

## RECORD OF PROCEEDINGS

### MINUTES OF THE XENIA TOWNSHIP TRUSTEES:

REGULAR MEETING  
AUGUST 21, 2014 7:00 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 7:08 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:

Kettering Health Network Annual Report  
Farm Bureau August 2014  
League of Women Voters August 2014

#### FISCAL OFFICER/FINANCE:

A motion was made by Mrs. Lewis to approve the bills as presented, 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. 2014-208**

A motion was made by Mrs. Lewis to approve the payroll as presented, 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.02014-209**

A motion was made by Mrs. Lewis to approve the minutes for the October 3, 2013 Work Session minutes, 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. 2014-210**

A motion was made by Mrs. Lewis to approve the minutes for the October 3, 2013 Trustee Meeting minutes, 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. 2014-211**

A motion was made by Mrs. Lewis to approve the minutes for the October 17, 2013 Work Session minutes, 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. 2014-212**

A motion was made by Mrs. Lewis to approve the minutes for the October 17, 2013 Trustee Meeting minutes, 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. 2014-213**

A motion was made by Mrs. Lewis to approve the minutes for the August 7, 2014 Work Session minutes, 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. 2014-214**

**XENIA TOWNSHIP TRUSTEE'S  
REGULAR MEETING, AUGUST 21, 2014**

A motion was made by Mrs. Lewis to approve the minutes for the August 7, 2014 Trustee Meeting minutes, 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. 2014-215**

**FIRE DEPARTMENT:**

A motion was made by Mr. Miller to approve the resignation of Scott Henry from the Xenia Township Fire Department, Mrs. Lewis seconded. Roll Call: Mr. Miller-Aye, Mrs. Lewis-Aye, Mrs. Spradlin-Aye. Motion PASSED by roll call of 3-0.

**RESOLUTION NO. 2014-216**

Mr. Miller made a motion to approve the disposal of the Engine 51 intake valve as requested by the Fire Department, Mrs. Lewis seconded. Roll Call: Mr. Miller-Aye, Mrs. Lewis-Aye, Mrs. Spradlin-Aye. Motion PASSED by roll call of 3-0.

**RESOLUTION NO. 2014-217**

Chief Fox explained why the Fire Department would like to dispose of the Plectron Alerting Equipment. He said that they are insignificant to what they need and that the parts for them are no longer available. He would like to offer them to Township employees first. They can be re-programmed. Mr. Wallace (previously of Wallace Communications) can re-program them for around \$62 each. They were manufactured in the 1970's. They are now valued at \$25 each. Mrs. Lewis made a motion to allow the Fire Department to dispose of the Plectron Alerting Equipment as they see fit. Mrs. Spradlin asked for discussion and said she doesn't think that the Trustees are permitted to give the equipment to employees. She said that it isn't a tax write-off like when they donate other things. Mr. Stock said that as long as an item is worth less than \$2,500, the Trustees can decide what to do with the items and have the ability to determine how the items will be used, according to the ORC. Mrs. Spradlin asked if, for a fact, they are sure that the equipment is obsolete. They could not be found on the asset list and Chief Fox said they do not have any tag numbers or identification to track them. Chief Fox also suggested some kind of documentation could be given with the plectron giving permission for it to be re-programmed and stating it is not to be considered stolen equipment. Mrs. Lewis re-stated the motion adding the value of the equipment is approximately \$750, Mr. Miller seconded. Mr. Miller-Aye, Mrs. Lewis-Aye, Mrs. Spradlin-Aye. Motion PASSED by roll call of 3-0.

**RESOLUTION NO. 2014-218**

Mr. Miller asked if there were any questions or comments about the proposed SOPs. Chief Fox said presently the Fire Department has eight (8) people that are POC, two (2) certified EMTs; and one (1) ready to be tested. Mrs. Spradlin asked about the duty calendar sign-up sheet. Mrs. Spradlin questioned whether the insurance company allows only employees to ride in Township vehicles. Chief said that there are multiple situations that need to be covered. Mrs. Spradlin said she would like more time to look over the SOPs. It was decided that the SOPs will be tabled until the second meeting in September.

Chief Fox said that the MARCS Grant application has been filled out and mailed. Deputy Chief Beegle added the State Fire Marshal's Office offered up to \$50,000 for smaller jurisdictions with populations less than 25,000 to apply for MARCS equipment grants.

Chief Fox gave an update on several dormitories at Wilberforce University which are in a deplorable condition. All the necessary jurisdictions have been notified. The dorms have been secured by the Maintenance Department at Wilberforce University.

**TRUSTEES' BUSINESS:**

Mr. Miller asked Mr. Stock to go over the details for the insurance deductibles. Mr. Stock said nothing has changed since the last discussion. The data is the same as in the last packet. If they stay with Anthem it would be \$25,000 more over the next 12 months. It was asked if anything was tax deductible, including the reimbursement for deductibles—

**XENIA TOWNSHIP TRUSTEE'S  
REGULAR MEETING, AUGUST 21, 2014**

no, it is not as there is no reimbursement for an individual plan when you have opted for your own. There was also a question about having a higher deductible—Mr. Stock showed It is more beneficial to have a higher deductible. He would suggest for the next sixteen (16) months, since deductibles will stay close to the same and will raise significantly after that, .to use a higher deductible because it is working. Mrs. Spradlin asked if the Township is allowed to reimburse employees for deductibles. Mr. Stock said yes as it is part of our insurance plan. Mrs. Spradlin asked if he had also consulted Heidi Fought at the Ohio Township Association. He replied no. Mr. Miller read into the record a recommended motion: OPEC HC Resolution, Xenia Township Board of Trustees, Greene County, does hereby agree to join the Ohio Public Entity Consortium HealthCare Cooperative effective the first of October, 2014, at the benefit levels and call structure as presented in the proposal. We also authorize Alan Stock to act as our representative to the Ohio Public Entity Consortium HealthCare Cooperative and to execute any paperwork proposals and/or documents. Mrs. Spradlin asked what they were going to increase the deductible to. Mr. Miller answered it was suggested to stay at the same deductible to the end of this calendar year at least. There was discussion about adding Mrs. Miller's name to the Resolution as a representative. Mr. Miller made a motion to approve the recommended resolution for the OPEC HealthCare Cooperative adding the name of Mrs. Miller to Mr. Stock's as representatives, Mrs. Lewis seconded. Roll Call: Mr. Miller- Aye, Mrs. Lewis- Aye, Mrs. Spradlin- Aye. Motion PASSED by roll call of 3-0.

**RESOLUTION NO. 2014-219**

**FISCAL OFFICER:**

Mrs. Miller asked the Trustees to approve a money transfer from the line item for interns into the account for auditing service. Mr. Stock suggested the line item for contingencies should be used instead to keep better history. Mrs. Miller also said money needs to be transferred to the line item for salaries for secretaries. It was suggested to wait on the transfer for secretary salaries. Mrs. Miller went on record to say the Fiscal Officer does the payroll and the Fiscal Officer asked for money to be transferred because there won't be enough money by the end of the year, and the Trustees did not want to do it. Mrs. Spradlin made a motion to take \$6,000 from line item 1000-130-190 salaries for interns and put it into line item 1000-110-312 for auditing service, Mrs. Lewis seconded. Roll Call: Mr. Miller- Nay, Mrs. Lewis- Aye, Mrs. Spradlin- Aye. Motion PASSED by roll call of 2-1.

**RESOLUTION NO. 2014-220**

**TOWNSHIP ADMINISTRATOR:**

Mrs. Lewis made a motion to authorize Mr. Alan Stock to enter into an agreement with HCST for IT services for a period of no more than one year, Mrs. Spradlin seconded. Roll Call: Mr. Miller- Aye, Mrs. Lewis- Aye, Mrs. Spradlin- Aye, Motion PASSED by roll call of 3-0.

**RESOLUTION NO. 2014-221**

Mr. Miller said there is additional information coming in regarding the EAP so they will table this until the next meeting.

**ROAD DEPT.:**

Mr. Miller said there will be a major increase in salt prices this year—it could almost double in price. The salt bin at the County is full and ready at this time.

**ZONING DEPT.;**

Mr. Stock reported about the Zoning Commission Public Hearing on rezoning of Cemex properties being tentatively set at Central State University, SIMS Hall, Room 114.

Jan Smolinski asked if Trustees had asked Cemex if they would stay in Xenia Township if the properties were rezoned. He would want to see it in writing if they did. They do have it in writing with the City of Fairborn. Mr. Smolinski said the only way to stop the commitment to Fairborn is for the property not to be rezoned to mining. It seems to him Xenia Township is taking quite a chance to vote to rezone with no commitment for Cemex to stay in the Township. Mr. Stock said they have an answer from legal counsel

**XENIA TOWNSHIP TRUSTEE'S  
REGULAR MEETING, AUGUST 21, 2014**

about that, but the Trustees would have to take a vote to make it public record. Mrs. Lewis made a motion to release the legal opinions submitted by Assistant Prosecutor Stephanie Hayden that was sent to us Monday, August 11, 2014, 3:15 p.m., sent to Alan Stock and copied to the Trustees and Fiscal Officer regarding zoning districts and annexation, the intent being for public record, 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. 2014-222**

Mr. Stock will give Mr. Smolinski the information he requested after the meeting.

**COMMITTEE REPORTS:**

Greene County Combined Health District: Mrs. Spradlin put a report in the Read File Chamber of Commerce: Mr. Stock said they are trying to broaden the base of people who provide services for Chamber events.

**GUESTS:**

Mr. Smolinski asked the Trustees to withdraw the request for the Zoning Commission to reconsider the proposed rezone. Mr. Miller said there are some legal considerations before they go down that path.

**ADJOURNMENT:**

There being no further business, a motion to adjourn was made by Mrs. Spradlin, seconded by Mr. Miller. Roll Call vote: All voted Aye. Meeting was adjourned at 8:22 p.m.

XENIA TOWNSHIP BOARD OF TRUSTEES

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

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

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

ATTEST:

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

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

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