

RECORD OF PROCEEDINGS

MINUTES OF THE XENIA TOWNSHIP TRUSTEES:

REGULAR MEETING
MARCH 19, 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.

Chair Susan Spradlin called the meeting to order at 7:10 p.m. Roll Call: Susan Spradlin, Chair; Daniel O'Callaghan, Trustee; Scott Miller, Trustee; Barbara Miller, Fiscal Officer; Alan Stock, Administrator. Also present were Dean Fox, Fire Chief, and Deputy Chief Beegle.

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:

Xenia Community Schools Foundation
Xenia Soccer Club
Greene Medical Foundation
Xenia City Zoning and Planning, March
Buckeye Farm News, March
Thank You Newspapers in Education Program

TRUSTEES' BUSINESS:

Mrs. Spradlin said there was an item that carried over from the Executive Session, which was held in the Work Session, and at this time they wanted to appoint someone to be a point of contact for all collective bargaining. Mrs. Spradlin made a motion to appoint Mr. Stock as the point of contact for collective bargaining, 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. 2015-075

FIRE DEPARTMENT:

Deputy Chief Beegle said at the last Trustees' Meeting the discussion of purchasing two new Life Pack 15s to replace the aging Life Pack 12s was brought up. He said the Trustees had asked for more information and he had sent the requested information. Mrs. Spradlin said she needed more than one day to read over information, but it will not take her that long to look it over during the meeting. The topic was tabled until she could look at the information.

Chief Fox said Elizabeth Evans is leaving Xenia Township to accept a job at Miami Valley Premier Healthcare for an EMS Coordinator position, and she has requested to step down from her full-time position to a Paid-On-Call position at the rate of \$12.56 per hour. Mr. Miller made a motion to accept Mrs. Evans' resignation as a full-time employee and for her to step down to a Paid-On-Call position at the rate of \$12.56 per hour effective April 4, 2015, Mr. O'Callaghan seconded. A discussion was held to determine what vacation and sick pay she will receive, Mrs. Hayden said that can be discussed later in an Executive Session. Roll Call: Mrs. Spradlin-Aye, Mr. O'Callaghan-Aye, Mr. Miller-Aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 215-076

Chief Fox said the total bill from Bob Jones was \$9,317.97 which is over the allowed \$5,000. A discussion was held trying to determine if this truck was in worse condition than the others and how much to increase the budgeted amount. Mr. Miller said the Trustees could open up a purchase order for up to \$20,000 for the Fire Department to have leeway with payments to Mr. Jones. Discussions were held about the price of a new engine, the price of a new pump system and if Engine 52 would be fixed or if that

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price would just fix the pump part. Mr. Miller made a motion to open the purchase order and increase it to \$20,000 to include the pumps in general, not one specific pump. Chief Fox gave the mileage and year of Engine 52. 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. 2015-077

A discussion was held about the Stryker Cots that are needed. Deputy Chief Beegle said it would be about 30 days to get the cots. The discussion then evolved into discussing the budget.

A discussion was held about the time span of the three AEDs that are located at Station 51, Station 52 and the Road Garage and whether they are disposable or not. Mr. Miller asked about the service agreements on the ones we currently have and if they are able to drop those at this time. Mr. Miller made a motion to allow the purchase of two Life Pack 15s from Physio-Control to replace the aging Life Pack 12s, 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. 2015-078

FISCAL OFFICER/ FINANCE:

Mrs. Miller said she needed the Trustees' signatures for the Collective Bidding. Mrs. Spradlin said they had already approved it in a prior meeting, but it was discovered they had only discussed it. Mr. O'Callaghan made a motion to approve the Collective Bidding for 2015 with the Greene County Engineer, Mrs. Spradlin seconded. Mrs. Spradlin-Aye, Mr. O'Callaghan-Aye, Mr. Miller-Aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2015-079

Mr. Miller made a motion to approve the bills as presented, 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. 2015-080

Mr. Miller made a motion to approve 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. 2015-081

Mr. Miller made a motion to approve the Special Meeting minutes from January 5, 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. 2015-082

Mrs. Spradlin made a motion to approve the Work Session minutes from March 5, 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. 2015-083

Mrs. Spradlin made a motion to approve the Regular Meeting minutes from March 5, 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. 2015-084

Mrs. Spradlin said on record, the two sets of 2012 minutes have been tabled at the request of Mr. Miller. The two that are available are the January 16, 2012 Work Session and the February 16, 2012 Work Session.

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A discussion was held about the budget. Mrs. Miller and Mr. Stock discussed a couple of questions that were presented, including postage, health insurance, legal services and the Cemetery Fund. Mrs. Spradlin made a motion to approve the final budget for 2015 with the exceptions of the line item to be added, number 2111-220-323-0076, in the amount of \$900 for Turn-Out Gear Repair/Maintenance, and the other items they have discussed as far as having them changed, 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. 2015-085

TOWNSHIP ADMINISTRATOR:

Mr. Stock said there was no urgency for a water softener and that he and Mr. Pile have only had the chance to go through half of the information they gathered and have not had the opportunity to compare and contrast. The issue was tabled.

Mr. Stock said they had made some grammatical changes to the seasonal Snow Plow Driver Agreement.

Mrs. Spradlin said the Trustees had a question about if they were going to look at the Fair Labor Standard as far as a 1500 hour employee and what the Township could pay. Mr. Stock shared information he received from three other townships--Beavercreek, Sugarcreek and West Chester. An employee of the Township can work in another department for different pay as long as he/she agrees to it ahead of time; however, it would still count toward the 1500 hours. Mrs. Spradlin explained what brought up the matter was having someone from the Fire Department fill in for one of the secretaries. Stephanie Hayden, Prosecuting Attorney, said that can be done as long as the employee is told ahead of time about the pay difference and they agree to it in writing. This will be placed in their personnel file. For purposes of the 1500 hour rule, the Township is the employer and it doesn't matter which department they work in so time in both places counts. The Township cannot do contracted services with an employee. Mrs. Spradlin asked if the employee was to be paid at Fire Department wages or secretary wages. Mr. Stock said there are different pay levels of the secretaries. Mrs. Spradlin reiterated the need to keep track of the hours to stay under the 1500 hours.

It was suggested that Xenia Township host the Greene County Township Association meeting and dinner at the Greene County Veteran Affairs Office on Ledbetter on June 9. Mr. Stock said the Veteran Affairs Office likes people to come to their location because they have artifacts, and they said they would pay for the meal. Mr. Stock said the Orchard would like to host an event for the Township, and they would pay for the meal also. Since then Central State University said they would like to host a dinner once their center is finished. Mr. Stock said Dan O'Callaghan was willing to speak about Cyber Attacks. Mr. O'Callaghan found out the Greene County Township Association meeting dates had been filled for the year.

Mr. Stock said the Township had received a Miami Valley Veteran Affairs invitation to join for \$35 per year.

COMMITTEES:

Greene County Regional Planning- Mr. O'Callaghan reported that they had another meeting on March 18 at 9 a.m. and established a sub-committee at the request of Miami Valley Regional Planning and Greene County Parks. He explained what the committee discussed.

Health District Advisory Council- Mrs. Spradlin reported they wanted to move and have two options: either build on to where they are now or to enter into an agreement with the City of Xenia to be a part of a Health and Recreation complex. No decision was made. She shared some gained facts about their revenue and statistics.

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Inspection Water Protection- Mr. Stock reported the EPA will be looking at the water plan and what process we take. He said we will do a direct link on our website to the well field protection section in the Zoning Resolution and a map of the one-year time of travel. He will be doing well field residential inspections in May.

Safety Council- Mr. Stock attended the last one on health.

Chamber of Commerce- Mr. Stock said they went over the Annual Dinner and the awards. Each member gets to report on their areas. He told them about the new Road Superintendent, the Sign Grant, the Washington Road Project and the Fire Department training classes.

ADJOURNMENT:

There being no further business, a motion to adjourn was made by Mrs. Spradlin, seconded by Mr. O'Callaghan. Roll Call vote: All voted Aye. Meeting was adjourned at 8:48 p.m.

_____	XENIA TOWNSHIP BOARD OF TRUSTEES
Resolution # _____	
_____	Susan Spradlin, Chair
Date Approved _____	
ATTEST:	_____
	Daniel O'Callaghan
_____	_____
Barbara Miller, Fiscal Officer	Scott Miller

MLP