



**GERMAN TOWNSHIP BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING HELD ON AUGUST 11, 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:

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>
Deb Cross	German Township	David Gehron	German Township
Abigail Hale-Dennis	German Township	Isaac Morton	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 8/4/25 at 11:13 am.

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

VISITOR COMMENTS:

- None

FISCAL OFFICER'S REPORT:

- Mr. Heistand submitted minutes for the 7/13/25 Regular Meeting and the 7/23/25 Special Meeting. Mr. Stubbs made a MOTION, seconded by Mr. Potter, to approve both sets of minutes as presented. The MOTION WAS APPROVED by a unanimous voice vote.
- He presented the July Financial Reports: (1) 7/31/25 Fund Status; (2) YTD 7/31/25 Cash Summary by Fund; (3) Month of July 2025 Cash Summary by Fund; (4) July 2025 Receipt Listing; and (5) July 2025 Payment Listing. He noted the following item:
 - Voucher #558-2025 for \$72,372.03 to Rumpke Waste, Inc. was the normal quarterly trash payment. He noted that Rumpke's rates will increase by 8% to \$66.81 per quarter for

residential collections starting on 10/1/25. On that same date, the Township's charge to residential customers is scheduled to increase from \$70 to \$75.

- Mr. Stubbs made a MOTION, seconded by Mr. Potter, to approve the July financial reports and authorize the payment of July bills (warrants 50882 through 50888 and vouchers 557 through 653 for payroll direct deposit, tax withholdings and other electronic payments). The MOTION WAS APPROVED by a unanimous voice vote.
- Following the July meeting, he contacted ADT to cancel service for the panic buttons in the Meeting Room and the Zoning/Trash office. Although the monthly charge by ADT was \$103.64, he was told that only \$67.24 of that amount related to the panic button service. The remaining \$36.40 relates to the building card access system. Knowing that various groups use these access cards, he did not cancel that service.
- He filed the Resolutions the Trustees approved in July with the Board of Elections to place the two 5-year Parks Levy issues on the 11/4/25 ballot. He read the ballot language for both levies. The first levy is a renewal of the current .5 mill operating levy, to start in 2026 with first collection in 2027. The second levy is a 1.0 mill additional permanent improvement levy, to start in 2025 with first collection in 2026. He and Mr. Potter were invited by the City of Germantown to attend an informational meeting with a potential levy committee on 8/14/25. The Committee will include representatives of the Parks Board, VVBase, VVYSA, and Junior Spartan football.
- He stated that a thank-you letter was received from the Sonshine in a Bag youth food ministry at the Germantown First Church of God. In addition to receiving food donations from the public worth \$2,500-\$3,000, the ministry spent nearly \$30,000 to buy more supplies to feed about 190 students twice a month during the 2024-2025 school year. He reminded the Trustees that in January they approved a 2025 appropriation of \$2,000 from the W. K. Fouts Trust Fund.
 - Dr. Cross introduced **RESOLUTION 2025-43**, seconded by Mr. Stubbs: **A RESOLUTION APPROVING A \$2,000 DONATION FROM THE W.K. FOUTS TRUST FUND TO THE SONSHINE IN A BAG FOOD MINISTRY AT GERMANTOWN FIRST CHURCH OF GOD.** The roll was taken and the adoption vote was as follows: Mr. Stubbs-Yes; Dr. Cross-Yes; Mr. Potter-Yes. **RESOLUTION 2025-43 WAS ADOPTED.**
- Mr. Heistand stated that one of the items included in the recently passed State budget was a requirement that local governments formally adopt cybersecurity programs. The Auditor of State discussed this requirement in his July General Standard newsletter. The Auditor's office will determine that the Township is meeting the requirements of this new law during regular audits. Mr. Heistand was hopeful that the Ohio Township Association will provide assistance, perhaps by drafting templates that can be used.
 - Dr. Cross stated that he viewed the "New Cybersecurity Requirements for Ohio Local Governments" webinar on 8/6/25. The State budget bill is effective on 9/30/25. The requirement is set forth in Ohio Revised Code 9.64, which applies to all political subdivisions. Local government entities must: (1) institute a cybersecurity program; (2) obtain approval from their legislative body for ransomware payments; and (3) cyber incidents must be reported within specific timeframes to the Ohio Department of Public Safety (DPS) and the Auditor of State (AOS). County and cities must have a program in place by 1/1/26. All other entities have a deadline of 7/1/26. The compliance timeline to begin reporting to DPS and AOS is 9/30/25. Local governments must establish a cybersecurity program that: (1) safeguards data, IT and IT resources; (2) ensures availability, confidentiality and integrity; and (3) follows best practices like the NIST

Cybersecurity Framework (CSR) or the Center for Internet Security (CIS). Free training is available through the Ohio Persistent Cyber Improvement, including a Cyber Frontline First Aid kit. Dr. Cross recommended that the Trustees watch the webinar recording, which had 1,000 signups for the live event. He asked Chief Birch to ask Joe Detrick at CDO Technologies if he could assist the Trustees in developing the program. He noted that this is an unfunded mandate by the State.

- The Trustees agreed to discuss this issue in September after everyone had viewed the webinar recording.
- Mr. Heistand noted that the next Montgomery County Township Association meeting will be held in Butler Township on 8/28/25.
- He reminded the Trustees that the Township's web content and mobile applications need to be compliant with new Department of Justice disability accessibility requirements by 4/26/27. He had previously provided them with a link to a Fact Sheet concerning the new DOJ rules that is available on the Civil Rights Division website.

POLICE DEPARTMENT REPORT:

- Chief Birch reviewed his department's July statistics.
- He reported that after a review of his budget, and with approval from the Trustees, he will initiate the process of hiring a full-time officer to fill the vacancy created by the upcoming officer retirement. The officer's final day with the Township will be on 8/26/25.
- Dr. Cross asked about the department's involvement in the recent discovery of a female corpse along Anthony Road in Jackson Township. Chief Birch stated that a Township officer initially responded because the Jackson Township Police Department was on another call at the time.

ROAD & SERVICE DEPARTMENT REPORT:

- Mr. Holbrook reported he and Scott Hamilton had finished patching the roads that are scheduled for chip seal in 2025. They had also completed a third round of roadside ditch mowing and have treated most of the Johnson grass that was growing in the right-of-way.
- He contacted Anu Sharma in the County Prosecutor's Office for advice on how to motivate Gledhill Road Machinery to complete the upfitting of the new dump truck. The Gledhill contract specified that the work would be completed in 150 days. The truck has been at their facility since 10/15/24 and Gledhill has not yet provided a completion date. On Ms. Sharma's advice, he drafted a letter to Gledhill which he asked to be approved and signed by the Trustees.
 - Mr. Stubbs made a MOTION, seconded by Mr. Potter, to approve the Gledhill letter, which requested a 15-day response. The MOTION WAS APPROVED by a unanimous voice vote.
 - **Visitor Comment: Mark Keener:** Mr. Keener asked whether Gledhill will be asked to cover future repairs to the dump truck since a year of the warranty has already expired. He also noted that the year delay would weaken the truck battery. Mr. Holbrook stated that he would discuss these issues with Ms. Sharma.
- Mr. Holbrook reported that propane bids for 2025-2026 heating were being received. To allow him to sign the lowest quote, he asked the Trustees to approve a bid up to \$1.60 per gallon.
 - Mr. Stubbs introduced **RESOLUTION 2025-44**, seconded by Mr. Potter: **A RESOLUTION AUTHORIZING ROAD SUPERINTENDENT JEREMY HOLBROOK TO EXECUTE A CONTRACT WITH THE LOWEST BID PROPANE SUPPLIER FOR THE 2025-2026 SEASON AT A RATE NOT TO EXCEED \$1.60 PER GALLON.** The roll was taken and the adoption vote was as follows: Mr. Stubbs-Yes; Dr. Cross-Yes; Mr. Potter-Yes. **RESOLUTION 2025-44 WAS ADOPTED.**

- Mr. Holbrook noted that he and Mr. Hamilton continue to mow the rural cemeteries.

ZONING & TRASH DEPARTMENT REPORT:

- Mrs. Burton issued one permit in July for an above-ground pool on Sigel Road.
- She sent a certified letter to a Jamaica Road property owner due to roosters and chickens. She noted that the resident and a neighbor are disputing property lines and both have hired counsel.
- The next Zoning Commission will be on 8/5/25 at 7:00 pm.
- She is reviewing past due trash bills to prepare certified letters to property owners prior to having the amounts certified to the County Auditor for posting to their real estate tax bills.
- Dr. Cross reported that he will review old Township records to determine when the Township's Zoning Resolution was first adopted. This will allow "grandfathered" properties to be identified.

TRUSTEE POTTER'S REPORT:

- Mr. Potter reported that he was out of town and missed the last Parks Board meeting. The Board didn't have a quorum for the meeting. Sample flyers for the Park Bench Program were distributed.
- The MMI Park Committee accepted a \$12,284.58 proposal from Selby Masonry in Miamisburg to erect a brick wall that will display the memorial plaques. Once the exact location for the wall is determined, a footer will be poured. Copies of the proposal were given to the Trustees.
 - Dr. Cross felt that the brick wall was too expensive and wasn't needed. Mr. Potter stated that the wall would be paid using some of the \$25,000 the MMI Park Committee has remaining in its budget.
 - Mr. Stubbs asked if the MMI Park would be used for Pretzel Festival parking this year. Mr. Potter stated that parking will not be allowed at the MMI Park.
- Mr. Potter reported that the pool has been doing well and he was not aware of any problems.
- As earlier noted by Mr. Heistand, he attended the 8/14/25 City meeting regarding the park levies.
- He reported that the youth sports programs will sponsor a car show at Kercher Park on 9/20/25.
- He discussed the Channel Maintenance Systems (CMS) proposal for the Little Twin Creek bank erosion remediation project along Little Twin Road. SRM Materials has agreed to donate concrete blocks for the project. CMS owner Ron Wine plans to attend the September Trustee meeting.
 - Mr. Stubbs asked what had changed from the original \$100,000 proposal to the current \$54,000 proposal. Mr. Potter stated that none of the roadwork nor the guardrail would be done as part of the revised project. Mr. Stubbs asked for a more detailed quote with the costs for each item.
 - Mr. Potter noted that as part of the project the creek will be diverted to the opposite side of the gravel bar in the creek and will now be 100 feet from the road. He stated that in the future the Township can shore up the road with additional soil, if needed. He reported that Mr. Wine also planned to fix some of the items from his earlier project on Twin Creek along Kercher Park that need adjustments.
 - **Visitor Comment: Deb Cross:** Mrs. Cross asked why the guardrail was eliminated if it was deemed needed in the first proposal. Mr. Holbrook noted that any guardrail additions first need to be presented to the County Engineer and the installation needs to be done by an Ohio Department of Transportation approved company.
 - Mrs. Cross commented that Mr. Wine previously stated that \$8,000-\$10,000 of the first proposal was for the guardrail. She wanted to know the costs of the other items removed from the second quote. She asked if the concrete blocks

will be placed in the creek and if natural materials will be added to the creek. Mr. Potter stated that Mr. Wine will follow the Army Corps of Engineers requirements concerning how much non-natural material can be placed in the creek.

- **Visitor Comment: Abigail Hale-Dennis:** Ms. Hale-Dennis asked again about why the cost of the proposal had been reduced. Mr. Potter stated that Mr. Wine was originally going to add material to stabilize the road, which is no longer included in the second proposal.
- **Visitor Comment: Deb Cross:** Mrs. Cross asked to receive a list of items and costs that have been deleted from the original proposal. Mr. Potter stated that only the creek work portion of the first proposal is included in the revised proposal. The road repairs in the first proposal would have been paid using the state grant's matching funds, since those funds could only be used for road repairs. He stated that the revised proposal is the same as the original one, with the exception of the state-related repairs that were removed.
- Mr. Stubbs stated that there was no assurance that the road wouldn't still wash away even after spending the money to approve Mr. Wine's proposal. Dr. Cross stated that he had many questions he wanted to ask Mr. Wine at the September Trustee meeting.

TRUSTEE CROSS' REPORT:

- Dr. Cross reported that no Oversight Committee meetings were held in the past month and the Germantown City Council meeting on 8/4/25 was cancelled due to a lack of business.

TRUSTEE STUBBS' REPORT:

- Mr. Stubbs provided updates on Germantown Union Cemetery:
 - The replacement of the damaged flag pole has become more complicated. A Dodds Memorial vehicle caused the damage and the company will cover the replacement cost.
 - Burkhardt Engineering has redrawn the engineering plans for the Market Street wall removal based on recommendations from the City. Approval from the adjacent property owner is being obtained.
 - Data migration has started for the new website and software update. Bob Rohrbach and Pat Tannreuther have been putting in extra hours on this project.
 - Mowing has been affected by recent rains as well as more burials than usual.
- He met with Zoning Commission President Kurt Jacoby and Commission Member Joe Scholler to discuss the possibility of the Township becoming a home rule township. Under a home rule structure, the Township would have more ability to enforce our zoning laws. Home rule requirements include engaging an outside law director (not the County Prosecutor) and hiring a township administrator. The Township barely meets the population and budget minimums. Becoming a home rule township also requires resident approval through a ballot issue. He felt that the additional benefits to the township would not be worth the extra cost.
 - **Visitor Comment: Abigail Hale-Dennis:** Ms. Hale-Dennis asked about the benefits of becoming a home rule township. Mr. Stubbs stated that we could enforce fines for civil violations and enforce zoning rules. Dr. Cross said that zoning enforcement has been a problem for many years, but he didn't think that home rule status was needed.
- Mr. Stubbs met with Cody Rizzuto of Hometown Strategies, the consultant who assisted the May fire/EMS levy committee, to discuss services he could provide the Township for future levies. Mr. Rizzuto charges \$2,000 per month. Mr. Stubbs felt that the services were too expensive. He distributed copies of Mr. Rizzuto's 7/23/25 proposal. Mr. Heistand noted that Mr. Rizzuto's fees cannot be paid by the Township or the City, but only from funds raised by a levy committee.

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 8:02 pm.

Signed: _____

Jacob Stubbs, President, Board of Trustees

Attest: These minutes were approved by the Board of Trustees at the September 8, 2025 meeting.

Signed: _____

Mark A. Heistand, Fiscal Officer