

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING
MAY 7, 2020**

6:00 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. This was a Regular Trustee Meeting advertised annually and on the Xenia Township website within 24 hours of scheduling this meeting.

Chair Scott Miller called the Regular Meeting to order at 6:00 p.m.

All participated in the Pledge of Allegiance.

ROLL CALL: Jacqueline Robinson, Fiscal Officer; Susan Spradlin, Trustee; Steve Combs, Trustee; Scott Miller, Trustee Chair; Alan Stock, Township Administrator; Greg Beegle, Fire Chief; Jim Pile; Road Dept. Supervisor

FISCAL OFFICER:

Ms. Robinson advised she had given everyone copies of the Monthly Financial Reports.

Ms. Robinson discussed the receipt of \$15,399 from the Ohio Bureau of Worker's Compensation. These monies were from the COVID-19 fund, they are a dividend payment that equals approximately 100% of our premium for the 2018 policy year.

Ms. Robinson presented information from David Graham's office that the Budget Commission is waiving the requirement to file a July tax budget.

Ms. Robinson presented information about the audit that is in progress by the State of Ohio. Ms. Robinson stated that Sheila Seiter, the previous Fiscal Officer, is volunteering her time to work with the auditor, since the records being audited were Mrs. Seiter's.

Ms. Robinson asked for a Purchase Order be issued to the Auditor of State of Ohio for \$3,075.00 from 1000-110-312-0000. Mr. Miller moved to issue PO as presented. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin-aye, Mr. Miller-aye, Mr. Combs-aye. Motion PASSED by roll call 3-0.
RESOLUTION NO. 2020-068

Ms. Robinson presented an invoice from Sinclair Community College for \$1,902.00, dated January 6, 2020 from 2282-230-318-0000 for State reimbursable firefighter training. Mr. Miller moved to issue PO as presented. Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin-aye, Mr. Combs-aye, Mr. Miller - aye. Motion PASSED by roll call of 3-0.
RESOLUTION NO. 2020-069

Ms. Robinson presented the bills. Mr. Combs moved to approve the bills. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin-aye, Mr. Combs-aye, Mr. Miller - aye. Motion PASSED by roll call of 3-0.
RESOLUTION NO. 2020-070

Ms. Robinson presented the bi-weekly and monthly payrolls. Mr. Miller moved to approve the payroll as presented. Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin - aye, Mr. Combs - aye, Mr. Miller - aye. Motion PASSED by roll call of 3-0.
RESOLUTION NO. 2020-071

Ms. Robinson advised there was one set of minutes to approve.

Mr. Miller moved to approve the minutes from the regular meeting of 04.23.2020, as presented. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin - aye, Mr. Combs - aye, Mr. Miller - aye. Motion PASSED by roll call of 3-0.
RESOLUTION NO. 2020-072

Chair Miller reminded the meeting was being recorded

**XENIA TOWNSHIP TRUSTEES
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ADMINISTRATOR:

Mr. Stock presented a historical township quiz. In 1899 in the Wilberforce area, what are the current names of Arnett Ave. and Smith Ave.? Arnett is now Brush Row Rd. and Smith Ave. is now Mason Rd.

Mr. Stock discussed setting a date for the 2020 Road Ride. The ride will be Thursday, May 14, 2020 at 7:30am. Due to COVID-19 masks and social distancing should be practiced.

Mr. Stock discussed the reopening of the offices as the result of COVID-19 pandemic and the guidelines that will need to be practiced and followed for safety of the public and employees. The date to reopen will be 05/28/2020, which is in line with the Governor's safe-opening policy. As long as the customers are being served and necessary precautions taken this date should be suffice. There was discussion as to cleaning the carpets, shoe protectors, limited access to the office. Currently the staff is taking temperature of all employees and cleaning all chairs/desktops on a daily basis. Current customers either call prior to coming to office or wait outside until the zoning permit is processed. This practice has been in place since the office closed and there has not been any problems at this point.

Mr. Stock presented information on self-imposed expenditure reductions. During this discussion, Mr. Stock referred to Mr. Graham's letter and conversation that the county is advising jurisdiction to plan for a 15% reduction in revenue. Mr. Stock presented a Five-year unencumbered cash balance spreadsheet; a Four-year revenue review spreadsheet and a Worse case scenario's for 2020 spreadsheet. Mr. Stock has spoken with both Chief Beegle and Mr. Pile on potentially delaying purchases/projects. During this time, it would be better to reduce spending instead of officially reducing revenue.

Mr. Combs had to leave the meeting at 7:40pm due to illness.

Mr. Stock presented information; before and after picture of listed properties; in order to have these properties in the township declared as a nuisance. The current resolution expired 05/05/20; Mr. Stock is proposing that the same properties that identified as a nuisance last year also be identified as a nuisance and a resolution passed this year. Each property has to have an individual resolution.

1227 Wilberforce-Clifton, M36000200270007800

Mr. Miller moved to approve the resolution as presented. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – not in attendance Mr. Miller - aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2020-073

Mrs. Spradlin reviewed the information and discussed that some of the properties listed by the photographs that were provided looked as though they did not meet the nuisance guidelines. Mr. Stock reiterated that these were the same properties that had been declared a nuisance in the prior year and the process that will have to be taken if they were not declared a nuisance this year.

Mrs. Spradlin made a suggestion motion to rescind Resolution #073; Mr. Miller noted the wrong address was listed on the agenda.

RESOLUTION NO. 2020-074

1287 Brush Row RD, M36000200270007100

Mrs. Spradlin moved to declare 1287 Brush Row Rd a nuisance as permitted for the presence of tall grass and weeds. Mr. Miller seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – not in attendance, Mr. Miller-aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2020-075

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1333 E Main St, M36000200301007800

Mrs. Spradlin moved to declare 1333 E. Main St. a nuisance as permitted for the presence of tall grass and weeds. Mr. Miller seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – not in attendance, Mr. Miller-aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2020-076

The following properties were discussed and it was deemed that they do not meet the guidelines to be declared as a nuisance and will be reviewed when complaints arise.

597 S Columbus, M36000200310002800;
1217 Wilberforce Clifton, M36000200270007800;
1304 Wilberforce Clifton, M36000200270006400;
1527 US 68 S, M36000200361003200;
1221 Turner Pl, M36000200280007100

Mr. Stock responded to a request by Mr. Miller to have the locks replaced in the old Trophy building. The locks have been vandalized/broken and temporary latch bolts need to be replaced. This is the third time the building has been broken into. New Primus locks are \$1,598 and non-Primus locks are \$990. Mr. Pile suggested that a security camera system by Arlo be purchased; approximately \$600 for four (4) camera's and no additional costs for monitoring. The Trophy building will be inspected during the road ride.

Chair Miller reminded the meeting was being recorded

FIRE DEPARTMENT:

Chief Beegle discussed the CARE provider Relief Grant of \$2,857.37 that the Township received. These funds are for expenses related to COVID-19 and can be used to offset expenditures that the Township incurs due to COVID-19. Currently we have spent approximately \$2100 of these funds. At this time, Chief Beegle does not intend to apply for any additional grants. This will be accessed as time goes on and if the Township incurs any expenses related to COVID-19. Currently there have not been any COVID-19 related run calls.

Chief Beegle presented the resignation letter of Captain Ed Harper effective May 1, 2020. Captain Harper is eligible for rehire.

Mr. Miller moved to accept the resignation of Captain Ed Harper effective May 1, 2020. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – not in attendance, Mr. Miller - aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2020-077

Chief Beegle asked that the Trustees appoint Wesley Moss, to paid on Call FF/EMT Intermediate effective immediately at rate of \$13.58 hr.

Mr. Miller moved to appoint Wesley Moss; Paid on Call FF/EMT I effective immediately Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – not in attendance, Mr. Miller - aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2020-078

ROAD DEPARTMENT:

No Report

TRUSTEE BUSINESS:

ADJOURNMENT:

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Mr. Miller moved to adjourn at 8:31p.m. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin–aye, Mr. Combs–not in attendance, Mr. Miller- aye. Motion **PASSED** by roll call of 2-0.

Xenia Township Board of Trustees

Date Approved: _____

Scott Miller, Chair

Resolution # 2020-_____

Attest:

L. Stephen Combs

Jacqueline Robinson, Fiscal Officer
jr

Susan Spradlin