

## RECORD OF PROCEEDINGS

### MINUTES OF THE XENIA TOWNSHIP TRUSTEES:

WORK SESSION  
JULY 31, 2012 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: Jim Reed, Chairman; Amy Lewis, Trustee arrived late at 6:00 P.M.; Scott Miller, Trustee; Alan Stock, Administrator; Barbara Miller, Fiscal Officer

Discussion was held concerning the following topics:

- Mr. Stock stated they needed to determine if they will use Mr. Gates again for the Bureau of Worker's Compensation. Mrs. Miller stated she needed to talk to Comp Management and Frank Gates to see who would give the Township the best price.
- Alan Stock gave an update on having the building re-keyed.
- Mr. Stock stated the petition from the South Monroe Siding residents was given to Bob Geyer and said Mr. Geyer has written a letter stating they are going to do a speed study.
- Alan Stock discussed the HVAC system they have and said David Shuey is going to get three different bids on a new high efficiency system.
- There was a discussion about redesigning the website, and the two estimates Mr. Stock received. The Trustees determined the prices were too high, and Mr. Stock stated he would try to have a person from Wright State University give an estimate since they were very reasonable.
- Mr. Reed discussed the phone system issue, and asked if it was getting resolved. Mr. Stock stated the repair gentleman will be in the office tomorrow.
- Mr. Reed asked how the time clock installation was going. Mrs. Miller stated Steve Fletcher has one installed and they are going to be great when he gets them in and done.
- There was a discussion about vacation coverage, and Mr. Stock stated Sheryl will be in when he is out. Mr. Shuey had it set up where different people in his department are in charge of certain things when he is out. It was determined Mr. Shuey and Interim Chief Fox need to discuss this when Mr. Shuey returns.
- The Trustees reviewed a memo regarding residence requirements for employees who worked for the Township from Stephanie Hayden, and it was determined there are no residence requirements now.
- Mr. Stock stated Jeff Payne would like to write a grant for the eastern area of the Township to say what kind of economical businesses can be brought to the area. Mr. Reed said this matter was discussed before, and the Trustees agreed for Mr. Stock to write a letter of support for Mr. Payne.
- There was a discussion regarding the P25 Informational Meeting. Mr. Stock stated he would like to write a letter to the County Commissioners explaining to them Xenia Township has not determined what service they are going to use.
- Mr. Stock said the Tecumseh JEDD Board meets every quarter, and the question was raised to him by Richard Montgomery if the Trustees would be interested in creating other or expanding the JEDD District. It was determined the Trustees should have a meeting and create a proposal and approach the City of Xenia with it. The Trustees agreed to meeting next Thursday at 5:00 p.m.
- Mr. Reed said in regards to land filling at 902 Dayton-Xenia Road, he had spoken to the Health Department and there were no issues with it.
- The Trustees discussed the Motor Vehicle Registration Audit.
- Dean Fox said the company was in town to service the sirens last week, and he discussed the issue with Alan Stock. Interim Chief Fox told the company to go ahead and service the sirens. He discussed the work the company did and said the total bill was \$2,712.50.
- Mr. Miller said he received a phone call from EMA, and said Greene County is looking to enter into an agreement with Hyper Reach a telephone program that alerts people of emergency situations. He stated the County would like to have

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the Township make a decision tonight if they are interested. Mr. Reed said he didn't like to make quick decisions, and since the Township could enter the service at any time he did not feel a decision needed to be made tonight. He recommended putting an ad in the paper and on the website to see how many citizens would be interested in the service.

- Interim Chief Fox stated they had two fire houses interested in the SCBA equipment. Interim Chief Fox said Greg Beegle is handling it and he had to work tonight, so they could come back and discuss this at a later time.
- The Trustees agreed as of September they would go back to the 1<sup>st</sup> and 3<sup>rd</sup> work session/trustee meeting schedule with the times being 5:00 p.m. for work sessions and 7:00 p.m. for the regular meetings.
- There was a discussion about health insurance renewal.
- Mr. Stock stated he will start bringing the revisions to the personnel manual to the Trustees for their review.
- The Trustees discussed the future of GMH, and Mr. Reed thought it would be appropriate to send a letter to Kettering Health Network showing their disappointment since the representatives told them they were done with reductions and how important the Trustees felt the facility is to the community.

**ADJOURNMENT:**

There being no further business, motion was made by Jim Reed to adjourn the meeting at 6:58 P.M., seconded by Scott Miller. Motion PASSED by a roll call vote of 3-0.

XENIA TOWNSHIP BOARD OF TRUSTEES

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Jim Reed, Chair

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Amy Lewis

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Scott Miller

ATTEST:

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Barbara Miller, Fiscal Officer