

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING
DECEMBER 15, 2016 7:00 P.M.**

NOTE: These minutes are a summary of the discussion and are not a word for word account of the discussions. The proceedings were electronically recorded. The meeting was held at the Xenia Township Office, 8 Brush Row Road, Xenia, Ohio.

Vice-Chair Susan Spradlin called the Regular Meeting to order at 7:00 p.m.

ROLL CALL: Susan Spradlin, Trustee, Vice-Chair; Steve Combs, Trustee; Sheila Seiter, Fiscal Officer; Alan Stock, Township Administrator, and guest(s). Scott Miller was absent.

All participated in the Pledge of Allegiance.

IN THE READ FILE:

Greene County Council on Aging
Farm Bureau,
Greene County Combined Health District

FISCAL OFFICER/FINANCE

Mrs. Seiter advised that she had the bi-weekly payroll and the bills. Mrs. Spradlin had a question about two of the bills. One regarding the Xerox bill, and stated that this was discussed during the work session, and that the issue of color copies/prints would be brought to everyone's attention, and the cost difference of color vs. black and white. The second question she had was regarding Harworth Tire Service, and it appears there were two different fees for the tire disposal. Mr. Combs suggested the different charges were due to different size tires. Mrs. Spradlin asked about the salt fee. She stated that the salt was ordered and that there was discussion regarding if this was the salt Greene County owed to the Township. Mrs. Seiter explained the salt purchase order needs. Mr. Stock explained that Greene County asked for an invoice and said they would send a check for the salt, and we should receive the check before the end of the year.

Mrs. Spradlin moved to approve the payroll as presented, Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 2-0.

RESOLUTION NO. 2016-274

Mrs. Spradlin moved to pay the bills as presented, Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 2-0.

RESOLUTION NO. 2016-275

Mrs. Seiter advised that there were a total of 5 invoices and that there is a shortage of \$7,480.43. When the original purchase order was done two months ago it was an estimate and that is why the need of a Then and Now is needed.

Mrs. Spradlin moved to approve a Then and Now Purchase Order to Compass Mineral for 11/28/16 for \$7,480.43 from 2021-330-420-0000. Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 2-0.

RESOLUTION NO. 2016-276

Mrs. Spradlin moved to approve the Work Session Minutes of September 15, 2016, Mr. Combs seconded the motion Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 2-0.

RESOLUTION NO. 2016-277

Mrs. Spradlin moved to approve the Regular Meeting Minutes from September 15, 2016, Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by a roll call of 2-0.

RESOLUTION NO. 2016-278

**XENIA TOWNSHIP TRUSTEES
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Mrs. Spradlin moved to approve the Work Session Minutes of October 6, 2016, Mr. Combs seconded the motion Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 2-0.

RESOLUTION NO. 2016-279

Mrs. Spradlin moved to approve the Regular Meeting Minutes from October 6, 2016, Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by a roll call of 2-0.

RESOLUTION NO. 2016-280

Mrs. Spradlin moved to approve the Work Session Minutes of November 17, 2016, Mr. Combs seconded the motion Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 2-0.

RESOLUTION NO. 2016-281

Mrs. Spradlin moved to approve the Regular Meeting Minutes from November 17, 2016, Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by a roll call of 2-0.

RESOLUTION NO. 2016-282

Mrs. Spradlin moved to approve the Work Session Minutes of December 1, 2016, Mr. Combs seconded the motion Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 2-0.

RESOLUTION NO. 2016-283

Mrs. Spradlin moved to approve the Regular Meeting Minutes from December 1, 2016, Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by a roll call of 2-0.

RESOLUTION NO. 2016-284

Mrs. Spradlin thanked the staff for getting the minutes up-to-date. The hard work was much appreciated, and she explained that the minutes were behind due to staff changes.

FIRE DEPARTMENT:

Mr. Stock spoke for the Fire Department, and stated that there is a resignation letter from Brett McNamara, and briefly went over his letter.

Mr. Combs moved to approve the resignation from Brett McNamara effective December 8, 2016 from the Fire Department, Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by a roll call of 2-0.

RESOLUTION NO. 2016-285

Mr. Stock stated that there is a resignation from Daryle Williams from the Fire EMS Captain, and change to Paid-On-Call.

Mrs. Spradlin moved to approve the resignation of Daryle Williams as EMS Captain effective December 18 and change to Paid-On-Call FF2/PM at new rate of \$13.56. Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by a roll call of 2-0.

RESOLUTION NO. 2016-286

Mr. Stock advised that he wanted to read three letters of commendation, two of them from Captain Surls and one from himself. He read each of the letters recognizing Firefighter Jason Evans and Firefighter Garrett Beam went above and beyond their duties. These letters have been sent to these two Firefighters.

Mr. Stock read the commendation he wrote for Jason Evans for showing great initiative and seeing the need of the Department and the needs of the residents.

Mr. Stock advised about the Xerox copier located at Station 52 and that it was no longer working. A small copier has been purchased to handle the work adequately.

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Mrs. Spradlin moved to declare Station 52's Xerox copier, tag #2497, purchased 8/25/06 for admin office, surplus and dispose of as junk. Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by a roll call of 2-0.

RESOLUTION NO. 2016-287

Mrs. Spradlin advised that there will be no replacement of the Captain vacancies until after January 1, 2018, due to factors that discussion is pending regarding qualifications and job duties for these positions.

ADMINISTRATOR:

Mrs. Spradlin advised that the business from the Administrator will be tabled due to a Trustee being absent. The issues of potential status wage and potential 2017 Insurance employee percentage should not be determined without his input.

Mr. Stock asked if there could be a special meeting, and this was agreed upon for December 21, 2016 at 1:00 p.m. to include an Executive Session for 121.22(G)(1).

TRUSTEES BUSINESS:

Mr. Stock spoke about the Brush Row Road accident reduction measures, and stated that there has been guardrail added, and asked Chief Fox if he knew how many accidents there have been over the last 5 years. Chief Fox advised that there have been at least 20. Mr. Stock advised that a homeowner on Brush Row Road is concerned for the safety of travelers. The area of concern is Northeast of Stevenson Road that has been called "Devil's Backbone" and is about ¾ to one mile stretch of the road. Mrs. Spradlin stated that a suggested speed limit could be posted, however not everyone will follow the speed limit. She knows about the fatalities on this road, and she was open to suggestions.

Matthew Sprowl, 901 Brush Row Road, he has lived there for about 20 years, and he thanked Mr. Stock for listening to him. He has witnessed a couple accidents himself and had heard many in his yard. The suggested speed limit has been posted for decades, and it does not work. Several years ago he placed a telephone call to the Greene County Engineer and described the situation to him. He recalled the conversation as being that the nature of the road and that speed bumps or rumble strips could not be placed there. He would like for something to be done in the interest of public health. He is asking the County and the Township to look into this deeper. Mr. Combs asked Chief Fox about the water run-off and refreeze, and where was the water coming from. Chief Fox advised that there is a ditch there but it was small. Mr. Combs asked if the ditch could be made bigger to catch the water, even though would only solve part of the problem. Mr. Sprowl stated that he lives at the top of the hill and his neighbor across the road have handed out instructions for leaving the driveways in a safe manner. He continued stating that his neighbor has thought about reconfiguring his driveway to come out at the bottom of the hill because he is afraid to pull out of his driveway and this would give him better visibility.

Mrs. Spradlin asked Mr. Sprowl if he had any suggestions that he feels would make this road any safer. Mr. Sprowl suggested speed bumps or rumble strips to help people notice a slowdown point. There was discussion of suggestions for the road to make it safer. Mr. Sprowl thanked the Trustees for looking into this issue.

UPCOMING MEETING DATES:

December 20, 2016, Zoning Commission and Public Hearing
December 21, 2016 Township Christmas Luncheon
December 29, 2016 Reorganization meeting
January 5, 2017 Trustee Work Session
January 5, 2017 Trustee Meeting

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COMMITTEE REPORTS:

Gr. Co. Regional Plan: Steve Combs
Health District Advisory Council: Susan Spradlin
Water & Wastewater Advisory-quarterly: Jan. 26 Jim Pile
Source Water Protection-biannually: June 6 Scott Miller
Inspection 1 year time-of-travel Water Protection: Commercial May 23 Alan Stock
Safety Council-monthly-first Wednesday: (Dec. 7) Dean Fox Holiday lighting safety.
Chamber of Commerce-monthly-third Tuesday: December 20 Alan Stock

ADJOURNMENT:

Mrs. Spradlin moved to adjourn, Mr. Combs Seconded. Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye. Motion PASSED by a roll call of 2-0. The regular meeting was adjourned at 7:48 p.m.

Xenia Township Board of Trustees

Date Approved: _____

Scott Miller, Chair

Resolution # _____

Attest:

Susan Spradlin

Sheila J. Seiter, Fiscal Officer

L. Stephen Combs

MEH