

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**TRUSTEE MEETING
NOVEMBER 1, 2012 8:14 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: Jim Reed, Chairman; Amy Lewis, Trustee; Scott Miller, Trustee; Barbara Miller, Fiscal Officer; Alan Stock, Administrator.

Meeting was called to order at 8:14 p.m. and all participated in the Pledge of Allegiance. This was a Regular Trustees Meeting advertised on the Xenia Township website within 24 hours of scheduling this meeting.

Mr. Stock mentioned the items in the read file.

FISCAL OFFICER/FINANCE:

- Motion to approve bills/payroll In the amount of \$111,664.89 was made by Mr. Miller, seconded by Mr. Reed. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2012-301

TOWNSHIP ADMINISTRATOR:

- Motion to authorize the Trustees to enter into an agreement with four other entities for the LGIF Grant was made by Mr. Reed, seconded by Mrs. Lewis. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2012-302

Mr. Stock gave an update on the Bureau of Motor Vehicle tax distribution. Sheryl Blackaby has recovered \$992.00 for the period of Jan. thru Dec. 2010 and an additional \$224.00 for the period of Jan. thru June of 2012. There will be a lesser amount recovered for the remainder of 2012.

ROAD DEPT:

- Motion to approve the 2012 Annual Road Report/Equipment/Office Inventory was made by Mr. Reed, seconded by Mr. Miller. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2012-303

Mr. Stock spoke about what a good job Dave Shuey has done with recovering funds. He has contacted insurance companies resulting in payment for damages to Township property.

ZONING DEPT:

Mr. Stock gave an update of the BZA. A request for a new sign for Greene Inc. was passed, a request for a Disk Golf Course was denied, and a request for a Bed and Breakfast was passed.

FIRE DEPT:

Chief Fox discussed the Interim Fire Chief, Captain and Lieutenant Job Descriptions. After some discussion this issue was tabled. There was a discussion of the Organizational Structure within the Fire department. Chief Fox discussed the step pay by Certifications and POC payments. Mr. Stock discussed the additional cost to the Township if these increases were approved. Mr. Miller voiced some reservations with this plan.

XENIA TOWNSHIP TRUSTEES
REGULAR MEETING, NOVEMBER 1, 2012

- Motion to approve pay scale provided by Chief Fox starting with the pay period nearest Jan. 1, 2013, was made by Mrs. Lewis, seconded by Mr. Reed. Motion PASSED by a roll call vote of 3-0.

RESOLUTION 2012-304

Chief Fox discussed the Interim Fire Chief pay resolution. After some discussion, this matter was tabled until the next meeting.

Chief Fox gave an update of dismissal proceedings for five inactive department members. He is following the ORC guidelines for dismissal of these employees. There are specific timelines that need to be followed. A meeting will be set for their dismissal after all the appropriate steps have been taken.

TRUSTEE BUSINESS:

There was a discussion regarding Bill Chrysler's Dumpster business at 902 Dayton Xenia Road. There was a question regarding whether or not this area was zoned for this business. Mr. Reed stated that there had been no complaints brought to the Trustees. Mr. Stock will make a visit to this address in his capacity as Zoning Inspector.

There was a discussion of who should be included on the mailing list. Mr. Stock will expand the list to include owners of property in Xenia Township no matter how far away they live.

There was a brief discussion of Job Descriptions. Members of the board will study these and be prepared to discuss Job Descriptions at the next Regular Meeting.

- Motion to go into Executive Session for the purpose of discussing personnel issues was made by Mr. Reed, seconded by Mrs. Lewis. All voted AYE.
- Motion to come out of Executive Session was made by Mrs. Lewis, seconded by Mr. Miller. All voted AYE.

There being no further business, Motion to adjourn was made by Mrs. Lewis, seconded by Mr. Miller. Meeting adjourned at 8:30 p.m.

XENIA TOWNSHIP BOARD OF TRUSTEES

Resolution Number

Jim Reed, Chair

Date Approved

Amy Lewis, Trustee

ATTEST:

Scott Miller, Trustee

Barbara Miller, Fiscal Officer

*These 2012 minutes are being approved 18+ months after the meeting occurred. At date of approval only one sitting Trustee is present. By Resolution 2014-266 approval of these minutes can happen by simple majority vote. Abstention is a non-vote.

slm