

RECORD OF PROCEEDINGS

MINUTES OF THE XENIA TOWNSHIP TRUSTEES:

REGULAR MEETING
MARCH 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 7:01 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.

READ FILE:

Greene County Combined Health District Report for February
League of Women Voters Newsletter for March

FISCAL OFFICER/FINANCE:

- Request for approval of bills as presented. Amy Lewis spoke to Stephanie Hayden (legal counsel) about the picture for the office being an allowable expenditure for the office and she said it is. Motion was made by Mr. Miller to approve the bills, seconded by Mrs. Lewis. Roll Call: Ayes: Mrs. Lewis, Mr. Miller, and Mrs. Spradlin. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2014-049

- Request for approval of payroll as presented. Motion was made by Mrs. Lewis to approve payroll, seconded by Mrs. Spradlin. Roll Call: Ayes: Mrs. Lewis, Mr. Miller, and Mrs. Spradlin Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2014-056

- Approval of Meeting Minutes from July 31, 2012 Work Session. Motion was made by Mrs. Lewis, seconded by Mr. Miller.
Roll Call: Ayes: Mrs. Lewis and Mr. Miller Abstain: Mrs. Spradlin (not in office as Trustee at that time). Motion PASSED by a roll call vote of 2-0.

RESOLUTION NO. 2014-050

- Approval of Meeting Minutes from February 6, 2014 Work Session. Motion was made by Mrs. Lewis, seconded by Mrs. Spradlin.
Roll Call: Ayes: Mrs. Lewis, Mr. Miller, and Mrs. Spradlin. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2014-051

- Approval of Meeting Minutes from February 6, 2014 Trustees' Meeting. Motion was made by Mr. Miller, seconded by Mrs. Lewis.
Roll Call: Ayes: Mrs. Lewis, Mr. Miller, and Mrs. Spradlin. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2014-052

- Approval of Meeting Minutes from February 7, 2014 Special Meeting. Motion was made by Mrs. Lewis, seconded by Mrs. Spradlin.
Roll Call: Ayes: Mrs. Lewis, Mr. Miller, and Mrs. Spradlin. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2014-053

- Approval of Meeting Minutes from February 20, 2014 Work Session. Motion was made by Mr. Miller, seconded by Mrs. Lewis.
Roll Call: Ayes: Mrs. Lewis, Mr. Miller, and Mrs. Spradlin. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2014-054

**XENIA TOWNSHIP TRUSTEE'S
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- Approval of Meeting Minutes from February 20, 2014 Trustees' Meeting. Motion was made by Mr. Miller, seconded by Mrs. Lewis.
Roll Call: Ayes: Mrs. Lewis, Mr. Miller, and Mrs. Spradlin. Motion PASSED by a roll call vote of 3-0. **RESOLUTION NO. 2014-055**
- The Fiscal Officer reported this should be the last paper check as it will be direct deposit for the next pay period. The bank will charge \$25.00 per month for direct deposit, with 10 cents per check and a 12 cent charge per debit. This will be cheaper than checks. Everyone except one person has elected to participate in direct deposit.
- The Fiscal Officer gave a handout from Plattenburg about the audit. It is finished and they sent everything to the State Auditor's office. They finished with a finding of \$976.41 which consists of Orchard Trust, Countywide Credit Union, and Ohio Police and Fire. Xenia Township is now auditable.

ROAD DEPARTMENT:

- A motion was made by Mrs. Spradlin to enter into agreement with Greene County Engineer for the 2014 Collective Bidding Program, seconded by Mrs. Lewis.
Roll Call: Ayes: Mrs. Lewis, Mr. Miller and Mrs. Spradlin. Motion PASSED by a roll call vote of 3-0. **RESOLUTION NO. 2014-057**

FIRE DEPARTMENT:

- A motion was made by Mr. Miller to declare the Harris Radio Disposal List 2014—starting with Asset #252 and ending with # 693, encompassing a large number of radio equipment (list attached to these minutes) as surplus for Xenia Township and to direct staff to look for avenues to sell this very broadly over the next 120 days according to ORC 505.10, and in the event the items cannot be sold the items be given to either a political subdivision or a non-profit organization. Seconded by Mrs. Lewis. Roll Call: Ayes: Mrs. Lewis, Mr. Miller and Mrs. Spradlin. Motion PASSED by a roll call vote of 3-0. **RESOLUTION NO. 2014-058**
- A motion was made by Mrs. Lewis for Garrett Beam and Jason Evans to be transferred from Paid-On-Call to Part-Time classification with the Xenia Township Fire Department effective April 1, 2014 at rate of \$11.94 per hour.
Roll Call: Ayes: Mrs. Lewis, Mr. Miller and Mrs. Spradlin. Motion PASSED by a roll call vote of 3-0. **RESOLUTION NO. 2014-059**
- A motion was made by Mrs. Lewis to reimburse Kelly Hines for Fire Behavior and Combustion class at a rate of 50% of cost of class which was \$439 and upon documentation being submitted to Fiscal Officer. Seconded by Mr. Miller.
Roll Call: Ayes: Mrs. Lewis, Mr. Miller and Mrs. Spradlin. Motion PASSED by a roll call vote of 3-0. **RESOLUTION NO. 2014-060**
- A motion was made by Mrs. Lewis to reimburse Kelly Hines for Principles of Fire/EMS Survival class at rate this Township has agreed to reimburse firefighters for their education upon receipt of his gray card and documentation being submitted to Fiscal Officer. Seconded by Mr. Miller.
Roll Call: Ayes: Mrs. Lewis, Mr. Miller and Mrs. Spradlin. Motion PASSED by a roll call vote of 3-0. **RESOLUTION NO. 2014-061**
- Fire Department is preparing for a live burn of old farmhouse on E. Spring Valley-Paintersville Road which has been donated to them. Part of preparation to comply with EPA requirements is the abatement of asbestos which would cost \$1,000-\$1,200. They request approval of the cost of removal of the asbestos.
A motion was made by Mrs. Lewis to pay Ziegler up to \$1,100 to cover the cost of sampling and report as well as the work to abate the asbestos problem from the residence at 2960 E. Spring Valley-Paintersville Road. Seconded by Mrs. Spradlin.
Roll Call: Ayes: Mrs. Lewis, Mr. Miller and Mrs. Spradlin. Motion PASSED by a roll call vote of 3-0. **RESOLUTION NO. 2014-062**

**XENIA TOWNSHIP TRUSTEE'S
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- A motion was made by Mrs. Lewis to approve purchase order and price quote from Vogelpohl Fire Equipment to test and service air masks up to \$2,250. Seconded by Mrs. Spradlin.
Roll Call: Ayes: Mrs. Lewis, Mr. Miller and Mrs. Spradlin. Motion PASSED by a roll call vote of 3-0. **RESOLUTION NO. 2014-063**
- Fire Department requests the annual ground ladder testing as required by OSHA. Underwriters Laboratories performs the testing for \$700. If there is an issue with any ladders it could exceed that amount. A motion was made by Mr. Miller to approve a purchase order to Underwriters Laboratories not to exceed \$900 for testing of fire department ladders. Seconded by Mrs. Lewis.
Roll Call: Ayes: Mrs. Lewis, Mr. Miller and Mrs. Spradlin. Motion PASSED by a roll call vote of 3-0. **RESOLUTION NO. 2014-064**

TRUSTEES' BUSINESS:

Mrs. Spradlin will be on vacation in April so the Trustees rescheduled the April 17 meetings to Wednesday, April 23, with Work Session at 5:00 p.m. and Trustees' Meeting at 7:00 p.m.

COMMITTEE REPORTS:

Mrs. Spradlin gave a report from the Greene County Regional Planning and Coordinating Commission meeting held on February 25: 1) Greene County Louis Jackson Airport expansion; 2) Hyde Park (Beavercreek Township) has new plat going in near entrance to Fairfield Commons Mall; 3) Sugarcreek Township has development going in called Carpenter Creek subdivision.

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 8:28 p.m.

XENIA TOWNSHIP BOARD OF
TRUSTEES

Scott Miller, Chair

ATTEST:

Amy Lewis

Barbara Miller, Fiscal Officer

Susan Spradlin

Resolution # _____

Date Approved: _____