

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**WORK SESSION
MARCH 19, 2015**

5:00 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 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; Dean Fox, Fire Chief and Jim Pile, Road/Public Works Superintendent.

Chair Susan Spradlin welcomed everyone and called the meeting to order at 5:00 pm. This was a Work Session advertised on the Xenia Township website within 24 hours of scheduling the meeting.

EXECUTIVE SESSION:

Mrs. Spradlin made a motion to go into Executive session for three different reasons in accordance with Section 121.22 of the ORC: for pending or imminent court action; for employment compensation of public employees; and for reviewing negotiations or bargaining sessions. Mr. O'Callaghan seconded. Roll Call: Mrs. Spradlin-Aye, Mr. O'Callaghan-Aye, Mr. Miller-Aye. In attendance were Susan Spradlin, Daniel O'Callaghan, Scott Miller, Stephanie Hayden, Barbara Miller, Alan Stock, Chief Dean Fox and Deputy Chief Greg Beegle. Executive session began at 5:05 p.m.

Mrs. Spradlin made a motion to exit the Executive Session, Mr. O'Callaghan seconded. Roll Call: Mrs. Spradlin-Aye, Mr. O'Callaghan-Aye, Mr. Miller-Aye. Executive Session ended at 6:25 p.m.

FISCAL OFFICER/FINANCE:

Mrs. Miller provided bills and suggested getting separate invoices for the Fire Department and the Road Department.

Mrs. Miller spoke about the Trustees approving RD Holder for fuel oil. RD Holder filled the tanks at Station 51 and 52, but three days later Hartley Oil came and put in 131.6 gallons. They thought we were still on "automatic fill". Hartley Oil came back in 10 days and put 400.6 more gallons in the tank. There was a question about how there was room for that much more fuel oil if the tanks had been filled. The Trustees had previously decided to negotiate each time it is time to fill the fuel oil tanks. Roger Morris keeps track of the amount of oil in the tanks. Mr. Miller noted the Township is locked in with a vendor for propane as the Township has their tanks. Mrs. Miller invited RD Holder to come to a work session to tell the Trustees what other services they can provide.

Mrs. Spradlin questioned a bill for a part for Engine 52 and knew apparatus was being sent to Bob Jones for repair. Chief Fox answered when pumps need to be repaired the apparatus is sent to Bob Jones; otherwise Franz Seiter does the maintenance. Mr. Miller said the quote for repair of Engine 52 exceeded the amount the Trustees approved so the item is back on the Agenda for the Regular Meeting.

Mrs. Spradlin asked for consistency in what Mrs. Miller required for department heads signing off on invoices.

Mrs. Miller informed the Trustees there was an price increase in vision insurance.

Mrs. Miller said she has the Greene County Engineer Collective Bidding Contract for the Trustees to sign at the Regular Meeting.

Mrs. Spradlin said she does not like to see annual or monthly bills paid with a credit card.

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Mrs. Spradlin asked about a UPS bill for a return. Mr. Stock explained it was a part to calibrate curve speed which he and Ronnie Shaw borrowed from Columbus when they attended a meeting there. (The curve speed reading was part of the sign grant process.) Once they opened the sealed package they found it was broken and had a note saying not to use it if broken. The UPS charge was to send the part back to Columbus.

Mrs. Spradlin asked about the Greene County Farm Bureau bill for \$67 and whether it is of benefit to the Township. Mr. O'Callaghan said they have a very powerful voice in Columbus and in Washington for legislative issues related to agriculture.

Mr. O'Callaghan asked Mr. Stock what the extra bill was for updating the server. Mr. Stock will follow up on this.

ROAD DEPT:

Mr. Stock gave a sign grant update. They turned in \$38,881.67. On the Budget he and Mrs. Miller split it into "on behalf of money" and "revenue". He commended Ronnie Shaw and Jim Pile on all their work on this.

Mr. Stock reported on the five barrels dumped on Jones Road. He said the EPA came in and did testing on the barrels. They found more than spent diesel fuel in the drums. He said there will be a criminal investigation about it. The drums were recently taken off the Township property.

Mr. Stock said a second meeting was held about the Washington Road project. It was well attended. Letters had been sent out to residents.

FIRE DEPT:

It was decided to cover the Fire Department points in the Regular Trustees' Meeting.

ADJOURNMENT:

A motion was made by Mr. O'Callaghan to adjourn the Work Session, seconded by Mr. Miller. Roll Call vote: All voted Aye. Work Session adjourned at 7:04 p.m.

XENIA TOWNSHIP BOARD OF TRUSTEES

Resolution #

Date Approved

Susan Spradlin, Chair

ATTEST:

Daniel O'Callaghan

Barbara Miller, Fiscal Officer

Scott Miller

slb