

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**SPECIAL MEETING
DECEMBER 22, 2014 10:20 AM**

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 place was the Xenia Township Office, 8 Brush Row Road, Xenia, Ohio.

PRESENT: Scott Miller, Chairman; Susan Spradlin, Trustee; Daniel O’Callaghan, Trustee; Barbara Miller, Fiscal Officer; Alan Stock, Administrator.

Mr. Miller called the meeting to order at 10:20 a.m. This was a Special Meeting to discuss budget advertised on the Xenia Township website within 24 hours of scheduling this meeting.

TRUSTEES’ BUSINESS:

Budget Discussion--Mr. Stock briefly gave an overview of the worksheets, potential revenue, salaries, “set-aside” 2015 projects, insurance, technology, and potential raises. He covered Insurance costs, showing how it changed to one vendor partway through the year. There is now a \$25 per month admin fee for OPEC. He budgeted an 8% increase taking effect in October. He said he budgeted expenses a little high and revenue a little low. Mrs. Spradlin asked for insurance totals to be double checked to make sure they did not include Amy’s last few months and did include Dan and her. Mr. Stock covered the step increase of 1.5% the Board of Trustees went to in 2013. Mr. Stock said the Technology Tech Team went from \$40 to \$85 an hour. He provided the replacement schedule. Mr. Stock provided the budget for potential projects for 2015 for Admin, Fire and Road. The salary worksheet showed 2014 salaries and potential salaries with 1.5% raises. Mrs. Spradlin asked for the salary worksheet to be checked for Franz and Alan’s salaries in Road. Mr. Stock talked about the zoning boards and payment for attendance at meetings.

ADJOURNMENT:

As it was time for the holiday luncheon a motion to adjourn was made by Mrs. Spradlin, seconded by Mr. Miller. Roll Call vote: All voted Aye. Meeting was adjourned at 10:46 a.m.

XENIA TOWNSHIP BOARD OF TRUSTEES

Resolution # _____

Date Approved: _____

Scott Miller, Chair

ATTEST:

Susan Spradlin

Barbara Miller, Fiscal Officer

Daniel O’Callaghan