand noted that a second presentation at the 8/28/25 MCTA meeting concerned the Welcome Home Ohio Program, a State of Ohio grant program for home buyers that is being administered by the Montgomery County Land Bank. He stated that the final 2025 MCTA meeting will be the annual Holiday and Awards Gala on 11/20/25 at the Mandalay Banquet & Event Center.
- He reminded the Trustees that the October meeting would be held on Tuesday 10/14/25. This is one day later than normal due to Columbus Day falling on our regular meeting night.

#### **POLICE DEPARTMENT REPORT:**

- Chief Birch reviewed his department's August statistics.
- He discussed a recent newsletter received from Montgomery County Prosecutor Mat Heck that highlighted the County Recorder's Fraud Alert Notification System for deed protection. The newsletter has been posted on the Police Department's Facebook page. He encouraged everyone to consider enrolling in the program.
- He announced that the Police Department's Annual National Night Out will be held on 10/7/25 from 6-8 pm at the former Valley View High School. He invited residents to attend and meet the police officers and have some fun and laughs. The event will include hay rides, a Care Flight landing, ice cream, food trucks, police cars, fire trucks, Road Department trucks, etc.
  - Mr. Stubbs requested that a dunk tank be added to the event. Chief Birch stated that the dunk tank would instead be present at the 10/11/25 Saturday Night Out event.
- At Chief Birch's request, Dr. Cross introduced **RESOLUTION 2025-46**, seconded by Mr. Stubbs: **A RESOLUTION TO PROMOTE PART-TIME POLICE OFFICER STEVEN GETTER TO FULL TIME STARTING ON 9/1/25 AT STEP 4, A RATE OF \$51,902.88 PER YEAR (\$24.95 PER HOURS), ALONG WITH THE NORMAL BENEFITS OFFERED TO ALL FULL-TIME EMPLOYEES.** The roll was taken and the adoption vote was as follows: Mr. Stubbs-Yes; Dr. Cross-Yes; Mr. Potter-Yes. **RESOLUTION 2025-46 WAS ADOPTED.**
  - Mr. Stubbs noted that Officer Getter was being moved to full-time status from part time as a result of a recent full-time officer retirement.

#### **ROAD & SERVICE DEPARTMENT REPORT:**

- Mr. Holbrook reported that Wagner Paving Inc would start the 2025 chip seal program later that week or early the week of 9/15/25.
- He and Scott Hamilton replaced an 8" drainage pipe under Shimp Road between State Route 725 and Kiefer Road.
- He sent the letter signed by the Trustees at the August meeting to Gledhill Road Machinery concerning the delay in their completion of the upfitting of the new dump truck. He subsequently received a build schedule from the vendor. The upfitting should start in late September.
- He reported that contractor Mike White had completed painting the Township Hall restrooms.
- He noted Chief Birch's hard work on the renovation of the Police Road Room. He said the room looked great. The Chief personally painted the walls in the room. Chief Birch thanked Township resident Dave Peck for installing the new Road Room flooring at a discounted rate.

#### **ZONING & TRASH DEPARTMENT REPORT:**

- Mrs. Burton did not issue any zoning permits during August. She noted that the Board of Zoning Appeals would meet on 9/9/25 to consider Case #2025-05CU, a lot split requested by Chad Gilbert. The next meeting of the Zoning Commission will be on 10/7/25.
- She requested that the Trustees certify the 2025 Tax Assessment for delinquent trash bills. The certified list will be sent to the County Auditor to be attached as a tax lien on each property. She stated that she mailed 230 certified letters to property owners who had past due amounts in excess of \$150.00. It was suggested that the past due cutoff amount be increased in 2026.
  - Mr. Stubbs introduced **RESOLUTION 2025-47**, seconded by Mr. Potter: **A RESOLUTION TO AUTHORIZE THE ASSESSMENT OF PROPERTY OWNERS WHO ARE DELINQUENT AS TO WASTE DISPOSAL SERVICE CHARGES PURSUANT TO OHIO REVISED CODE SECTION 505.33 IN THE AMOUNT OF \$47,836.02**. The roll was taken and the adoption vote was as follows: Mr. Stubbs-Yes; Dr. Cross-Yes; Mr. Potter-Yes. **RESOLUTION 2025-47 WAS ADOPTED.**
- Dr. Cross reported that he examined previous versions of the Township Zoning Resolution on 8/16/25. He found a Certificate of Results of Election that stated zoning plans for the Township were passed by the Board of Trustees on 10/25/1956. (Copies of the Certificate were provided to the Trustees.) Trustee minutes prior to 1957 were housed at Wright State University but were approved to be transferred to the Ohio History Connection per the Trustee's Resolution on 8/12/2024. After making a few phone calls, he learned that the minutes were still at Wright State. The WSU Archives Manager sent him scans of relevant pages of the Trustees' proceedings.
  - 8/2/1956 – A Special Meeting was held to pay for Township zoning maps.
  - 8/29/1956 – A Notice of Public Hearing on the proposed zoning plan for the unincorporated area of German Township was placed in the Dayton Daily News & Journal Herald. Dr. Cross could not discern the actual meeting date.
  - 9/29/1956 – A second public hearing was held for the purpose of discussing zoning in the Township. It was moved by Trustee Bussard and Seconded by Trustee Gilbert that the Trustees draw up Resolutions for zoning in German Township.
  - 2/19/1957 – A Township election was held to consider the following: "Shall the zoning plans for the unincorporated area of German Township as adopted by the Board of Trustees of German Township, Montgomery County, Ohio October 25, 1956 be adopted?" The issue passed 83 to 36 and the election was certified on 2/21/1957.
  - Dr. Cross stated that the election results indicate that the Zoning Resolution was first in effect in 1957. Unfortunately, the oldest copy of the Zoning Resolution in the Township files is not dated.



He noted the major changes to the Zoning Resolution from the various copies in the files:

- 9/8/1975 – Proposed Zoning Resolution for German Township
- 1/12/1989 – Zoning Resolution for German Township in effect
- 6/12/2006 – Major text changes effective
- 6/14/2012 – The 6/12/2006 Zoning Resolution replaced with the latest full version

Mr. Stubbs thanked Dr. Cross for researching the history of the Township's Zoning Resolutions.

#### **TRUSTEE POTTER'S REPORT:**

- Mr. Potter reported that the Parks Board is struggling to fill open positions and is having trouble achieving a quorum for their meetings. At the last meeting former members Jim and Bobbie Williams were recognized for their service on the Board.
- Christmas in the Park will be held on 12/13/25. A new volunteer will help with the horse parade, which hasn't been held for the last few years. He may be interested in joining the Parks Board.
- He met with Germantown Service Department employee Ben Amburgey about digging a foundation for the memorial wall at the MMI Park so that concrete can be poured.
- The Germantown Pool is closed for the season. The final pool party was held on 8/30/25. The old slide was to be removed the week of 9/8/25, with installation of the new slide in October.
- The Trustees discussed the Little Twin Creek bank erosion presentation earlier in the meeting. Dr. Cross noted the advantage of having only one property owner involved in the project. Mr. Potter stated that the project will move the creek flow 50-100 feet away from Little Twin Road, which will leave the current creek bed as dry land that can be filled with concrete or soil down the road. Mr. Holbrook stated that the Township will be able to do the concrete or soil work in-house. Mr. Potter stated that if the remediation work isn't performed and there is an erosion problem with the road in the future, the Trustees won't be able to say they didn't know about the problem. He restated his past request that the Township set up a Creek Maintenance Fund, similar to the fund created by the City of Germantown.
  - **Visitor Comment: James Rowland:** Mr. Rowland stated that the Miami Conservancy District is responsible for Little Twin Creek, not the Army Corps of Engineers. Mr. Holbrook responded that he always deals with the Corps of Engineers on creek issues.
  - **Visitor Comment: Deb Cross:** Mrs. Cross stated that at the 1/8/24 Trustee Meeting Mr. Potter commented that the next erosion project would be on Big Twin Creek at State Route 725 and Creek Road. Mr. Potter responded that several trees north of S.R. 725 are leaning towards the creek and he would like a Creek Maintenance Fund to address issues like these. He noted that Germantown also has a problem on Big Twin Creek just upstream from Astoria Road that they aren't addressing.
  - Mr. Stubbs stated that \$54,000 is too much money to spend without a guarantee that the road won't someday wash away from erosion. He noted that during high water events the creek will still fill in the space along the road bank.
  - **Visitor Comment: Deb Cross:** Mrs. Cross asked Mr. Rowland and Isaac Morton, both candidates for Township Trustee in the November election, for their opinions.
  - **Visitor Comment: Isaac Morton:** Mr. Morton stated that he viewed this project like home insurance. The \$54,000 cost is a lot of money, but is a small amount compared to rebuilding the road should it erode.
  - **Visitor Comment: James Rowland:** Mr. Rowland stated that he has the same problem at his property on Butter Street along Big Twin Creek. He put concrete into the creek, but the water still washes behind it. He felt the problem should be dealt with now, not later.

- **Visitor Comment: Deb Cross:** Mrs. Cross stated that there is no assurance that the proposed repairs will fix the problem. Dr. Cross replied that the Trustees need to trust that Mr. Wine's proposal will be successful.
- Mr. Stubbs introduced **RESOLUTION 2025-48**, seconded by Dr. Cross: **A RESOLUTION TO AUTHORIZE TRUSTEE LOUIS POTTER TO EXECUTE A \$54,000 CONTRACT WITH CHANNEL MAINTENANCE SYSTEMS PER THEIR JULY 27, 2025 PROPOSAL TO CURTAIL SEVERE STREAM BANK EROSION ALONG LITTLE TWIN CREEK AT LITTLE TWIN ROAD.** The roll was taken and the adoption vote was as follows: Mr. Stubbs-No; Dr. Cross-Yes; Mr. Potter-Yes. **RESOLUTION 2025-47 WAS ADOPTED BY A VOTE OF 2 IN FAVOR, 1 OPPOSED.**

#### **TRUSTEE CROSS' REPORT:**

- Dr. Cross attended the 9/2/25 Germantown Council Meeting. Highlights included:
  - The Germantown Lions Club was recognized for a \$20,000 donation to the Fire/EMS and Police Departments (\$10,000 each).
  - The Germantown Eagles Club was recognized for a \$10,000 gift to the Police Department.
  - A motion to approve a 50-year building lease with Don's Pizza Palace was approved.
  - An update on the covered bridge project was presented by a representative from Fishback Engineering. The total cost is estimated at \$959,000. Grants will help pay for a large portion of the City's cost.
  - A proposed speed limit reduction to 25 mph on Cherry Street was discussed.
  - Also discussed were: (1) recreational vehicle parking on residents' property; (2) food truck regulations; and (3) a memorial bench program for the Kercher Park bike path.
- He noted that the State Legislature's recently passed HB 96 changed the referendum signature threshold from 15% to 35% of township residents that must sign a petition to request that an amendment to a township zoning resolution be put before the full township for a vote.

#### **TRUSTEE STUBBS' REPORT:**

- Mr. Stubbs provided updates on Germantown Union Cemetery:
  - The new cemetery website ([Germantowncemeteryoh.gov](http://Germantowncemeteryoh.gov)) will be live on 9/9/25, although it will take another 1-2 months for everything on the website to be finalized.
  - The annual Wreaths Across America ceremony will occur on 12/13/25 at noon. Residents can purchase wreaths that will be placed on veterans' graves that day.
  - Cemetery employees are finally getting caught up from numerous burials, equipment breakdowns, and rainy weather.
  - The project to remove the wall along West Market Street continues. Meetings will be held with the adjacent property owner before presenting the project to the City.
- He congratulated Steve Marsden on his recent retirement from the Police Department and thanked him for his many years of service to the Township.

#### **EXECUTIVE SESSION:**

- Mr. Stubbs made the following MOTION, seconded by Dr. Cross: **I move to go into Executive Session pursuant to O.R.C. 121.22(G)(1) to consider the employment of a public employee.** The roll was taken and the vote was as follows: Mr. Stubbs-Yes; Dr. Cross-Yes; Mr. Potter-Yes. The MOTION was approved. The Trustees entered into Executive Session at 8:40 pm.
- Present in the Executive Session were: Trustees Mark Cross, Jacob Stubbs, and Lou Potter; Fiscal Officer Mark Heistand; and Police Chief Shane Birch.
- The Trustees held discussion under the authority of O.R.C. 121.22(G)(1).

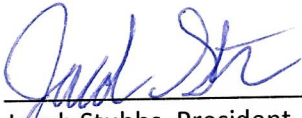
- At 9:01 pm, Mr. Stubbs made a MOTION, seconded by Dr. Cross, to reconvene into Regular Session. The MOTION WAS APPROVED by a unanimous voice vote.

**OTHER BUSINESS:**

- None

**MEETING ADJOURNED:**

- With no further business, Mr. Stubbs made a MOTION, seconded by Dr. Cross, to adjourn. The MOTION WAS APPROVED by a unanimous voice vote. The Meeting adjourned at 9:02 pm.

Signed:   
Jacob Stubbs, President, Board of Trustees

Attest: These minutes were approved by the Board of Trustees at the October 14, 2025 meeting.

Signed:   
Mark A. Heistand, Fiscal Officer