

## RECORD OF PROCEEDINGS

### MINUTES OF THE XENIA TOWNSHIP TRUSTEES:

REGULAR MEETING  
JULY 5, 2012 7:10 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 7:10 P.M. and pledge was given.

### COMMENDATIONS:

- Alan Stock thanked the road and fire crews for doing a great job over the past few weeks.

### ACROSS THE DESK:

- The Trustees were invited to the dedication of the Ollie Davis Pavilion, Soin Medical Center on Friday, July 6<sup>th</sup> at 10 a.m.

### IN THE READ FILE:

- Mr. Stock provided the Trustees with the minutes from the Xenia Planning & Zoning Commission and the Health Commissioner's Report.

### FISCAL OFFICER/FINANCE:

- Approval of Payroll in the amount of \$20,649.44. Motion was made by Jim Reed, seconded by Amy Lewis. Motion PASSED by a roll call vote of 3-0.

**RESOLUTION NO. 2012-229**

- Approval of Bills in the amount of \$4,812.17. Motion was made by Jim Reed, seconded by Amy Lewis. Motion PASSED by roll call vote of 3-0.

**RESOLUTION NO. 2012-230**

- Barb Miller stated UAN allowed the Township up to eight hours for a clerk to come in and work with her. She said she would like to have her come back but the cost was \$20 an hour. Jim Reed stated as long as she kept the amount under \$500 she did not need the Trustees approval.
- Mrs. Miller explained the bill to the U.S. Treasury got rejected because there is a cap, but the bank could not tell her what it was. She said she did an electronic transfer and did not actually write a check. Jim Reed suggested paying the bill in smaller increments so the cap would not be reached.
- Barb Miller stated she had hired Leona to do the minutes for \$10 an hour. She explained she will be working on them from home at her own leisure, and will work off the tapes.
- Mrs. Miller said she has been working on the budget, and had put the ad in the paper. The hearing will be July 17<sup>th</sup> at 5:00 p.m. The Trustees and Barb discussed putting the budget on the website.

### FIRE DEPARTMENT:

- Tim Hines gave a presentation on the MSA Thermal Images cameras. He stated they are looking to purchase two cameras and he discussed the prices for the chargers and batteries also. A motion was made by Jim Reed for \$14,955.90 to purchase MSA Thermal Imaging cameras with the only condition of looking into the cost of batteries, seconded by Amy Lewis. Motion PASSED by a roll call vote of 3-0.

**RESOLUTION NO. 2012-231**

- Dean Fox stated Dillon Stephens requested resignation because he did not want to go through other training before becoming part time. Jim Reed suggested creating a time period before a person could reapply after they have resigned. A

motion was made by Jim Reed to accept Dillon Stephens resignation, seconded by Amy Lewis. Motion PASSED by a roll call vote of 3-0.

**RESOLUTION NO. 2012-232**

- Dean Fox asked the Trustees to approve the resignation of John Corcoran as firefighter but he will remain the Chaplin. John has been with the Fire Department since 1972. A motion was made by Jim Reed to accept the resignation of John Corcoran as firefighter but to remain as Chaplin, seconded by Amy Lewis. Motion PASSED by a roll call of vote 3-0.

**RESOLUTION NO. 2012-233**

- Interim Chief Fox stated Chris Hagler has requested his resignation because he has taken a job with the City of Xenia. Chris and Dean discussed him being rehired if something would happen with the City, and Dean said he is an exceptional employee that the Township would hire back. A motion was made by Scott Miller to accept Chris Hagler's resignation, seconded by Jim Reed. Mr. Reed thought since he was an employee for so long with the Township that if he was rehired he should circumvent the alliance process. Jim Reed resented his second and made a new motion to accept the resignation of Chris Hagler but upon his return as long as everything was in good stating that he not be made to go through the alliance process to be rehired. Scott Miller thought a time cap needed to be added. Amy Lewis said they could make the motion to accept his resignation and then they could come back and address the other issue at the next meeting. A motion was made by Amy Lewis to accept Chris Hagler resignation, seconded by Scott Miller. Motion PASSED by roll call vote of 3-0.

**RESOLUTION NO. 2012-234**

- Dean Fox reported to the Trustees the medic that was returning from Kil-Kare received some damage by a low hanging branch on Fairgrounds Road. He said the lens cover on the passenger side was damaged and there was a small dent in the top stack. He said they will be ordering a new cover for the lens, approximately \$100, and will not be fixing the dent.
- Greg Beegle stated David Liddell and Alex Wallace passed their medical and background checks and what each was qualified in. Mr. Beegle recommended hiring David Liddell as a part-time employee and Alex Wallace as a paid-on-call employee. A motion was made by Scott Miller to hire David Liddell as a part time employee and Alex Wallace as a paid-on-call employee for Xenia Township Fire Department, seconded by Jim Reed. Motion PASSED by roll call vote of 3-0.

**RESOLUTION NO. 2012-235**

- Mr. Beegle said on the work session agenda there was an item regarding equipment surplus. It was determined that Barb and Greg would work together to create a list of decommissioned items so the Trustees could make a formal action at the next meeting.

**ZONING DEPARTMENT:**

- Alan stated letters were sent to property owners at 597 S. Columbus Street, 1221 Turner Place, 1481 U.S. 42 East, and 1556 Wilberforce Switch.

**TOWNSHIP ADMINISTRATOR:**

- Jim Reed said the Flood Plan Overlay Map District was ready for a motion to approve it. Mr. Stock stated the Zoning Commission recommended approval, and FEMA updated the maps for Greene County effective March 17, 2011 therefore all the maps should reflect the changes. Mr. Reed asked who would be involved with any disputes regarding the map. Stephanie Hayden stated it would be FEMA. Scott Miller thought it needed to be clear in the text portion that if anyone had questions concerning the maps it could be resolved through Al Kuzma, Flood Plain Administrator. Mr. Stock thought the entire section needed to be reviewed and updated at some point. A motion was made by Scott Miller to accept the recommendation of the Zoning Commission with the addendum that in the Zoning Text the Township identifies the source of the map and the Flood Plain Administrator through Greene County for clarification of properties in or out of the floodplain. Stephanie Hayden said if they pass a resolution with respect to

the text they are initiating a text change and it has to go back to the Zoning Commission for review. Jim said they are two separate things. Motion died to do a lack of a second.

**RESOLUTION NO. 2012-237**

A motion was made by Jim Reed to accept the FEMA Flood Plan Overlay Map, seconded by Amy Lewis. Motion PASSED by roll call vote of 3-0.

**RESOLUTION NO. 2012-238**

- A motion was made by Jim Reed to request the Zoning Commission make a text amendment to recognize the Flood Plain Administrator. Mr. Stock stated there were some other items that needed to be cleaned up in that section, and Stephanie Hayden suggested passing a resolution to have the Zoning Commission review the section of the Zoning text dealing with Flood Plain. A motion was made by Amy Lewis to request the Zoning Commission to review the language dealing with the Flood Plain, seconded by Jim Reed. Motion PASSED by roll call vote of 3-0.

**RESOLUTION NO. 2012-239**

- Mr. Stock stated the RFP for mowing and housekeeping went to the wrong person at the Gazette so they need to be redone. He stated they were posted on the Township's website.
- Jim Reed discussed the amount of money that was spent on computer labor, new computers and a new server. Mrs. Miller explained Steve has been installing the time clocks and that it will take some time. Amy Lewis said she had a conversation with Mr. Stock about the software issue. Mr. Reed said the battery back-up they currently have does not hook up to the new server and is nonfunctional. A motion was made by Amy Lewis to purchase a battery back-up, seconded by Scott Miller. Motion PASSED by roll call vote of 3-0.

**RESOLUTION NO. 2012-240**

- The Monroe Siding resident petition was discussed, and was determined it should be given to Dave Shuey since he works with Bob Geyer.
- Barb Miller asked what the rate of pay was for the people that answer the telephones, and suggested hiring someone. Jim Reed said that was discussed months ago, and that it needs to be advertised so that everyone who is interested can apply.
- Mr. Stock asked about the change of status of the Township Administrator. He said at the last discussion it was pending passing the background check and then that some questions needed to go through Stephanie Hayden. Jim Reed said there was no solid agreement, and said once the issues are addressed with the Fire Department he questioned if there would be an administrator position. Jim Reed said if the issues get resolved there will always be a job of office manager and zoning inspector and never said the administrator position was a done deal.

**UPCOMING MEETING DATES:**

- July 10, 2012, 6:00 p.m. ZC Work Session- Land Use Plan
- July 19, 2012, 5:00 p.m. Work Session Trustees
- July 19, 2012, 7:00 p.m. Trustees' Meeting
- August 14, 2012, 6:00 p.m. ZC Public Hearing- Land Use Plan

**EXECUTIVE SESSION:**

Jim Reed made a motion to go into executive session for purposes of hiring an employee, seconded by Amy Reed. Motion PASSED by roll call vote of 3-0.

XENIA TOWNSHIP TRUSTEES  
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There being no further business, motion was made by Amy Lewis to adjourn the meeting at 8:45 P.M., seconded by Scott Miller. Motion PASSED by a roll call vote of 3-0.

XENIA TOWNSHIP BOARD OF TRUSTEES

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Jim Reed, Chair

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Amy Lewis

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Scott Miller

ATTEST:

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Barbara Miller, Fiscal Officer