

RECORD OF PROCEEDINGS

**MINUTES OF THE XENIA TOWNSHIP TRUSTEES:
HELD ON:**

**REGULAR MEETING
AUGUST 12, 2010 6:00 PM**

NOTES: These minutes are a summary of the township business meeting and are not a word for word account of the discussions which took place.

Chair Scott Miller called the meeting to order at 6:08 p.m. with a welcome. Board Members present were John Faulkner Scott Miller, and Jim Reed. Also in attendance were Fiscal Officer Seiter, Zoning Office Manager Painter, Public Works Superintendent Shuey, Fire Chief Meyers and Deputy Chief Fox. All participated in the Pledge of Allegiance.

MINUTES:

Faulkner moved to approve and dispense with the public reading of the minutes of the regular meeting of July 8, 2010 due to the Trustees reading them prior to the meeting. Reed seconded the motion. Roll Call: Ayes: Faulkner, Reed & Miller Motion Carried

Faulkner moved to approve and dispense with the public reading of the minutes of the regular meeting of July 22, 2010 due to the Trustees reading them prior to the meeting. Reed seconded the motion. Roll Call: Ayes: Faulkner & Reed; Miller was absent for meeting Motion Carried

FINANCE: Fiscal Officer Seiter provided the following:

A request for approval of bills and payroll in the amount of \$92,708.12 (2 payrolls) a copy of the payment registers are attached to these minutes and made a part hereof. Miller moved to approve said payments.

Motion seconded by Reed. Resolution No. 2010- 171

Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

Report on the July 26th 2011 Tax Budget Hearing she and Faulkner attended. Our portion went well and the budget was approved. It was educational watching other jurisdiction's hearings.

Current fund status reports are in the correspondence file for Trustee's review.

A request for approval of a then and now purchase order from general fund to Avizent (Frank Gates) for the annual BWC third party administrator services fee of \$2,094.75. Seiter advised we have been happy with their service to date. Further, they are the only administrator of a township group rating program.

Faulkner moved to approve said requests. Motion seconded by Reed. Resolution No. 2010- 172

Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

ROAD DEPARTMENT: Public Works Superintendent Shuey provided the following:

-Seiter provided, per the Trustees request, a resolution for fees for non typical road services per the FEMA rates like the one passed earlier in the year for fire/EMS services. Attendees discussed in great detail (50 minutes.) Miller talked about his concerns for staffing issues including the fire department resolution. Attendees talked about public relations services, fund raisers, etc and the option to exempt by event. Faulkner moved to approve the resolution with the option to review the rates annually for updates. Reed seconded the motion. Resolution No. 2010-173

Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

-Request for approval of a mutual aid agreement from Sugarcreek Township for road services. Miller moved to approve the agreement. Faulkner seconded the motion. Resolution No. 2010-174

Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

-Report and request for a then and now purchase order to Detroit Tire for two tires for the arm mower tractor for \$2,252.60. One went out while mowing and the other was ready to go. Faulkner moved to approve the purchase. Reed seconded the motion. Resolution No. 2010-175

Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

FIRE DEPARTMENT: Fire Chief Meyers provided the following:

-Report of lightening strike at station 52 on August 4. There was damage to three items. The computer was hit, but protected by the power backup and fixed. The TV and DVD player, purchased by the Fire Association, was hit. The 800 radio, circuit board was damaged the most. The cost could run \$1,969.14 from WS Electronics. There are still other issues and the unit has been sent to the factory. The unit would cost \$4,500 new if replaced. It will be submitted to the insurance for possible coverage with deductible. Attendees discussed the TV not being covered, importance to the moral of the fire department and possible replacement. Tabled.

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-Report on problems with the air condition on the Burgess (Road Rescue) medic. Chief explained how he has had Bob Jones of Apparatus Services in for a day and half working on it. Trustees and Meyers discussed the problem/repair in detail. Jones is working with Road Rescue and Burgess as Jones says it is a manufacture problem. Seiter asked if the cost by Jones are to be billed to the township or Burgess and if it is the township, advised a purchase order should have been in place. Meyers apologized and advised he would check and get back on that.

-Report on floor deterioration of brush truck 52. The floor is being replaced in house. Attendees discussed undercoating options and method of repair further.

ZONING: Inspector Painter provided the following:

Intern Bryan Smith has went back to school, but will stay a little longer to help finish the well field project.

Permits issued since July 22:

- Greene County Fair, tents, 27
- 1848 US 35 E., Craig Wright, addition to accessory building

Zoning Commission: work session on August 5, continue working on adult entertainment.

COMMITTEE REPORTS:

Miami Valley Reg. Plan. Com.: Faulkner reported on the August 5th meeting of updates on the TAC plan.

---Technical Advisory Committee: No Report, next meeting end of August

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

District Advisory Council of Health District: No Report

Water & Wastewater Adv. Committee: (quarterly) Faulkner attended the July 28th meeting. It was a tour of the Spring Valley treatment facility. No action items.

Source water: Next meeting October 26.

Xenia Economic Growth Corp.: Faulkner attended the end of July meeting. Discussed H & A plant, Fulmer's closing and possible other grocery. Ron Roth touched on the school projects.

County Managers and Officials: No Report

Safety Council: Painter missed the August 4th meeting, but will attend on September 1. Faulkner will attend the annual meeting in October.

OLD/UNFINISHED BUSINESS:

-Radon in administration office: Painter reported the nine month long test came back at less than 1 so she spoke with the State Health representatives again. They determined something must have gone wrong with the units since there was such a difference in the numbers from the short term test. So, a second set of short term tests were conducted and those results came back high again at 19-20.3 pCi/L. Note: the acceptable limit is 4. State advised they could do a 48 hour test with a mechanical unit which is very accurate. They will get it to us free as soon as possible, but it must be calibrated first. Attendees discussed getting another unit from another source faster or pushing the State to get the unit in here now. Miller suggested testing in the other township areas/facilities. Painter reminded how they were tested last year at the same time as the office and all the others came back acceptable or low. Shuey advised he will get several quotes for mitigation. Seiter reminded it was budgeted. Painter advised electric was needed to run the unit.

-Electric upgrades to the administration building and office: discussed in detail. Reed and Shuey talked about different steps to the electric. Miller stated to discuss at the August 18th work session. Reed asked if it was ok to go ahead and submit for the permit. Miller advised he wanted all aspects considered first.

-Drug Free Work Place: Painter reported all training is complete for this year's program. The new BWC program starts in January. She explained features of the revised new program and how the discount is reduced from 10% to 4%. She also advised she and the other department heads do not recommend continuing with the BWC portion of the programs due to the reduced discount only covering the cost of the consultant's fees for training. However, they still plan to continue with the established program. Seiter and Painter confirmed the discount was received in the form of a reduced rate on the annual form document. The method was not made clear on the form, but referenced separate documents from BWC/ Frank Gates received at a different date. Attendees discussed not needing BWC's oversight and the risk of missing a deadline or step and having to give the funds back. We will do our own similar program. Shuey talked about use of LTAP safety training. Painter advised there are insurance reps and contractors

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EXECUTIVE SESSION:

10:01 pm Faulkner moved to go into Executive Session to discuss contracts per ORC 121.22(G).
Reed seconded the motion. All voted aye. Painter and Shuey were included.
10:39 pm Returned to regular session. Miller moved. Reed seconded. All voted aye.
A meeting/work session needs set with City of Xenia representatives, regarding well field, for the week of August 30th.

CORRESPONDENCE IN FILE:

- From MVRPC, Aug. 5 Board of Directors meeting agenda and Executive Committee agenda, etc.
- From State Bd. Of Regent’s, July 2, e-mails with Seiter and Faulkner re: revenue cut for CSU annual subsidy and contact info. for requesting an appeal.
- To Residents in the north, well field area, July 23, invitation to public meeting on Aug. 4 & survey.
- From State Auditor, July 23, letter advising of UAN software rewrite dates.
- From Ohio Twp. Assoc., August 2010 newsletter *Grassroots Clippings*

ADJOURN: 10:40 pm

There being no further business, Miller moved to adjourn. Reed seconded the motion.

SCOTT W. MILLER, CHAIR

ATTEST:

JOHN D. FAULKNER

SHEILA J. SEITER, FISCAL OFFICER

JIM REED