

## RECORD OF PROCEEDINGS

### MINUTES OF THE XENIA TOWNSHIP TRUSTEES:

REGULAR MEETING  
FEBRUARY 6, 2014 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: Scott Miller Chairman; Amy Lewis, Trustee; Susan Spradlin, Trustee; Barbara Miller, Fiscal Officer; Alan Stock, Administrator.

Meeting was called to order at 7:03 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. Miller mentioned the items in the read file.

### FISCAL OFFICER/FINANCE:

- Request for approval of bills as presented. Motion was made by Mr. Miller and seconded by Mrs. Lewis. Motion PASSED by a roll call vote of 3-0.

**RESOLUTION NO. 2014-031**

- Request for approval of payroll as presented. Motion was made by Mr. Miller and seconded by Mrs. Lewis. Motion PASSED by a roll call vote of 3-0.

**RESOLUTION NO. 2014-032**

- Request for approval of Trustees' Regular Meeting minutes from November 21, 2013. Motion was made by Mrs. Lewis, seconded by Mr. Miller. Mrs. Spradlin abstained as she was not in office at that time. Motion PASSED by a roll call vote of 2-1.

**RESOLUTION NO. 2014-033**

- Request for approval of Trustees' Regular Meeting minutes from November 7, 2013. Motion was made by Mrs. Lewis, seconded by Mr. Miller. Mrs. Spradlin abstained. Motion PASSED by a roll call vote of 2-1.

**RESOLUTION NO. 2014-034**

- Request for approval of Work Session minutes from December 5, 2013. Motion was made by Mrs. Lewis, seconded by Mr. Miller. Mrs. Spradlin abstained. Motion PASSED by a roll call vote of 2-1.

**RESOLUTION NO. 2014-035**

- Request for approval of Trustees' Regular Meeting minutes from December 19, 2013. Motion was made by Mr. Miller, seconded by Mrs. Lewis. Mrs. Spradlin abstained. Motion PASSED by a roll call vote of 2-1.

**RESOLUTION NO. 2014-036**

- Request for approval of Trustees' Special/Budget Meeting minutes from January 9, 2014. Motion was made by Mrs. Lewis, seconded by Mrs. Spradlin. Motion PASSED by a roll call vote of 3-0.

**RESOLUTION NO. 2014-037**

- Request for approval of Trustees' Regular Meeting minutes from January 16, 2014. Motion was made by Mr. Miller, seconded by Mrs. Spradlin. Motion PASSED by a roll call vote of 3-0.

**RESOLUTION NO. 2014-038**

**XENIA TOWNSHIP TRUSTEE'S  
REGULAR MEETING, FEBRUARY 6, 2014**

- Request for approval of Trustees' Reorganizational Meeting minutes from January 2, 2014. Motion was made by Mrs. Lewis, seconded by Mrs. Spradlin. Motion PASSED by a roll call vote of 3-0.

**RESOLUTION NO. 2014-039**

- Request for approval of Trustees' Work Session minutes from January 16, 2014. Motion was made by Mrs. Lewis, seconded by Mrs. Spradlin. Motion PASSED by a roll call vote of 3-0.

**RESOLUTION NO. 2014-040**

**TRUSTEES' BUSINESS:**

- Annual Report of Roads for Greene County Engineer was signed by Trustees—it had been approved previously.
- Caesarscreek Township Fire Agreement was signed by Trustees.

**TOWNSHIP ADMINISTRATOR:**

- One sealed bids was received for the purchase of the International Horton Medic. The bid was \$10,000 from Kil-Kare. The Medic is in their possession and has been removed from the Township insurance.
- The Annual road ride has been scheduled for Friday, May 2, at 8:00 a.m.
- Request for disposal of Apollo Eclipse Overhead Projector, Tag #1411, with an estimated value of \$5.00. Motion was made by Mrs. Lewis to dispose of the overhead projector in a manner the Administrator sees fit, seconded by Mrs. Spradlin. Motion PASSED by a roll call vote of 3-0.

**RESOLUTION NO. 2014-041**

- Request to approve the 2014 contract for Federal Field Services which does the maintenance on the tornado alerting system. No local vendors could be found to do this service. The cost is \$2,375.00 divided between five sirens in the Township. Mr. Stock asked for approval of the contract and permission to sign the contract on behalf of the Trustees. Motion was made by Mrs. Lewis to approve the 2014 contract with Federal Field Services for \$2,375.00 and permission granted for Mr. Stock to sign the contract, seconded by Mr. Miller. Motion PASSED by a roll call vote of 3-0.

**RESOLUTION NO. 2014-042**

- Request to approve membership in CLOUT for \$200.00. Discussion of benefit to the Township. Motion was made by Mr. Miller to rejoin CLOUT for 2014. Motion died due to lack of a second.
- Update on Plattenburg Consulting work. They have 31 hours into the project at this time. Mr. Stock read a breakdown of their work. Plattenburg said they would probably need 400 hours to complete a line-by-line analysis--which would be around \$50,000. (The State Auditor's Office had suggested the Board of Trustees have a transactional audit performed.) Plattenburg recommends spending 80 hours to get the Township auditable-at a cost around \$10,000. Mrs. Miller emphasized the fact that February 28 is the deadline where we will be locked out of the program. Much discussion took place. It was decided to hold a special meeting for a teleconference with Plattenburg about the audit as soon as possible—they will try to set it for February 7 at noon.

**ROAD DEPARTMENT:**

- Commendation from Channel 7 news crew on accident scene to Road Department for their fine job of clearing roads during all the snow events—best ones in Greene County.

**XENIA TOWNSHIP TRUSTEE'S  
REGULAR MEETING, FEBRUARY 6, 2014**

- Mr. Miller explained to audience about two accidents with snow plows—not fault of Township drivers and no one was hurt.

**FIRE DEPARTMENT:**

- Four commendations from Greg Beegle read into record:
  - Lt. Leach for a medical emergency on January 7, 2014
  - Kelly Hines and Brett McNamara for a motor vehicle fire with entrapment on November 21, 2013
  - Captain Logan Surls and Lt. Tim Hines for their work on the MARCS radio system
  - Lt. Ben Nartker for organization of fire inspections at Central State University in August 2013

**GUESTS:**

- Rick Miller asked for status of the Land Use Plan. Mr. Stock answered it is with the Zoning Commission and is third or fourth in priority on their list of topics. Mrs. Spradlin questioned whether the Trustees could dictate the order in which topics should be discussed by the Zoning Commission. Mr. Miller answered they decide on their own.

**COMMITTEE REPORTS:**

Greene Co. Regional Planning Committee:	Next meeting February 11
Health District Advisory Council:	No report
Water & Wastewater Advisory Committee:	No report
Source Water Protection:	No report
Safety Council:	Meeting cancelled due to a storm. Next topic is Personal Protective Equipment.
Chamber of Commerce:	No report

Chief Fox said he will not be at the next 5-6 Trustees' meetings due to taking EMT-B classes. He will send representation to the meetings.

**ADJOURNMENT:**

There being no further business, a motion to adjourn was made by Mrs. Lewis, seconded by Mrs. Spradlin. Motion PASSED by a roll call vote of 3-0. Meeting was adjourned at 8:22 p.m.

XENIA TOWNSHIP BOARD OF  
TRUSTEES

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Scott Miller, Chair

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Amy Lewis

ATTEST:

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Barbara Miller, Fiscal Officer

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Susan Spradlin

Resolution # \_\_\_\_\_

Date Approved: \_\_\_\_\_