

## RECORD OF PROCEEDINGS

### MINUTES OF THE XENIA TOWNSHIP TRUSTEES:

REGULAR MEETING  
JULY 18, 2013 7:16 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: Amy Lewis, Chairman; Scott Miller, Trustee; Barbara Miller, Fiscal Officer; Alan Stock, Administrator; Jim Reed, Absent

Meeting was called to order at 7:16 P.M. and 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.

Mrs. Lewis mentioned items in the read file.

### FISCAL OFFICER:

- Motion to approve five (5) checks for retroactive raises for employees was made by Mrs. Lewis, seconded by Mr. Miller. Motion PASSED by a roll call vote of 2-0. Mr. Reed was absent.

### RESOLUTION NO. 2013-172

There was a discussion a brief discussion regarding the approval of meeting minutes for the October 4, 2012 meeting. However this issue was tabled since not all Trustees had an opportunity to review the documents.

The Fiscal Officer talked about the need for Trustees to sign the resolution form authorizing David Shuey to participate in ODOT cooperative purchasing.

### TOWNSHIP ADMINISTRATOR:

Mr. Stock made a Commendation to the Fire Department for reducing the installation costs of the two base stations by over 50%.

Mr. Stock spoke about the Microwave from Station 52 to the city for New World being almost complete. This will reduce by \$80 dollars per month our second point to point fee.

### ZONING DEPARTMENT:

- Motion to approve Donna Randall's request to be second alternate on the Zoning Commission was made by Mr. Miller, seconded by Mrs. Lewis. Motion PASSED by a roll call vote of 2-0. Mr. Reed was absent.

### RESOLUTION NO. 2013-173

There was a discussion of tent fees for 2014. During the Work Session a flat fee of \$25 for all tents and trailers was discussed. Mr. Miller stated his desire to discuss the possible changes in fees with the Fair Board before any changes were made. Mrs. Lewis and Mr. Stock will speak to the Fair Board in September or October after the Greene County Fair is over. This issue will be tabled for now.

### TRUSTEES' BUSINESS:

- Motion to grant Alan Stock second person access to accounts was made by Mr. Miller, seconded by Mrs. Lewis. Motion PASSED by a roll call vote of 2-0. Mr. Reed was absent.

### RESOLUTION NO. 2013-174

After this resolution was passed, Mrs. Miller requested to be removed from all accounts. It was explained that the reason for second person access was not to replace the Fiscal Officer. It was further explained that Mr. Stock is in the office each day and cannot always get the information he needs because he does not have account access. The Trustees discussed the blasting set back distance. This matter will be placed on the agenda in September. Susan Spradlin spoke about the 1000 feet that Cemex uses on their property and feels that 600 feet should be the proper distance allowed for outside properties.

XENIA TOWNSHIP TRUSTEES  
REGULAR MEETING, JULY 18, 2013

- Motion to appoint Alan Stock, Township Administrator, as representative to investigate any Xenia Township personnel complaints and handle removal proceedings was made by Mrs. Lewis, seconded by Mr. Miller. Motion PASSED by a roll call vote of 2-0. Mr. Reed was absent.

**RESOLUTION NO. 2013-175**

The meeting dates for August regular meetings will be changed in order to have a quorum. The August 1<sup>st</sup> meeting will be moved to the 5<sup>th</sup>. The Work Session will be at 6:00 pm, the Regular Meeting will be at 7:00 pm. The August 15<sup>th</sup> meeting will be held August 20<sup>th</sup>. Work Session will be at 6:00 pm, the Regular Meeting will be at 7:00 pm.

**GUESTS:**

Thomas Sears voiced his opinion regarding Mr. Stock being added as a second person on accounts without the full board being present. He feels this should not have been done without the presence of all Trustees or against the wishes of the Fiscal Officer.

Linda Murphy had questions about the Work Session Agenda. She asked that the time for the Work Sessions be changed. She feels that 5:00 pm is a difficult time to get to a meeting since most people are just getting off work at that time. Mrs. Miller asked for an informal vote from Township residents in the audience. Most people in the audience agreed that they would support moving the Work Sessions to 6:30 pm. This issue will be added to a future agenda.

Janis James had a question about the minutes that are on the web site. She noted that the current minutes are not on the site yet. Mr. Stock stated that he and Sheryl Blackaby are working to update the website and to keep it current. Ms. James also asked what Mr. Stock's position was regarding the JEDD. Since he is the person who will be meeting with Central State and negotiating the agreement, she was interested to know his opinion. Mr. Stock stated he is in favor of a JEDD agreement.

Several guests had questions about receiving emails and information from Xenia Township. They had requested information in the past. Mr. Stock will update the list of Township residents who have expressed interest in receiving information about meetings and Township issues.

Susan Spradlin discussed her public records request. She stated she had been waiting for quite some time for information that had been requested. She also had questions about the amount she was charged for the information. Mrs. Spradlin asked if the media paid for public records request. Mr. Stock stated he had requested a billing address from the media but had not received a response. Susan Spradlin also asked if all records requests went to Stephanie Hayden of the Prosecutors office. Ms. Hayden replied that she reviews requests with information that may be confidential in nature.

**ADJOURNMENT:**

There being no further business, a Motion to adjourn was made by Mr. Miller, seconded by Mrs. Lewis. All vote aye. Meeting adjourned at 8:04 pm.

XENIA TOWNSHIP BOARD OF TRUSTEES

\_\_\_\_\_  
Resolution Number

\_\_\_\_\_  
Amy Lewis, Chair

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

\_\_\_\_\_  
Scott Miller, Trustee

ATTEST:

\_\_\_\_\_  
Jim Reed, Trustee

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