

# RECORD OF PROCEEDINGS

**MINUTES OF THE  
XENIA TOWNSHIP TRUSTEES:**

**WORK SESSION  
November 3, 2016**

**4:00 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 was held at the road department facility, 125 Fairground Road and the Xenia Township Office, 8 Brush Row Road, Xenia, Ohio.

Chair Scott Miller called the meeting to order at 4:00 p.m. This was a work session that was started at 125 Fairground Rd. and advertised on the Xenia Township website within 24 hours of scheduling the meeting and set during the October 20<sup>th</sup> regular meeting.

ROLL CALL: Scott Miller, Trustee Chair; Susan Spradlin, Trustee; Steve Combs, Trustee; Alan Stock, Township Administrator.

Mr. Miller explained that this was a tour of the facility. Mr. Stock described the first building and what electrical work had been done to date. He spoke about the new gate and security code that will be associated with it. Windows have been replaced to keep non-personnel out. The boiler's age is unknown at this time and do not know if it is in working order. He explained that the property has water and electricity. The water is currently turned off because the staff has found some holes and bad fittings, so they are running new pipe. For natural gas, has one pipe coming in for the entire facility, Vectren and Greene County has looked at this. We are going to have 3 different meters brought in to take care of natural gas needs. The first will be in the first building toured. Next was the Quonset hut and it will be used for cold storage. The second line will go to the building currently being used by Trophy Shop; lines will be brought to this building as it will be used for revenue. The third line would be used if we can utilize the back building in the future. There will be only two meters until/unless we utilize the back building. The prices between gas and propane, and this is being reviewed to see what will work best. The next building is to be raised and some telephone poles will also come down. The tour continued through the other buildings. A comment was made that other than a few repairs the property was looking good. Mr. Stock showed where the entire network (phone and connectivity) would be located. He explained where the offices would be for the road crews and that there are wash room and restrooms. There was discussion about one room being used as a lunch room. Mr. Stock explained that he had a volunteer coming to help with measuring the floor plan of the buildings, because before we can have occupancy we need exit signs and floor plans that will show use of the buildings. Mr. Miller spoke about the sprinkler system. Mr. Stock explained that the previous tenant told him that they had some work done to the sprinkler system and this person is going to be giving him the contractor's information, so that he could find out what work has been done. A comment was made about the air coming into the buildings from the bottom of the doors. Mr. Stock explained that Mr. Pile would be working on fixing that issue. The tour continued to other buildings. Everyone discussed different uses for the property including allowing other municipalities to use it. The tour continued to the salt bin and tank. There were nice discussions about the value and abilities of the road crew. There was discussion about the amount of salt being stored in the new salt bin and whether the weather throughout the year will affect the salt.

The meeting recessed at 5:45 on Fairgrounds Road and re-convened at 6:05 at 8 Brush Row Road including Fiscal Officer Seiter.

## **EXECUTIVE SESSION:**

Mr. Miller made a motion to enter into Executive Sessions for both items under sections 121.22 (G) (1) regarding raises and insurance & 121.22(G) (8) regarding annexation. Mrs. Spradlin seconded the motion. Executive Session entered at 6:07 p.m. All elected officials, the Township Administrator, and the Road Superintendent, were in attendance.

Mr. Miller advised the Executive Session was adjourned at 7:12 p.m.

**XENIA TOWNSHIP TRUSTEES  
WORK SESSION NOVEMBER 3, 2016**

**ADJOURNMENT:**

Mr. Miller moved to adjourn, Mr. Combs Seconded. Roll Call: Mr. Miller – aye, Mr. Combs – aye, Mrs. Spradlin – aye. Motion PASSED by a roll call of 3-0. The work session was adjourned at 7:13 p.m.

**Xenia Township Board of Trustees**

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

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

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

Attest:

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

\_\_\_\_\_  
Sheila J. Seiter, Fiscal Officer

\_\_\_\_\_  
L. Stephen Combs

MEH