

Village of Germantown Hills

Village Board Meeting Minutes

August 20, 2026, 6:00 p.m.

1. Call to Order/Roll Call/Pledge of Allegiance-Village President Karl Figg called the meeting to order at 6:00p.m.

Village President/Trustees	Roll Call	1	2	3	4	5	6	7	8	9	10	11	12
Karl Figg – President	Present												
Elizabeth (Betsy) Cunningham	Present	Y	Y	Y	Y	Y	Y	Y	Y				
Nathan Henricks	Present	Y	Y	Y	Y	Y	Y	Y	Y				
Tom Eckstein	Present	Y	A	Y	Y	Y	Y	Y	Y				
Ryan White	Present	Y	Y	Y	Y	N	Y	N	Y				
Heather Armistead	Present	Y	Y	Y	Y	Y	Y	Y	Y				
Sarah Diesel	Present	Y	Y	Y	Y	N	Y	N	Y				

Also, in attendance:

Chuck Urban, Village Attorney

Taylor Casia, Village Attorney

Zack Hecht, Superintendent of Public Works

Everyone stood and said the Pledge of Allegiance.

2. Approval of the Minutes of the Preceding Meeting and their Amendments

a. July 16, 2026, Village Board Meeting

A motion was made by Tom Eckstein to approve July 16, 2026, Village Board meeting minutes. The motion was seconded by Elizabeth Cunningham. Karl Figg asked if there was any discussion. Roll call was taken. Motion passed #1.

3. Public Comment-Karl Figg stated for public comments to please direct their comments to the Village board and not to people in the audience. All comments should be addressed to the board and there should be no personal attacks, and the board will refrain from responding. Karl noted to restrict remarks to matters relevant to the governance of the Village and avoid repetitious statements. This is an opportunity for public comments and not discussion. Each speaker will be able to speak once for up to 5 minutes.

Jim O’Laughlin, resident that lives at 302 Combs Cove, was in attendance to discuss that his driveway had oil on it from the recent roadwork and had heard the contractor would be coming to clean it up.

Zack Hecht reported that the contractor is scheduled to return on Tuesday or Wednesday next week to clean up several driveways where oil had gotten onto the surfaces after rain occurred shortly after

the rock and oil treatment was applied. Zack stated that overall, the roadwork went well. He noted that the contractor applied additional rock at no additional cost to the Village. Zack explained that if the Village had known rain was going to occur, the roadwork would not have been completed that day.

Zack stated that the Village used the same type of rock it has historically used and the same contractor, who was the only contractor to submit a bid and perform this type of work.

4. Current Agenda Items

a. Village President Finance Committee Appointment

Karl Figg noted that he was making a change to the Finance Committee and had spoken with Sarah Diesel and Tom Eckstein, the Finance Chairperson. Karl stated that he had asked Sarah Diesel to step down from the Finance Committee. He explained that the committee had held approximately two hours of meetings in June and July and had voted to recommend approval of the budget and appropriation ordinance to the Village Board. Karl noted that Sarah subsequently voted against the budget and appropriation ordinance at the Village Board meeting, directly after recommending approval at the finance committee meeting and stated that he felt this was disruptive to the work of the subcommittee.

Karl stated that he had asked Betsy Cunningham to serve on the Finance Committee in Sarah Diesel's place. Karl noted that he had discussed the change with all those involved.

b. Approval to Authorize the Finance Chairperson to be added to the CEFCU Accounts as an Authorized Signature

Karl Figg noted that the current authorized signatures on the CEFCU accounts are Ann Doubet, Julia Miller, and himself. Karl explained that, after reviewing schedules and commitments, it was determined that having a fourth authorized signature would be beneficial. Karl recommended adding Tom Eckstein, the Finance Chairperson, as an authorized signer.

A motion was made by Nathan Henricks to approve authorizing Tom Eckstein, the finance chairperson, to be added to the CEFCU accounts as an authorized signature. The motion was seconded by Elizabeth Cunningham. Karl Figg asked if there was any discussion. Roll call was taken Motion passed #2.

Ryan White asked whether adding an additional authorized signature would help with the audit.

Ann Doubet stated that the additional signature would provide backup if two of the other authorized signers are unavailable, as checks require two signatures. She noted that the additional signer would primarily be used for emergency situations.

c. Approval of the Planning Commission and Zoning Board of Appeals Reappointments

A motion was made by Elizabeth Cunningham to approve the reappointment of Chase Hill to the Zoning Board of Appeals and John Taylor, Jim Willerton, and Jason Heinekamp to the Planning Commission. The motion was seconded by Nathan Henricks. Karl Figg asked if there was any discussion. Roll call was taken. Motion passed #3.

d. Approval of a Resolution Committing Local Funds for the J.R. White Park Playground, Fitness & Recreation Revitalization Project

Heather Armistead noted the Village has applied two other times for a grant to redo the playground at J.R. White Park, as it needs it badly. The Village is going to try again for an OSLAD grant, as the Village hadn't been successful previously. It is a 50% grant, so the Village has to commit to 50% of the total costs. If the Village doesn't get the grant the Village will have to figure something out due to the condition of the playground. If the Village is successful, the funds would be spent in the next fiscal year. So, the funds are not in this fiscal year's budget, as they would be spent in the next fiscal year.

Tom Eckstein noted this is what Heather discussed when the budget was discussed.

Ann Doubet stated that with this grant application all of the playground equipment would be removed due to the condition. The board discussed that the playground equipment is mostly 30 plus years old. The grant also includes the addition of an outdoor fitness area.

Elizabeth Cunningham stated she thinks it's a good idea and it is best to get a grant to do it.

Sarah Diesel stated she agrees to fixing our parks as it needs to be done.

A motion was made by Heather Armistead to approve Resolution 2026-01 Committing Local funds for the J.R. White Park Playground, Fitness, & Recreation Revitalization Project in the amount of \$375,000. The motion was seconded by Ryan White. Karl Figg asked if there was any discussion. Roll call was taken. Motion passed #4.

e. Approval of the Oak Grove Park Sign and Improvements

Heather Armistead explained the proposed Oak Grove Park sign and improvements, which will include a seating area similar to the improvements completed by the Village at Veterans Park. The area will also include a lighted flagpole.

Heather noted that the project costs are included in the approved budget and that the purpose of the agenda item was to formalize the project and its details. She stated that Rich Brecklin will serve as the general contractor for the project in order to help reduce costs.

A motion was made by Elizabeth Cunningham to approve the Oak Grove Park Sign and Improvements. The motion was seconded by Nathan Henricks. Karl Figg asked if there was any discussion. Roll call was taken. Motion passed #5.

Sarah Diesel stated it was too much money for an entrance sign.

f. Approval of Local Records Commission Retention Requirement of 60 Days for Audio/Video Recordings

Karl Figg noted when the board initially approved videotaping the board meetings the board agreed to the 30-day retention on those records. The Local Records Commission's current retention requirement for audio/video recordings of public meetings is 60 days. The Village would need to follow the States retention requirement.

A motion was made by Heather Armistead to approve and follow the Local Records Commission Retention Requirement for Audio/Video Recordings. The motion was seconded by Tom Ekstein. Karl Figg asked if there was any discussion. Roll call was taken. Motion passed #6.

g. Discussion and Approval of the Enforcement and/or Potential Amendment of the Village Code on Parking Restrictions

Karl Figg noted that this item was on the agenda following a Street Committee meeting where potential changes to the Village Code regarding parking restrictions were discussed. He stated that the item was for discussion and that one of the goals was to make the Code clearer and easier for law enforcement to enforce.

Nathan Henricks stated that the Village Attorney was preparing draft language for the Street Committee to review and make a recommendation to the Village Board.

Karl Figg noted that the Street Committee had reviewed the City of Washington's model ordinance regarding parking restrictions.

Taylor Casia read portions of Washington's ordinance concerning the parking of trailers on streets. The proposed language would also allow the Village to issue a permit for certain situations involving parking on the street for more than 24 hours. The Street Committee had also discussed increasing the fines for violations.

Karl Figg stated that the Washington ordinance would be modified and brought back to the Street Committee for further review.

Tom Eckstein noted that there had been significant public comment at the Street Committee meeting from residents concerned about safety issues involving children in the area and limited visibility around trailers.

Karl Figg noted that one resident had shared an incident where a child was nearly struck by a vehicle. He stated that any Code change would apply Village-wide and was not intended to address only one particular area.

Ryan White stated that the Village should ensure that any changes do not simply move the parking problem to another area where the Village would then have no recourse.

The Street Committee had also discussed ensuring that any proposed changes are shared with the Township, as the Township has jurisdiction in some of the affected areas.

5. Ongoing Agenda Items

a. None

6. Presentation of Bills

a. General/Sewer/Audit/Business District/MFT Bills

Karl Figg asked if there were any questions about the bills.

A motion was made by Tom Eckstein to approve the general, sewer and MFT bills. The motion was seconded by Nathan Henricks. Karl Figg asked if there was any discussion. Roll call was taken. Motion passed #7.

Heather Armistead asked about the purchase of a trimmer listed on the bills and the Village employees spending limit.

Zack Hecht stated that the spending limit is \$500 and said he was not aware the trimmer had cost that much. Zack explained the areas within the Village where the trimmer was being used.

Nathan Henricks explained the \$500 spending limit applicable to employees and noted that, in emergency situations, purchases exceeding the limit may be made with approval from a board trustee or Village President.

Elizabeth Cunningham discussed the importance of paying the Village's bills and stated that bills include employee compensation, utilities, 911 services, police services, and other contracted or committed services. She stated that the Village Board is responsible for oversight, while the Village Administrator and Superintendent of Public Works are responsible for the day-to-day operations of the Village. The board trusts the personnel to do their jobs. At this point four trustees are being fiscally responsible and two don't care about paying the bills. Bills for services rendered or contracts with commitments need to be paid. Betsy expressed concern that not approving bills could affect the Village's ability to pay employees and other obligations for the entire month. If the Village doesn't pay their bills the Village will shut down.

Ryan White stated he sees fundamental differences, as he voted for the pay raise. He noted just because he votes no about the bills doesn't mean the employees won't get paid, as that vote is not against the employees.

Elizabeth Cunningham stated that, hypothetically, if four trustees voted against the bills, the Village would not be able to pay those obligations. She asked whether there were particular bills that the trustees would agree that should be paid.

Sarah Diesel stated that she had only received part of the financial documents for review.

Elizabeth Cunningham stated that the budget and financial statements were provided at the June 25 meeting and noted that the bills are provided to the Board 48 hours prior to each meeting.

7. Reports of Standing Committees

a. Finance-Tom Eckstein reviewed the fund balances and reminded the board to review the treasurer's report/journal entry report. Tom noted the auditor will be at the next meeting, and he would be scheduling a finance committee meeting to discuss the internal control policy.

b. Streets/Equipment-Nathan Henricks noted the contractor and Village engineer are looking at some cracks on the Somerset sidewalk and are working on a solution.

c. Personnel-Betsy Cunningham stated the part-time summer employee is done for the season, and Ann Doubet attended the annual EDC training.

d. Police-Ryan White noted he talked to Woodford County, and they are deferring to the Village on what the Village would want in an E-bike and golf cart ordinance.

At the EDC meeting, Adam Brumbaugh stated he wasn't sure when the SRO would be doing the E-bike presentation for the students.

Karl Figg asked if Woodford County could give the Village an update on the Flock cameras.

Ryan White explained how they work and stated he knows there are many cases recently where suspects have been brought into custody, so the cameras are very beneficial.

Karl Figg noted some data on the cameras.

e. Parks- Heather Armistead stated she didn't have anything but asked about the status of Oak Grove Park.

Zack Hecht noted the contractor will be starting soon on Oak Grove Park Phase 2 improvements.

f. Sewer-Betsy Cunningham stated there are some sewer updates Zack can report on.

Zack Hecht explained the sewer blower at plant 1 that needed replacement and some sewer pump repairs. Zack reported amounts of inflow to the plant with the recent rains.

g. Storm Water-Sarah Diesel stated she had talked with Zack on Monday.

Zack Hecht stated he has been working through the stormwater complaints and needs to follow up with the school in regard to the detention area.

h. Economic Development Council-Ann Doubet noted the Active Transportation Plan was discussed at the EDC meeting along with the proposed timeline for next steps. The draft will be going out for public comment with a discussion at the September meeting and a recommendation to approve at the October Village board meeting.

Ann noted the Chamber dates coming soon included the Fall garage sales (September 17-19th), Trunk or Treat event (October 24th 1-3:00 p.m.) and Community Prayer Breakfast. They have not set the date yet for the Community Prayer breakfast.

The Fall Community Clean up day is the week of September 21st on your normal garbage day.

Karl Figg noted the Chamber is looking for the servant leader award for each community which is presented at the Community Prayer Breakfast.

8. Reports of Special Committees-Nothing new to report.

9. Reports of Officers

a. Zoning Officer—Ann Doubet reported that Tuck-a-Way Trailer Park asked whether an RV could be connected to sewer and water on one of its pads. The Village Ordinance does not appear to prohibit this use, but she sought the Board's agreement.

Karl Figg noted that this use may not align with the trailer park's intended purpose and that its future plans should be confirmed. The Board agreed to ask the trailer park about those plans and monitor whether the proposed use becomes an issue.

b. Village Clerk/Village Administrator- Ann Doubet reported that the Village had filed an insurance claim regarding the replacement of the tornado siren at the park. The siren was damaged by lightning and has been determined to be beyond repair.

Ann provided an update on the FOIA requests, noting that 34 of the 49 FOIA requests received by the Village this year have been submitted by one organization.

Ann reported that she had contacted the school regarding possible participation in the cost of the MTCO Park to Arbor Vitae path. Karl Figg noted that school representatives were supportive at the EDC meeting but would provide additional information once they determine their ability to contribute toward construction costs.

Ann reported on the Village's recent mail delivery issues. She stated that a representative from the Post Office had contacted the Village Hall regarding another matter, at which time she discussed the Village's delivery problems. The representative opened a case regarding the issue, and the Village subsequently received information from the Metamora Post Office that the distribution center responsible for marking the Village's mail as "return to sender" had been located.

Ann provided an update on the remaining grant funds for the pedestrian bridge and the Germantown Hills to Metamora Path engineering projects. Approximately \$5,800 remains available for the pedestrian bridge. Jason from Terra Engineering will provide an estimate of the cost needed to complete the remaining phase of engineering. Ann informed Adam Brumbaugh of the status, as the school may need to participate with the Village in funding the remaining work.

Ann reported that approximately \$36,000 remains available for the Germantown Hills to Metamora Path, with approximately \$16,000 expected to be reimbursed to the Village, after which that phase will be completed. The Village has also received the second grant for the next phase of the project, which includes easements, a drainage study, and retaining wall design. This phase will be starting soon.

Ann reported that the camera for J.R. White Park has been ordered. The initial cost is higher to put in needed infrastructure; however, the Fire Department has agreed to allow the Village to use its tower. The camera at Oak Grove Park will have a lower cost because it will be able to communicate with the tower with the existing infrastructure.

c. Superintendent of Public Works-Zack Hecht provided the following report:

- The Ten Mile Creek Crosswalk is complete.
- Started Grinder pump pm's
- Scheduled some sewer line cleaning

d. Village Attorney-The e-bike amendment is on the Governors desk. Taylor Cascia stated the Village ordinance is being drafted that will mirror the state's requirements.

e. Village President- Karl Figg stated at the mayor's meeting two communities reported their schools aren't allowing E-bikes or scooters. Germantown Hills School District is doing the same.

10. Communications to the Board- Michael's Run for Life sent a thank you note to the Village for the Village's support that was shared with the board.

11. Adjournment-Next regular meeting: September 17, 2026.-A motion was made by Nathan Henricks to adjourn the meeting at 7:24 p.m. The motion was seconded by Tom Eckstein. Roll call was taken. Motion passed #8.

Ann Doubet, Village Clerk