

RECORD OF PROCEEDINGS

MINUTES OF THE XENIA TOWNSHIP TRUSTEES:

REGULAR MEETING
October 4, 2012 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 place was the Xenia Township Office, 8 Brush Row Road, Xenia, Ohio.

PRESENT: Jim Reed, Chairman; Amy Lewis, Trustee; Scott Miller, Trustee; Barbara Miller, Fiscal Officer; Alan Stock, Administrator.

Meeting was called to order at 7:00 P.M. and pledge was given.

FISCAL OFFICER/FINANCE:

- Mrs. Miller said she was not comfortable with the budget, and explained there was no way she budgeted enough money for each fund. She stated a resolution needed to be made so she could pay the bills. A motion was made by Mrs. Lewis to move \$5,000 in Fund 1000-99 to Office Supplies Fund 1010-410, seconded by Mr. Miller. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2012-287

- There was a discussion about other monies needing to be transferred to other accounts. After discussion, it was determined Mrs. Miller would create a list of funds that needed to be adjusted so the Trustees could approve them.

TOWNSHIP ADMINISTRATOR:

- A motion was made by Mr. Miller to hire Greg Beegle as an interim EMS Civilian Coordinator retroactively back to October 1, 2012 at the rate of \$13.04 per hour, seconded by Amy Lewis. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2012-288

FIRE DEPARTMENT:

- Interim Chief Fox stated they are decommissioning equipment. A motion was made by Mrs. Lewis to accept Exhibit A, a recent inventory of Fire Department items submitted by Interim Chief Fox, to decommission the equipment, seconded Mr. Miller. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2012-289

- A motion was made by Mr. Miller to approve the pay status change for Shane Horne from paid-on-call to part-time status retroactive to October 1, 2012, seconded by Mrs. Lewis. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2012-290

- Interim Chief Fox said he went in August and was trained on back injuries, and Mr. Stock went yesterday for fire extinguishers training. He said that filled the obligations needed.
- Brian Miller said the license is complete and almost compliant. He stated they are requesting a motion to approve a purchase order for \$7,000.00 to upgrade the equipment to narrow band. A motion was made by Mr. Miller to approve a purchase order with WS Electronics for \$600 to upgrade two repeaters, \$2,679.55 to purchase five new radios, \$3,790.00 to purchase the 10 pagers that will be needed for the change out, seconded by Mrs. Lewis. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2012-291

- Interim Chief Fox said he wanted to start looking into the renovation of Station 52. He said he would like to form a committee. Dean Fox, Dave Shuey, Amy Lewis, Scott Miller and Brian Miller volunteered to serve on the committee.
- Interim Chief Fox stated the price for a new medic would be \$214,357.00. He said he would be bringing this item before the Trustees since it was a budgeted item, and would like to before the end of this year.
- Interim Chief Fox explained he would be out of the office and who would be in charge when he was out.

- Mr. Reed asked what the status was of the air compressor. Interim Chief Fox said bids are in, but he would like Hank to talk about it since he was the one researching it. They determined it would be discussed at the next meeting.
- Mr. Reed asked about the generator. Interim Chief Fox said Dave Shuey was handling it. There was a discussion between Mr. Reed and Interim Chief Fox about having an employee of the Fire Department looking for grants.
- Tim Hines discussed the maintenance agreement, and said it started today. He reviewed a few minor things found. There was a discussion about the open house scheduled and offering CPR classes to the public.

TRUSTEE'S NEW BUSINESS:

- There was a discussion about lessening the duties of the Township Administrator, Alan Stock.
- Mrs. Miller said the Trustees needed to make a motion to accept the 2013 Certificate of Budget that went to the Budget Commission. A motion was made by Mr. Miller to accept the 2013 amounts and rates as determined by the 2013 Budget Commission and authorizing necessary tax levies and certifying them to the County Auditor as presented with Schedules A and B, seconded by Mrs. Lewis. Motion PASSED by roll call vote of 3-0.

RESOLUTION NO. 2012-292

There being no further business, motion was made by Mr. Miller to adjourn the meeting at 7:58 p.m., seconded by Mrs. Lewis. Motion PASSED by a roll call vote of 3-0.

XENIA TOWNSHIP BOARD OF TRUSTEES

Jim Reed, Chair

Amy Lewis

Scott Miller

ATTEST:

Barbara Miller, Fiscal Officer