

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**WORK SESSION
SEPTEMBER 3, 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.

Chair Susan Spradlin welcomed everyone and called the work session to order at 5:00 p.m.

Roll Call: Susan Spradlin, Trustee Chair; Daniel O'Callaghan, Trustee; Scott Miller, Trustee; Barbara Miller, Fiscal Officer; Alan Stock, Township Administrator.

EXECUTIVE SESSION:

Mrs. Spradlin made a motion to go into Executive Session in accordance with ORC Section 121.22.G.4 preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment. Mr. O'Callaghan seconded the motion. Roll Call: Mrs. Spradlin-Aye, Mr. Miller-Aye, Mr. O'Callaghan-Aye. Those in attendance in the Executive Session were Mrs. Spradlin, Mr. O'Callaghan, Mr. Miller, Mr. Stock, Chief Fox, Deputy Chief Beegle and Stephanie Hayden (Greene County Prosecutor's Office). Executive Session began at 5:02 p.m.

Mrs. Spradlin made a motion to exit the Executive Session, seconded by Mr. O'Callaghan. Roll Call: Mrs. Spradlin-Aye, Mr. Miller-Aye, Mr. O'Callaghan-Aye. Executive Session ended at 5:52 p.m.

FIRE DEPT:

Chief Fox asked for the appointment of Carl Schneider as a FFII/EMT-B at \$11.94 per hour. Mrs. Spradlin reminded Chief Fox of his desire to hire only paramedics. Chief Fox said he thought it was at their discretion. Deputy Chief Beegle explained about hiring several paramedics recently, the need for people to fill in the shifts and Mr. Schneider's availability to do that.

Chief Fox spoke about the annual SCBA air pack testing to be done by Vogelpohl for \$2,250. He said approximately thirty-five air packs and masks will be tested. Mr. Miller asked if this included fit testing. Deputy Chief Beegle answered that is done separately. Mr. O'Callaghan asked what line item this would come from. The Chief said it should be billed out of Contracted Services.

Chief Fox talked about Kelly Hines conducting fire hose testing and requesting replacement hose. Chief Fox would like to purchase 10' sections of replacement fire hose. Mr. Miller asked if this quote and the quote for air pack testing were better than State bid pricing. Deputy Chief Beegle said fire hoses are not on State bid but the air pack testing bid was less than State bid. Mrs. Spradlin asked what line item for the purchase. Deputy Chief Beegle said Fire and Equipment.

Mrs. Spradlin asked about the surplus items list for disposal/scrap. She referenced the list with many Fire Department items and asked if they had considered selling it on the Greene County website. Chief Fox remarked it could be a safety issue to sell some things. Mr. O'Callaghan said it could be sold on GovDeals.com with a disclaimer of non-liability. There was discussion about selling on GovDeals.com. Mr. Stock said the Trustees would need to declare the items obsolete.

TRUSTEES' BUSINESS:

Mr. Miller spoke about the dead trees which need removed along US 68 North. Mr. Stock said Central State had the State Forestry Service remove the trees for them. He said Mr. Pile suggested taking pictures to identify where the dead trees are located, writing letters to the appropriate entities and following up. Mr. O'Callaghan said his wife is part of Master Gardener Program and they did an inventory of ash trees on public

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property—he will check on that. Mr. Stock will ask Mr. Pile to address the dead tree issue.

Mrs. Miller reported on the IRS penalties for January, March, April 2015, October through December 2014. She said this was a result of not sending in forms for every pay period; she was only sending in the quarterly forms. Mrs. Spradlin pointed out the IRS had listed an overpayment and the Trustees tried to figure out where they came up with their numbers. Mr. Miller asked about a bill from Smith & Stevie. This company helped with the forms for the IRS to waive penalties. Mrs. Miller said the IRS kept saying to send a letter and did not tell her about Form 843 to halt interest and penalties until a determination could be made. She said she did not like what had happened to the Township residents or her and hoped the Trustees had learned from this to get help for the next Fiscal Officer. She mentioned a fellow fiscal officer having Trustees who hired three fiscal officers to help her when she started. She talked about Trustees paying \$20 per hour for 28 weeks for someone to train Mr. Stock for the position of Zoning Inspector and wondered why she was not given the same training. She blamed Mr. Miller, as the only sitting Board member, for not allowing her the training at that time. She said he had the power to make a difference and didn't. She said when he questions things he should take some of the responsibility. Mr. Miller said they are into the fourth year and still having issues. Mr. O'Callaghan questioned no one telling Mrs. Miller about the form until this year. Mrs. Spradlin thought they went over it in the Fiscal Officer training but it may not have made an impression with all the overwhelming new information at the time. Mr. Stock asked to clarify one thing—the person who trained him had already been hired as interim zoning inspector before he was hired as Zoning Inspector. He agreed there was an overlap in paying both.

Mr. Stock recapped capital expenditures projected for the rest of 2015. Mrs. Spradlin asked about the ceiling in the back bay. Mr. Stock answered the Road Department would like to find a way to keep as much heat as possible in the winter by putting in some kind of ceiling in the bay. Mr. Miller said his idea was to look 3-5 years out to know capital purchases they would like to accomplish. He said the salt bin and beet heat trailer would not be needed this year, but may still be needed in the future.

Mr. Miller asked Chief Fox about the Emission System for Station 51 and painting walls at Station 51. Chief Fox said they had looked at emission systems at FDIC. Deputy Chief Beegle said they recently had someone come to discuss emission systems and possible grants available. Mr. Miller suggested waiting on painting if they were going to put in an emission system. Mr. Stock said the new electrical panel and new generator would be able to handle the emission system.

Mr. O'Callaghan provided packets from Greene County Regional Planning for each Trustee. He said all the townships agreed they wanted to keep it Regional Planning, not Greene County Planning, with the understanding that there would be some bylaw changes, rule changes and a new fee structure, not just for members, but also for contractors, etc. He said one proposed bylaw is the ability to appoint an alternate. He said the alternate also becomes a voting member. Mrs. Spradlin asked if these bylaws were in effect now. Mr. O'Callaghan said it was approved August 25. He suggested everyone read the information and they can discuss at the next meeting.

TOWNSHIP ADMINISTRATOR:

Mr. Stock said the excavation for the generator has been approved. The generator is here and Jim Pile said he can set it himself without hiring a crane.

Mr. Stock said the probation period of Jim Pile is over and requested full salary for him.

The Trustees were given a letter of conveyance for sign text amendments from the Zoning Commission. Mr. Stock provided the proposed sign text amendments and other information on a thumb drive for each Trustee. He said on June 28 the U.S. Supreme Court had a ruling on sign text and the Xenia Township Zoning Commission's proposed text would comply.

The carry-over balance was to be looked at by the Trustees to make sure the right detail is used based on the unencumbered cash balance from the previous year.

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American Grave Groomers Restoration came out to the cemetery to explain their process which was a bit different than Grave Groomers. Mr. Stock said they would like to use them to do some restoration and then decide which way to go.

Mr. Stock talked about the purchase of a 12' x 30' shed. They were also looking at what kind of storage they could do with the current shed.

Surplus items for disposal or scrap were discussed earlier. Mr. Stock said the Trustees need to declare the items as surplus.

Mr. Stock said they would like to purchase 300 tons of salt. With the price of salt down they probably will not be mixing in grit. The salt supplier has guaranteed 600 tons of salt to Xenia Township. If Xenia Township does not use that much they don't have to buy it. If more salt is needed it can be obtained within approximately five business days. The understanding with the County is the Township will purchase its own salt; the County will store it and charge a small fee for storage and loading. There would also be a charge for any beet heat needed.

ADJOURNMENT:

Mrs. Spradlin made a motion to adjourn the Work Session, seconded by Mr. O'Callaghan. All voted Aye. The Work Session adjourned at 7:07 p.m.

XENIA TOWNSHIP BOARD OF TRUSTEES

Resolution #

Date Approved

Susan Spradlin, Chair

ATTEST:

Daniel O'Callaghan

Alan D. Stock, Administrator

Scott Miller

slb