

## RECORD OF PROCEEDINGS

**MINUTES OF THE  
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING  
JUNE 19, 2014                      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: Scott Miller, Chairman; Amy Lewis, Trustee- absent; Susan Spradlin, Trustee; Barbara Miller, Fiscal Officer; Alan Stock, Administrator.

Meeting was called to order at 7:12 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.

### **TOWNSHIP ADMINISTRATOR:**

Mr. Stocks asked that a resolution be made that the Xenia Township's Records Retention Policy follows the Ohio Township Records Retention Policy. Mrs. Spradlin asked about the classes the State Auditor had suggested Mr. Stock take. Mr. Stock said he has gone through those classes and he or Mrs. Miller will need to take them again at the end of the term. Mrs. Miller said she has taken the Records Retention class and asked this be on record in the minutes. Mr. Miller made the motion to approve the Ohio Township Records Retention Policy as the Xenia Township Records Retention Policy, Mrs. Spradlin seconded. Roll Call: Mr. Miller- aye, Mrs. Spradlin- aye, Mrs. Lewis- absent. Motion PASSED by a roll call vote of 2-0.

**RESOLUTION NO. 2014-154**

### **FISCAL OFFICER/FINANCE**

A motion was made by Mrs. Spradlin to approve the payroll as presented, seconded by Mr. Miller. Roll Call: Mr. Miller- aye, Mrs. Spradlin- aye, Mrs. Lewis- absent. Motion PASSED by a roll call vote of 2-0.

**RESOLUTION NO. 2014-155**

A motion was made by Mrs. Spradlin to approve the Work Session Minutes from June 5, 2014, seconded by Mr. Miller. Roll Call: Mr. Miller- aye, Mrs. Spradlin- aye, Mrs. Lewis- absent. Motion PASSED by a roll call of 2-0.

**RESOLUTION NO. 2014-156**

A motion was made by Mrs. Spradlin to approve the Regular Meeting Minutes from June 5, 2014, seconded by Mr. Miller. Roll Call: Mr. Miller- aye, Mrs. Spradlin- aye, Mrs. Lewis- absent. Motion PASSED by a roll call vote of 2-0.

**RESOLUTION NO. 2014-157**

A motion was made by Mr. Miller to accept the bills as presented, seconded by Mrs. Spradlin. Roll Call: Mr. Miller- aye, Mrs. Spradlin- aye, Mrs. Lewis- absent. Motion PASSED by a roll call vote of 2-0.

**RESOLUTION NO. 2014-158**

Mrs. Spradlin mentioned that there are minutes from June 20, 2013 ready to be approved however, since Mrs. Lewis is absent, they will be put on hold until the next meeting.

Mr. Miller asked if the cemetery line item numbers were ready, and Mrs. Miller said that she was not able to get them ready for this meeting.

Mrs. Miller said she needed to apologize on record to some of the Xenia Township employees. She did not give the correct number of hours of vacation and sick time to the full-time firefighters hired in August 2012. Mrs. Miller incorrectly had capped their vacation hours at 112 hours. She said she talked to the Administrator and the Fire Chief to get the numbers corrected. Mrs. Miller said she fixed the number of hours lost.

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**ROAD DEPARTMENT:**

The Township building lost power on the morning of Sunday, June 15, 2014. The underground line had several holes in it. Mr. Stock said the Ohio Utilities Protection Service (OUPS) came to mark the area of the line that will need to be replaced.

Mr. Stock said he and Mr. Shuey will be meeting with the Greene County Engineer during the next week to see what kind of funding they could secure for the Washington Road Project.

Mrs. Spradlin mentioned the blockage of the Little Miami River that has been flooding numerous fields, coming up to the bike path and the eroding away the bank. Mr. Stock responded that he and Mr. Shuey looked at the problem and talked to a farmer who has been affected. This farmer gave them pictures of the other side of the blockage. Mrs. Miller said she gave Mr. Shuey the phone number of Rick Miller who farms the other side of the bike path, and Mr. Shuey is going to contact him about getting the problem fixed. Mr. Stock said he talked to Steven Anderson about the ownership and who should fix the problem. The land owner is responsible to fix the problem. The bike path is maintained by Greene County Parks and Trails. The blockage is also eroding the bank beside the bike path about 3 to 4 feet and about 8 feet deep. The Township does not have the equipment for working on this and is not allowed to work on private property. Mr. Stock said the dam has been building for several years.

**TRUSTEES' BUSINESS**

Xenia Township has not signed up to host any meetings for the Greene County Township Association this year. It was discussed whether to ask Cedarville and Bath Townships to partner with us. Mrs. Miller suggested having the volunteer firefighters cook for it.

**CARRY OVER TOPICS FROM THE WORK SESSION MEETING:**

Mr. Miller postponed the Union Road topic to the next meeting.

Mr. Stock has received IT quotes from HCST in Beavercreek and Quanexus in Dayton. He wanted to present different types of coverage for the Trustees to look at and decide. He said HSCT will work per hour for the needs that we have. Quanexus takes the whole and charges per unit and gives 6 hours leeway for when we have a problem, but they control the entire network. Mr. Stock said he has not been able to get an appointment with Q-Base. Nathan Martindale is another 1099 employee who used to work for Q-Base; however he went out on his own seeking something more challenging. Mr. Stock suggested using a sole proprietor 1099 employee who will take care of everything.

**UPCOMING MEETINGS:**

Thursday, July 3, Work Session at 5 p.m., Trustees' Meeting at 7 p.m.  
Thursday, July 17, Work Session at 5 p.m., Trustees' Meeting at 7 p.m.

**COMMITTEE REPORTS:**

Water & Wastewater Advisory Committee: Mr. Stock reported inspections were done on May 30 for residential properties in the wellfield. Inspections of the commercial sites are planned for September 26, 2014.

Chamber of Commerce: A lot was said about how the State of Ohio is trying to push everything to the local level such as indigent burials, and they are reducing local government funds by 30-35%. Library funding is also facing reductions and they are asking voters for a replacement levy. Mr. Stock has information on this.

Source Water Protection: Mr. Miller said at the meeting held on June 10 there was a presentation from the people that provide the environmental oversight of the well field. It showed the different levels within the area and showed everything was in very good balance. Mr. Miller then said that their next meeting will be sometime this fall.

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**COMMENTS:**

Chief Fox said Kil-Kare's Night of Fire will be held on Thursday, June 26, and they have all the proper permits in place. Chief Fox also said there will be fireworks, weather permitting.

Chief Fox said the Greene County Fair is fast approaching. On Tuesday, August 29, Cole Swindell will be performing, and they are expecting approximately 3,000-4,000 people in the grandstands and track area. They are currently working on the emergency plans.

**ADJOURNMENT:**

There being no further business, Mrs. Spradlin made a motion to adjourn the meeting, Mr. Miller seconded. Motion PASSED by a roll call vote of 2-0. Meeting was adjourned at 7:49 PM.

XENIA TOWNSHIP BOARD OF TRUSTEES

Resolution # \_\_\_\_\_

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

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

ATTEST:

\_\_\_\_\_  
Amy Lewis

\_\_\_\_\_  
Barbara Miller, Fiscal Officer

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