

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING
JANUARY 18, 2018 6:00 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 was held at the Xenia Township Office, 8 Brush Row Road, Xenia, Ohio. This was a Regular Trustee Meeting advertised on the Xenia Township website within 24 hours of scheduling this meeting.

Chair Steve Combs called the Regular Meeting to order at 6:00 p.m.

ROLL CALL: Sheila Seiter, Fiscal Officer; Susan Spradlin, Trustee; Steve Combs Trustee, Chair; Scott Miller, Trustee; Alan Stock, Township Administrator.

All participated in the Pledge of Allegiance.

IN THE READ FILE:

Greene County Public Health Department (Jan.)

FISCAL OFFICER:

Mrs. Seiter advised that she had given everyone a copy of the monthly financial reports. She advised that they would have the Final Budget ready for approval at the next meeting.

Mrs. Seiter presented the monthly and bi-weekly payrolls. Mr. Miller moved to approve the payrolls as presented. Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2018-002

Mrs. Seiter presented the bills. Mr. Miller moved to approve the bills. Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2018-003

Mrs. Seiter advised there were two sets of minutes to approve. One from the Reorganizational meeting on December 29, 2017 and the January 4, 2018 meeting. Mr. Miller stated that he just saw a needed correction for the January 4th minutes and would like to hold those for now.

Mr. Combs moved to approve the minutes from the reorganizational meeting on December 29, 2017 as presented. Mr. Miller seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2018-004

Mrs. Seiter advised that she would be completing the W-2's and printing them for distribution. She stated that she was trying to get them done so they could be distributed with everyone's pay stub tomorrow.

Mr. Stock commended Mrs. Seiter for getting the 1099's and W-2's out so quickly along with getting things submitted to the auditor.

ADMINISTRATOR:

Mr. Stock stated that there was a difference between over-run and run-out costs for the Insurance. He explained the differences between the two and explained the charges and invoice received. There was discussion about the self-insured group that the Township was a part of and the cost of closing out the claims with Benovetion. Mr. Stock advised that he had also checked with legal counsel about the insurance issue.

Mr. Stock advised that he had sent out a second reminder to all the people that had shown an interest in joining a Zoning Board. He explained who he had heard from so far and who was preparing for the test.

**XENIA TOWNSHIP TRUSTEES
REGULAR MEETING, JANUARY 18, 2018**

Mr. Stock advised that the Zoning Commission would be redoing a part of Section 505 Heights of Fences and Hedges and Section 515 Screening. Mr. Stock advised that Trustees had copies of the changes in their packets and a copy of what the final will look like. He stated that he was waiting to get the recommendation report from Regional Planning and would pass it along once he received it. The Public Hearing will be Tuesday, January 23 at 7:00 p.m.

Mr. Stock stated that he sent Chris Seiter, Roy Colbrunn, Bryan Simpson, and Tim Spradlin a copy of ORC 146 regarding the Volunteer Fire Fighters Dependents Fund. He stated that Bryan Simpson and Tim Spradlin were voted in by the Fire Department. Mr. Stock stated where they were in the process of completing this Board. He stated that he was expecting the last name for this board on January 19. He stated that once he had the information he would be sure to share it with Mrs. Seiter so that the appropriate paperwork and check could be sent.

Mr. Stock advised to the change of Union President to Meghan Creech. He stated that the information was also in their packet.

Mr. Stock advised that Moana King provided a Painting Bid for the Administration Offices. Mr. Stock advised to what work was included in the quote for this area. There was discussion about the work to be done in the office area.

Mr. Combs moved to approve the quote from King Painting which includes painting, caulking and crown molding for the administration office as presented for \$2,525. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2018-005

Mr. Stock advised that the Township typically sponsors a Greene County Township Association meeting. He stated that they had discussed having this meeting at the Greene County Career Center. Mr. Stock asked if they could wait on this decision because he had invited the President of the United States to come to the meeting. The Trustees agreed to table this for further discussion.

Mr. Stock stated that he wanted to propose March 16th through April 2, 2018 for the Spring Community Clean Up Days. He stated that last year the costs were between \$3,500 to \$3,800. He stated that last year one dumpster was placed by the school bus depot, but it did not do as well as the other dumpsters. Mr. Stock stated that he thought they could move it to 125 Fairground Road. Mr. Stock stated that the placements would be the Wilberforce Community Center, Old Hook Road, and the other to 125 Fairground Road. He stated that he could ask Greene County Parks if one could be placed at Sara Arnovitz Park. Mr. Miller stated that he would like to look at the Union Road Church instead of Hook Road. Mrs. Spradlin stated that there used to be one placed here on Brush Row and it did very well. Mr. Stock advised that at one time a banner had been made but it had the Trustees names on it and not all of those people are Trustees now, so he would like to have new banners without the elected official's names on it. There was discussion about the cost for the dumpsters. There was discussion about the locations. Mrs. Spradlin asked if the words "your tax dollars at work" could be added to the brochure. Mr. Stock asked the Trustees how many locations they wanted to have for this year. Mrs. Spradlin suggested three or four places and Mr. Miller stated that four or five should be a good amount.

Mr. Stock suggested Friday, March 30th for the road ride. There was discussion about this date and everyone agreed this date would work the best.

Mr. Stock advised that the Road Department was working on Collective Bidding for 2018 and stated that they were looking at around \$110,000 for this year. He stated when a final budget was ready then he would be able to give more information.

Mr. Stock advised that he had given the Trustees a draft of the Adult Entertainment Application. He stated that this topic would be on the agenda for the Joint Trustee/Zoning Boards meeting scheduled for later this month. Mr. Stock advised that

**XENIA TOWNSHIP TRUSTEES
REGULAR MEETING, JANUARY 18, 2018**

this would be best as a licensure and not a conditional use. At this time, it is a conditional use, but he stated that it should not be because once a conditional use was granted it stayed with the parcel. Mr. Stock advised that this would be better handled as an annual licensure. Mr. Stock advised that the Ohio Revised Code states that reasonable fees may be established for all things, so fees cannot be extravagant unless those fees could be justified. He stated that the fees for this annual license would need to be reasonable. There was discussion about the fees and the application.

ROAD DEPARTMENT:

Mrs. Seiter stated that she had noticed that the Township roads are so much better than any other roads with the snow removal. She stated that the Road Crew did a fantastic job getting and keeping the Township Roads clear. Mr. Combs stated that he had received four very positive comments regarding the road conditions throughout the Township. Mr. Combs stated that he wanted to commend the Road Department on their efforts. Mrs. Spradlin stated that the Fire Department also needed commended for a difficult ice water rescue that they did during the snow event.

TRUSTEE BUSINESS:

Mr. Miller asked if they could get a report of the fleet of vehicle that the Township has, what expenditures from 2017, what kind of services were performed on any vehicle. Mrs. Spradlin stated that she noticed there was paint coming off the bottom of the Durango and suggested looking at that. Mr. Stock stated that he would get someone to look at the paint and would provide a copy of the report once it was received.

Mr. Miller asked how the Township was fairing on the salt supply and the usage of the Beet Heat. He stated that other Townships had inquired about the Beet Heat and he would like to know how that was going so far. Mr. Miller state that he understood it could take a little time to get all of this information together and was not expecting it at the next meeting.

UPCOMING MEETING DATES:

January 23, Zoning Commission meeting 6:00 p.m.
January 23, Zoning Commission Public Hearing 7:00 p.m.
January 30, Joint Trustee/Zoning Commission meeting 6:00 p.m.

COMMITTEE REPORTS:

Chamber of Commerce – Mr. Stock advised that the REACH program was only \$90,000 short of its 2.4-million-dollar goal, so they had received the go ahead and the state and federal government would be doing the matching dollars. He stated that they were hoping it would be done by Spring of 2019. Mr. Stock stated that they also spoke about the Pathway Program.

ADJOURNMENT:

Mr. Combs moved to adjourn at 7:22 p.m. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

Xenia Township Board of Trustees

Date Approved: _____

L. Stephen Combs, Chair

Resolution # _____

Attest:

Scott Miller

Sheila J. Seiter, Fiscal Officer
MEH

Susan Spradlin