

## RECORD OF PROCEEDINGS

### MINUTES OF THE XENIA TOWNSHIP TRUSTEES:

REGULAR MEETING  
DECEMBER 3, 2015 7:00 PM

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: Daniel O'Callaghan, Trustee; Scott Miller, Trustee; Sheila Seiter, Fiscal Officer; Alan Stock, Administrator.

Meeting was called to order at 7:08 p.m. All participated in the Pledge of Allegiance.

#### READ FILE:

GC Children's Services, Nov  
League Women Voters, Nov  
GC Health District PR (2)

#### FISCAL OFFICER/ FINANCE:

Mr. Miller made a motion to accept the bills as presented, Mr. O'Callaghan seconded. Roll Call: Mrs. Spradlin- Absent, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 2-0.

#### RESOLUTION NO. 2015-259

Mr. O'Callaghan made a motion to accept the payroll as presented, Mr. Miller seconded. Roll Call: Mrs. Spradlin- Absent, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 2-0.

#### RESOLUTION NO. 2015-260

Mr. Miller made a motion to approve the Work Session minutes from November 11, 2015, Mr. O'Callaghan. Roll Call: Mrs. Spradlin- Absent, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 2-0.

#### RESOLUTION NO. 2015-261

Mrs. Seiter asked the Trustees to approve a transfer of appropriations from one payroll line to another in the Fire Fund. She explained that two line items were set up but only one had been used. She asked for the transfer of \$149,152.00. She then asked for a transfer from an unused OPERS line into two repair related line items to cover costs for the rest of the year. Mr. O'Callaghan made a motion to approve the transfer as presented as Exhibit A, Mr. Miller seconded. Roll Call: Mrs. Spradlin- Absent, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 2-0.

#### RESOLUTION NO. 2015-262

Mrs. Seiter asked for a resolution for a transfer in the street lighting fund. Mr. O'Callaghan made a motion to approve the supplemental appropriations in the street lighting fund 2401 as presented as Exhibit B, Mr. Miller seconded. Mr. Miller asked if it is all within the street lighting fund. Mrs. Seiter responded that it was. Roll Call: Mrs. Spradlin- Absent, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 2-0.

#### RESOLUTION NO. 2015-263

Mrs. Seiter said she had the same problem with three other funds with lower dollar amounts. She asked to wait until the next meeting so she will have more exact figures for the Trustees.

Mrs. Seiter said she found that a new fund had been set up for the Washington Road project when reviewing the revenue portion. She said no activity had been done with that account. A discussion was held about the new fund and other details entailed with the Washington Road project. Mr. Stock explained what funds would be coming out of that account when they get farther into the project.

A discussion was held about approving the annual resolution from the County Auditor to accept the rates for levies and millage for 2016. Mrs. Seiter said it should have been

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approved in the summer with the 2016 Budget. Auditor Graham's office advised it is not too late to submit it to them. Mr. O'Callaghan made a motion to approve the Resolution Accepting Rates as determined by the Budget Commission and authorizing the necessary tax levies for 2016, Mr. Miller seconded. Roll Call: Mrs. Spradlin- Absent, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 2-0.

**RESOLUTION NO. 2015-264**

**TOWNSHIP ADMINISTRATOR:**

Mr. Stock presented the proposed 2016 Holiday Schedule. He asked to trade Columbus Day for the day after Thanksgiving for the Road and Administration calendar. Mr. O'Callaghan made a motion to accept the holiday calendar for 2016 as presented by Mr. Stock, Mr. Miller seconded. Roll Call: Mrs. Spradlin- Absent, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 2-0.

**RESOLUTION NO. 2015-265**

Mr. Stock explained that he and Mr. Pile meet with the DAR (Daughters of the American Revolution Organization.) A discussion was held about the details of a matching grant using the existing funds set aside for cemeteries. Mr. Miller made a motion to approve the DAR matching Grant in the amount of \$5,000.00, Mr. O'Callaghan seconded. Roll Call: Mrs. Spradlin- Absent, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 2-0.

**RESOLUTION NO. 2015-266**

Mr. Stock presented the Street Lighting Assessment for five years starting in 2015. A discussion was held to further explain the details related to the late submission and acceptance from the County Auditor. Mr. Miller made a motion to approve the Special Assessment Classification to the County Auditor for the Xenia Township Lighting District as Exhibit C, Mr. O'Callaghan seconded. Roll Call: Mrs. Spradlin- Absent, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 2-0.

**RESOLUTION NO. 2015-267**

Mr. Stock said Bob Geyer gave him notification that this is the last year he will allow area townships to use his barn for salt storage. He said that the townships need to get their own storage by next year.

Mr. Stock presented the information he uncovered for the parking on the roadway that he was asked to gather from the Township's Legal Counsel. He read the information into the record. Mr. Miller asked Mr. Stock to check with the Legal Counsel to see if the Township could have the Sheriff's Department as a constable.

**FIRE DEPARTMENT:**

Chief Fox asked for the Trustees to consider the decommissioning of unsafe fire hose. Mr. Miller made a motion to approve the decommissioning of unsafe fire hose, 1.75" hose sections 1020, 1058, 1028, 1013, 1009, 1033, 1019 and of a 4" hose sections 4015, 4016 and 40XX, at the discretion of the Fire Chief, Mr. O'Callaghan seconded. Roll Call: Mrs. Spradlin- Absent, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 2-0.

**RESOLUTION NO. 2015-268**

Mr. O'Callaghan made a motion to approve the one-time payment to Kelly Hines in the amount of \$121.94 as compensation for holiday pay that he will be unable to recover due to change of holiday pay scheduling, payable on the last check of the year, Mr. Miller seconded. Roll Call: Mrs. Spradlin- Absent, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 2-0.

**RESOLUTION NO. 2015-269**

**ROAD DEPARTMENT:**

Mr. O'Callaghan made a motion approve the purchase of a snow plow turn table, 5 trip springs and 2 wear blocks not to exceed the amount of \$4,100.00 from Gledhill, Mr. Miller seconded. Roll Call: Mrs. Spradlin- Absent, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 2-0.

**TRUSTEES BUSINESS:**

Mr. Miller said they had a meeting with the Engineer's office and that they have nearly completed plan for the Washington Road project. He continued to explain what changes needed to be made. He said that the information that will be going out to the property owners will be going out after the first of the year.

**GUESTS:**

Janis James asked about one of the upcoming meeting dates. She noticed some of the dates were wrong and asked which ones were correct.

Pat Riley of Kinsey Road asked about the work that will be done on 35. He said he had already seen construction at that section and wondered why they are still trying to get funding. Mr. Miller said that even though some progress is being made by ODOT, the most significant progress won't be made until after a few years. A discussion was held about the dangers of that section of the road.

**COMMITTEES:**

Mr. O'Callaghan said that he did not attend the meeting for the Regional Planning Committee. He explained what was discussed. He said that they are trying to fund a project for State Route 35 and removing the lights in Beaver creek. Mr. Miller said that the Regional Planning did a fly over of that road and the video was used to show the impact of that roadway. Mr. O'Callaghan reported that they will not be meeting in December and will only be having an Executive Session.

**ADJOURNMENT:**

There being no further business, a motion to adjourn was made by Mr. O'Callaghan, seconded by Mr. Miller. Roll Call: All voted Aye. Meeting was adjourned at 8:05 p.m.

_____	XENIA TOWNSHIP BOARD OF TRUSTEES
Resolution # _	ABSENT
_____	Susan Spradlin, Chair
Date Approved	_____
ATTEST:	Daniel O'Callaghan
_____	_____
Sheila Seiter, Fiscal Officer	Scott Miller

MLP