

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**WORK SESSION
JULY 11, 2013 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: Amy Lewis, Chairman; Scott Miller, Trustee; Alan Stock, Administrator; Barbara Miller, Fiscal Officer; Jim Reed, Absent

FISCAL OFFICER:

The Fiscal Officer discussed the bills and payroll. There was a distribution of minutes that will need to be approved. The Fiscal Officer discussed her need for permission to complete the final payment for the dump truck. This will be the seventh payment of a 2006 resolution that needs to be moved to the 4901 account. The amount of the payment will be \$37,285.71.

The Fiscal Officer would like the Township Administrator to be the liaison for the Township to deal with Workers Compensation issues. Since the Administrator is in the office every day he has a better understanding of what is happening with Workers Comp.

There was a discussion of the need for a spreadsheet for bills to help resolve the issue of late fees for some bills. The Fiscal Officer would also like to discuss the cost of the DP&L bill being fairly divided between Administration and the Fire Department. Mr. Stock will research an appropriate division of the percentages to be paid by each department.

ROAD DEPARTMENT:

Mr. Stock spoke about the need for a resolution to enter the ODOT state bid program. This is required every year. Dave Shuey will be completing the required forms.

TOWNSHIP ADMINISTRATOR:

Mr. Stock discussed the covered bridge letter that was received from Stephen Haller regarding "hold harmless" agreement. Mr. Stock discussed that signatures were needed on actual resolutions on text amendments for the Zoning Commission. This would include Notification and Agricultural Conditional Use. He also presented handouts with the opinion of the Attorney General regarding reimbursement on Medicare A, B, and D to employees.

Mr. Stock gave a JEDD update. He stated that CSU was excited about the agreement. Mr. Stock further explained the process of creating a JEDD.

ZONING DEPARTMENT:

Mr. Stock discussed several properties for nuisance mowing that will need resolutions to complete. He explained that all proper procedures have been followed. Mr. Stock would like to find a way to expedite this process. Mr. Miller would like to get a legal opinion from Stephanie Hayden.

Mr. Stock also stated that the Zoning Commission is working on potential sign text amendment and the rezoning of the property at 2291 St. RT. 235 from Mineral to R-1 or A. The BZA concerning the Sprowl Conditional Use has been scheduled for the first Tuesday in August.

Mr. Stock stated he had received a request from Sugarcreek for a letter of agreement for the County Commissioners to add Compensatory Storage to the County Flood Damage Reduction resolution. He presented this information to the Trustees for review.

He also discussed Donna Randall's request to be second alternate on the Zoning Commission. She has completed and passed all training. Mr. Stock believes she would

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be an excellent addition to the Zoning Commission. Mr. Stock will add this item to the Agenda for the next meeting.

FIRE DEPARTMENT:

Chief Fox stated he expected the new Medic to be in service by Thursday, July 11. He is seeking quotes on the value of the old medic. Chief Fox believes a sealed bid would be an appropriate way to sell the old medic.

Chief Fox spoke about the MARCS Radio purchase. He is seeking a second bid for installation. Up to \$10,000.00 was approved for installation. Chief Fox believes this amount is high and is trying to negotiate a better price.

TRUSTEES' BUSINESS:

There was a brief discussion of a second person being added to accounts. This will be added to the Agenda for the next meeting.

Mrs. Lewis asked about a financial update from Mrs. Miller. They spoke about the possibility of the traveling clerk coming in more often to help. The Fiscal Officer spoke about changes and corrections that are ongoing.

Mr. Stock handed out a package of information regarding Cemex. This is information that Mr. Reed had requested.

Motion was made by Mrs. Lewis, seconded by Mr. Miller to close the Work Session. All Voted AYE. Meeting adjourned at 6:37 pm.

XENIA TOWNSHIP BOARD OF TRUSTEES

Resolution Number

Amy Lewis, Chair

Date Approved

Scott Miller, Trustee

ATTEST:

Absent
Jim Reed, Trustee

Barbara Miller, Fiscal Officer