

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING
August 20, 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.

PRESENT: Susan Spradlin, Chair; Daniel O’Callaghan, Trustee; Scott Miller, Trustee; Barbara Miller, Fiscal Officer; Alan Stock, Administrator.

Meeting was called to order at 7:00 p.m. All participated in the Pledge of Allegiance.

READ FILE:

GC Combined Health District PR
GC Council on Aging, Aug/Sept
Xenia Planning and Zoning, Aug
XC Schools, Summer
Cancer Awareness Walk, Greene Medical
Wise About Eyes, GC Library
Bellbrook Community Report, Aug

ROAD DEPARTMENT:

Jim Pile reported on three bids for sheds/barns to store signs for Xenia Township. The Road Department would have to do some prep work if the shed is purchased—including leveling the asphalt parking lot with around 4 tons of asphalt and running electric for indoor lighting which would be done in-house. The total prep work would be around \$1,600. Mrs. Spradlin had sent an email to Mr. Stock asking about other costs for permits and insurance. Mr. Stock said delivery and set-up is free, permit cost from the County is \$60.00, electric permit is \$75.00, zoning permit would be zero dollars and no heating or cooling would be needed. Mrs. Spradlin asked if heating was needed for sign lettering to stick. Mr. Pile said it was not need it because lettering was sticky backed and put on by compression roller. Mr. Stock continued with answers to Mrs. Spradlin’s email—they would like a metal roof and the cost to add to insurance coverage would be less than \$75 per year. He said they are waiting to hear from Al Kuzma about some of the permits required. Mr. Pile suggested purchasing the Durabuilt shed for \$5,995. Mr. Miller said he does not see a need for a separate building because they could clear more items out of the pole barn at Station 52 and use rack storage. Mr. Miller asked for a list of potential capital improvement items from both departments and would like to see this before approving a shed purchase. He also said they need to find other quarters for the Road Department in the long term. He would look at renting storage instead of the expense of a shed. Mrs. Spradlin asked when signs from the grant would be in. Mr. Pile said he received an email this week saying they were going alphabetically so not sure when. Mr. O’Callaghan asked if there was room in the pole barn. The answer was not much as the Road Department stores equipment there in the winter.

Mr. Stock said the generator has been shipped so they are now at the point where they need to pull the permits for the replacement of the propane tanks. Each 1,000 gallon tank costs \$2,100.

Mr. O’Callaghan made a motion to table the sign building purchase, seconded by Mr. Miller. Roll Call: Mrs. Spradlin- Aye, Mr. O’Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2015-184

Mrs. Spradlin made a motion to purchase two 1,000 gallon propane tanks from Duncan Oil which will also include the trenching at a cost of \$2,100 per tank for a total of \$4,200. 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. 2015-185

**XENIA TOWNSHIP TRUSTEE'S
REGULAR MEETING, AUGUST 20, 2015**

Mrs. Spradlin said Duncan Oil is the cheapest for propane. There was discussion about removal of propane in the old tanks and putting it in the new tanks. Mr. O'Callaghan made a motion to hire Duncan Oil to do the initial propane fill after existing propane is transferred and fill both new tanks at \$1.00 per gallon, not to exceed \$1,600. Mr. Miller 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. 2015-186

Mrs. Spradlin made a motion to have RD Holder fill the fuel oil tanks for the first time this year. Mr. Miller asked if anyone quoted a price and would guarantee it for the season. Mr. Stock said with the propane tank there are deals where they say for a year they will give base price plus 25-30 cents. He said there was no one who would guarantee the price for fuel oil for a year. After discussion Mrs. Spradlin amended her motion to say at the rate of \$2.06 or less per gallon, seconded by Mr. O'Callaghan. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2015-187

Mr. Pile was excused at this time.

FIRE DEPARTMENT:

Chief Fox requested hiring Josh Smith as part-time FF II/Paramedic at \$12.56 per hour. Mrs. Spradlin asked how many Fire Department personnel they have. Chief Fox answered he would make 43. There was discussion of gear, uniforms, shift work and the Affordable Health Care Act.

Chief Fox requested hiring Joe LeVangie as part-time FF II/Paramedic at \$12.56 per hour.

Mr. Miller made a motion to hire Josh Smith and Joe LeVangie as part-time FF II/Paramedics at a rate of \$12.56 per hour, seconded by Mr. O'Callaghan. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2015-188

Deputy Chief Beegle requested the purchase of two new AEDs from the grant money. The Trustees decided not to have a service agreement on them. Chief Fox said they would be on a different life cycle than the ones purchased several years ago. Mrs. Spradlin made a motion to approve the purchase of two Heartstart FRX AEDs from Ohio Safety and Health Education at a base price of \$1,559 each, plus a carrying case at \$147, for a total of \$1,706 each with a total price for two, including \$10 shipping and handling, of \$3,422. Mr. Miller 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. 2015-189

Chief Fox spoke about purchasing five portable radios to meet the needs of the Fire Department. There was discussion. Mrs. Spradlin made a motion to approve the purchase of five Motorola APX 6000 portable radios at \$2,831.80 per radio with a total cost to purchase the radios of \$14,159. 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. 2015-190

Mr. Miller asked the cost of purchasing these radios three years ago. Chief Fox answered they would have cost about the same. Mrs. Miller asked about purchasing out of Contingencies—she asked if the Trustees want to move money out of Contingencies into MARCS Radios. She said if so, this would need to have a supplemental appropriation.

**XENIA TOWNSHIP TRUSTEE'S
REGULAR MEETING, AUGUST 20, 2015**

Deputy Chief Beegle spoke about the grant they received for Stryker Cots. He requested the purchase of two Stryker cots and loading systems and installation of the system with one purchase order to Stryker for \$77,578.24 and one purchase order to Burgess for \$3,000. He said Bound Tree buys back old cots. Mr. Miller made a motion for a Purchase Order to Stryker for two cots with loading systems as stated in the proposal in the amount of \$77,578.24, seconded by Mr. O'Callaghan. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2015-191

Mr. Miller made a motion for the installation of these Stryker cots by Burgess in the amount of \$3,000.00, seconded by Mr. O'Callaghan. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2015-192

There was discussion about Jason Evans' Paramedic Training. Chief Fox said there were some additional charges. Mrs. Miller said the backup was provided with the bill for their information.

Chief Fox reported the Greene County Fair went well.

Deputy Chief Beegle asked Mrs. Miller for purchase orders the next day. Mrs. Miller said they would have to wait for approval from the Greene County Auditor. Chief Fox and Deputy Chief Beegle were excused at this time.

FISCAL OFFICER/ FINANCE:

Mrs. Spradlin made a motion to approve the Supplemental/Certificate Appropriation dated today's date in the amount of \$54,784.24 (broken down to be \$14,000 for the Fire Department radio account and \$40,578.24 for the Stryker cots. 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. 2015-193

Mrs. Spradlin asked about a few bills. There was discussion about ways to keep payments from being late when the due date is time sensitive. Mrs. Miller talked about a bill from Valley Asphalt which ended up not belonging to the Township. She attached the note to this bill as back-up. Mrs. Spradlin made a motion to approve the bills as presented, seconded by Mr. Miller. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye with the exception of abstaining on the bill from Sinclair Community College, Mr. Miller- Aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2015-194

Mrs. Spradlin made a motion to approve the payroll as presented, seconded by Mr. O'Callaghan. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2015-195

Mrs. Miller asked the Trustees to sign off on the bank reconciliation form from UAN. Mrs. Spradlin made a motion to enter into record the bank reconciliation form dated August 20, 2015, seconded by Mr. O'Callaghan. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2015-196

Mrs. Spradlin made a motion to approve the Work Session minutes from August 6, 2015, seconded by Mr. O'Callaghan. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2015-197

Mrs. Spradlin made a motion to approve the Regular Meeting minutes from August 6, 2015, seconded by Mr. O'Callaghan. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2015-198

**XENIA TOWNSHIP TRUSTEE'S
REGULAR MEETING, AUGUST 20, 2015**

Mr. Miller asked if the outstanding checks on the bank reconciliation form would have cleared by now. Mrs. Miller said possibly not and explained some of the problems going through the UAN system.

TOWNSHIP ADMINISTRATOR:

Mr. Stock talked about the Employee Assistance Program (EAP). He said all full-time people on insurance have the EAP coverage with Hartford. Mr. Stock suggested having the program for the rest of the employees. He said one provider bills quarterly based on by number of employees, one bills monthly and one bills yearly—he based it on 43 employees. Mr. O'Callaghan suggested going with three visits per month and changing if there is more usage. The three visits are per employee and their extended family. Mr. O'Callaghan made a motion to enter into a contract with the Hartford Plan for three EAP visits per month at the rate of \$1.12 per employee per month. Mrs. Spradlin 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. 2015-199

Mr. Stock requested the Trustees to declare as surplus an unused map rack and to donate it to Greene County Regional Planning. The rack was purchased in 1998 for \$229. It is in storage in the barn at Station 52 at this time. It was so moved by Mr. Miller and seconded by Mr. O'Callaghan. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2015-200

Mrs. Spradlin asked for a Washington Road update. Mr. Stock said two more approvals came in. He said their biggest drawback has been calling it an easement and residents think the easement is for all time. The majority of the people want to see the design.

Mrs. Spradlin asked Mr. Stock if he had checked into the trash dumpsters. Mr. Stock said the department heads had come to an agreement and were working on a plan.

ZONING DEPT:

Mrs. Spradlin asked about Central State University's demolition of two properties and potential uses of one. Mr. Stock talked about a house on the corner of Brush Row Road and Wilberforce-Switch Road that is being torn down with the hope of putting up a building for education and classrooms in the future. He said on Brush Row Road across from the bell tower Central State is tearing down a two-story house and putting in a zen/flower garden.

Mr. Stock said Wilberforce University wants to separate the multiplex from the health center. The health center is on two parcels and in two different zoning districts.

Mr. Miller said he had a request to see if on-street parking is allowed on Township roads. He asked Mr. Stock to research it. Mr. Stock said several people are parking their RVs on Township roads and he has had six or seven calls about it.

TRUSTEES' BUSINESS:

Mrs. Spradlin said they are preparing for contract negotiations with the full-time firefighters who have formed a union. She said they have to make sure they have people in place who can mediate. Mrs. Spradlin made a motion to adopt the following: Xenia Township Trustees, Greene County, Ohio, Resolution No. 2015-201, adopted August 20, 2015, Whereas the Board of Trustees of Xenia Township, Greene County, State of Ohio moved for approval of the following; Whereas the Xenia Township full-time firefighters have filed a petition to be recognized as a union through the State Employment Relations Board; and whereas the Board of Trustees acknowledges that the State Employment Relations Board has approved this petition; and whereas the Board of Trustees now recognizes the Xenia Township Professional Firefighters as a labor union; and whereas the Board of Trustees has the authority to appoint a chief negotiator for the purpose of collective bargaining in order to maintain good faith bargaining and to work toward tentative agreements while at the negotiating table; and therefore be it resolved that the Board of Trustees of Xenia Township, Greene County,

**XENIA TOWNSHIP TRUSTEE'S
REGULAR MEETING, AUGUST 20, 2015**

State of Ohio approves Alan Stock as the chief negotiator for the collective bargaining process with the Xenia Township Professional Firefighters. 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. 2015-201

Mr. O'Callaghan gave an update--Monday night was a finalized annexation of Cemex owned properties and Fairborn also rezoned it from Agriculture to Mineral Extraction. Current Ohio law does not allow a township to have any say in that type of annexation. He said you would have to write your congressman to have any say.

GUESTS:

No comments from the audience.

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 9:04 p.m.

Resolution # _____

Date Approved _____

ATTEST:

Alan D. Stock, Administrator

slb

XENIA TOWNSHIP BOARD OF TRUSTEES

Susan Spradlin, Chair

Daniel O'Callaghan

Scott Miller