

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING
July 20, 2017**

6:00 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. This was a Regular Trustee Meeting advertised on the Xenia Township website within 24 hours of scheduling this meeting.

Chair Steve Combs called the Regular Meeting to order at 5:30 p.m.

ROLL CALL: Scott Miller, Trustee; Steve Combs Trustee, Chair; Susan Spradlin, Trustee; Sheila Seiter, Fiscal Officer; Alan Stock, Township Administrator.

Mr. Combs moved to enter into Executive Session 121.22 (G)(2) To consider the purchase of property for public purposes or the sale of property at competitive bidding, to include all elected officials and the Township Administrator. Mrs. Spradlin seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0. Included in Executive Session were all elected officials and Township Administrator.

Mr. Combs exited Executive Session at 6:17 p.m. and was ready to start the regular meeting.

All participated in the Pledge of Allegiance.

Roll Call: Sheila Seiter, Fiscal Officer, Susan Spradlin, Trustee; Steven Combs, Trustee, Alan Stock, Administrator; Scott Miller, Trustee.

IN THE READ FILE: GCCHD Report /Press Release (2)

ROAD DEPARTMENT:

Mr. Pile advised about the line striping for Brush Row Road, Kinsey Road, Hedges Road, Stone Road, Washington Road and requested a Purchase Order for \$4,200 to Greene County Highway Department. He stated that this would be 13.7 miles of roadway to be striped. There was discussion about the process for line striping. Mrs. Spradlin asked Chief Fox which roads had the most crashes this year. There was discussion about the condition of other roads in the Township.

Mr. Combs moved to approve a Purchase Order for line striping for \$4,200 to Greene County Highway from 2011.330.360.0000. Mr. Miller seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2017-126

Mr. Pile requested a Purchase Order for the Chip Sealing program for \$32,046.56 to Ray Hensley. Mrs. Spradlin asked if they had requested bids for this project and Mr. Pile confirmed this. Mr. Combs asked which roads would be chip sealed. Mr. Pile stated Stone Road, and a portion of Wilberforce Switch Road.

Mr. Combs moved to approve a Purchase Order to Ray Hensley for \$32, 042.56 from 2021.30.599.0120 for chip seal. Mrs. Spradlin seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2017-127

Mr. Pile requested a Purchase Order for Repaving Mill/Fill for parts of Kinsey Road, Brush Row Road and Hedges Road to JR Jurgenson for \$101,186.60. There was discussion about the sections of each road that will be repaired.

Mr. Combs moved to approve a Purchase Order to JR Jurgenson for \$101,186.60 for Kinsey, Brush Row and Hedges Roads per items a-d on the agenda. Mrs. Spradlin seconded the motion. Roll Call: Mr. Miller – nay, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 2-1.

RESOLUTION NO. 2017-128

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Mr. Pile requested a Purchase Order for Salt, the best bid was for \$28,992 from The Detroit Salt Company. There was discussion about the bids and cost for salt.

Mr. Miller moved to approve a Purchase Order to The Detroit Salt Company for SWAP program for \$28,992 for 600 tons of salt from 2021.330.420.0000. Mr. Combs seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2017-129

A guest advised that the funds for the mill/fill did not add up correctly. Mr. Combs asked Mrs. Seiter to check the amounts. There was discussion regarding the amount and how to adjust the line amounts accordingly.

FIRE DEPARTMENT:

Chief Fox advised that they were ready to purchase fire gear with the grant money that was received. The Fire Department will replace five to twelve-year-old gear, which would include fire coats, helmets, pants, and suspenders. There was discussion about the gear to be purchased and what will be done with the old gear.

There was discussion about the condition of the fairgrounds in preparation of the Greene County Fair.

FISCAL OFFICER/FINANCE

Mrs. Seiter advised of the charge received from the IRS last year in regard to 2013. Mrs. Seiter explained that she had received two notices stating the IRS needed more time to review. She advised that recently she received a notice that the IRS reduced the charges to zero, so the Township does not owe any fines from 2013. Mrs. Spradlin stated that she thought this was for 2012, but Mrs. Seiter stated that 2012 was for something else and had been taken care of.

Mrs. Seiter advised of the Fire Grant for \$10,000, so she was requesting two resolutions, one to certify the revenue and two to approve additional appropriations. She explained the process and why the two resolutions were needed.

Mrs. Spradlin moved to supplemental appropriations for 2111.760.740.1201 Fire District in the amount of \$7,400. Mr. Miller seconded the motion. Mrs. Seiter stated that she believes that motion blended to the two motions that were needed. There was discussion of the wording that was needed for the motions. Roll Call: Mr. Miller – nay, Mrs. Spradlin – nay, Mr. Combs – nay. Motion **DENIED** by roll call of 0-3.

RESOLUTION NO. 2017-130

Mrs. Spradlin moved to approve the Certification of Revenue of \$7,400 (Mrs. Seiter added) to the 2111 Fire Fund. (2111-539-0000) Mr. Combs seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2017-131

Mrs. Spradlin moved to accept the appropriations of additional \$10,000 in 2111-760-740-1201. Mr. Combs seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2017-132

Mrs. Spradlin moved to approve a Purchase Order to Phoenix Fire for \$19,960 for fire gear from 2111.760.740.1201. Mr. Combs seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2017-133

Mrs. Seiter advised that the Township received a rebate from the Bureau of Worker's Compensation. She explained the amount that was paid and the amount of the rebate check. She explained what would be done with the money at the end of the year.

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Mrs. Seiter presented the bi-weekly payroll. Mr. Miller moved to approve the payroll as presented, Mr. Combs seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2017-134

Mrs. Seiter presented the bills. Mr. Combs advised that he had a question regarding the Spectrum bill. Mr. Stock stated that he has called Spectrum and left messages but had not received any return calls. He explained the bill and payment for the spectrum. There was discussion about the Spectrum account. Mr. Miller moved to pay the bills as presented with abbreviated payment to Spectrum. Mr. Combs seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2017-135

Mr. Combs moved to accept the minutes from the Regular Trustee meeting on June 1, 2017. Mrs. Spradlin seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by a roll call of 3-0.

RESOLUTION NO. 2017-136

Mr. Combs advised he had some corrections to make to the June 15, 2017. Mr. Combs moved to approve the June 15, 2017 minutes from the Regular Trustee meeting as corrected by Trustee Combs. Mrs. Spradlin seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2017-137

ADMINISTRATOR:

Mr. Stock advised that the Township will be participating in the Xenia Community Festival Parade on September 16, 2017. He explained what would be done for the parade. There was discussion about the parade.

Mr. Stock advised that the small business server was in need of replacement. He advised that he has supplied the trustees with data for them to review. Mr. Stock explained the options available for a new server. There was discussion about the options for email and a cloud based server.

Mr. Stock advised of the REACH program and the new facility that will house the YMCA, Council on Aging, Clark State, Kettering Medical Network and others. He explained there is hope to break ground in December 2017 but they are short on funds to complete this goal. Mr. Stock advised that this group was going around the community to other townships and requesting \$100,000 from Xenia Township. Mr. Stock advised to his conversation with this group about the fundraiser being done by the Greene County YMCA and the Council on Aging. Mrs. Seiter suggested asking the Prosecutor's Office to be sure the Township could donate tax dollars to the fundraiser.

Mr. Stock requested a purchase order for Zeigler Environmental Solutions to abate asbestos at 125 Fairground Road for \$4,300. There was discussion where this work would be done.

Mr. Combs moved to approve a Purchase Order to Zeigler Environmental Solutions for \$4,300 for abatement of asbestos at 25 Fairground Road, rear building from 1000.110.319.0000. Mrs. Spradlin seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2017-138

Mr. Stock requested two resolutions, one to deem a property a nuisance for tall grass and weeds and two for an abandoned car on Boyd Road. Mr. Stock advised to the process before the property would be mowed by the Township.

Mr. Combs moved to declare 1182 Boyd Road a nuisance by tall grass, Parcel No. M36000200361004800. Mr. Miller seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – nay, Mr. Combs – aye. Motion **PASSED** by roll call of 2-1.

RESOLUTION NO. 2017-139

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Mr. Miller moved to declare an abandoned vehicle at 1182 Boyd Road, Parcel No. M36000200361004800. Mr. Combs seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – nay, Mr. Combs – aye. Motion **PASSED** by roll call of 2-1.

RESOLUTION NO. 2017-140

TRUSTEES BUSINESS:

Mr. Miller stated that he had an opportunity to speak to the State Auditor about the per diem issue. He advised that the Auditor will be here at the close of our audit period and will take any questions about the per diem discussion. Mrs. Spradlin stated that her problem was that the request was not for a GSA daily rate but the request for a meal. Mr. Miller advised that the Auditor was aware of the whole situation.

Mr. Stock advised that there were no window screens that need to be replaced. He stated that two different people looked them over and they all needed cleaned but there was no damage. Mrs. Spradlin asked if any were fragile or breaking. Mr. Stock advised that they just needed cleaned and that had been done.

Mr. Stock advised that the carpet cleaning had been scheduled and the company doing the work is Sonrise Carpet Care. There was discussion about what areas that would be cleaned and how soon employees could walk on the carpet.

Mr. Stock advised that Mrs. Haller has access to the email list and has already utilized it by sending out the agenda for this meeting. Mrs. Spradlin thanked Mr. Stock for taking care of that.

Mr. Stock advised that the Township does not have the ability to set rates nor have the ability under the Ohio Revised Code to tell vendors that they cannot operate within the Township limits. He stated that Stephanie Hayden, Greene County Prosecutor's Office, advised that if there are complaints then those complainants should call the Sheriff's Office and/or Ohio State Patrol Office to let them know so that they can handle the issue. Mrs. Spradlin asked if this information came from Mr. Hayden because she had done some research and found updates to the law. She explained the information she found regarding House Bill 341. There was discussion about adding this to the next meeting and what information they need from Mrs. Hayden.

Mr. Stock advised about the walkthrough at 125 Fairground Road with Mike Battaglia, all three trustees and the Administrator were present. He stated that he had not received a report from the walkthrough. Mr. Stock advised about the potential costs for rehabilitation of the back building. There was discussion about people who had given opinions about the possible use of this building. There was discussion about whether Chief Fox thought this would be good for a training facility and how many on staff were trainers. Chief Fox stated that they use many places for training and stated that this building is very rough and was curious what it would cost to keep this building up as it is. Mr. Miller stated that he would like to look into finding grants to help with the rehab costs. He described the uses he could imagine for the building.

Mr. Stock advised that he was collecting quotes for demolition at 125 Fairground Road. He explained the quotes that had been received so far.

Mr. Stock advised that the Trustees had a copy of the minutes from the Zoning Commission's Public Hearing for the Kil Kare rezoning. He advised that if the Trustees have any questions to let him know so he can pass the question to the Zoning Commission before the hearing on August 3. Mrs. Spradlin asked if she could get a copy of the minutes from last year's public hearing.

GUESTS:

Barbara Miller, 728 Fairground Road, she asked about the cost of the potential abatement work at 125 Fairground Road. Mr. Stock explained what was included in the estimated cost. She asked about items 6c and d on the agenda and if this would be for the cost of the demolition of the back building at 125 Fairground Road. Mr. Combs stated that it was.

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UPCOMING MEETING DATES:

July 24, Listening session about exceptions to firearm policy
July 25, Zoning Commission
Aug. 3, Trustee public hearing for Kil Kare rezone
Aug. 3, Trustee Regular meeting

COMMITTEE REPORTS:

Chamber of Commerce: Alan Stock; explained a fire training with Collett Propane.

ADJOURNMENT:

Mr. Combs moved to adjourn, Mrs. Spradlin seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion PASSED by a roll call of 3-0. The regular meeting was adjourned at 8:31 p.m.

Xenia Township Board of Trustees

Date Approved: _____

L. Stephen Combs, Chair

Resolution # _____

Attest:

Scott Miller

Sheila J. Seiter, Fiscal Officer

Susan Spradlin

MEH