

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING
JUNE 5, 2014 7:05 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 7:05 p.m. 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: Tecumseh Land Trust, Spring 2014
 League of Women Voters, June
 GCCHD May, Mosquito Control
 Xenia Zoning and Planning, June
 GC Health Commissioner’s Report, May

TRUSTEES’ BUSINESS:

Mr. Miller began with the discussion of the fire advance of \$50K being repaid to the General Fund from the Fire Department. Mr. Miller made a motion to repay \$25K during the second quarter of 2015 and \$25K during the second quarter of 2016, Mrs. Lewis seconded the motion. Mrs. Miller asked if there was a specific line item to be indicated. Mr. Miller responded that it would be dealt with during the budgetary process. Roll Call: Mr. Miller- aye, Mrs. Lewis- aye, Mrs. Spradlin- aye. Motion PASSED by a roll call of 3-0.

RESOLUTION NO. 2014-131

FIRE DEPARTMENT:

Chief Fox asked for a hold on the Brush Truck 51 compartment doors until future meetings. No resolution will be needed at this time.

Motion made by Mrs. Lewis for the hire of Jon Nickerson. He would be a part-time firefighter/ paramedic at an hourly wage of \$12.56 an hour contingent on his passing of the drug screening. Motion seconded by Mr. Miller. Roll Call: Mr. Miller- aye, Mrs. Lewis- aye, Mrs. Spradlin- aye. Motion PASSED by a roll call of 3-0.

RESOLUTION NO. 2014-132

FISCAL OFFICER/FINANCE:

Mrs. Miller stated that some of the bills and payroll already have resolution numbers and have been passed and all that is needed is the Trustees’ signatures. Mrs. Lewis made a motion to approve the bills as presented on June 5, 2014, Mrs. Spradlin seconded. Roll Call: Mr. Miller- aye, Mrs. Lewis- aye, Mrs. Spradlin- aye. Motion PASSED by a roll call of 3-0

RESOLUTION NO. 2014-133

Mr. Miller made a motion to approve payroll as presented, seconded by Mrs. Lewis. Roll Call: Mr. Miller- aye, Mrs. Lewis- aye, Mrs. Spradlin- aye. Motion PASSED by a roll call of 3-0.

RESOLUTION NO. 2014-134

A motion was made by Mrs. Lewis to approve the minutes from the January 3, 2013 Trustees’ Meeting, seconded by Mr. Miller. Roll Call: Mr. Miller- aye, Mrs. Lewis- aye, Mrs. Spradlin- abstain. Motion PASSED by a roll call of 2-0.

RESOLUTION NO. 2014-135

A motion was made by Mrs. Lewis to approve the minutes from the January 17, 2013 Trustees’ Meeting, seconded by Mr. Miller. Roll Call: Mr. Miller- aye, Mrs. Lewis- aye, Mrs. Spradlin- abstain. Motion PASSED by a roll call of 2-0.

RESOLUTION NO. 2014-136

**XENIA TOWNSHIP TRUSTEE'S
REGULAR MEETING, JUNE 5, 2014**

A motion was made by Mrs. Lewis to approve the minutes from the March 13, 2013 Emergency Meeting, seconded by Mr. Miller. Roll Call vote was started when Mr. Miller realized he was absent from that meeting so needed to abstain from the vote. They will check with the state auditor for the procedure in a case like this. No resolution number will be given at this time.

A motion was made by Mrs. Lewis to approve the minutes from the April 18, 2013 Work Session, seconded by Mr. Miller. Roll Call: Mr. Miller- aye, Mrs. Lewis- aye, Mrs. Spradlin- abstain. Motion PASSED by a roll call of 2-0.

RESOLUTION NO. 2014-138

A motion was made by Mrs. Lewis to approve the minutes from the May 2, 2013 Work Session, seconded by Mr. Miller. Roll Call: Mr. Miller- aye, Mrs. Lewis- aye, Mrs. Spradlin- abstain. Motion PASSED by a roll call of 2-0.

RESOLUTION NO. 2014-139

A motion was made by Mrs. Lewis to approve the minutes from the May 2, 2013 Trustees' Meeting, seconded by Mr. Miller. Roll Call: Mr. Miller- aye, Mrs. Lewis- aye, Mrs. Spradlin- abstain. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2014-140

A motion was made by Mrs. Lewis to approve the minutes from the May 7, 2013 Special Finance Meeting, seconded by Mr. Miller. Roll Call: Mr. Miller- aye, Mrs. Lewis- aye, Mrs. Spradlin- abstain. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2014-141

A motion was made by Mrs. Lewis to approve the minutes from the May 16, 2013 Work Session, seconded by Mr. Miller. Roll Call: Mr. Miller- aye, Mrs. Lewis- aye, Mrs. Spradlin- abstain. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2014-142

A motion was made by Mrs. Lewis to approve the minutes from the June 6, 2013 Trustees' Meeting, seconded by Mr. Miller. Roll Call: Mr. Miller- aye, Mrs. Lewis- aye, Mrs. Spradlin- abstain. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2014-143

A motion was made by Mrs. Lewis to approve the minutes from the June 6, 2013 Work Session, seconded by Mr. Miller. Roll Call: Mr. Miller- aye, Mrs. Lewis- aye, Mrs. Spradlin- abstain. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2014-144

A motion was made by Mrs. Lewis to approve the minutes from the May 16, 2013 Trustees' Meeting, seconded by Mr. Miller. Roll Call: Mr. Miller- aye, Mrs. Lewis- aye, Mrs. Spradlin- abstain. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2014-145

A motion was made by Mrs. Spradlin to approve the minutes from the May 15, 2014 Work Session, seconded by Mrs. Lewis. Roll Call: Mr. Miller- aye, Mrs. Lewis- aye, Mrs. Spradlin- aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2014-146

**XENIA TOWNSHIP TRUSTEE'S
REGULAR MEETING, JUNE 5, 2014**

A motion was made by Mrs. Spradlin to approve the minutes from the May 15, 2014 Trustees' Meeting, seconded by Mr. Miller. Roll Call: Mr. Miller- aye, Mrs. Lewis- aye, Mrs. Spradlin- aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2014-147

A motion was made by Mrs. Spradlin to approve the minutes from the May 20, 2014 Special Work Session, seconded by Mrs. Lewis. Roll Call: Mr. Miller- aye, Mrs. Lewis- aye, Mrs. Spradlin- aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2014-148

Mrs. Miller requested the following read into record: She put an up-to-date revenue status report, fund status report, and an appropriation status report in the Trustees' boxes.

TOWNSHIP ADMINISTRATOR:

Mr. Stock asked for a resolution for hiring Morgan Pickering as a job share part-time secretary at \$10 an hour with 16 hours per week and more when needed. A motion was made by Mrs. Lewis for the part-time secretary, seconded by Mrs. Spradlin. Roll Call: Mr. Miller- aye, Mrs. Lewis- aye, Mrs. Spradlin- aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2014-149

Mr. Stock asked to donate the two older Dell Optiplex desktop computers to Toward Independence. The computers are valued between \$100 and \$150 apiece. The Tag ID #s are 5036 and 5534. Mrs. Lewis made the motion to donate the two computers which were recently replaced for the Road Department and for Station 52, more specifically Dell Optiplex computers valued between \$100 to \$150, to Toward Independence, seconded by Mr. Miller. Roll Call: Mr. Miller- aye, Mrs. Lewis- aye, Mrs. Spradlin- aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2014-150

Mr. Miller read the following into the record: the fire district levy renewal for 2014 in accordance with ORC50719.19I. In order to maintain the current level of first responder service, Xenia Township Board of Trustees recognizes the need to renew the five (5) year, fire levy approved by the voters of Xenia Township on May 4, 2010. The Xenia Township Board of Trustees approves this resolution of necessity and requests certification for this levy renewal for five (5) years commencing in year 2015 (between 2015-2019) first due in calendar year 2016, for 2016 to 2020. This is a levy renewal every five (5) years. This levy is intended to be placed on the November 2014 Ballot. The Xenia Township Administrator, Alan Stock, has been authorized to seek certification of this request from the Greene County Auditor, David Graham. Mr. Miller made the motion to approve this resolution of necessity, Mrs. Lewis seconded this motion. Roll Call: Mr. Miller- aye, Mrs. Lewis- aye, Mrs. Spradlin- aye. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2014-151

Mr. Miller talked about forming a Levy Committee in the future since the Township itself cannot promote the levy. He added any of the guests at the meeting can be a part of the committee if they desire.

ROAD DEPARTMENT:

The standard practice for a road that has been newly asphalted is to apply a rejuvenator the next year to extend the life of the asphalt. Mrs. Lewis made a motion to apply reclamite asphalt rejuvenator to West Enon Road with payment going to Pavement Technologies, not to exceed \$15,000, seconded by Mr. Miller. Roll Call: Mr. Miller- aye, Mrs. Lewis- aye, Mrs. Spradlin- aye. Motion PASSED by a roll call of 3-0.

RESOLUTION NO. 2014-152

**XENIA TOWNSHIP TRUSTEE'S
REGULAR MEETING, JUNE 5, 2014**

TRUSTEES' BUSINESS CONT.

Mrs. Lewis made a motion to prepare an official commendation of service to Dan Schroer, former Greene County Career Center Superintendent, since he will be leaving at the end of the month. Mr. Miller seconded. Roll Call: Mr. Miller- aye, Mrs. Lewis- aye, Mrs. Spradlin- aye. Motion PASSED by a roll call of 3-0.

RESOLUTION NO. 2014-153

There was a discussion about utilizing the Cemetery Fund in UAN system and transferring money into it from the General Fund. There was a question about using a service code number (Road Department opening and closing the grave) and an object code number (deed for the grave). They will check with Bath Township and Beavercreek Township to see what they do. This was tabled until the next meeting.

Mrs. Miller plans to return the time clocks; she said the clocks were not utilized. Mrs. Miller said when she has found a mistake everyone has worked well with her and it has been straightened out. Mrs. Spradlin said they tried to implement the time clocks but one thing after another caused them not to be used. The employees said the clocks did not work and they fought against it. She wants to be accountable to the public but said right now they are working on the personnel handbook and once it is finished maybe they can address the issue again. The Trustees were waiting for Mrs. Miller to draft a policy for them to implement. Mrs. Miller did not feel she is the one to make the policy. Sam's Club will not refund the money, but they will give store credit. Mrs. Miller said time sheets have to be in her office by noon on Mondays—even on holidays.

COMMITTEE REPORTS:

The Greene Co. Regional Planning and Coordinating Committee met while Mrs. Spradlin was out of town. No report was given.

The Source Water Protection Meeting will be held on Tuesday, June 10, 2014.

Deputy Chief Beegle attended the Safety Council meeting. He reported it is now time for the annual renewal. He and Chief Fox feel it is well worth it to be members.

The Chamber of Commerce meeting will be held next week, Tuesday, June 17, 2014.

COMMENTS:

Mr. Miller said the next meetings scheduled for June 19, 2014 may possibly be changed. This will be on the website.

ADJOURNMENT:

Mrs. Lewis made a motion to adjourn the meeting. Mrs. Spradlin seconded. All voted aye. The meeting adjourned at 8:08 p.m.

XENIA TOWNSHIP BOARD OF TRUSTEES

Resolution # _____

Date Approved: _____

Scott Miller, Chair

ATTEST:

Amy Lewis

Barbara Miller, Fiscal Officer

Susan Spradlin