

**RECORD OF PROCEEDINGS**

**MINUTES OF THE  
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING  
AUGUST 4, 2016                      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, Chair; Susan Spradlin, Trustee; Steve Combs, Trustee; Sheila Seiter, Fiscal Officer, Alan Stock, Administrator.

Meeting was called to order at 7:21 p.m. Mr. Miller advised that the meeting was delayed due to two public hearings that were held the same night. All participated in the Pledge of Allegiance.

**READ FILE:**

GC Public Council on Aging, August/September  
City of Xenia Planning/Zoning, August  
10<sup>th</sup> Annual Test Well Water & Soil Event  
National Drive Sober or Get Pulled Over

**FISCAL OFFICER/ FINANCE:**

Mr. Miller made a motion to accept the payroll as presented, Mrs. Combs seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

**RESOLUTION NO. 2016-180**

Mr. Miller made a motion to pay the bills as presented, Mr. Combs seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

**RESOLUTION NO. 2016-181**

The Work Session Minutes from July 21, 2016 were tabled until next meeting due to changes that still needed to be made.

Mr. Miller made a motion to approve the Emergency Meeting Minutes from July 29, 2016, Mrs. Spradlin seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by a roll call of 3-0.

**RESOLUTION NO. 2016-182**

Mr. Miller made a motion to approve the Work Session Minutes from August 4, 2016, Mrs. Spradlin seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by a roll call of 3-0.

**RESOLUTION NO. 2016-183**

Mr. Miller made a motion to approve the Public Hearing Minutes for Agritourism from August 4, 2016, Mr. Combs seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by a roll call of 3-0.

**RESOLUTION NO. 2016-184**

Mr. Miller made a motion to approve the Regular Meeting Minutes from August 4, 2016, Mrs. Spradlin seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by a roll call of 3-0.

**RESOLUTION NO. 2016-185**

Mr. Miller asked Mrs. Seiter if she had an update regarding the Ohio Checkbook. Mrs. Seiter reported that the session she ran through included two other districts and lasted

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about an hour. She informed that there are a lot of options and different settings that you can implement in this program. Mrs. Seiter advised that one of the things that she learned was that each individual employee's total on their checks will show, which she advised she was not comfortable. Mrs. Seiter said that she was still working on the program, and that she would get back to them.

**TOWNSHIP ADMINISTRATOR:**

Mr. Stock requested that the Trustees accept the resignation of Morgan Pickering, the Administrative Assistant for Monday and Tuesday. He informed that she is working on her Associate's Degree and had been able to work around her college schedule up until now. The classes she needs to take now will conflict with her normal job hours here, so he asked that they accept her resignation. Mr. Combs made a motion to accept the resignation of Morgan Pickering, Mrs. Spradlin seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin - aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

**RESOLUTION NO. 2016-186**

Mr. Stock suggested that the Trustees use some of the JEDD funds to cooperate with the City of Xenia and the JEDD Board for a total of \$6,300.00 dollars for the dash and dot robots to help with digital literacy for Tecumseh Elementary. Mr. Stock explained what the money would be spent on. He informed that he wanted to ask the Trustees to approve the \$2,500.00 to go to this project. Mrs. Spradlin asked if they needed to be more specific and say JEDD one or say Tecumseh Elementary. Mr. Stock said yes. Mrs. Spradlin made a motion to approve the \$2,500.00 to be applied to the dash and dot digital literacy curriculum at Tecumseh Elementary, Mr. Combs seconded the motion. Mr. Miller asked who requested the funds. Mr. Stock informed that the outgoing principle of Tecumseh Elementary made the request. Mrs. Seiter stated, for clarity, that this money will be paid out of general funds. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

**RESOLUTION NO. 2016-187**

**ROAD DEPARTMENT:**

Mr. Miller made a motion to approve the Administrator to expend funds to deal with issues that have arisen out of the Washington Road improvements from the list that was discussed in the Executive Session. Mrs. Spradlin said that it also includes that price that was discussed. Mr. Stock said that this will also include possible other items that were not on the bid sheet. Mrs. Spradlin seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by a roll call of 3-0.

**RESOLUTION NO. 2016-188**

**FIRE DEPARTMENT:**

Mr. Miller made a motion to approve the Physio Control maintenance agreement for three years starting in 2017 as presented. Mrs. Spradlin asked if the credit that we have with Physio Control will be applied here. Mrs. Seiter informed that when the three years start and we begin to get our invoices, that is when our credit will be applied. Mrs. Spradlin asked if we had a dollar amount. Mr. Stock informed that it was \$6,060.42. Mr. Miller withdrew his motion. Mrs. Spradlin advised that she wanted to understand what she was either going to approve or disapprove. Mr. Combs made a motion to table the item, Mr. Miller seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by a roll call of 3-0.

**RESOLUTION NO. 2016-189**

Mr. Miller advised that the Board of Trustees had received a request from the Fire Department for a purchase order to Vogelpohl for \$2,400.00 for thirty-five SCBA testing machines. Mr. Miller informed this will include the mileage charge. Mr. Miller made a motion to approve the purchase order to Vogelpohl for \$2,400.00, Mr. Combs seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs aye. Motion **PASSED** by roll call of 3-0.

**RESOLUTION NO. 2016-190**

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Mr. Miller raised the topic of the Cot and Load maintenance agreement. He advised that there were still questions on this topic because there were three possible choices. Mr. Miller advised that he wanted to table the item until the Board of Trustees was able to speak to the Fire Chief. Mr. Miller moved to table the item, Mr. Combs seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by a roll call of 3-0. Mrs. Spradlin commented that she wished to table the topic because the Fire Department is leaning one way and she was leaning towards another option and she wants to ensure that we are getting what she believes we are getting.

**RESOLUTION NO. 2016-191**

**GUESTS:**

Mr. Miller asked the guests if there was anything they wanted to share with the Board. Donna Randall presented the Trustees with a letter that she sent to the Republicans in Washington D.C. for record. Donna Randall advised that she wrote this letter in response to the Republican Party writing a letter speaking out against Donald Trump. She listed off the people she sent copies of the letter to.

Dan O'Callahan stated that he wanted to formally recognize and thank the Xenia Township Fire Department staff. He informed that a close family member of his passed away unexpectedly the previous Thursday. Mr. O'Callahan asked Mr. Stock to read the letter he had written to thank the Fire Department. Mr. Stock read the letter into the record.

**FISCAL OFFICER/FINANCE CONTINUED:**

Mrs. Seiter advised that she received notice from the County Auditor's office that the 2017 Tax Budget hearings will be held on September 1<sup>st</sup>. She advised that our hearing will be held at 8:15 a.m.

Mrs. Seiter informed that we received the warranty deed for the Fairground Road property. She advised that it had come that day.

**ADJOURNMENT:**

There being no further business, a motion to adjourn was made by Mr. Miller and was seconded by Mr. Spradlin. Roll Call: All voted Aye. Meeting was adjourned at 8:08 p.m.

_____	XENIA TOWNSHIP BOARD OF TRUSTEES
Resolution #	
_____	_____
Date Approved	Scott Miller, Chair
ATTEST:	_____
	Susan Spradlin
_____	_____
Sheila Seiter, Fiscal Officer	Steve Combs

SLR