



**GERMAN TOWNSHIP BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING HELD ON DECEMBER 10, 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 7:02 pm. In attendance were:

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

IN-PERSON ATTENDEES:

<i>Name</i>	<i>Address</i>	<i>Name</i>	<i>Address</i>
David Gehron	German Township	Deb Cross	German Township
Isaac Morton	German Township	James Rowland	German Township
Joe Scholler, Sr.	German Township	Mark Keener	German Township

ONLINE ATTENDEES:

<i>Name</i>	<i>Name</i>	<i>Name</i>	<i>Name</i>
KC	Sam		

The Germantown Press was notified of the Regular Meeting on 12/2/25 at 3:01 pm.

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

VISITOR COMMENTS:

- **Mark Keener:** Mr. Keener, treasurer of the Valley View Joint Economic Development District Board of Directors, reported that the Board would meet on 12/10/25 in the Township Hall. He noted that the terms of Directors Lindsey Schmidt and Randy Stiver will expire at the end of 2025; both are expected to be reappointed. Several funding requests will be reviewed by the Board at the 12/10/25 meeting. The Directors will also decide on a retainage percentage for 2026. He anticipated that the 15% retainage rate in 2025 will be maintained in 2026.

FISCAL OFFICER'S REPORT:

- Mr. Heistand submitted minutes for the 11/10/25 Regular Meeting. Mr. Stubbs requested a change on page five to improve clarity. Dr. Cross made a MOTION, seconded by Mr. Stubbs, to approve the minutes as corrected. The MOTION WAS APPROVED by a unanimous voice vote.

- He presented the November Financial Reports: (1) 11/30/25 Fund Status; (2) YTD 11/30/25 Cash Summary by Fund; (3) Month of November 2025 Cash Summary by Fund; (4) November 2025 Receipt Listing; and (5) November 2025 Payment Listing. He noted the following items:
 - Receipt #375 for \$5,150.00 from GovDeals.com was the sale of retired Police Chief Andzik's vehicle.
 - Warrant #50916 for \$10,307.25 to First National Bank of Germantown was the final payment of the Valley View Water & Sewer District loan. The loan is now paid in full.
- Mr. Stubbs made a MOTION, seconded by Mr. Potter, to approve the November financial reports and authorize the payment of November bills (warrants 50911 through 50916 and vouchers 910 through 987 for payroll direct deposit, tax withholdings and other electronic payments). The MOTION WAS APPROVED by a unanimous voice vote.
- Mr. Heistand noted that in October the Trustees decided to wait until November to discuss OTARMA Cyber IT Risk Consultant Aaron Willis' cybersecurity recommendations. Mr. Willis forwarded sample policies that can be modified and adopted to implement his recommendations. He requested that the Township respond to his recommendations within 60 days of his 11/4/25 report by completing a Statement of Action Taken. The recommendations were as follows:
 - "Implement passwordless authentication to enhance security and user convenience by reducing reliance on traditional passwords.
 - "Upgrade or migrate the Windows 10 Desktop operating system to a modern operating system that's actively supported by Microsoft. Support for the Windows 10 Desktop ended on October 14, 2025.
 - "Provide annual cybersecurity awareness training with frequent, engaging refreshers throughout the year.
 - "Implement a comprehensive disaster recovery plan, including business interruption and redundant systems, to quickly restore operations and minimize future risk of an unexpected outage of a computer network, application, or system lasting greater than six hours and involved property damage.
 - "Develop and implement a Social Media Policy that includes signatures from all end users who have access to business-related Social Media and also guidance to all end users in regard to posting about business on their own personal Social Media sites."

Mr. Stubbs agreed to draft a Statement of Action Taken response. Chief Birch noted that the Police Department will be replacing all their Windows 10 computers. He stated that only Police staff have access to the Township's social media accounts. Mr. Stubbs noted that the Lexipol system used by the Police Department has a lot of cyber-related policies.
- Mr. Heistand reported that Farmersville Mayor Nick Lamb requested that the Trustees support Farmersville Council's proposed acquisition of the former Valley View Junior High Property at 202 Jackson Street in Farmersville. Mr. Lamb provided a sample Resolution for the Trustees to use.
 - Mr. Stubbs introduced **RESOLUTION 2025-53**, seconded by Dr. Cross: **A RESOLUTION EXPRESSING SUPPORT FOR THE VILLAGE OF FARMERSVILLE'S PROPOSED ACQUISITION OF PROPERTY OWNED BY THE VALLEY VIEW LOCAL SCHOOL DISTRICT AT 202 JACKSON STREET, FARMERSVILLE, OHIO.** The roll was taken and the adoption vote was as follows: Mr. Stubbs-Yes; Dr. Cross-Yes; Mr. Potter-Yes. **RESOLUTION 2025-53 WAS ADOPTED.**
- Mr. Heistand noted that he updated through 11/30/25 the spreadsheets he previously sent to the Police and Road Departments to assist them in preparing their 2026 budgets. The Trustees will review all 2026 budgets at the 12/29/25 Year-End Special Meeting.

- He noted that at the November meeting the Trustees informally approved a 3% Cost of Living Adjustment (COLA) for all employees for 2026. He noted that recent newspaper articles have reported that Oakwood is giving a 3.75% increase in 2026 and Middletown is giving 4.5%. (Subsequent event: it was reported in the newspaper on 12/11/25 that Kettering is giving 3.0%.)
- He reminded the Trustees that at the November meeting, it was noted that Medical Mutual will no longer offer the Township's current medical plan in 2026. Acrisure (formerly Burnham & Flower) searched for an alternative plan that would provide benefits similar to the current plan.
 - Township representatives held a virtual meeting on 11/19/25 with Dodi Smith from Acrisure. They reviewed that the 2025 plan has two components: (1) a \$2,000 single/\$4,000 family debit card administered by Acrisure; and (2) a \$3,000 single/\$6,000 family deductible through Medical Mutual. Total deductibles of the current plan are \$5,000 single/\$10,000 family. 2025 premiums for this discontinued plan were \$16,390.
 - Ms. Smith had searched for a comparable 2026 plan through Medical Mutual as well as plans with United Healthcare, Anthem & Aetna. The cheapest non-Medical Mutual plan she found is \$31,104 per month through Anthem.
 - The cheapest similar Medical Mutual plan is \$13,930 per month. This plan would eliminate the current two-tier deductible system and replace it with a combined \$5,000 single/\$10,000 family deductible. The debit card feature that is part of the current plan will continue to be used for the entire \$5,000/\$10,000 deductible.
 - The new plan will have a penalty for using providers who are out of network. These deductibles are \$10,000 single/\$20,000 family, with 50% co-insurance. Mr. Heistand recommended that the Trustees mandate that the cost of out-of-network care be paid 100% by the employee while in-network care would continue to be 100% Township-paid. If an employee used the debit card to pay out-of-network costs, he/she would be responsible to reimburse the Township.
 - To obtain these Medical Mutual rates, the Township would need to join COSE (Council of Smaller Enterprises), a buying group through the Greater Cleveland Partnership. Annual dues are approximately \$450.
 - **Visitor Comment: Mark Keener:** Mr. Keener asked how out-of-network costs incurred as part of an in-network procedure would be handled. Mr. Heistand surmised that the employee would be asked to appeal the Medical Mutual decision. Mr. Holbrook added that if Medical Mutual would deny the appeal, the employee could request that the Trustees approve Township reimbursement of the out-of-network expense.
 - Mr. Stubbs introduced **RESOLUTION 2025-54**, seconded by Mr. Potter: **A RESOLUTION TO APPROVE THE 2026 HEALTH INSURANCE PLAN THROUGH ACRISURE, SPECIFICALLY THE MEDICAL MUTUAL COSE PPO HSA 5000 MMRX PLAN. THE BOARD OF TRUSTEES DIRECTS THAT ALL HEALTHCARE COSTS RELATED TO SERVICES BY AN OUT-OF-NETWORK PROVIDER SHALL BE THE SOLE RESPONSIBILITY OF THE EMPLOYEE. PLAN PREMIUMS AND THE COST OF IN-NETWORK CARE SHALL BE PAID 100% BY THE TOWNSHIP. SINCE MEMBERSHIP IN COSE (COUNCIL OF SMALLER ENTERPRISES) IS A CONDITION FOR INSURANCE COVERAGE, THE BOARD OF TRUSTEES DIRECTS THE FISCAL OFFICER TO APPLY FOR MEMBERSHIP IN THE BUYING GROUP.** The roll was taken and the adoption vote was as follows: Mr. Stubbs-Yes; Dr. Cross-Yes; Mr. Potter-Yes. **RESOLUTION 2025-54 WAS ADOPTED.**

- Mr. Heistand noted that every year the Trustees appoint the members of the Reserve Police Officer Memorial Fund Board for the following year. Mr. Stubbs introduced **RESOLUTION 2025-55**, seconded by Mr. Potter: **A RESOLUTION APPOINTING THE 2026 RESERVE POLICE OFFICER MEMORIAL FUND BOARD AS FOLLOWS:**

- Mark Keener – Citizen Representative & Chair
- Lou Potter – Elected Official Representative
- Mark Heistand – Elected Official Representative & Secretary
- Muayad Shokeh – Reserve Officer Representative

The roll was taken and the adoption vote was as follows: Mr. Stubbs-Yes; Dr. Cross-Yes; Mr. Potter-Yes. **RESOLUTION 2025-55 WAS ADOPTED.**

- Mr. Heistand reported that Ohio Auditor Keith Faber recently released Auditor of State Bulletin 2025-013. The Bulletin directed that each public office should adopt a written policy on the use of the entity's tax-exempt certificate and when an official or employee is allowed to pay sales tax the public office will reimburse. The Ohio Township Association released a sample policy for the Township's use. Mr. Stubbs introduced **RESOLUTION 2025-56**, seconded by Mr. Potter: **A RESOLUTION ADOPTING A TAX-EXEMPT CERTIFICATE USE AND SALES TAX POLICY FOR GERMAN TOWNSHIP.** The roll was taken and the adoption vote was as follows: Mr. Stubbs-Yes; Dr. Cross-Yes; Mr. Potter-Yes. **RESOLUTION 2025-56 WAS ADOPTED.**
- Mr. Heistand 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. A Fact Sheet concerning the new DOJ rules is available on the Civil Rights Division website. He noted that at the November meeting, Dr. Cross mentioned that the OTA Service Corporation established a program with Schumaker Technology Group (STG) to host, design and maintain township websites. After reviewing the program which starts in 2026, he recommended that the Township reach out to STG to accept their offer of a free website analysis to help ensure that it is legally and regulatory compliant. The Trustees asked him to schedule the STG analysis.
- He announced that the year-end Special Meeting would be held on 12/29/25 at 7:00 pm to review 2026 budgets and approve other year-end items. The 2026 Organizational Meeting will be held at 7:00 pm on 1/2/26.

POLICE DEPARTMENT REPORT:

- Chief Birch reviewed his department's November statistics.
- He reported U Car had a fuel lead from the gasket on top of the fuel tank. It was repaired by Crickmore Collision at a \$900 cost. The fuel tank had to be dropped and the fuel pump removed to replace the gasket.
- He stated that the 12/6/25 Breakfast with Santa event went very well. He congratulated Mr. Heistand's grandson who won the jar of 1566 M&Ms with the closest guess of 1585. The winning ticket for the Cincinnati Reds tickets was #456378. The 2026 event will be held on 12/5/25.
- He thanked Dr. Cross for his dedication to German Township over the years.

ROAD & SERVICE DEPARTMENT REPORT:

- Mr. Holbrook stated that he and Scott Hamilton had been busy salting and plowing Township roads. They had used approximately 18 tons of salt and 300 gallons of beet juice/salt brine liquid.
- He and Mr. Hamilton went to Gledhill in Galion, Ohio to review the status of upfitting the new dump truck. He thought the work will be completed by the end of December or by mid-January.

- While at Gledhill he requested a proposal to replace the 20-year-old snow plow on truck #116. The bushings for the trip blade need to be rebuilt and the moldboard has several rust holes that could weaken the overall structure. Mr. Stubbs introduced **RESOLUTION 2025-57**, seconded by Dr. Cross: **A RESOLUTION TO APPROVE THE PURCHASE OF A SNOW PLOW FROM THE GLEDHILL ROAD MACHINERY CO. AT A COST OF \$11,634.61.** The roll was taken and the adoption vote was as follows: Mr. Stubbs-Yes; Dr. Cross-Yes; Mr. Potter-Yes. **RESOLUTION 2025-57 WAS ADOPTED.**
 - Mr. Holbrook recommended that the old snow plow be donated to Jackson Township as it is only worth scrap value. Mr. Stubbs complimented Mr. Holbrook on the great job he and Mr. Hamilton do in maintaining the Township's road equipment.
- Mr. Holbrook noted that he provided the Trustees with a draft of his 2026 budget.
- He requested that the Trustees sign the Ohio Department of Transportation's 2026 Township Highway System Mileage Certification.

ZONING & TRASH DEPARTMENT REPORT:

- Mrs. Burton issued two permits during November: a recreational vehicle shelter on a concrete pad on Jamaica Road and an in-ground gunite swimming pool on Germantown-Middletown Pike.

TRUSTEE POTTER'S REPORT:

- Mr. Potter announced that Christmas in the Park would be held at the Depot in Veterans' Park on 12/13/25 from 6:00-7:30 pm. The scheduled horse parade had been canceled due to the contagious horse virus EHV-1 that started in Texas and has rapidly spread across the country, shutting down horse events. Santa and Mrs. Claus will probably now be on a sleigh on a trailer.
- He noted that Channel Maintenance Systems had completed the Little Twin Creek erosion project. Trees and anchor blocks were added where the bank had eroded along Little Twin Road to move the creek fifty feet from the road. Trees were also removed along the road to help prevent uprooting and further erosion. The trees were undermined more than expected. Owner Ron Wine also spent a day working at the site of the earlier Big Twin Creek erosion project and widened the tree protection along the south end of the project area. Mr. Wine did not charge the Township for this follow-up work.
- Mr. Potter reported that the new pool slide has not been installed. The City determined that the new slide needed a permit from the State of Ohio.
- The Pool Oversight Committee reviewed the City's 2026 budget draft in October. The City plans to hold a Parks Oversight Committee meeting later in December to review the 2026 park budget.

TRUSTEE CROSS' REPORT:

- Dr. Cross attended the 12/1/25 Germantown Council Meeting. After regular business, during the Work Session, Mike Lucking was introduced as the City's new Economic Development Consultant. Mr. Lucking plans to meet with the Planning Commission, Council Members and business owners to continue to develop the downtown and Route 4 corridor. He will work 20 hours per month.
- He reported that the SRM case jurisdictional appeal was filed on 11/17/25 with the Ohio Supreme Court in case #2025-1515. The submitted documents can be reviewed on the court's website.
- He attended the 12/3/25 Fire/EMS Oversight Committee meeting. Highlights included:
 - Fire/EMS Chief Dan Alldred reported that there are three new candidates in the process of being hired: two firefighters/EMTs and one firefighter/paramedic. He also has six staff working to continue their education.

- The Fire Department communication system has been upgraded to pair portable radios having Bluetooth technology to the SCBA (self-contained breathing apparatus) equipment to allow for much clearer communication.
- The 2026 Fire/EMS budget was approved by the Committee. The biggest change was a decrease of the administrative charge to \$15,000 for both the Fire and EMS budgets, which is a total decrease from \$60,000 to \$30,000.
- He reported that Ohio HB 303 is in committee. The bill would establish a Community Solar Energy Facility program in Ohio. He noted that community solar is a model where multiple customers subscribe to or buy a share of a larger, off-site solar farm, receiving credits on their electricity bills for the clean energy produced, making solar accessible to renters, businesses, and those with unsuitable roofs, and often providing cost savings and local economic benefits. Participants get a share of the project's output, often through a subscription, without installing panels on their own property, benefiting the community with clean energy and supporting local jobs.
- He thanked Township residents for allowing him to serve on the Board of Trustees for eight years. He also thanked the staff and elected officials for their work to improve German Township.

TRUSTEE STUBBS' REPORT:

- Mr. Stubbs provided updates on Germantown Union Cemetery:
 - The annual Wreaths Across America ceremony was scheduled for 12/13/25 at noon.
 - The new germantowncemeteryoh.gov website allows for online deed signatures and a searchable view of gravesites.
 - The Market Street wall removal project will not be completed until Spring 2026.
 - He thanked Sexton Keith Burnett and the entire Cemetery staff for a great year. He stated that much progress and many improvements have been made. The Cemetery looks great.
- Along with Jim Rowland, he attended the Montgomery County Township Association Holiday Gala on 11/20/25. Both he and Mr. Rowland were sworn into office by Montgomery County Prosecutor Mat Heck for their terms starting 1/1/26.
- He stated that he had registered for the Ohio Township Association Winter Conference in February. He will attend public records training, which is required once for each term of office.
- Noting that this was Dr. Cross' last regular meeting, he stated that Dr. Cross had brought a ton of zoning knowledge and experience to the Board of Trustees. He helped stabilize the Board in wake of the Valley View Water and Sewer District situation and again following a couple years of chaotic Board meetings. He was able to locate microfilm related to the Fouts Trust fund, which allowed the Trustees to find a purpose for the fund that directly impacts the community. He led the way in regulating cannabis grow facilities and industrial solar, preserving the agricultural heritage of the Township. He kept the Township up to date with the happenings on Germantown Council. He always provided well-thought out and researched opinions on all issues before the Board. Mr. Stubbs concluded by stating that Dr. Cross served the Board of Trustees with honor, and was always a professional.
 - Mr. Stubbs introduced **RESOLUTION 2025-58**, seconded by Mr. Potter: **A RESOLUTION TO RECOGNIZE AND SHOW APPRECIATION TO DR. MARK CROSS FOR HIS SERVICE TO THE GERMAN TOWNSHIP COMMUNITY.** Mr. Stubbs read the RESOLUTION in its entirety. The roll was taken and the adoption vote was as follows: Mr. Stubbs-Yes; Dr. Cross-Abstain; Mr. Potter-Yes. **RESOLUTION 2025-58 WAS ADOPTED.**

EXECUTIVE SESSION:


- Mr. Stubbs made the following MOTION, seconded by Mr. Potter: **I move to go into Executive Session pursuant to O.R.C. 121.22(G)(1) to consider the compensation 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 8:16 pm.
- Present in the Executive Session were: Trustees Mark Cross, Jacob Stubbs, and Lou Potter; and Fiscal Officer Mark Heistand.
- The Trustees held discussion under the authority of O.R.C. 121.22(G)(1).
- At 8:26 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:

- Mr. Stubbs made a MOTION, seconded by Mr. Potter, to pay the Township's part-time employee for the Thursday hours she would have otherwise worked on 12/25/26, the Township's Christmas holiday. The MOTION WAS APPROVED by a unanimous voice vote.

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 8:27 pm.

Signed: 
Jacob Stubbs, President, Board of Trustees

Attest: These minutes were approved by the Board of Trustees at the December 29, 2025 meeting.

Signed: 
Mark A. Heistand, Fiscal Officer