

**RECORD OF PROCEEDINGS**

**MINUTES OF THE  
XENIA TOWNSHIP TRUSTEES**

**PUBLIC HEARING  
JULY 19, 2016      4:00 PM**

Note: These minutes are a summary of the discussions 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, Chair; Susan Spradlin, Trustee; Steve Combs, Trustee; Sheila Seiter, Fiscal Officer and Alan Stock, Administrator.

Meeting called to order by Chair Miller at 4:15 pm. All participated in the Pledge of Allegiance.

Mr. Miller turned the floor over to Mrs. Seiter for presentation of the proposed 2017 Tax Budget.

Mrs. Seiter provided an explanation of the documents provided and attendees discussed: County Auditor’s Schedules A and B showing all inside (Budget Commission’s provided) and outside (levy) revenues. Permanent Improvement form for long term debt: Marc’s radios (loan) payments to Xenia City, LGIF Grant repayment. Health District fee notification from County Auditor, appropriation code needs adjusted as well. Local Government Revenue: updated amount provided by County Auditor’s office and how receipted through the last few years. Proof of publication. Financial worksheet-budget summary and detailed forms. These two forms figures provide by fund four historic years, and estimated current and 2017 years. Mrs. Seiter noted some variations over the last four years and plan for consistencies.

Administrator Stock noted this process as a fuzzy budget to prove we are fiscally responsible, how the Board has all good questions, but not needed to address at this time. Attendees discussed how there will be work sessions before the end of the year to finalize the budget. He further noted some consolidation of account codes.

Attendees discussed the following:

Mrs. Seiter advised the EMS Grant is shown through the 2282 EMS Fund as previously permitted by the State Auditor’s due to it being a low dollar amount. Mr. Stock noted there is also a smaller fire grant for similar amounts. (\$3,100-5,0000) Mrs. Seiter asked if she should continue to plan \$72,000 for a vehicle from the 2111 Fund a previously noted. Trustees advised yes. Insurance: liability, bonds and medical and how paid through the last few years. Trustees and Administrator confirmed all insurances should be paid for each department using their own funds, not all through General. Administrator’s pay: how it has been divided and changed between funds and codes within the General Fund. Zoning board members are paid out of the general fund’s 130 zoning contract labor code, not payroll employees.

Mr. Miller moved to approve the 2017 Tax Budget as presented with the changes as discussed. Mr. Combs second the motion. Roll Call: Mr. Miller – aye, Mr. Combs – aye, Mrs. Spradlin – aye. Motion PASSED by a roll call of 3-0.

**RESOLUTION NO. 2016-155**

**ADJOURNMENT:**

Mr. Miller moved to adjourn. Mrs. Spradlin seconded the motion. Roll Call: All voted Aye. Meeting adjourned at 5:00 pm.

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Resolution Number

XENIA TOWNSHIP BOARD OF TRUSTEES

\_\_\_\_\_  
Date Approved

\_\_\_\_\_  
Scott Miller, Chair

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Susan Spradlin

\_\_\_\_\_  
Sheila Seiter, Fiscal Officer

\_\_\_\_\_  
Steve Combs