

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**WORK SESSION
OCTOBER 2, 2014 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: Scott Miller, Chairman; Susan Spradlin, Trustee; Barbara Miller, Fiscal Officer; Alan Stock, Administrator.

Chairman Scott Miller called the work session to order at 5:09 pm. This was a work session advertised on the Xenia Township website within 24 hours of scheduling the meeting.

EXECUTIVE SESSION:

Mr. Miller made a motion to go into Executive Session with counsel to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official. Mrs. Spradlin seconded. All voted Aye. Executive Session began at 5:11 p.m.

Mrs. Spradlin made a motion to end the Executive Session and return to regular session. Mr. Miller seconded. All voted Aye. Executive Session ended at 6:00 p.m.

TRUSTEES' BUSINESS:

There was discussion about the Greene County Solid Waste Management Amended Plan Overview. A resolution is needed at the Trustees' meeting. There was a decision to table it until the next Trustees' Meeting.

FISCAL OFFICER:

There was a question about approving minutes after a Trustee is no longer in office—Stephanie Hayden, legal counsel, is checking on this. There was discussion about Robert's Rules of Order where the Chairman has the last vote and his vote stands if there are two Trustees and one Trustee abstains.

For David Shuey's pay-out Mrs. Miller provided his vacation hour balance as 21.60 and sick hour balance as 288.10. She understood there was a resolution about his payout at a special meeting she did not know about. Mrs. Spradlin said she and Mr. Stock tried to determine when the meeting was set up and how she did not know about it. Mr. Miller asked the Fiscal Officer and Administrator to get together to get the figures worked out for the payout since they do not have the same balances. Mrs. Miller asked for documentation in writing to do the payout. Mrs. Miller said she had his file at the last meeting but no one asked her for it. Mrs. Spradlin asked Mr. Stock to provide a Vacation Request for Mr. Shuey for two days.

TOWNSHIP ADMINISTRATOR:

The job posting for Road /Public Works Superintendent is running for two weeks in two newspapers (Dayton Daily and Xenia Gazette) and is on the website. The deadline for applications is Monday, October 13. Mr. Stock has been communicating several times a day with the Road Department about what needs done and about getting ready for winter.

Mr. Stock looked into internet speeds after Fire Department complaints of speed issues conflicting with on-line reporting. The Township pays \$500 a month for internet with Time Warner Cable. Time Warner said they had not seen charges that low for 15 years. They are proposing about a \$1,500 increase per month to get the speed we need (making it \$2,000 per month). They did offer to keep our cost at \$500 a month to the end of the year if the Township signed a three-year contract for the increased speed. Mr. Stock said he will be trying to find other solutions.

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Wellfield inspections of businesses were done on September 26 by Lisa Dawn and Mr. Stock. No surface contamination was found. They will make a recommendation to one business to improve what they do, but it is not a violation.

ROAD DEPT:

The Trustees will need to declare as unneeded and obsolete the 1999 Navistar Dump Truck, VIN ending 8129, appraised at \$6,000 trade-in by Devers. This will include the blade. The desire is to have Ansel publicize and auction the vehicle in accordance with ORC 505.10. Ansel takes 10% of the sale price. This has been done for the last few Road Department vehicles/equipment. It is over the \$2,500 threshold. There was discussion about doing sealed bids.

There is a need for fuel oil for heating Station 51 and 52—2,000 gallons for Station 51 and 500 gallons for Station 52. Bids from Hartley and Trupointe were provided. Hartley had the better price and we have a credit with them. Mrs. Spradlin suggested checking with Duncan Oil for their prices. Mr. Stock will check with them. Mr. Miller asked if any of the companies will quote a rate for the entire season, not just a one-time fill. Mr. Stock answered the 2,000 gallons for Station 51 should last the whole season.

FIRE DEPT:

The Trustees will need to declare as unneeded and obsolete the 2004 Dodge Durango C-50, VIN ending 2967, appraised at \$1,200.00 trade-in by Key Chrysler. The desire is to sell it privately for an amount set by the Township Administrator in accordance with ORC 505.10. Jefferson Township Trustees are interested in purchasing the vehicle to replace their Fire Chief's 1988 vehicle. There are no liens on the title to the vehicle. It was not totaled according to the insurance company. Mrs. Spradlin wanted to make sure the vehicle had not already been declared obsolete by the Trustees several years ago when it had hail damage. She also questioned the purchase of a new CHIEF license plate for the Chief's vehicle as the vehicle which was replaced had one on it that could have been used. The cost was \$16. No one had an answer at this time.

ADJOURNMENT:

A motion was made by Mrs. Spradlin to adjourn the Work Session, seconded by Mr. Miller. Roll Call vote: All voted Aye. Work Session adjourned at 7:05 p.m.

Xenia Township Board of Trustees

Date Approved: _____

Scott Miller, Chair

Resolution # _____

Susan Spradlin

Attest:

Barbara Miller, Fiscal Officer

slb