

RECORD OF PROCEEDINGS

**MINUTES OF THE XENIA TOWNSHIP TRUSTEES: REORGANIZATIOAL MEETING
HELD ON: JANUARY 12, 2012** **4:00 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.

Scott Miller called the meeting to order at 4:15 pm.

PRESENT: Amy Lewis, Trustee; Scott Miller, Trustee; Jim Reed, Trustee; John Faulkner, Fiscal Officer; David Shuey, Public Works Superintendent; Daryl Meyers, Fire Chief; Rhonda Painter, Zoning Administrator/Inspector; Dean Fox, Fire Captain; Stephanie Hayden, Prosecutors Office.

Amy Lewis newly elected Trustee was sworn in by Fiscal Officer John Faulkner for a four year term beginning January 1, 2012.

BOARD APPOINTMENT:

Amy Lewis nominated Jim Reed as Chairperson. Jim Reed seconded the motion. Roll call vote: Lewis-Aye; Miller-Nay; Reed-Aye. Motion passed 2-1. **RESOLUTION #2012-002.**

Jim Reed made a motion to nominate Amy Lewis as Vice Chairperson. Scott Miller seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. **RESOLUTION #2012-003.**

MEETINGS:

Reed made a motion to continue having meetings on the second and fourth Thursdays of each month.

Miller suggested the idea of one formal meeting a month to make decisions and have two work sessions a month. Lewis thought that was a good idea. Reed thought that adding another work session may be a good idea but they may need to make decisions more than once a month. Miller said that a Special Meeting could be done at any time. Reed asked for Faulkner's opinion, he said that payroll will be done regardless but he thought that could be done. Shuey thought it would be rough to only have one time a month to make requests. Meyers had no problem. Painter said that having a work session would eliminate lengthy discussion at the Regular meetings. Reed suggested having a work session four times a month with two regular meetings after two of the work sessions. He suggested trying this for six months. Chief Meyers brought to the Board's attention that for the ones who are here all day that makes for a long day of working from 8-4 and then a work session from 4-7 and a meeting at 7.

The Board asked for Stephanie Hayden's opinion about Trustees being assigned one department so each Supervisor can go to that Trustee which may eliminate so many work sessions. Stephanie said other Townships do this and it works for them.

There was a discussion of having a one day work session. Painter thought having a one day meeting to set goals for the year is a good idea. It was discussed doing this meeting on Monday, January 16.

Reed made a motion to adopt a meeting schedule of regular meetings on the second and fourth Thursdays of the month at 7:00 pm; and adding a work session before each of those meetings beginning at 4:00 pm. As well as adding two more work session on the first and third Thursdays of the month at 6:00 pm until the end of June. Lewis seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. **RESOLUTION #2012-004.**

VOLUNTEER FIRE FIGHTERS DEPENDENTS FUND (VFFDF):

Board members for 2012:

Roy Colbrunn, 689 Wilson Drive, Xenia; Chairperson

Elizabeth Beam, 67 E Third Street, Xenia; Secretary

Kenneth Penewit 1149 Hoop Road, Xenia

Chris Seiter, 670 Kinsey Road, Xenia

Ronnie Shaw, 845 Emmet Drive, Xenia

Miller made a motion to approve the 2012 Board members. Reed seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. **RESOLUTION #2012-005.**

ZONING BOARDS:

Board of Zoning Appeals: Elaine Connelly was an alternate and Painter suggested that she be appointed as a regular member, however she was unable to confirm before this meeting if she would like to be reappointed. The other alternate Joe Mulligan has been an alternate for four years and he has not attended any meetings or return calls and Painter suggested that they not reappoint Joe Mulligan and appoint a new member. Harold Snyder has expressed interest in serving on the Board of Zoning Appeals. Miller said that on behalf of Joe Mulligan he has been a member for many years and it has been in the last few years that he has not been as active. Lewis suggested sending him a letter and asking him to let them know by the next meeting on January 26. Appointments for the BZA will be addressed at the January 26 meeting.

Zoning Commission: There are currently five regular members and no alternates. Alan King is up for reappointment and Painter highly recommends his reappointment. Steve Key has expressed interest in being on the Zoning Commission. Painter recommended appointing him as an alternate.

Lewis made a motion to reappoint Alan King to the Zoning Commission for a five year term and appoint Steve Key as an alternate to the Zoning Commission. Miller seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. **RESOLUTION #2012-006.**

<u>Zoning Commission</u>	<u>Term Expires</u>
Willie Washington	12/31/15
Virgil Ferguson	12/31/12
Connie Paoliello	12/31/13
Kent Harbison	12/31/14
Alan King	12/31/16
Steve Key, Alternate	12/31/12

The Zoning Board members have the option to be compensated. There are currently three members who are being compensated at a rate of \$20 per meeting and the other members have signed a waiver to be a volunteer.

Jahan Smolinski, resident, asked to speak. He said that he thought that the process for the rezoning request by CEMEX went very well and was beautiful and whether you are for or against the rezone. He said that at every meeting Willie Washington, Zoning Commission Chairperson, told everyone that everything presented would be passed on to the Trustees. Mr. Smolinski said that when the Trustees had their hearing they didn't seem to know anything that was presented at the ZC meetings. He asked what happened. Reed said that they were given copies but he has no way of knowing if he received everything. Painter said that she can assure him that everything was given to the Trustees. She also explained that in the past they had meetings with the ZC and Trustees and then they were told that the Trustees are to come their public hearing with a clean slate. Mr. Smolinski said that he thought it should be presented differently to the citizens so they knew that they needed to present their information again to the Trustees.

MILEAGE REIMBURSEMENT:

Reed made a motion to approve the mileage reimbursement rate for mileage expenses for private vehicles for Township business outside of Xenia Township at the current IRS standard mileage reimbursement rate at the time of the claim. Miller seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. **RESOLUTION #2012-007.**

STATE AND NATIONAL CONVENTION AND CONFERENCES:

Reed made a motion to approve the expenses for State and National conventions. Lewis seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. **RESOLUTION #2012-008.**

BENEFITS:

Faulkner brought up the fact that if an employee does not take the Township insurance they can be reimbursed the cost of the health insurance that is carried by a spouse. Faulkner suggested looking into this. Reed moved to approve the benefits the same as they are. Lewis seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0.

RESOLUTION #2012-009.

TRUSTEE COMPENSATION:

Faulkner said that there is a choice of doing a per diem pay or an annual salary for 270 days. Reed moved to keep the Trustees compensation method the same as in the past. Lewis seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0.

RESOLUTION #2012-010.

Reed also suggested looking at the way the Fiscal Officer is being compensated and maybe having their pay come from the different departments as per the Ohio Revised Code. Faulkner stated that he disagrees with this, as the Trustees will not have to keep track of hours spent on specific departments but the Fiscal Officer will have to keep track. Chief Meyers was concerned because Fire has more employees and most of that compensation could come from the fire funds. Faulkner said that as the Fiscal Officer he does not think that most time is spent on Fire. Lewis suggested keeping the Fiscal Officer pay the same and asking the Fiscal Officer to keep track of hours spent on different departments and review next year.

Miller made a motion to match the Fiscal Officer method of compensation to match the Trustees method of compensation. Lewis seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. **RESOLUTION #2012-011.**

PERSONNEL SALARIES AND HOURLY WAGES:

Miller made a motion to reappoint the full time department heads Rhonda Painter as Zoning Administrator, David Shuey as Public Works Superintendent, and Daryl Meyers as Fire Chief for Fiscal Year 2012 at their current salaries. Lewis seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. **RESOLUTION #2012-012.**

Reed made a motion to approve the administrative staff and road crews for 2012 in the current positions and pay. Lewis seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. **RESOLUTION #2012-013.**

Part time Secretary, Sheryl Blackaby, \$13.04/hour
Road Maintenance Worker 1, Roger Morris, \$16.62/hour
Road Mechanic, Franz Seiter, \$18.45/hour
Road Maintenance Worker 2, Ronnie Shaw, \$17.20/hour

Reed explained that there will be a possible pay increase in the future.

Miller made a motion to reappoint the members of the fire department at current salaries, positions and titles they have today. Lewis seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. **RESOLUTION #2012-014.**

John Faulkner will continue as a fire department volunteer.

SEASONAL ROAD DRIVER:

Reed made a motion to approve Seasonal Road Drivers Cliff Beegle and Roger Moon at a rate of \$15/hour. Lewis seconded. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. **RESOLUTION #2012-015.**

TAX SETTLEMENT DRAWS:

Miller made a motion to allow the Fiscal Officer to request early draws from the Auditors office on the semi-annual property tax settlements. Reed seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. **RESOLUTION #2012-016.**

COMMITTEE APPOINTMENTS:

Reed moved to make the following committee appointments for 2012. Lewis seconded. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. **RESOLUTION #2012-017.**

- Chamber of Commerce: Painter is contact person, there does not need to be a specific representative
- Miami Valley Regional Planning Commission: John Faulkner until April 11, 2012, then it will be Jim Reed; Alternate Amy Lewis.
- Technical Advisory Committee: Scott Miller; Alternate David Shuey
- Economic Development Xenia: Amy Lewis; Alternate Scott Miller
- Greene County Regional Planning: Jim Reed; Alternate Amy Lewis
- Combined Health District: Scott Miller; Alternate Amy Lewis
- Water/Wastewater Advisory: All Trustees
- Source Water: All Trustees
- County Managers and Officials: Scott Miller
- Ad Hoc Warning Committee: Daryl Meyers; Alternate David Shuey and Franz Seiter
- Xenia Twp Safety Committee: Jim Reed, David Shuey, Daryl Meyers, Jeff DeVoe, Greg Beegle
- Chamber of Commerce Safety Council: Painter to coordinate, department heads to alternate
- Greene County Communications (911): Daryl Meyers appointed by County Fire Chief's Association
- Records Retention: Chair of Trustees and Fiscal Officer with help from Sheryl Blackaby

ADJOURNMENT:

Miller moved to adjourn, Lewis seconded the motion and the meeting adjourned at 6:35 pm.

Jim Reed, Chairman

Amy Lewis, Trustee

Scott Miller, Trustee

ATTEST:

John Faulkner, Fiscal Officer

ccs