

RECORD OF PROCEEDINGS

**MINUTES OF THE XENIA TOWNSHIP TRUSTEES:
HELD ON: AUGUST 11, 2011**

**REGULAR MEETING
7:00 pm**

NOTE: These minutes are a summary of the meeting and are not a word for word account of the discussion. The proceedings were electronically recorded on tape, but limited by the quality of the recording equipment. The meeting place was the Xenia Township Office, 8 Brush Row Road, Xenia, Ohio. This was a regularly scheduled meeting on a date established during the reorganization meeting. No additional notices were given.

Chairman Scott Miller called the meeting to order at 7:02 pm. All participated in the Pledge of Allegiance.

PRESENT: Amy Lewis, Trustee; Scott Miller, Trustee; Jim Reed, Trustee; Fiscal Officer, John Faulkner; Zoning Administrator, Rhonda Painter; Public Works Superintendent, David Suey; and Chief Daryl Meyers.

GUESTS: Stephanie Hayden, Greene County Prosecutors' Office; Larry Johnson, Hylant Group Insurance; Judy Randall, resident; and Greg and Christy Beegle, Foust Road.

PUBLIC COMMENT ON ACTION ITEMS:

Larry Johnson, Hylant Group Insurance spoke to the Trustees about the insurance renewals and gave each an informational packet. The insurance premium is right at \$34,000 again this year. The renewal date is August 19. The Trustees will review the information. Mr. Johnson said he will be available for any questions. He also asked if the Township is interested in getting quotes for health insurance, the Trustees indicated they were and he will talk to Rhonda Painter about this.

Judy Randall, stated that there is trash, trucks and everything else around the Haglar place again. She has pictures and wants to know what is being done. Rhonda Painter has filed charges on June 29 and she has not received anything about a court date yet. The courts told Rhonda that they talked to the property owner's attorney and they assured them the place will be cleaned up. Rhonda stated they have not cleaned the place up and the court said they will file the charges again.

MINUTES:

Public Hearing—July 7: Lewis moved to approve the minutes. Reed seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0.

Regular Meeting—July 14: Lewis moved to approve the minutes. Miller seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0.

Work Session—July 27: Lewis moved to approve the minutes. Miller seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-absent. Motion passed 2-0.

Regular Meeting—July 28: Minutes not ready, tabled until next meeting.

FISCAL OFFICER/FINANCE: John Faulkner

From July 29 through August 12 bills and payroll were a total of \$62,630.23. Miller moved to approve the bills and payroll for the current period. Lewis seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. **RESOLUTION #2011-127.**

Last Monday John Faulkner attended the Budget Hearing and presented the budget to the Greene County Auditor. The Auditor asked about the reserve balances in the General Fund and Faulkner stated those funds were received from the Estate Tax. He was also asked about the Road funds

and asked if there were plans for that. Faulkner stated he was going to file the paperwork in the afternoon for a replacement levy.

ROAD DEPARTMENT: David Shuey

There was further discussion on the Road Levy and what the next step in the process is. Miller explained that there is a committee outside of the Township organization that can help educate and promote the levy and anyone who is part of the general public who would like to be a part of the levy is welcome to join. This committee does have an account with minimal funds. Lewis suggested contacting someone in the committee so they can start to meet in the next couple of weeks.

The A/C unit went out last Monday and was replaced this week. The cost ended up being what was quoted.

The phones are working, but there are some issues. Shuey would like everyone or Department heads to meet and learn the new features of the phones.

ZONING DEPARTMENT: Rhonda Painter

The following permits have been issued since July 28:

- 1025 Oak Dale, Stewart Mason, 10x12 shed and fence

Board of Zoning Appeals:

- August 23, at 4:00 pm, they will continue a Public Hearing of 1166 Dayton-Xenia Road, request for Administrative Appeal from Xenia Township Zoning Inspector's decision.

Zoning Commission

- August 18, work session, with Vectren, but they have not received a response yet if they will attend. Miller stated that he was not sure Vectren should meet with the Zoning Commission.

Painter will be attending the Ohio Township Association Summer Session in Cincinnati tomorrow, August 12.

FIRE DEPARTMENT: Daryl Meyers

Medic 53 needs the A/C repaired, the whole back end of the system is going to be replaced, and Fire Apparatus & Repair estimates the repair to cost \$3,844.84. Reed would like to get a second estimate. Lewis inquired what other companies can do this type of repair. Miller stated that he believes this is a reputable company.

Emergency Reporting Renewal is \$4,536.00 for both stations. Meyers stated that the service has been very good for the Township in the last year. Miller made a motion to approve the renewal. Lewis seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. **RESOLUTION #2011-128.**

There has been a leave of absence request by Lt. Bill Hull due to family health issues until, October 31, 2011. Miller made a motion to approve the leave of absence. Reed seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0.

Meyers is requesting to purchase and equip a new staff vehicle. He has a quote for a 2012 Ford Expedition at \$27,147.50; this is the State plan price. Equipment from Camp Safety Equipment would be \$7,480.92 and WS Electronics equipment would cost different depending on the option, (1) \$4,384.51; (2) \$8,327.82; (3) \$10,082.82. Reed questioned why not just keep the vehicle until 2012 and then get a new one as originally planned. Meyers explained that the vehicle is a 2004 and has 87,000 miles, and a new vehicle can also be used to transport if needed. Reed again asked why the need for a third vehicle. It was explained that if there are extra staff here they can use the third vehicle to get to a scene or to do inspections, rather than using the brush truck which takes it out of service. Meyers also stated that he can save \$9,000 now and he can get a 2012 vehicle for the price of a 2011 and it will not even get here until October or November. Reed asked if the equipment can be moved from the old vehicle to the new vehicle. Lewis asked when in 2012 were they planning on purchasing a new vehicle. Meyers stated they

were going to get a new one in February or March. There was more discussion and no action was taken. Lewis asked to table the decision until the next meeting.

TRUSTEES OLD/UNFINISHED BUSINESS:

Liability and Health insurance: Liability renewal date is next Friday, August 19, and Health renewal date is September 1. The quotes are tabled until next Wednesdays work session.

Worker’s Comp: Renewal date is August 12. Rhonda Painter recommends going to the group policy for the lower rate. Reed moved to renew with Frank Gates Insurance Agency for Worker’s Comp Insurance with the group policy. Lewis seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. **RESOLUTION #2011-129.**

Amy Lewis stated that the attorney’s really liked and appreciated using the Xenia Township facility for preparing Will’s for Heroes. It gave them more privacy and they would like to use the facility again. Miller stated that they are welcome to use the facility again.

Street Lighting Agreement: Miller made a motion to authorize the contract with a review by Stephanie Hayden. Reed seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. **RESOLUTION #2011-130.**

Review info from Jay Steward and Frank Leone: Miller suggested they set up a time to meet with them. Painter stated she did not know if the Trustees have done everything they need to do yet. Miller suggested it be discussed at the next work session.

Brush Row Road and US 68 intersection safety/mailboxes in Old Town: Reed is still waiting for word from Steve Stapleton about the mailboxes. Miller proposed the question for them of putting mailboxes on the house versus a mailbox at the sidewalk. Miller is still concerned there will still be problems with safety and viewing when at the intersection. Reed asked who is going to fund the moving of the mailboxes. There was a discussion and no answer.

TRUSTEES NEW BUSINESS:

Xenia Township will be hosting the Greene County Township Association Meeting on November 1. The details will be discussed at the next work session.

The Xerox copier lease expires on August 30, 2011. The options are to renew for 12 months, get rid of the copier, or get another copier for another lease term. Miller will look into options.

UPCOMING MEETING DATES:

August 17, Wednesday, 4:00 pm	Work Session
August 25, Wednesday, 2:00 pm	Board of Trustees’ Meeting
September 16-17, Friday-Saturday	Xenia Community Festival
October 7, Friday	Chamber Golf Outing
February 25, 2012, Saturday	Chamber Awards Dinner

COMMITTEE REPORTS:

Miami Valley Regional Planning Comm:	August 4, 9:00am
Technical Advisory Committee:	August 18, 9:30 am
Greene Co Regional Planning Committee:	No report
District Advisory Council of Health Dist:	No report
Water & Wastewater Advisory Committee:	September 28
Source water (1-2 per year):	Next meeting October 18, 2011, 7:30 pm
Xenia Economic Growth Corp:	No report
County Managers and Officials:	No report
Safety Council:	August 3
Chamber of Commerce:	No report

CORRESPONDENCE:

Stephanie Hayden reviewed correspondence to the Trustees from a resident with a list of 19 questions; she asked if that is something the Trustees typically respond to. They agreed if someone was at a meeting and asked the questions they would do their best to answer them.

EXECUTIVE SESSION:

Reed moved the Xenia Township Trustees retire to Executive Session to discuss personnel matters on this day August 11, 2011, at 8:32 pm. This is an exception to the Open Meeting Act as permitted by the ORC 121.22 (G). Lewis seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. Those in attendance include Trustees Amy Lewis, Scott Miller, and Jim Reed; Fiscal Officer, John Faulkner; Zoning Administrator, Rhonda Painter; and Assistant Prosecuting Attorney, Stephanie Hayden.

Miller moved to return to regular session at 8:50 pm. Lewis seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0.

Reed moved the Xenia Township Trustees retire to Executive Session to conference with the attorney, on this day August 11, 2011, at 8:50 pm. This is an exception to the Open Meeting Act as permitted by the ORC 121.22 (G). Lewis seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. Those in attendance include Trustees Amy Lewis, Scott Miller, and Jim Reed; Fiscal Officer, John Faulkner; Zoning Administrator, Rhonda Painter; and Assistant Prosecuting Attorney, Stephanie Hayden.

Miller moved to return to regular session at 9:05 pm. Lewis seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0.

Lewis moved the Xenia Township Trustees retire to Executive Session to conference with the attorney, on this day August 11, 2011, at 9:05 pm. This is an exception to the Open Meeting Act as permitted by the ORC 121.22 (G). Miller seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. Those in attendance include Trustees Amy Lewis, Scott Miller, and Jim Reed; Fiscal Officer, John Faulkner; Zoning Administrator, Rhonda Painter; and Assistant Prosecuting Attorney, Stephanie Hayden.

Lewis moved to return to regular session at 9:15 pm. Miller seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0.

ADJOURNMENT:

Having completed all of the regular business, Jim Reed moved to adjourn at 9:20 pm. Amy Lewis seconded the motion, all Trustees voted aye and the meeting adjourned.

Scott Miller, Chairman

Amy Lewis, Trustee

Jim Reed, Trustee

ATTEST:

John Faulkner, Fiscal Officer