

RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

THE GERMAN TOWNSHIP BOARD OF TRUSTEES

Held _____ 20 _____

JANUARY 02, 2014

The 2014 Organizational and Regular Meeting was called to order at 12:00 Noon by Fiscal Officer Robert W. Rohrbach Jr.. Trustees Randy R. Benson, Benjamin F. DeGroat, and Jacob C. Stubbs were present. Also, in attendance were Police Chief Joseph Andzik and Road/Service Superintendent Jeremy Holbrook.

All local newspapers were notified and the meeting was digitally recorded and the CD is on file.

VISITORS – none

VISITOR COMMENTS – none

SPECIAL NOTE- Trustee Benjamin F. DeGroat and Trustee Jacob C. Stubbs presented their Bond and completed Certified Oath of Office to the Fiscal Officer as required by ORC. Both were filed in the Township Bond Book.

BOARD OFFICERS -

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

APPOINTMENTS -

- I. Mr. DeGroat presented a **MOTION**, seconded by Mr. Benson, appointing Mr. Benson as Police Commissioner; appointing Mr. DeGroat as Road Commissioner; and appointing Mr. Stubbs as Zoning Commissioner. After discussion. All present voted in favor, MOTION passed.
- II. Mr. DeGroat presented a **MOTION**, seconded by Mr. Benson, appointing Mr. DeGroat to the Parks Oversight Board; Mr. Benson to Fire/EMS Oversight Board; (Mr. Benson appointed to the Germantown Union Cemetery Board during December 16, 2013 meeting); Mr. DeGroat to the Senior Oversight Board; and Mr. Stubbs to Pool Oversight Board; after discussion, all present voted in favor, MOTION passed.

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- III.** Mr. Benson presented a **MOTION**, seconded by Mr. Stubbs, to appoint Mr. DeGroat as the Western Regional Council of Government representative. After discussion, all present vote in favor, **MOTION** passed.
- IV.** Mr. DeGroat introduced a **MOTION**, seconded by Mr. Benson, to appoint Laurie J. Rohrbach as the Health Insurance Coordinator for 2014. After discussion, all present voted in favor, **MOTION** passed.
- V.** Mr. DeGroat introduced a **MOTION**, seconded by Mr. Benson to appoint the 2014 Purchasing Agents as follows:
- Road Department - Jeremy Holbrook
 - Police Department – Chief Joseph Andzik
 - Zoning and Garbage & Waste Disposal Fund - Laurie Rohrbach
- After Discussion, all present voted in favor, **MOTION** Passed
- VI.** Mr. DeGroat introduced a **MOTION**, seconded by Mr. Benson to appoint the Zoning Appointments as follows:
- Zoning Commission: Marvin Rieger – 01/01/2014 thru 12/31/2018
 - BZA: Pete Lurker – 01/01/2014 thru 13/31/2018
- After discussion, all present voted in favor, **MOTION** passed.

MEETING SCHEDULE - Mr. DeGroat introduced a **MOTION**,

seconded by Mr. Stubbs, to continue the regular Board of Trustee Meetings on the second Monday of every month at 7:00 PM., except when the meeting falls on a Holiday – then the meeting shall be held on the day following the holiday; with Work Sessions and Special Meetings announced as needed. After discussion, all present voted in favor, **MOTION** passed.

APPROPRIATIONS - Mr. DeGroat introduced **RESOLUTION 2014-01**,

seconded by Mr. Benson, authorizing the Fiscal Officer to establish permanent appropriations, as presented, not to exceed the amounts of the 2014 Official Certificate of Estimated Resources issued by the Montgomery Co. Auditor and the 2013 Unencumbered Fund Balances as of December 31, 2013, to be effective 1/1/2014. After discussion and review, the vote was as follows: Mr. Benson - Yes, Mr. Stubbs - Yes, Mr. DeGroat – Yes, **RESOLUTION 2014-01** was adopted.

ADVANCES – Mr. DeGroat introduced **RESOLUTION 2014-02**, seconded by Mr. Benson, authorizing the Montgomery County Auditor Office to advance

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the maximum available amounts of Real Estate Taxes, Personal Property Taxes, Estate Taxes, and Fines on a monthly basis during 2014. After discussion and review, the vote was as follows: Mr. Benson - Yes, Mr. Stubbs - Yes, Mr. DeGroat - Yes, RESOLUTION 2014-02 was adopted.

COMPENSATION – Salary Schedule and Benefits

- I. Mr. DeGroat introduced **RESOLUTION 2014-03**, seconded by Mr. Benson to approve the salary amounts as translated from the old salary schedule into the new schedule format that was approved during the December 16, 2013 regular meeting. (copy attached), effective 1/1/2014. After discussion, the adoption vote was as follows: Mr. Benson – Yes, Mr. DeGroat – Yes, Mr. Stubbs – Yes; RESOLUTION 2014-03 passed.
- II. Full Time Compensation - Mr. DeGroat introduced a **MOTION**, seconded by Mr. Stubbs, to accept the Department Head recommendation of 0% raise to the salary schedule index, effective 1-1-2014 and to create a department head bonus program of 1% of grant dollars received during the fiscal year. After discussion, all present voted in favor, MOTION passed.
- III. Benefits - Mr. DeGroat introduced a **MOTION**, seconded by Mr. Stubbs, to continue the current level of benefits for 2014 for all full time employees. After discussions, all present voted in favor, MOTION passed.
- III. Miscellaneous & Hourly Compensation Rates - Mr. DeGroat introduced a **MOTION**, seconded by Mr. Stubbs, to establish the rates for the following positions; effective 1-1-2014:
 - \$ 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.
 - \$ 15.61 / hour - Reserve Police Officers Overtime
 After discussions, all present voted in favor, MOTION passed.
- IV. Annual Elected Officials Compensation – Mr. DeGroat introduced **RESOLUTION 2014-04**, seconded by Mr. Benson, to continue the Annual Salary Method for Trustees DeGroat, Stubbs, & 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,

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Road & Bridge Fund; and Police Fund; in proportion to certification of time spent working for that fund.

After discussion the adoption vote was as follows: Mr. Benson – Yes, Mr. DeGroat – Yes, Mr. Stubbs – Yes; RESOLUTION 2014-04 passed.

MISCELLANEOUS:

- I. The Board reviewed continuing to authorize the transfer of interest monthly from the General Fund to the Sunbury Cemetery Fund, Fire & EMS/Fire Levy Funds, Fouts Fund, Enforcement & Education Fund, Drug Law Enforcement Fund, Law Enforcement Trust Fund, Senior Citizen Levy Fund and Pool Fund.

Mr. DeGroat presented a **RESOLUTION 2014-06**, seconded by Mr. Stubbs, to continue to transfer interest monthly from the General Fund to the Sunbury Cemetery Fund, Fire Levy Fund, EMS/Fire Fund, Drug Law Enforcement, Law Enforcement Trust Fund, Fouts Fund, Enforcement & Education Fund, Senior Citizen Levy Fund and the Pool Levy Fund during 2014. After discussion and review, the vote was as follows: Mr. DeGroat - Yes, Mr. Benson - Yes, Mr. Stubbs - Yes, RESOLUTION 2014-06 passed.

- II. Mr. DeGroat presented a **MOTION**, seconded by Mr. Benson, 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 for employees of German Township during 2014. After discussion, all voted in favor, MOTION passed.

- III. Mr. Rohrbach opened a discussion about beginning direct deposit for the employee pay checks. He has checked with the First National Bank of Germantown and Uniform Accounting Network and it can be done. Mr. Rohrbach recommended beginning direct deposit for employees selecting the program and the payment of payroll withholdings via electronic fund transfer.

Mr. DeGroat presented a **RESOLUTION 2014-05**, seconded by Mr. Stubbs, to implement direct deposit for employees that select the program and to further authorize payment of payroll withholdings by electronic fund transfer. After discussion and review, the vote was as follows: Mr. DeGroat - Yes, Mr. Benson - Yes, Mr. Stubbs - Yes, RESOLUTION 2014-05 passed.

- IV. Mr. Rohrbach reminded all that the next regular meeting would be held on January 13 and include the approval of the 2014 inventory.

Meeting turned over to the new President of the Board:

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PRESIDENTS REPORT -

I. Mr. Benson reported on Fire Oversight activities.

~~II He recommended that Mr. Ron Fox be re-appointed to a 2 year term on the Fire/EMS Oversight Committee as a Citizen at Large.~~

II Mr. DeGroat ^{Senior Citizen} recommended Mr. Fox be re-appointed to a 2 year term on the ^{Senior} Fire/EMS Oversight Committee as a Citizen at Large from 1/1/2014 to 12/31/2015. After discussion, all present voted in favor, MOTION passed.

ROAD:

I. Mr. Holbrook opened a discussion regarding purchasing a salt spreader for the Ford F250 Pickup truck. The truck can currently plow snow, but has no ability to spread salt, resulting in a second trip by one of the large dump trucks.

After some discussion and review of various salt spreader models, Mr. DeGroat introduced **RESOLUTION 2014-07**, seconded by Mr. Stubbs to authorize the purchase of a salt spreader unit for the Ford F250 at a cost not to exceed \$6,800.00. After discussion, the adoption vote was as follows: Mr. Benson - Yes, Mr. DeGroat - Yes, Mr. Stubbs - Yes; RESOLUTION 2014-07 passed.

II. Mr. Holbrook informed the Board of a request from Mr. Jerry Frame of 11821 Sigel Rd. to have the Township install "School Bus Stop Ahead" signs on Sigel Road. Mr. Holbrook contacted the Mont. Co. Engineer Office, who completed a sight distance study that showed the signage was not warranted. Mr. Frame is still concerned that an accident will occur, primarily for the bus delaying moving until discharged students are half way up to his house.

The Board concurred with the County Engineer. Mr. Holbrook will contact Mr. Frame and suggest that Mr. Frame contact the School Bus Company regarding the delay in leaving after discharging students.

The meeting was adjourned at 1:10 PM.

Signed: Randy R. Benson Attest: [Signature]