



**RECORD OF PROCEEDINGS**

**MINUTES OF THE XENIA TOWNSHIP TRUSTEES: REGULAR MEETING  
HELD ON: OCTOBER 14, 2010 7:00 PM**

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-Seiter provided a report on the additional funds needed to; hopefully, cover the unemployment costs for the balance of the year. She further requested \$5,000 be transferred within the 2111 Fire Fund in order to cover the costs. The funds are needed in the unemployment (2111-220-240-0000) line item. Seiter recommend three lines to choose from, particularly the Buildings (2111-760-720-0000) line, but up to Chief Meyers to decide. Chief agreed. Miller moved to approve the transfer. Reed seconded.

Resolution No. 2010- 211

Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

Seiter further requested a then and now purchase order for \$3,000 to the Ohio Dept. of Job & Family Services (unemployment bureau) to cover the outstanding month(s) charges due to be invoiced. Miller moved to approve said request. Motion seconded by Faulkner. Resolution No. 2010-212

Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

-Fund status reports will be in the correspondence file Monday for Trustee’s review.

-Miller reminded the department heads that the end of the year is approaching and they should conclude any necessary purchases for 2010. Seiter thanked Miller.

**FIRE DEPARTMENT:** Chief Meyers provided the following:

-Purchase order request to the Greene County Sheriff’s Office for the back ground checks for new applicants for \$69 each for 12 for a total of \$828. Faulkner moved to approve said request. Motion seconded by Reed. Resolution No. 2010- 213

Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

-Report and updated maintenance agreement for Physico-Control for the addition of the AED units for \$510.40. Chief advised, per Greg and the sales representative, there would be no charge or purchase order needed at this time. Faulkner moved to approve the agreement and to authorize Fiscal Officer Seiter to sign on the Board’s behalf. Motion seconded by Reed. Resolution No. 2010- 214

Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

-Notice of ladder testing, repair and probably replacement of one that failed. He is getting quotes and will provide a request at the next meeting.

**ZONING:** Inspector Painter provided the following reports:

Permits issued since September 9:

- 1692 Union Road, Dan Porta, pole barn
- 655 Dowdell, Steven Joyce, addition
- 3100 W. Enon Road, Brenda Wolfe, chain link fence

Zoning Commission:

- work session on Nov. 4 regarding sexually oriented businesses text amendment.
- public hearing on Nov. 3 rezoning request from Roland Hagler for 658 Hook Road. Painter advised she is still confirming the location in case our meeting room is not available. The request has gone to Greene County Regional Planning for review. Nancy McKinney asked about procedures and stated she was told last time that there is a four year limit on referendums. Painter advised she has an opinion from the Prosecutor’s Office advising there is no limit and the owner can apply as often as they please. Attendees determined the date of the referendum was November 2007.

**ROAD DEPARTMENT:** Public Works Superintendent Shuey reported the following:

-Report on options of two fire safe storage cabinets for chemicals and paint type supplies. Shuey obtained several quotes and advised the need was recommended by the insurance review representative. Reed and Miller advised they could not get used units for much less than the, lower than expected, cost of new ones Shuey found. Shuey provided a request for purchase order to Key Bank MasterCard/Global Industrial for \$1,369 for both cabinets. Faulkner moved to approve. Miller seconded. Resolution No. 2010- 215

Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

Seiter reminded funds needed transferred within the 2231 Fund in order to cover the costs and recommended from the other line item to the small tools and minor equipment line item.

Faulkner moved to approve the transfer. Reed seconded. Resolution No. 2010- 216

Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

-Request for a then and now purchase order to Bullen Equipment Service for \$630 for installation of the rebuilt injector pump for the Bomford arm mower tractor. Miller moved to approve the request. Faulkner seconded the motion. Resolution No. 2010- 217

Roll Call Ayes: Faulkner, Reed and Miller Motion Carried



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### UPCOMING MEETINGS:

-October 20, 8:00 am Trustees' Monthly Work Session Re: Fire goals, object. & budget needs.  
-October 20, 6:30 pm Greene Co. EMA info meeting re: service rate increase per capita  
-October 28, 7:00 pm Trustees' Regular Meeting  
-November 10, 7:00 pm Trustees' Regular Meeting moved from Nov. 11 due to Veterans Day  
-November 22, 7:00 pm Trustees' Regular Meeting moved from Nov. 25 due to Thanksgiving  
-December 8 Greene County Township Association Meeting at Sugarcreek, assisted by Xenia Twp. and Miami Twp.

Note: After moved into executive session, but prior to all guests leaving, resident Susan Spradlin provided Seiter with a letter for the public record. (See end of meeting)

### EXECUTIVE SESSIONS:

Faulkner moved to go into executive session for the purpose discussing purchase/sale of public property negotiations per ORC 121.22(G)(2). Miller seconded the motion. Seiter, Painter, Meyers and Shuey were included.

EXECUTIVE SESSION: 9:11 pm

RETURN TO REGULAR SESSION: 9:41 pm

Faulkner moved to adjourn the executive session and return to regular session. Reed seconded the motion.

Miller moved to go into executive session for the purpose of personnel. Reed seconded the motion. Seiter and Meyers were included.

EXECUTIVE SESSION: 9:42 pm

RETURN TO REGULAR SESSION: 10:21 pm

Faulkner moved to adjourn the executive session and return to regular session. Miller seconded the motion.

**RECESS:** 10:22 to 10:45 PM to celebrate Trustee Miller's birthday.

### COMMITTEE REPORTS:

Miami Valley Reg. Plan. Com.: No report.

---Technical Advisory Committee: No report. To meet next week.

Greene Co. Reg. Plan. Coordin. Com.: No Report

District Advisory Council of Health District: No Report

Water & Wastewater Adv. Committee: (quarterly, last Wednesday of Month) Next October 27

The Trustees met that morning, Oct. 14, with Xenia City re: wellfields.

Source water: Next meeting October 26 at Xenia Township office.

Xenia Economic Growth Corp.: Miller reported on Oct. 12<sup>th</sup> meeting. The XEGC Board supports the City income tax, but not Issue 10 and 11. Trustees noted their being uneasy about the XEGC Board voicing that stand.

County Managers and Officials: No Report

Safety Council: (1<sup>st</sup> Wednesday per month) Faulkner reported on the October meeting with a presentation from the OSHA Cincinnati Office. Checks were given to Council members from 2009.

### CORRESPONDENCE:

Seiter advised an additional public records request had been received from Mrs. Spradlin earlier in the meeting. Seiter read the letter as requested by Spradlin. (attached) Seiter advised she had provided a majority of the documents much less than four months later. She explained how there were no certifications in Meyer's file due to him providing them to the Trustees at the interview, not attached to the resume; that she obtained all from Meyers and copies were given as requested and a set placed in his personnel file. Seiter advised she has shared the request with Chief Meyers on more than one occasion to provide the few documents he has, he has not provided them. She voiced her upset at the four month statement when it did not take her that long on most items, and the missing documents are not available to her. Seiter advised she would share this additional request with Meyers again for Baker and DeVoe's items. Seiter advised she did not know if she still has the two meetings requested on tape as she recycles them. Further, that when she did try to use them from a meeting last month, the whole tape was in audible. The hand held unit is full and she has not been able to upload and save to CD's yet. Reed offered to help get that done. Therefore, Seiter advised she would no longer use the optional tape recorder method. Reed noted the recorders being old and poor quality. Seiter advised she purchased two new this summer for use by herself and Sheryl for land use meetings – it is just that the microphone does not pick up at any distance, the speakers do not talk loud enough, etc. (note: The only way to make a duplicate is to use the two small recorders or pay a professional to reproduce.) Miller recommended Seiter prepare a response letter to Mrs. Spradlin documenting the items requested and provided. All agreed.

