

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING
SEPTEMBER 15, 2016 7:08 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.

Chair Scott Miller called the Regular Meeting to order at 7:08 p.m.

ROLL CALL: Scott Miller, Trustee Chair; Susan Spradlin, Trustee; Steve Combs, Trustee; Sheila Seiter, Fiscal Officer; Alan Stock, Township Administrator and Fire Chief Dean Fox and guest(s).

All participated in the Pledge of Allegiance.

IN THE READ FILE: Greene County Combined Health District

FISCAL OFFICER/FINANCE

Mr. Miller moved to accept the payroll as presented, 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. 2016-207

Mr. Miller moved to pay the bills as presented, 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. 2016-208

Mr. Miller moved to approve the Work Session Minutes of September 1, 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. 2016-209

Mr. Miller moved to approve the Resolution to accept the amounts and rates for 2017 Tax Budget from the County Budget Commission. 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. 2016-210

Mr. Miller moved to approve the Then and Now Purchase Order for R.B. Jergens for \$540,000 from 2031 Fund for Washington Road OPWC Grant Process. 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. 2016-211

Mr. Miller spoke about the project at Washington Road and said that it is close to rapping up. He stated that the funds are for that project and are from a State Grant. R.B. Jergens is the contractor doing the work.

ADMINISTRATOR:

Mr. Stock presented the resignation letter from Shelby Ratliff for approval.

Mr. Combs moved to approve the resignation of Shelby Ratliff from part time secretary position. 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. 2016-212

Mr. Stock asked for a motion to authorize the Fiscal Officer and the Administrator to hire two new part time secretaries.

Mr. Combs moved to authorize the Township Administrator to hire Mary Haller and Kaye Miller to 2 part time secretary positions at \$10.00 per hour. 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. 2016-213

**XENIA TOWNSHIP TRUSTEES
REGULAR MEETING, September 15, 2016**

Mr. Stock asked for 1587 U.S. 68 Parcel # M36000100130001500 to be deemed a nuisance.

Mr. Miller moved to declare the property at 1587 U.S. 68N, Parcel# M36000100130001500, a nuisance by way of weeds and debris. 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. 2016-214

Mr. Stock asked for a motion to approve a purchase of fuel oil and propane from Duncan Oil. He explained they can deliver starting Monday or Tuesday at \$1.75 per gallon for fuel oil and \$1.00 per gallon for propane. He explained the amounts needed of these items and that the fuel was for three locations.

Mrs. Spradlin moved to approve the Purchase Order for fuel oil & propane from Duncan Oil per provided quotes not to exceed \$2,760.00 total. 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. 2016-215

Mr. Stock explained the renewal for the Ohio Insurance Services and asked for an approval for this service.

Mrs. Spradlin moved to accept the Ohio Insurance Services OPEC Health Care contract renewal of Option 2, monthly. 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. 2016-216

TRUSTEES BUSINESS:

Mr. Miller explained the topic of salt storage was carried over from the work session, and provided a history for the need for salt today. He spoke about the need for a front end loader for handling salt and loading the trucks. Discussion about how, when, cost and if this purchase could be done. It was mentioned that such a purchase could be made after the first of the year. It was also mentioned that a used machine would be best to purchase. It was discussed going through an auction or private sale. It was asked if there may be a lease or rent option for a front loader. It was discussed that this machine could be used for other purposes for the road department. Mr. Stock mentioned that he spoke with Mr. Pile and Mr. Pile would like an enclosed cab and a combination bucket. This would allow the Road Department to use it for multiple applications.

Mrs. Spradlin stated that she was not part of any discussion about the front end loader, and that she knows that Mr. Pile is very capable and frugal with his expenses and did not request this piece of equipment. She stated that she was introduced to the equipment by the picture while out on the Washington Road project review which was the purpose of that meeting. She wanted to remind people of the Public Meetings Act and remind people that when a Special Meeting is to be called for and organized, it cannot be at a venue where the public would not be permitted to attend. She stated that she was only notified seven and half hours before the meeting. If a special or public meeting is scheduled, the public must be able to attend. She stated that they need to follow the Sunshine Laws. She does not like to discuss things that are not on the agendas, that the public has not been made aware of. She asked that she not be put in that position again.

Mr. Miller asked if this would be similar to the meeting that was in Columbus. Mrs. Spradlin said emergency meeting, yes. The Emergency Meeting versus a Special Meeting where somebody is wanted to buy used toys on somebody else's budget that that person has planned and has not asked for it.

It was discussed that there should be some work done to look into that purchase for the future.

**XENIA TOWNSHIP TRUSTEES
REGULAR MEETING, September 15, 2016**

FIRE DEPARTMENT:

Chief Fox request an approval of the resignation of Shane Horne from the Fire Department.

Mr. Miller moved to accept the resignation of Shane Horne from The Fire Department and thanked him for his service. 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. 2016-217

Chief Fox requested the Trustees accept the retirement of Roy Colbrunn from the Fire Department. Chief Fox provided a letter from Mr. Colbrunn regarding his retirement.

Mrs. Spradlin moved to accept the retirement of Roy Colbrunn from the Fire Department effective 9/15/16. Mr. Combs seconded. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by a roll call of 3-0.

RESOLUTION NO. 2016-218

The Trustees thanked Mr. Colbrunn for his many years of service.

Mr. Miller discussed litter pick up on Hedges Road and mentioned that it was looking good.

GUEST:

Marty Heidi of Congressman Mike Turner’s office spoke about passports and the processing time for residents. She also spoke about the heroin epidemic and the information available on this topic. She said she would look into the issue of a Trustee having a conceal carry permit, and would get back with that information. There was discussion about the heroin epidemic and what the medics have in the vehicles to deal with overdoses.

COMMITTEE REPORTS:

Greene County Regional Planning: Mr. Combs stated there was a presentation about agrihoods, which are neighborhoods that grow crops within the community and have the community store what they grow. He stated that it was very interesting concept.

Source Water Protection: Inspection for 1 year time of travel water protection: Mr. Stock advised that letters went out for inspections on September 23 and the 1 year time and travel for commercial. He still needs to send out invoices and notify the City of Xenia.

ADJOURNMENT:

Mrs. Spradlin moved to adjourn, Mr. Combs Seconded. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by a roll call of 3-0. The regular meeting was adjourned at 8:03 p.m.

Xenia Township Board of Trustees

Date Approved: _____

Scott Miller, Chair

Resolution # _____

Attest:

Susan Spradlin

Sheila J. Seiter, Fiscal Officer

L. Stephen Combs

MEH