

DAYTON LEGAL BLANK, INC., FORM NO. 10148

THE GERMAN TOWNSHIP BOARD OF TRUSTEES

Held _____ 20_____
JANUARY 09, 2012

The 2012 Organizational and Regular Meeting was called to order at 7:00 PM by Fiscal Officer Robert W. Rohrbach Jr.. Trustees Randy R. Benson, Benjamin F. DeGroat, and Gregory A. Hanahan were present. Also, in attendance were Police Chief William L. Wilcox, and Road/Service Superintendent Jeremy Holbrook.

All newspapers were notified and the meeting was ^{Not} digitally recorded, and the CD is ~~on file.~~ *Recorder Malfunction*

VISITORS – none

VISITOR COMMENTS – none

BOARD OFFICERS -

- I. Mr. Rohrbach opened nominations for President of the Board. Mr. DeGroat nominated Mr. Benson, seconded by Mr. Hanahan. Mr. DeGroat introduced a **MOTION**, seconded by Mr. Hanahan to close the nominations. After discussion, all voted in favor, MOTION passed. Mr. Benson is elected President by acclamation.
- II. Mr. Rohrbach opened Nominations for Vice President of the Board. Mr. Benson nominated Mr. DeGroat, seconded by Mr. Hanahan. Mr. Benson introduced a **MOTION**, seconded by Mr. Hanahan to close the nominations. After discussion, all voted in favor, MOTION passed. Mr. DeGroat is elected Vice President by acclamation.

APPOINTMENTS -

- I. Mr. Hanahan presented a **MOTION**, seconded by Mr. DeGroat, appointing Mr. Hanahan as Police Commissioner; appointing Mr. DeGroat as Road Commissioner; appointing Mr. Benson as Zoning Commissioner; appointing Mr. DeGroat to the Parks Oversight Board; Mr. Benson to Fire/EMS Oversight Board; Mr. Hanahan to the Germantown Union Cemetery Board; Mr. DeGroat to the Senior Oversight Board; and Mr. Benson to Pool Oversight Board; After discussion, All present voted in favor, MOTION passed.
- II. Mr. Hanahan introduced a **MOTION**, seconded by Mr. DeGroat, to appoint Laurie J. Rohrbach as the Health Insurance Coordinator for 2012. After discussion, all present voted in favor, MOTION passed.

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III. Mr. Hanahan introduced a **MOTION**, seconded by Mr. DeGroat to appoint the Purchasing Agents as follows:

Road Department - Jeremy Holbrook

Police Department - William L. Wilcox

Zoning and Garbage & Waste Disposal Fund - Laurie Rohrbach

After Discussion, all present voted in favor, **MOTION** Passed

IV. Mr. Rohrbach noted that the Zoning Positions were filled during the December 12, 2011 regular meeting.

MEETING SCHEDULE - Mr. DeGroat introduced a **MOTION**, seconded by Mr. Hanahan, to continue the regular Board of Trustee Meetings on the second Monday of every month at 7:00 PM., with Work Sessions and Special Meetings announced as needed. After discussion, all present voted in favor, **MOTION** passed.

APPROPRIATIONS - Mr. Hanahan introduced **RESOLUTION 2012-01**, seconded by Mr. DeGroat, authorizing the Fiscal Officer to establish permanent appropriations, as presented, not to exceed the amounts of the 2012 Official Certificate of Estimated Resources issued by the Montgomery Co. Auditor and the 2011 Unencumbered Fund Balances as of December 31, 2011, to be effective 1/1/2012. After discussion and review, the vote was as follows: Mr. Benson - Yes, Mr. Hanahan - Yes, Mr. DeGroat - Yes, **RESOLUTION 2012-01** was adopted.

COMPENSATION -

- I.** Full Time Compensation - Mr. DeGroat introduced a **MOTION**, seconded by Mr. Hanahan, to raise the police full time employee salary schedule index and the full time township salary index by 1%, effective 1-1-2012 and to continue the bonus programs for Chief Wilcox and Road Superintendent Jeremy Holbrook. After discussion, all present voted in favor, **MOTION** passed.
- II.** Benefits - Mr. Hanahan introduced a **MOTION**, seconded by Mr. DeGroat, to continue the current level of benefits for 2012 for all full time employees. After discussions, all present voted in

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favor, MOTION passed.

- III.** Miscellaneous & Hourly Compensation Rates - Mr. DeGroat introduced **RESOLUTION 2012-02**, seconded by Mr. Hanahan, to establish the positions and rates as listed, effective 1-1-2012:
- Elected Officials – Annual Salary Method for Trustees DeGroat, Hanahan, & Benson and Fiscal Officer Rohrbach, paid monthly, as established by Ohio Revised Code; and to further authorize salary payments for the elected officials from the General Fund, Road & Bridge Fund; and Police Fund; in proportion to certification of time spent working for that fund.
- \$ 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 members.
- \$ 15.30 / hour - Reserve Police Officers Overtime
- After discussion the adoption vote was as follows: Mr. Benson – Yes, Mr. DeGroat – Yes, Mr. Hanahan – Yes; **RESOLUTION 2012-02** passed.

MISCELLANEOUS:

- I.** The Board reviewed Resolution 94-02 & 98-30 transferring interest from the General Fund to the Sunbury Cemetery Fund, Fire & EMS/Fire Levy Funds, Fouts Fund, Enforcement & Education Fund, Senior Citizen Levy Fund and Pool Fund.

Mr. DeGroat presented a **RESOLUTION 2012-03**, seconded by Mr. Hanahan, to transfer interest from the General Fund to the Sunbury Cemetery Fund, Fire Levy Fund, Fouts Fund, Enforcement & Education Fund, Senior Citizen Levy Fund and the Pool Levy Fund during 2012. After discussion and review, the vote was as follows: Mr. DeGroat - Yes, Mr. Benson - Yes, Mr. Hanahan - Yes, **RESOLUTION 2012-03** passed.

- II.** Mr. DeGroat presented a **MOTION**, seconded by Mr. Hanahan, to continue the 15th and last day of the month, or if either fall on a weekend or holiday, the last normal business day prior, as payday

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for employees of German Township. After discussion, all voted in favor, MOTION passed.

Meeting turned over to the new President of the Board:

FISCAL OFFICER REPORT

I. Correspondence In:

- A. OTA – January Grassroot Clippings
- B. Albers & Albers – VVWSD Dec. 2012 Invoice
- C. Ohio Dept. Jobs & Family Services – Unemployment determination for Nathan Wiley; still denied; and notice of appeal.
- D. KLA Risk Consulting – report of November 21, 2011 visit
- E. Board of Elections – Certification of Senior Levy renewal
- F. Mont. Co. Solid Waste – 2012 Beautification Grant announcement
- G. Mont. Co. OMB – ED/GE suspension notice for 2012
- H. Etta Hanahan – thank you for flowers for Greg
- I. Mont Co. Purchasing Dept. – Information & receipt for purchase of water tower for VVWSD.

II. Correspondence Out:

- A. Germantown Press, Dayton Daily News, & Middletown Journal – Mtg reminders 01/09
- B. City of Germantown – 12/12 information
- C. Monthly & Qrtrly – IRS, J&FS, State, School, OPERS reports & payments.
- D. Montgomery Co. Auditor – Res 2011-58 requesting 2012 tax advances

III. Distribute Financial Reports - including the 4th quarter 2011 Pool, Parks, Senior, Fire, and EMS/Fire 2012 Levy Fund reports

Mr. DeGroat introduced a **MOTION**, seconded by Mr. Hanahan to authorize the payment of the bills, checks #44151 thru 44238. After discussion, all present voted in favor, MOTION passed.

IV. The Board reviewed the minutes of the December 12, 2011 Regular Meeting.

Mr. Benson introduced a **MOTION**, seconded by Mr. Hanahan,

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to approve the minutes as submitted, After discussion, all present voted in favor, MOTION passed.

V. Mr. Rohrbach requested a resolution to approve the following 2011 appropriation amendments:

Road & Bridge Fund:

- \$6,500.00 from 2031-330-190-0002 Salaries Part Time to 2031-330-190-0000 Salaries
- \$1,000.00 from 2031-330-190-0002 Salaries Part time to 2031-330-211-0000 OPERS

Police District Fund:

- \$157.00 from 2081-210-190-0002 Salaries Part time to 2081-210-190-0000 Salaries
- \$1,984.00 from 2081-210-190-0003 Salaries OT, ER, CT to 2081-210-190-0000 Salaries
- \$196.00 from 2081-210-211-0000 OPERS to 2081-210-190-0000 Salaries
- \$1,271.00 from 2081-210-213-0000 Medicare to 2081-210-190-0000 Salaries
- \$160.00 from 2081-210-190-0002 Salaries Part Time to 2081-210-190-0001 Salaries Administration
- \$1,662.59 from 2081-760-730-0000 Improvement of Sites to 2081-210-599-0000 Other Expenses

Mr. DeGroat introduced **RESOLUTION 2011-65**, seconded by Mr. Benson to approve appropriation amendment as requested by the Fiscal Officer above. After discussion, the adoption vote was as follows, Mr. Benson – Yes, Mr. DeGroat – Yes, Mr. Hanahan – Yes, **RESOLUTION 2011-65** passed.

VI. Mr. Rohrbach noted that the Township completed the purchase of the water tower from the Montgomery County Purchasing Dept. for the Valley View Water and Sewer District at a cost of \$645.01.

Montgomery Co. was advised that Mr. Hanahan would contact on them on his return to work.

VII. Mr. Rohrbach explained the payroll certification forms provided to the Trustee's.

VIII. Mr. Rohrbach advised he would have a better analysis of the General Fund at the next meeting.

IX. The Board reviewed the 2012 inventory. Mr. DeGroat introduced a

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MOTION, seconded by Mr. Hanahan to approve the 2012 inventory and direct the Fiscal Officer to forward it to the Mont. Co. Engineer, per ORC. After discussion, all present voted in favor, **MOTION** passed.

PRESIDENTS REPORT –

- I. Mr. Benson reported on Fire Oversight activities. The new Rescue Unit is expected to be delivered in February. It was paid for by Germantown Rescue Squad, Inc.

POLICE REPORT:

- I. Chief Wilcox reminded the Board that the Citizens Police Academy will start on January 19th.

ROAD:

- I. Mr. Holbrook reported that several weeks ago the Road Dept. learned that Mr. Jason DeGroat had installed an underground LP Gas line under Prichard Rd. without obtaining a Highway Utility Permit as required by German Twp. (ORC 5571.16 & German Twp. Resolution 2003-55). Mr. Holbrook stated he is contacting Assistant Montgomery Co. Prosecutor Doug Trout reference the issue. The Board noted the violation and agreed with Mr. Holbrook's course of action.
- II. Mr. Holbrook requested permission to purchase a John Deere 5400 road mower via the state bid process. He has priced the unit with Koenig Equipment of Germantown (\$5,754.00) and Southeaster Equipment of Monroe (\$4,660.74). Southeastern is approx \$1,093.26 cheaper, but both are state bid. The difference in pricing may be due to items included with the mower.

Mr. DeGroat introduced **RESOLUTION 2012-004**, seconded by Mr. Hanahan, to authorize the purchase using the state bid from whichever of the vendors had the lowest price for the package needed by the Road Dept. After discussion, the adoption vote was as follows: Mr. DeGroat – Yes, Mr. Benson – Yes, Mr. Hanahan – Yes, **RESOLUTION 2012-004** passed.

- III. Mr. Holbrook requested a resolution to authorize the Montgomery

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Co. Engineer to hire a consulting engineer for the design and partial inspection of the OPWC Friend Rd. Phase 1C project.

Mr. Hanahan introduced **RESOLUTION 2012-005**, seconded by Mr. DeGroat, to authorize the Montgomery Co. Engineer to hire a consulting engineer for the design and partial inspection of the OPWC Friend Rd. Phase 1C project. After discussion, the adoption vote was as follows: Mr. Benson – Yes, Mr. DeGroat – Yes, Mr. Hanahan – Yes, **RESOLUTION 2012-005** passed.

- IV. Mr. Holbrook reported the spreading of salt on January 2, 2012, the only snow event of the season thus far.
- V. Mr. Holbrook reported on the repairing of roof leaks in the meeting room. The conduit for the roof furnace was also replaced. They will also check the hallway unit in the old portion of the building for weatherproofing, panels, and ensure it is mounted securely.

ZONING –

- I. In her written report, Mrs. Rohrbach provided the annual zoning report.
- II. Mrs. Rohrbach, in her written report provided information regarding the current trash assistance program, paid for from the Fouts Fund. She requested the Board review the information and advise if the criteria should be updated to the current HEAP program. The Board took no action.

OLD BUSINESS –

- I. Mr. Hanahan reported on the Valley View Water & Sewer District. The meeting today had been cancelled. The only update was the purchase of the water tower.
- II. Mr. Hanahan opened a discussion regarding continuing participation in the Miami Valley Regional Planning Commission.
Mr. Hanahan introduced a **MOTION**, seconded by Mr. DeGroat, to participate in the MVRPC for 2012 and to leave the representation as was in 2011. After discussion, all present voted in favor, the **MOTION** passed.
- III. Mr. DeGroat reported on Senior Oversight activities. He

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recommended that Mr. Ron Fox be approved as Citizen at Large for the senior Oversight for the next two years.

Mr. DeGroat introduced a MOTION, seconded by Mr. Hanahan, to re-appoint Mr. Ron Fox as the Citizen at Large of the Senior Citizen Oversight Committee. After discussion, all present voted in favor, MOTION passed.

NEW BUSINESS – none

A MOTION by Mr. Hanahan, seconded by Mr. DeGroat, adjourned the meeting at 8:10 PM.

Signed: Randy R. Benson

Attest: [Signature]

Old Business: Continued

IV. MR HANAHAN introduced a MOTION, seconded by Mr. DeGroat, to authorize the expenses of the elected officials and other Township Employees to attend the 2012 Ohio Township Association Conference to be held in Columbus. After discussion All present voted in favor, MOTION Passed.