

# RECORD OF PROCEEDINGS

**MINUTES OF THE  
XENIA TOWNSHIP TRUSTEES:**

**WORK SESSION  
APRIL 23, 2014                      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: Scott Miller, Chairman; Amy Lewis, Trustee; Susan Spradlin, Trustee; Barbara Miller, Fiscal Officer; Alan Stock, Administrator.

Chair Scott Miller called the work session to order at 5:00 pm. This was a work session advertised on the Xenia Township website within 24 hours of scheduling the meeting.

**GUESTS:**     Daarel Burnette  
                   Dr. Cynthia Jackson-Hammond  
                   Brent Merriman  
                   Mark Bazelak

**TOWNSHIP ADMINISTRATOR:**

Alan Stock spoke about purchasing a 32" TV monitor and wall mount for under \$300 to project a PowerPoint presentation in the Township Office. It would continually scroll and contain information about the Township.

Mr. Stock spoke about IT purchase requests. All are state bid. He has spoken to the Road and Fire Departments about the purchases. The backup software, at a cost of \$610, would only back up the changes made on computers, whereas the backup used now backs up everything each time. A ceiling mount video projector is requested for the meeting room and would be used mainly for fire training. David Shuey could do the electrical wiring for it. Steve Fletcher looked at different models and gave his suggestions. Two Dell desktop computers are requested—one for Station 52 and one for the Road Department. A new laptop is requested for David Shuey—his old laptop could be moved to the Fire Department and the old one in the Fire Department could be taken out of service or could run the PowerPoint presentation in the office.

**EXECUTIVE SESSION:**

A motion was made by Mrs. Lewis to enter Executive Session for economic development (JEDD) discussion. The Board of Trustees, Mr. Stock, Mr. Burnette (Central State University), Dr. Hammond (Central State University) and Brent Merriman were invited to attend. Motion was seconded by Mr. Miller. Roll Call vote: All voted Aye. Executive Session began at 5:08 p.m. For the record Brent Merriman and Mark Bazelak from Xenia City joined the Executive Session at 5:27 p.m.

A motion was made by Mr. Miller to exit Executive Session, seconded by Mrs. Spradlin. Roll Call vote: All voted Aye. Executive Session ended at 6:49 p.m.

**ADJOURNMENT:**

A motion was made by Mr. Miller to adjourn the Work Session, seconded by Mrs. Spradlin. Roll Call vote: All voted Aye. Work Session adjourned at 7:21 p.m.

**Xenia Township Board of Trustees**

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

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

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

Attest:

\_\_\_\_\_  
Amy Lewis

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

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