

## RECORD OF PROCEEDINGS

**MINUTES OF THE  
XENIA TOWNSHIP TRUSTEES:**

**WORK SESSION  
APRIL 3, 2014**

**5:00 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 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.

Chair Scott Miller called the work session to order at 5:00 pm. This was a work session advertised on the Xenia Township website within 24 hours of scheduling the meeting.

### **GUESTS:**

Don Leeds, District Administrator, and Ken Middleton, Urban Erosion Control Specialist, Greene Soil and Water Conservation District, came to give a PowerPoint presentation. It is time to renew the MOU (Memo of Understanding) between Greene Soil and Water Conservation District and Xenia Township—the last agreement was twelve years ago. Stephanie Hayden, Greene County Prosecutor's Office, has approved the MOU as to form. Mr. Stock spoke about working with Ken Middleton before any house is built in Xenia Township.

Krista Magaw, Tecumseh Land Trust, gave a presentation about land trusts and agricultural easements. Mr. Stock said he had added the Tecumseh Land Trusts into ZonePro for the Township so there will be a record of them before issuing zoning permits. Tecumseh Land Trust is working on a land trust for parcel D11000100020000900, located in Cedarville Township, with approximately 4 acres over the Xenia Township line so a resolution is needed from Xenia Township Trustees.

Mr. Stock said both of the presentations will be uploaded to the Xenia Township website.

Pete Williams, Greene County Development, spoke about the Enterprise Zone Agreement. This would allow BEF, Inc. (Bob Evans Farms) to do a \$6.1 million project and to add 22 production-type new jobs within 12 months. This is a combined effort between Greene County, Xenia Township, the Xenia Community School District, the Greene County Career Center and the Greene County Combined Health District. BEF, Inc. also has a partnership with Rogasin Institute, which is a medical research institute located next to their plant on Birch Road. Rogasin uses the organs from the hogs for their research and would be able to expand their operation as well.

A mowing estimate for Station 51 and Station 52 was received from Sam VanHoose, VanHoose Lawn Maintenance for \$40.00 per mowing per station and \$65.00 per hour for nuisance mowing. This was the only estimate received.

Resignation letters were received from two firefighters: Josh Erbaugh and Matt Carlson. They were for non-participation due to time constraints.

A Public Hearing date for Rural Entertainment Text Amendments needs to be set at the Trustees' regular meeting.

There has been a question about the proper fund to return money from the \$10,000 sale of the 1999/2000 Medic—David Graham, Greene County Auditor, provided guidance by saying it should go into the Fire Fund as the Medic was in the possession of the Fire Department.

There was a question whether a resolution was needed to transfer \$100K LGIF money back into the fund it was transferred from—David Graham answered a resolution by the Trustees does need to be passed, and he included an OS bulletin about how to handle advances.

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The IT replacement schedule was provided. There is a plan to purchase a piece of software (cost to be taken from all three departments) to better utilize backup space. Currently backup on the server occurs every two days and backs up every file, whereas, the new software would only back up files where changes have occurred. This would save a lot of space. There is also a request to purchase a video projector that would be mounted to the ceiling of the meeting room. David Shuey would run electric and cable. Chief Fox did the research and picked the projector. \$2300 was budgeted for this purchase. Two computers are on the schedule for purchase—one for Station 52 and one for the Road Department. (Toward Independence has told us they would be interested if we get rid of any other computers.) David Shuey's laptop is due for replacement—once he has the replacement, his old laptop will go to the Fire Department for training. The computers would be purchased through Dell at governmental agency prices. Mr. Miller suggested they table approval of the purchase of IT equipment until Trustees have a chance to review the information.

**FIRE DEPT:**

Deputy Chief Beegle said the mattresses at Station 51 have reached the end of their life cycle and he summarized research done on getting new mattresses for Station 51. They decided on four, size XL twin mattresses from the Mattress Factory for \$377.73 each. All four mattresses including a one-time delivery charge would total \$1,555.92.

Captain Surls extended an invitation to the Trustees, Fiscal Officer and Administrator to joint them in a live burn training experience on Saturday, April 19, scheduled to begin at 8:00 a.m. They could be fitted with gear and given training on the equipment to be a part of the experience. It has been about eight years since they have been able to do this.

**ROAD DEPT:**

The Township has taken possession of the new dump truck—chassis and cab. Equipping it will take about another month. The truck has been added to the insurance.

**EXECUTIVE SESSION:**

A motion was made by Mr. Miller to go into Executive Session for economic development (JEDD) discussion, seconded by Mrs. Lewis. Roll Call vote: All voted Aye. Executive Session began at 6:30 p.m.

A motion was made by Mr. Miller to come out of Executive Session, seconded by Mrs. Lewis. Roll Call vote: All voted Aye. Executive Session ended at 7:19.

**ADJOURNMENT:**

A motion was made by Mr. Miller to adjourn the Work Session, seconded by Mrs. Lewis. Roll Call vote: All voted Aye. Work Session adjourned at 7:21 p.m.

**Xenia Township Board of Trustees**

\_\_\_\_\_  
Scott Miller, Chair

\_\_\_\_\_  
Amy Lewis

Attest:

\_\_\_\_\_  
Barbara Miller, Fiscal Officer

\_\_\_\_\_  
Susan Spradlin

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

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