



12102 State Route 725 West, Germantown, Ohio 45327-9761

Telephone (937) 855-2007
Fax (937) 855-4897

GERMAN TOWNSHIP BOARD OF TRUSTEES MINUTES OF THE REGULAR MEETING HELD ON FEBRUARY 9, 2026

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 7:04 pm. In attendance were:

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

IN-PERSON ATTENDEES:

Name	Address	Name	Address
David Gehron	German Township	James Rowland III	German Township
Kurt & Dani Jacoby	German Township	Mark Keener	German Township
Abigail Hale-Dennis.	German Township	Robert Hale	German Township

ONLINE ATTENDEES:

Name	Name	Name	Name
Call in User 1	Sam		

The Germantown Press was notified of the Regular Meeting on 2/2/26 at 4:44 pm.

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

VISITOR COMMENTS:

- **Kurt Jacoby:** Mr. Jacoby, the Zoning Commission president, attended at the recent Ohio Township Association Winter Conference in Columbus. He stated that one attendee recommended that the Township include language in the Zoning Resolution concerning Planned Unit Developments, including minimum acreage per unit. He learned that Miami University has students studying zoning that are available to help update our Zoning Resolution. A professor he talked to stated that the university would pay the expenses of the internship. One session concerned comprehensive land use plans, which the OTA recommends we adopt to lay the groundwork for the Zoning Resolution. He stated that we need to prepare in advance for future growth.

FISCAL OFFICER'S REPORT:

- Mr. Heistand submitted minutes for the 1/12/26 Regular Meeting. Mr. Stubbs made a MOTION, seconded by Mr. Potter, to approve the minutes as presented. The MOTION WAS APPROVED by a unanimous voice vote.

- He presented the January Financial Reports: (1) 1/31/26 Fund Status; (2) Month/YTD 1/31/26 Cash Summary by Fund; (3) January 2026 Receipt Listing; and (4) January 2026 Payment Listing. There are no unusual items to note.
- Mr. Rowland made a MOTION, seconded by Mr. Stubbs, to approve the January financial reports and authorize the payment of January bills (warrants 50927 through 50936 and vouchers 1 through 90 for payroll direct deposit, tax withholdings and other electronic payments). The MOTION WAS APPROVED by a unanimous voice vote.
- Mr. Heistand reported that he completed the 2025 Annual Financial Report and submitted the financial statements and footnotes to the Ohio Auditor of State. A notice of the availability to review the Annual Report at the Township Hall was published in the Germantown Press on 1/22/26. The Annual Report can be downloaded from the home page of the Township's website. There is also a hyperlink on the website home page to access the Township's 2025 financial transactions on the Ohio Checkbook website.
- He stated that the Auditor of State had started preliminary work for the 2024-2025 audit of the Township's books. Unlike the past three audits, which were limited in scope, this will be a full audit. He noted that Township employees may be asked to complete questionnaires for the audit.
- He reported that Shumaker Technology Group's (STG) proposal for development of a new Township website was received. A. J. Skidmore from STG attended the January meeting remotely to discuss his firm's no-cost review of the Township's current website. A new website developed by STG would meet the Department of Justice's disability accessibility requirements that must be implemented by 4/26/27.
 - **Visitor Comment: Mark Keener:** Mr. Keener asked if the Township would keep its .org domain if it migrated to a .gov address. Mr. Stubbs stated that he was concerned about changing to a .gov domain. He felt that STG proposal was reasonable. Mr. Rowland stated that he talked to another website design firm whose prices were higher than STG's.
 - **Visitor Comment: Kurt Jacoby:** Mr. Jacoby asked about STG's references. Mr. Stubbs stated that STG currently services over 300 government websites.
 - Mr. Stubbs introduced **RESOLUTION 2026-15**, seconded by Mr. Rowland: **A RESOLUTION TO HIRE SHUMAKER TECHNOLOGY GROUP TO UPGRADE THE TOWNSHIP'S WEBSITE AT A ONE TIME COST OF \$1,295.** The roll was taken and the adoption vote was as follows: Mr. Stubbs-Yes; Mr. Rowland-Yes; Mr. Potter-Yes. **RESOLUTION 2026-15 WAS ADOPTED.**
- Mr. Heistand reported that he had not yet set up the new Creek Maintenance Fund. He was working with the Auditor of State's Local Government Services office to determine the most appropriate type of fund to establish.
- He attended his final meeting as treasurer of the Western Regional Council of Governments (WRCG) on 1/20/26. At that meeting, Jackson Township Fiscal Officer Elizabeth Kozarec was elected as the new treasurer. He and Mrs. Kozarec met on 2/6/25 at Huntington Bank to transfer signature authority for the WRCG bank account.
- Mrs. Kozarec told him that Jackson Township met with Elite Computers on 2/5/26 to review how they could implement a cybersecurity technical and training program that the State mandates be in place by 6/30/26. She was impressed with Elite's presentation, and anticipated that Jackson Township will contract with the company. Elite provides cyber services to many local jurisdictions, including Germantown, Springboro, Franklin, Miami Valley Fire District, Jefferson Regional Water Authority and several townships (Clearcreek, Franklin, Jefferson, and Turtlecreek). Mr. Heistand

asked if the Trustees would like to have a presentation from Elite Computers? They had previously asked that that Shawn Waldman of Secure Cyber attend the March meeting.

- Mr. Stubbs noted that the Ohio Cyber Range Institute has free training and will customize that training for specific situations. He stated that he would contact them to learn more.
- Mr. Heistand reported that the Township received a Notice dated 2/5/26 from the Ohio Department of Natural Resources (ODNR) that Hollinghead Materials LLC had submitted an Industrial Minerals Mining Permit Application proposing to expand an existing operation. The application is for 39.5 acres southeast of the intersection of Butter Street and Farmington Road. The notice indicates that any comments and/or concerns should be forwarded within 30 days of the Notice. Additionally, an informal conference conducted by the Division of Mineral Resources Management may be requested in writing and must be received within 35 days of the Notice.
 - Mr. Rowland reported that he contacted the attorney handling the SRM Materials litigation for the Township who told him that this application includes more acreage than the original SRM application. Mr. Holbrook felt that the Trustees should request a ODNR conference to discuss the effect the new application would have on the Township.
 - **Visitor Comment: James Rowland III:** Mr. Rowland (who is Trustee Rowland's son) asked about the zoning of the subject parcel. Mr. Stubbs confirmed that it is agricultural.
 - **Visitor Comment: Abigail Hale-Dennis:** Ms. Hale-Dennis asked about the status of the Ohio Supreme Court review of the SRM case. Mr. Rowland stated that the court is still considering whether to hear the Township's appeal.
 - **Visitor Comment: David Gehron:** Mr. Gehron asked if the Supreme Court had scheduled a hearing on the SRM appeal. Mr. Rowland confirmed that no hearing date had been set.
 - **Visitor Comment: James Rowland III:** Mr. Rowland suggested that the Trustees hold a Special Meeting to discuss the new Hollinghead Materials application.
- Mr. Heistand reported that Jonathan Moore of Germantown's Department of Public Services requested a \$9,752.93 payment from the Parks Levy holdback funds for the purchase of a new HVAC unit for the Veterans' Park Depot. Mr. Potter introduced **RESOLUTION 2026-16**, seconded by Mr. Stubbs: **A RESOLUTION TO PAY THE CITY OF GERMANTOWN \$9,752.93 FROM FUND #2171 (PARK LEVY) FOR A NEW HVAC UNIT FOR THE DEPOT IN VETERAN'S PARK.** In response to Mr. Stubbs question about whether depot rental fees are added to Germantown's parks budget, Mr. Potter confirmed that was the situation. The roll was taken and the adoption vote was as follows: Mr. Stubbs-Yes; Mr. Rowland-Yes; Mr. Potter-Yes. **RESOLUTION 2026-16 WAS ADOPTED.**
- Mr. Heistand noted that Mr. Stubbs had previously prepared a draft Social Media Policy, a draft Disaster Recovery/Business Continuity Plan, and a list of Cybersecurity Awareness Training Resources. Mr. Heistand asked if the Trustees were ready to approve the policy and plan.
 - Mr. Stubbs introduced **RESOLUTION 2026-17**, seconded by Mr. Potter: **A RESOLUTION ADOPTING A SOCIAL MEDIA POLICY FOR GERMAN TOWNSHIP.** The roll was taken and the adoption vote was as follows: Mr. Stubbs-Yes; Mr. Rowland-Yes; Mr. Potter-Yes. **RESOLUTION 2026-17 WAS ADOPTED.**
 - Mr. Stubbs introduced **RESOLUTION 2026-18**, seconded by Mr. Potter: **A RESOLUTION ADOPTING A DISASTER RECOVERY AND BUSINESS CONTINUITY PLAN FOR GERMAN TOWNSHIP.** The roll was taken and the adoption vote was as follows: Mr. Stubbs-Yes; Mr. Rowland-Yes; Mr. Potter-Yes. **RESOLUTION 2026-18 WAS ADOPTED.**

- Mr. Heistand reported that he sent the Montgomery County Auditor the Township's 2026 Certificate of the Total Amount from All Sources Available. The Auditor uses the report to prepare the Township's 2026 Official Certificate of Estimated Resources.
- He reported that the next meeting of the Montgomery County Township Association would be held in the Harrison Township Hall on 2/18/26 at 4:00 pm. He planned to attend the meeting.

POLICE DEPARTMENT REPORT:

- Chief Birch reviewed his department's January statistics.
- He thanked Mr. Holbrook and Scott Hamilton for their "undying efforts" in keeping the Township roads clear of snow during the recent record snowfall.

ROAD & SERVICE DEPARTMENT REPORT:

- Mr. Holbrook noted that he and Mr. Hamilton had been busy the past couple of weeks plowing snow, drifts, and salting roads. With record snowfall and blowing winds, keeping the roads open had been extremely difficult.
- He noted that the Township had received the materials for the complete replacement of the signs in the Township. He will file a "request to proceed" with the Ohio Department of Transportation before beginning to replace the current signs.
- He and Mr. Hamilton spent one day in Columbus the prior week attending the OTA Winter Conference trade show. While there he talked to representatives from Gledhill Road Machinery Company about the status to complete the upfitting the Township's new dump truck. He was told that delivery might be before the end of February. The truck's warranty period will not begin until the Township takes possession of the vehicle.
- **Visitor Comment: Kurt Jacoby:** Mr. Jacoby noted that Mr. Holbrook was recently featured in an article in the New York Times about his department's snow removal during the record storm. He stated that it was really special to have the Township and Mr. Holbrook featured in the article.

ZONING & TRASH DEPARTMENT REPORT:

- Mrs. Burton reported that she issued one permit during January for a single-family home on State Route 725 West.

TRUSTEE POTTER'S REPORT:

- Mr. Potter reported that neither the Pool Board nor the MMI Committee met during January. The recent Parks Board meeting was a budget meeting because the City did not include the Oversight Committee in preparing the 2026 parks budget. The meeting discussed the role of the Oversight Committee as it relates to the annual budget. He felt that the joint levy agreements with the City should be rewritten.
 - Mr. Heistand reported City Manager Judy Gilleland asked him to review her analysis of the parks levy revenue split between the City and the Township. She felt that the source of levy money was 2/3 from the City and 1/3 from the Township. His analysis indicated that 2025 levy receipts were 54% from the City and 46% from the Township.
- He thanked Mr. Holbrook and Mr. Hamilton for all their hard work during the recent snowstorm.

TRUSTEE ROWLAND'S REPORT:

- Mr. Rowland attended the 2/2/26 Germantown City Council meeting. Council discussed the crosswalk on Weaver from the Hickory Pointe neighborhood. The Senior Center is now preparing taxes for members; appointments are available.

- He noted that the Township Zoning Commission meeting for 2/10/26 had been canceled and will be rescheduled in March.

TRUSTEE STUBBS' REPORT:

- Mr. Stubbs provided updates on Germantown Union Cemetery:
 - The garage door opener broke and was replaced.
 - The Cemetery closed during the winter storm due to unsafe and impassable road conditions and was still closed.
 - Insurance money to replace the damaged flagpole was received.
 - The 2025 financial statements are complete and the Cemetery's financial transactions have been posted to the Ohio Checkbook website.
- He reported on several items involving the Western Regional Council of Governments (WRCG):
 - Fiscal responsibility had been passed from Mr. Heistand to Jackson Township.
 - At their most recent meeting, members discussed a few potential changes to be included in the new trash contract starting 10/1/26.
 - Republic Services, Waste Management and Rumpke Waste have all expressed interest in bidding for the new contract.
 - The WRCG Board will meet again later in February.
 - He contacted Attorney Kirsten Knight to confirm that she will negotiate the new contract for the WRCG. Ms. Knight estimates that her fees will be approximately \$3,000.
 - He spoke with Waste Management at the OTA Winter Conference. They require that residents use trash bins that they provide at no cost. Waste Management's trucks use contactless pickup. A question arose if residents can obtain a second trash bin.
- He discussed the recent OTA Winter Conference:
 - He completed his Public Records Training for his current term along with Mr. Potter and Mr. Rowland.
 - There were several informative sessions on the potential elimination of property taxes in Ohio. Governor DeWine presented his thoughts on the issue, noting that sales tax would need to go up to 20% and income tax would also need to increase to cover the loss of revenue. At present there is not a plan at the Statehouse on how to handle the tax loss if the potential ballot issue is approved at the polls. He stated that the reason this has become an issue is that property values have increased significantly above the rate of inflation in the past 25 years.
 - State Representative Rodney Creech was the only local legislator at the OTA Statehouse Reception. He was interested in attending a Trustee meeting. Mr. Stubbs will reach out.
- Discussing the America 250 celebration this summer, he stated that he requested an official Ohio-250 flag for both the Township and the Historical Society of Germantown. Germantown Union Cemetery has already received its flag.
 - He discussed the possibility of purchasing an American Liberty Elm tree for the America 250 celebration this summer. A prominent location at the Cemetery is being considered.
 - Mr. Potter offered to have the tree planted at the MMI Park. He noted that the community's America 250 events are being spread out throughout 2026.
 - Mr. Heistand reported that the Germantown Lions Club had pledged \$1,000 for the project. He noted that the Township, the City of Germantown, and the Historical Society

had each pledged \$1,000 for the America 250 celebration. He felt that the tree project would qualify to use some of the pledged funds. The Trustees were reluctant to use the pledged funds for this purpose.

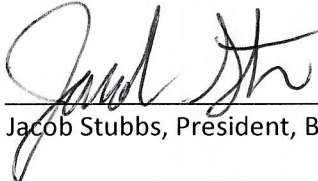
- He thanked Mr. Hamilton and Mr. Holbrook for all they did to keep the roads clear of snow during the “once in a generation” record snowfall.

OTHER BUSINESS:

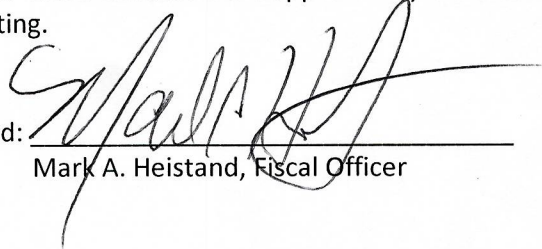
- **Visitor Comment: David Gehron:** Mr. Gehron was concerned about residents in the Township whose driveways are no yet clear of snow. He asked if a list could be compiled at the Township of people who are willing to remove snow at a fee. Mr. Stubbs was concerned about potential liability to the Township if the Township published such a list. Mr. Potter suggested that the Police Department look for driveways that aren’t plowed as they drive around the Township.
 - Mr. Gehron asked if adding a second stop sign at the bottom of the Sigal Road hill had reduced the problems there. Chief Birch noted that his officers had written a lot of citations involving the stop sign.

MEETING ADJOURNED:

- With no further business, Mr. Stubbs made a MOTION, seconded by Mr. Potter, to adjourn. The MOTION WAS APPROVED by a unanimous voice vote. The Meeting adjourned at 8:25 pm.

Signed: 
Jacob Stubbs, President, Board of Trustees

Attest: These minutes were approved by the Board of Trustees at the March 9, 2026 meeting.

Signed: 
Mark A. Heistand, Fiscal Officer