

RECORD OF PROCEEDINGS

MINUTES OF THE XENIA TOWNSHIP TRUSTEES:

REGULAR MEETING
FEBRUARY 5, 2015 7:00 PM

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: Susan Spradlin, Chair; Daniel O'Callaghan, Trustee; Scott Miller, Trustee; Alan Stock, Administrator; Barbara Miller, Fiscal Officer.

Meeting was called to order at 7:05 p.m. All participated in the Pledge of Allegiance. This was a Regular Trustees Meeting advertised on the Xenia Township website within 24 hours of scheduling this meeting.

READ FILE:

GC Council on Aging, Feb/March
League of Women Voters, The Voter, Feb

FIRE DEPARTMENT:

Chief Fox said Cory Schrier had asked to attend Paramedic Training at Butler Tech. He said Butler Tech is an accelerated school where Mr. Schrier would be attending a one-year class with two classes a week instead of a five-quarter class. Mrs. Spradlin asked what the difference between Clark State, Sinclair and Butler Tech was. Chief Fox said the only difference was about \$1,100. A discussion was held to determine where the funds would be taken from and how much funding would be needed in those accounts. Mr. Miller made a motion to approve the contract with and pay for Cory Schrier's first semester of Paramedic training at Butler Tech in the amount of \$2,662.20 with a continuation of funding upon the completion of semesters, Mr. O'Callaghan seconded the motion. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2015-036

Mr. O'Callaghan made a motion to enter into a contract with Bob Jones to repair the pumps on Fire Engine 52 apparatus not to exceed \$5,000.00 without returning to the Board, Mrs. Spradlin seconded the motion. Mr. Miller posed a suggestion to allow work on other vehicles at the same time if necessary. Mr. O'Callaghan amended his previous motion to enter into a contract with Bob Jones to repair pumps at the discretion of the Fire Chief for an amount not to exceed \$5,000.00 without returning to the Board, Mr. Miller seconded the motion. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2015-037

Chief Fox said he would like to pay for the Fire Officer Class the three full-time firefighters are attending. The cost was \$398.25 each, text books were \$111.00 and workbooks were \$53.56. The total was \$1,578.18 for the three full-time firefighters to attend the Fire Officer 1 Class. Only two books were needed because Kelly Hines received one from someone else. A discussion was held to determine which fund this purchase would be taken from. Mr. Miller made a motion to approve the three full-time firefighters to attend a fire officer training class not to exceed \$1,580.00, Mr. O'Callaghan seconded. A discussion was held on why Chief Fox didn't present this to the Trustees at the last meeting. Roll Call: Mrs. Spradlin- Abstain, because her husband works for Clark State, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2015-038

A discussion was held to determine how the purchase of new intubation assistant cameras will be funded. Mr. O'Callaghan made a motion to approve the funds for the purchase of new intubation assistant cameras not to exceed \$3,300 with the understanding that the EMS Grant Funds will be used to refund \$3,250, Mr. Miller seconded. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2015-039

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Chief Fox explained an incident at the Green County Career Center where a student was given a ten-day suspension. The principal and counselor asked if the student would be able to spend some time at the Fire House as community service. The Chief asked for the approval from the Trustees. They all agreed as long as he is always supervised and a solution is in place in case they have a run.

TRUSTEES' BUSINESS:

Mrs. Spradlin said the Trustees will not be making a resolution for a new credit card policy at this time because they are still in the process of going through the three that the Township has had and are making adjustments to the current one.

Mrs. Spradlin began the discussion on what the receipt and bills policy will become. She said that when a bill comes in, whoever is in possession of it needs to make one black and white copy of it and mark the original with a blue "Original" stamp that has been ordered and the copy with a red "Copy" stamp.

Mr. O'Callaghan made a motion to enter into the ODAS Cooperative Purchase Program, Mrs. Spradlin seconded. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2015-040

FISCAL OFFICER/FINANCE:

Mrs. Spradlin made a motion to accept the bills as presented, Mr. O'Callaghan seconded. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2015-041

Mr. Miller made a motion to accept the payroll as presented, Mr. O'Callaghan seconded. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2015-042

Mrs. Spradlin made a motion to accept the Work Session minutes from January 22, 2015, Mr. O'Callaghan seconded. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2015-043

Mrs. Spradlin made a motion to accept the Regular Meeting minutes from January 22, 2015, Mr. O'Callaghan seconded. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2015-044

Mrs. Spradlin made a motion to accept the Special Meeting minutes from January 26, 2015, Mr. Miller seconded. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2015-045

Mrs. Spradlin started to make a motion to accept the minutes from January 30 until she saw that a few adjustments needed to be made. Both the Special Meeting and the Emergency Meeting both said agenda on them and needed to be changed. Mr. O'Callaghan told the guests that the Emergency meeting was held in Columbus to decide who to hire for temporary snow plow drivers.

Mrs. Miller explained what she found when she tried to pay the Milt's Pest Control bill. She said she took \$1,500 from line item 2031-330-599 Other Expenses and put into line item 2031-330-360. She asked the Trustees to approve the line item addition. Mr. O'Callaghan made a motion to approve the new line item number 2031-330-360 and the transfer of

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\$1,500 from line item 2031-330-599 into the it, Mrs. Spradlin seconded. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion PASSED by roll call of 3-0.

RESOLUTION ON. 2015-046

Mr. O'Callaghan made a motion to approve Bob Geyer's highway mileage certification, Mrs. Spradlin seconded. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2015-047

ROAD DEPARTMENT:

The discussion on the seasonal ice & snow log sheet was tabled until the next meeting.

GUESTS:

Mr. Tim Spradlin, Hilltop Road, wanted to thank the Trustees for supporting the three full-time firefighters with the Fire Officer Class. He gave details about the class he is teaching that the three employees are attending. He presented the class syllabus to the Trustees and said that it's not all about running fires but teaches all other aspects of being a firefighter.

TRUSTEES' BUSINESS cont.:

Mrs. Spradlin made a motion to go into executive session to discuss the hiring, firing, demotion, promotion or discipline of Township employees in accordance to Section 121.22 of the ORC. In attendance were the Trustees, Mr. Stock and Mr. Pile. Mr. O'Callaghan seconded. All voted Aye. Executive session began at 8:23 p.m.

Mr. Miller made a motion to exit the Executive Session, Mr. O'Callaghan seconded. All voted Aye. Executive Session ended at 8:54 p.m.

Mr. O'Callaghan said for public knowledge the generator installation fell through and the Township is revisiting estimates.

ADJOURNMENT:

There being no further business, a motion to adjourn was made by Mr. Miller, seconded by Mr. O'Callaghan. Roll Call vote: All voted Aye. Meeting was adjourned at 8:56 p.m.

XENIA TOWNSHIP BOARD OF TRUSTEES

Resolution # _____

Date Approved: _____

ATTEST:

Barbara Miller, Fiscal Officer

Susan Spradlin, Chair

Daniel O'Callaghan

Scott Miller

mlp