

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING
DECEMBER 20, 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 annually and on the Xenia Township website within 24 hours of scheduling this meeting.

Chair Steve Combs called the Regular Meeting to order at 6:01 p.m.

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

All participated in the Pledge of Allegiance.

Mr. Combs introduced and welcomed Mr. Charles Brads an intern for the Township to all in attendance.

FIRE DEPARTMENT:

Chief Fox gave an update about the Ward No Smoke system from a Grant. He stated the Road Department had installed this on the medics. Mr. Combs asked how long the installation took and Chief Fox stated a couple of hours. He added that the Road Department did a great job.

FISCAL OFFICER:

Mrs. Seiter presented the payroll. Mr. Miller moved to approve the payroll 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. 2018-203

Mrs. Seiter presented the bills and noted Mrs. Spradlin had a few questions which she answered. Mr. Combs moved to approve the bills. 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. 2018-204

Mrs. Seiter advised of the need to take care of some appropriations and reductions for specific funds for year end balancing. She explained the need of having these funds approved tonight.

Mr. Miller moved to approve the Supplemental Appropriations as presented with negative appropriation of \$3,111.58. Mrs. Seiter added for clarification the funds were 2901 and 2401 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. 2018-205

Mr. Miller moved to approve the Supplemental Sources Available for Expenses and Balances as presented in the negative amount of \$3,111.58 from funds 2901 and 2401. 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. 2018-206

Mrs. Seiter gave notification of transfer to meet final payroll of year, Road salaries \$3,055.41 and General Medicare \$19.29. She explained the steps she took to take care of this for year end balances. She advised she was still waiting for EMS billing to watch for as it does not come in as often.

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Mrs. Seiter advised there were two sets of minutes to approve.

Mr. Combs moved to approve the minutes from the regular meeting of December 6, 2018. 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. 2018-207

Mr. Combs moved to approve the minutes from the special meeting of December 13, 2018. 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. 2018-208

ADMINISTRATOR:

Mr. Stock stated they had been asked to co-host the May 14th Greene County Township Association Meeting with New Jasper and Spring Valley at Caesar Creek Winery. Mrs. Spradlin stated she would like to be able to attend but was not available for the May 14th date. Mr. Stock advised he would check with the Association for other dates. There was discussion about alternate dates.

Mr. Stock asked the Trustees about the Volunteer Fire Fighter's Dependent's Fund(VFFDF) and the two members they wanted to appoint(ORC 146.01). Mrs. Seiter advised the Chris Seiter was willing to serve again. There was discussion about people who had been contacted but had not returned any calls at this time. This was tabled until later in the meeting.

Mr. Stock talked about the 2019 Joining CLOUT to help Ohio Township Legislative priorities at State House for \$200. Mr. Combs stated he did some more research on this and asked if the Township had ever been a member of this. Mr. Stock stated they had not been a member in the last six years. Mr. Miller stated he thought they had been but it had been many years ago. Mr. Combs stated he was not real excited about it. There was discussion about CLOUT and whether it would be worthy of joining. The decision was made to not join.

Mr. Stock advised of the Reorganization meeting date at 8:00 a.m., Friday December 28, and it would be followed by a health insurance meeting by Frank Harmon. Everyone was available for this date.

Mr. Combs moved to enter Executive Session at 6:28 p.m. for R.C. 121.22(G)(1), to consider the employment, dismissal or compensation of a public employee. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0. Those included was all Elected Officials and Township Administrator and Chief Fox.

Mr. Combs exited Executive Session at 9:03 p.m. and resumed the regular meeting.

Mr. Combs advised they had two members to elect to the VFFDF. Mrs. Spradlin asked Mr. Cope if he was interested in being a member. Mr. Cope stated he would be available if no one else could.

Mr. Miller moved to appoint Chris Seiter and Rex Robinson to Xenia Township VFFDF for 2019. 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. 2018-209

TRUSTEE BUSINESS:

Mr. Combs moved to advertise for full-time firefighter positions until January 14, 2019 after the CBA requirements have been filled. 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. 2018-210

**XENIA TOWNSHIP TRUSTEES
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Mr. Combs advised they had several requests for leave of absence from fire fighters.

Mr. Combs moved to not allow Xenia Township Fire Fighters leave of absence (LOA) requests or resignation requests, personnel who have submitted requests may reconsider in writing until December 27, 2018, at which time Xenia Township Trustees will deem LOA requests as resignations. There may be no expedited rehire nor expectation of rehire. 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. 2018-211

Mr. Combs advised to the individual LOA requests and stated at this time they would table these until December 28, 2018. Everyone agreed to table this until the next meeting.

Mr. Combs advised to the resignation request from Jay Leach and read the resignation letter to those in attendance. Mr. Combs thanked Lt. Leach for his services to Xenia Township.

Mr. Combs moved to accept the letter of resignation from Jay Leach as presented effective January 1, 2019. 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. 2018-212

Mr. Miller moved to approve for part time and paid on call personnel within the fire department as an incentive program to improve their take home pay. He stated there was the 1500 hour rule in the State of Ohio and he wished that rule did not exist but it does. He stated the proposal would be for the calendar year of 2019, once they achieve 600 hours the Township would offer a bonus of \$500, at the 1000 hour mark they would receive a bonus of \$750, and at 1400 hours a bonus of \$1000, for anyone who achieves all three would be a total of \$2250 over the course of the year. 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. 2018-213

COMMITTEES:

Mr. Combs stated Greene County Regional Planning had a meeting and the primary discussion was regarding a 58-acre tract of land on Trebein Road.

UPCOMING MEETING DATES:

December 28, Reorganizational meeting, 8:00 a.m.

ADJOURNMENT:

Mr. Miller moved to adjourn at 9:17 p.m. Mr. Combs 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