

## RECORD OF PROCEEDINGS

### MINUTES OF THE XENIA TOWNSHIP TRUSTEES:

REGULAR MEETING  
NOVEMBER 7, 2013 7:00 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: Amy Lewis, Chairman; Scott Miller, Trustee; Barbara Miller, Fiscal Officer; Alan Stock, Administrator.

ABSENT: Jim Reed, Trustee

Meeting was called to order at 7:00P.M. and pledge was given. Mr. Stock read a Thank You note from Mr. Frank Ross to the Xenia Board of Trustees for the new signs placed on Wilberforce-Switch Road commemorating the CSU track team accomplishments of 1960-1966.

### FISCAL OFFICER/FINANCE:

- Approval of bills in the amount of \$56,694.84. Motion was made by Mrs. Lewis, seconded by Mr. Miller. Motion PASSED by a roll call vote of 2-0.  
**RESOLUTION NO. 2013-248**
- Approval of payroll in the amount of \$20,522.10. Motion was made by Mr. Miller, seconded by Mrs. Lewis. Motion PASSED by a roll call vote of 2-0.  
**RESOLUTION NO. 2013-249**
- Approval for in-house secretaries to transcribe meeting minutes for Trustee Meetings. Motion was made by Mr. Miller and seconded by Mrs. Lewis. Motion PASSED by a roll call vote of 2-0.

**RESOLUTION NO. 2013-250**

### ZONING DEPARTMENT:

- Mr. Stock spoke about accepting credit cards for zoning fees. Mrs. Miller expressed interest in what additional responsibilities would be required of the Fiscal Officer and how these transactions were to be coded. Mr. Miller stated that it was something that needed to be studied and addressed at a later date.

### TRUSTEES' BUSINESS:

- Mrs. Lewis made a motion that Township Administrator, Alan Stock, receive a 3% pay raise retroactive to May 10, 2013. The raise would be effective from the payroll date nearest the May 10, 2013 payday. A motion was made by Mrs. Lewis and seconded by Mr. Miller. Motion PASSED by a roll call vote of 2-0.  
**RESOLUTION NO. 2013-251**
- Mrs. Lewis spoke about disposal of several technology items. Mr. Stock stated the items had been taken out of service within the last 2 years. Mr. Stock wished to donate several of the items. He would like to donate 3 computers to the American Red Cross Emergency Transitional Housing, 3 computers to the Family Violence Prevention Center of Greene County, and the rest to Toward Independence, Inc. Motion was made by Mrs. Lewis and seconded by Mr. Miller. Motion PASSED by a roll call vote of 2-0.

**RESOLUTION NO. 2013-252**

### ROAD DEPARTMENT:

- Road Superintendent has received bids from Harworth Tire, Jamies and Detroit Tire for new tires for the 4 x 4. Mr. Shuey would like to use Harworth since they submitted the lowest bid. A motion was made by Mr. Miller and seconded by Mrs. Lewis to purchase tires in an amount not to exceed \$620.00. Motion PASSED by a roll call vote of 2-0.

**RESOLUTION NO. 2013-253**

**FIRE DEPARTMENT:**

- Chief Fox stated that the Department had received a grant in the amount of \$2700.00. However the money must be spent first and will be reimbursed within 3 – 5 months. The Fire Department would like to order EMS supplies in the amount of \$2,618.84 from Bound Tree with the grant money. Mrs. Miller expressed her concern with fund numbers for the money to be reimbursed. A motion was made by Mr. Miller and seconded by Mrs. Lewis to order supplies in the amount of \$2,618.84 to be reimbursed in the future. Motion PASSED by a roll call vote of 2-0.

**RESOLUTION NO. 2013-254**

**JEDD:**

- Mrs. Lewis spoke about a partnership with the City of Xenia to enter into a Joint Economic Development District.
- Mr. Stock read a letter of support for the Joint Economic Development District signed by Central State University President Cynthia Jackson-Hammond and a second letter of support from Darryl Burnett, Vice President for Administration and CFO of Central State University. A motion was made by Mrs. Lewis and seconded by Mr. Miller to support a partnership with the City of Xenia and Central State University to enter into a JEDD. Motion PASSED by a roll call vote of 2-0.

**RESOLUTION NO. 2013-255**

**GUESTS:**

- Diane Cardosi stated she would like to be notified and questioned how people will be notified if you do not know who will be included. Mr. Stock stated that notice would be provided to the entire Township. He also stated that if you did not wish to be included in the JEDD, you did not have to be. Only those parties interested in participating would be included.
- Susan Spradlin stated that Mrs. Lewis has recused herself from discussing JEDD in previous meetings. She questioned why Mrs. Lewis was participating now. Mrs. Lewis stated that since her husband was Law Director for the City of Xenia it might be considered a conflict of interest. However, Mrs. Lewis did speak to the Ohio Ethics Commission and they stated that there was no problem. Mrs. Lewis can present documentation regarding this if requested.

There being no further business, motion was made by Mrs. Lewis and seconded by Mr. Miller to adjourn the meeting at 7:34 p.m. Motion PASSED by a roll call vote of 2-0.

XENIA TOWNSHIP BOARD OF  
TRUSTEES

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Amy Lewis, Chair

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Scott Miller

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Jim Reed

**ATTEST:**

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Barbara Miller, Fiscal Officer