

RECORD OF PROCEEDINGS

MINUTES OF THE XENIA TOWNSHIP TRUSTEES:

REGULAR MEETING
JULY 17, 2012 7:05 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 7:05 P.M. and pledge was given.

EXECUTIVE SESSION:

Jim Reed made a motion to go into executive session for the potential purchase of property at 7:05 p.m., seconded by Scott Miller. Motion PASSED by a roll call vote of 3-0.

Jim Reed made a motion to reconvene the regular meeting at 7:17 p.m., seconded by Scott Miller. Motion PASSED by a roll call vote of 3-0.

ACROSS THE DESK:

- Alan Stock stated there are meetings coming up for the Texas U-Turn and the Dayton Histories Annual meeting at Carillon Park.

FISCAL OFFICER/FINANCE:

- A motion was made by Scott Miller to approve the payroll amount and bills as presented, seconded by Amy Lewis. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2012-243

- Alan Stock asked for a resolution to approve the budget as presented. A motion was made by Jim Reed to approve the 2013 projected budget, seconded by Amy Lewis. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2012-244

TOWNSHIP ADMINISTRATOR:

- Alan Stock discussed the two RFPs they received for housekeeping. Scott Miller asked Alan to modify what duties need to be done, and to go back to both contractors to resubmit a new dollar amount based on the modifications.
- Mr. Stock reviewed the RFP they received for mowing. A motion was made by Amy Lewis to approve Sam VanHoose to do the nuisance mowing at the rate of \$60 per hour. Jim Reed asked what the minimum amount would be. Mr. Stock stated one hour. Jim Reed seconded the motion. Motion PASSED by roll call vote of 3-0.

RESOLUTION NO. 2012-245

ROAD DEPARTMENT:

- Alan Stock stated David Shuey was requesting a PO for PNR's quote for replacing their equipment for narrow banding. There was a question raised by Mr. Reed if they were going to stay on the same frequencies as the Fire Department, and expressed he was uncomfortable approving this without Mr. Shuey present. Mr. Stock stated the decision did not have to be made tonight, but he wanted to make the Trustees aware of it.

ZONING DEPARTMENT:

- Mr. Stock explained he sent several letters to the property owners of 597 S. Columbus Street, 1221 Turner Place, 1556 Wilberforce-Switch Road, and 1481 U.S. 42 East. There was a discussion about the procedure on how to handle nuisances.

FIRE DEPARTMENT:

- Alan Stock stated Fire was requesting a resolution for disposal of SCOTT SCBA. Amy Lewis asked if they wanted a resolution tonight to dispose of them. Mr.

Stock said to sell them, and discussed how they were planning to divide the equipment up and where they were going to advertise it. A motion was made by Scott Miller that during the sale of these items the serial numbers and complete documentation be kept for auditing purposes, seconded by Amy Lewis. Motion PASSED by roll call vote of 3-0.

RESOLUTION NO. 2012-247

- There was a discussion to hire three paramedics versus two paramedics. The Trustees determined the funds are there to hire three, and Mr. Stock suggested looking internally before going outside. Jim Reed stated the larger issue needed to be addressed tonight in the Executive Session. Amy Lewis asked if there were any internal hiring guidelines established. Mr. Stock said the process was established by the Chief. It was agreed by the Trustees that they look into hiring three paramedics, but no formal motion was made.

EXECUTIVE SESSION:

- Amy Lewis made a motion to go into executive session for purposes of discussing personnel issues, seconded by Jim Reed. Motion PASSED by a roll call vote of 3-0.
- Amy Lewis made a motion to reconvene the regular meeting at 8:50 p.m., seconded by Scott Miller. Motion PASSED by a roll call vote of 3-0.

TRUSTEE NEW BUSINESS:

A motion was made by Amy Lewis to allocate legal funds in the amount of \$1,000 for personnel issue legal advice as it relates to Chief Meyers, seconded by Jim Reed. Motion PASSED by a roll call vote of 2-1. (Miller)

UPCOMING MEETING DATES:

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| • July 31, 2012, 5:00 p.m. | Work Session Trustees |
| • July 31, 2012, 7:00 p.m. | Trustees' Meeting |
| • August 13, 2012, 7:00 p.m. | Farm Bureau Meeting at Trupointe |
| • August 14, 2012, 6:00 p.m. | ZC Public Hearing- Land Use Plan |
| • August 16, 2012, 5:00 p.m. | Work Session Trustees |
| • August 16, 2012, 7:00 p.m. | Trustees' Meeting |

There being no further business, motion was made by Scott Miller to adjourn the meeting at 8:51 P.M., seconded by Amy 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