

## RECORD OF PROCEEDINGS

**MINUTES OF THE  
XENIA TOWNSHIP TRUSTEES:**

**WORK SESSION  
APRIL 18, 2013**

**5:13 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: Jim Reed, Trustee; Scott Miller, Trustee; Alan Stock, Administrator; Barbara Miller, Fiscal Officer; Amy Lewis, Absent

### **FISCAL OFFICER:**

The Fiscal Officer discussed the duties of the secretary. She noticed the secretary working on the same thing that she and her assistant were working on. She felt this was redundant. The Fiscal Officer also stated that the taxpayers would not approve. The secretary was working under the direction of the Township Administrator. It was discussed that this problem could be eliminated with more communication between departments. Members of the Board agree that there is progress being made with the communication issues.

The Fiscal Officer also discussed an agreement with the EAP at Greene Memorial Hospital. She would like Stephanie Hayden of the Prosecutors Officer to examine the contract before any decision is made.

### **TOWNSHIP ADMINISTRATOR:**

Alan Stock presented the Bureau of Workers Compensation verbiage to be signed by the Trustees. Everything else is in order and the verbiage was the final step.

Mr. Stock discussed a mutual aid agreement with Miami Township Trustees. This agreement is for the road department only. The agreement states that we will help each other out. There would be one employee available to help if necessary. The agreement would also include sharing equipment, help with snow removal, etc. The lawyers for Miami Township would like this agreement to be put in writing even though we have helped each other out in the past. This agreement will be studied further.

Mr. Stock said that Willie Washington is willing to serve on the Tecumseh JEDD Board but would also like to be considered for any future boards. The Tecumseh JEDD only meets quarterly.

There was a discussion of employee raises. The Fire Department has already received their raises.

Mr. Reed stated he believe that the road department pay is not keeping up with inflation. He also discussed the start date of the Township Administrator. Mr. Reed believes that raises should only be given to the Road Department and employees who have been in their position for one year.

Mr. Miller questioned if raises are being given based on cost of living or for job performance. He states that everyone has rising expenses.

There was a discussion of whether or not employees should pay a percentage of the increased cost of insurance. Mr. Reed believes that employees have received raises because the Township has absorbed their increased cost of insurance. Raises have come in the form of health benefits. Mr. Reed believes employees that have been here for more than one year and do not take the Township insurance are the only ones who should receive a raise.

### **ZONING DEPARTMENT:**

Mr. Stock discussed the Land Use Plan group. The LUP group would like the Township to pay for booth rental at the Greene County Fair. The cost will depend upon the size

and location of the booth. Mrs. Lewis has stated that she would be willing to cover this cost. She does have \$500.00 discretionary spending.

**TRUSTEES' BUSINESS:**

Mr. Miller discussed the Bike Belong grant program. This program would like to form a partnership with a non-profit group, local government and a business. Mr. Miller expressed the possibility of extending a bike path spur to the Xenia Township parking lot. There would be a bridge requirement. There was a discussion of the bridge strength that would be necessary. Mr. Miller and Mr. Reed discussed the amount of money that might be required for the purchase of property or construction of a bridge that would meet requirements.

Mr. Stock discussed the cemetery mowing for this year. Dave Shuey would not like anyone in the cemetery this year. The Road Department is doing some repair and improvements in the cemetery. The Fire Association is donating \$200.00 toward flowers for the cemetery.

There was a discussion of the cost of mowing. Mr. Stock stated that nuisance mowing is always done by someone else because of the liability issues. Van Hoose mowing has done this mowing in the past at a cost of \$35.00 each time. Van Hoose was paid \$1,230.00 last year for their services. The Township would be willing to extend their contract if they are willing to do the mowing at the same rate as last year.

Mr. Reed brought up the issue of a structure on Jacoby Road. There is a question of the legality of the existing sewer/septic system. The house is elevated on posts. The Health Department is involved with this issue.

Mr. Miller asked the Fiscal Officer if Ohio Police and Fire and the Deferred Compensation issues were resolved. She stated they were all caught up and up to date at present.

Mr. Reed discussed the possibility of life insurance for employees. There was a discussion of what employees would be eligible for this benefit.

The Fiscal Officer presented P.O.'s that she would like the Trustees to examine. The list is not complete at present. The Fiscal Officer asked that everyone examine and sign a report that she has prepared regarding UAN amounts including the carryover and new revenue totals.

There was a Motion to adjourn the work session. All voted AYE. Meeting adjourned at 6:50 pm.

XENIA TOWNSHIP BOARD OF TRUSTEES

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Resolution Number

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Amy Lewis, Chair

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

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Scott Miller

\_\_\_\_\_  
Jim Reed

ATTEST:

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Barbara Miller, Fiscal Officer