

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING
JULY 19, 2018**

6:00 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 was held at the Xenia Township Office, 8 Brush Row Road, Xenia, Ohio. This was a Regular Trustee Meeting advertised on the Xenia Township website within 24 hours of scheduling this meeting.

Chair Steve Combs called the Regular Meeting to order at 6:00 p.m.

ROLL CALL: Sheila Seiter, Fiscal Officer; Steve Combs Trustee, Chair; Susan Spradlin, Trustee; Alan Stock, Township Administrator. Scott Miller was absent.

All participated in the Pledge of Allegiance.

IN THE READ FILE:

Memo from the Chiefs to all Fire Staff that Cycling Classic has arrived in Greene County, City of Xenia Planning and Zoning Commission meeting, Greene County Community Library, City of Xenia Planning and Zoning minutes from July 5, 2018

FISCAL OFFICER:

Mrs. Seiter reported on the Audit finalization for 2016-2017 as an abbreviated audit which was an Agreed Upon Procedure. She stated there were two exceptions and she wrote a response to address these. She advised there were no findings or penalties.

Mrs. Seiter stated Mr. Stock found more information about the fees for the referendum issue for Kil-Kare. She gave notification of line item transfer within General Fund for Referendum Ballot fee for \$2,765.11.

Mrs. Seiter presented the revenue certification of a \$10,000.00 gift from Caesar creek Township for the purchase for fire equipment.

Mr. Combs moved to approve the certification of the \$10,000 gift from Caesar creek Township for the purchase of fire equipment. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 2-0.

RESOLUTION NO. 2018-091

Mrs. Seiter asked for the appropriation of the \$10,000.00 gift into line 2111-760-740-1202.

Mr. Combs moved to approve the appropriation of \$10,000 gift into line 2111-760-740-1202. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 2-0.

RESOLUTION NO. 2018-092

Mrs. Seiter presented the payroll. Mr. Combs moved to approve the payroll as presented. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 2-0.

RESOLUTION NO. 2018-093

Mrs. Seiter presented the bills and noted the bill from John R Jurgenson for the work on N. Bickett Road came in about \$5,000 less than expected. Mrs. Seiter advised Mr. Pile asked to keep the Purchase Order open because there was some additional work that would need to be done.

Mr. Combs moved to approve the bills as presented. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 2-0.

RESOLUTION NO. 2018-094

**XENIA TOWNSHIP TRUSTEES
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Mrs. Seiter advised there were two sets of minutes to approve, June 21, 2018 and July 5, 2018 Public Hearing for Tax Budget.

Mr. Combs moved to approve the minutes from the regular meeting of June 21, 2018, with the corrections as noted. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 2-0.

RESOLUTION NO. 2018-095

Mr. Combs moved to approve the minutes from the Public Hearing for 2019 Tax Budget of July 5, 2018. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 2-0.

RESOLUTION NO. 2018-096

ADMINISTRATOR:

Mr. Stock asked the Trustees to consider a Purchase Order for Howell Rescue Systems of \$6,648.00 from 2111.760.740.1202, which was the fund with the gift from Caesar creek Township. He explained this was for machinery and equipment for the Fire Department that will be used immediately. Mr. Combs asked if Caesar creek had any input on the items. Mr. Stock stated they did have input, they were given a list of items that the Chiefs put together and Caesar creek Township Trustees decided on the amount for the gift to help purchase equipment. Mr. Combs expressed thanks to Caesar creek Township for the generous gift.

Mr. Combs moved to approve the Purchase Order for Howell Rescue Systems of \$6,648.00 from 2111.760.740.1202. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 2-0.

RESOLUTION NO. 2018-097

Mr. Stock asked for a Purchase Order for Ohio Department of Transportation (ODOT) of \$5,040.00 from 2021.330.430.0000 for two message boards. He stated Mr. Pile received an auction notice from ODOT and Mr. Pile would like permission to purchase the two message boards. Mr. Stock stated the message boards that would be used for Hamvention and road way projects, etc. Mr. Pile feels these could be used to help in areas of road work. Mr. Combs asked if they knew what the cost of these would be if they were new. Mr. Stock advised that he was not able to find a new price because there was not a vendor in our area. Mrs. Spradlin asked if the price included a trailer. Mr. Stock stated it was all one piece and explained how the signs were towed and placed.

Mr. Combs moved to approve the Purchase Order to ODOT of \$5,040.00 from 2021.330.430.0000 for two message boards. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 2-0.

RESOLUTION NO. 2018-098

Mr. Stock advised of the increase for the hourly rate for a new paramedic, Jason Curtis, who just finished his certification, and make it retroactive to July 15, 2018 at \$13.56 per hour.

Mr. Combs moved to approve the increase in hourly rate for new paramedic, Jason Curtis retroactive to July 15, 2018 at \$13.56 per hour. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 2-0.

RESOLUTION NO. 2018-099

Mrs. Spradlin congratulated Jason Curtis on finishing his paramedic certification.

Mr. Stock advised the Joint Trustee and Zoning Boards meeting will be on July 31, 2018. He gave a list of potential topics for that meeting and asked if there were any additional topics or since two of the Trustees would be out of town if they would prefer to cancel this meeting. Mrs. Spradlin stated that she was planning to be there. Mr. Combs stated he did not have any new topics at this time but added that he felt the joint meetings were very productive.

**XENIA TOWNSHIP TRUSTEES
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Mr. Stock advised PETA had requested the City Prosecutor to start a criminal probe at Bob Evans Farms after a complaint. He just wanted to advise the Trustees about this issue since he received a phone call this morning about it.

UPCOMING MEETING DATES:

July 31, Joint Trustee and Zoning Boards meeting
August 2, Trustee Meeting

COMMITTEE REPORTS:

No reports at this time

GUESTS: Teresa Wise was in the audience but had no comments other than she had just moved back to the City of Xenia, is employed at Miami Valley Regional Planning Commission and wanted to see what was going on in the area.

ADJOURNMENT:

Mr. Combs moved to adjourn at 6:35 p.m. Mr. Spradlin seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 2-0.

Xenia Township Board of Trustees

Date Approved: _____

L. Stephen Combs, Chair

Resolution # _____

Attest:

Scott Miller

Sheila J. Seiter, Fiscal Officer
MEH

Susan Spradlin