

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING
MAY 21, 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.

FIRE DEPARTMENT:

Chief Beegle requested the appointment of Luke Neikirk, Part Time FF/EMT Intermediate effective immediately at a rate of \$13.74.

Mrs. Spradlin moved to hire Luke Neikirk as Part Time FF/EMT Intermediate at \$13.74 effective immediately. 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. 2020-79

Chief Beegle requested the appointment of Joe Mulikin, Part Time FF/EMT Paramedic effective immediately at a rate of \$14.40.

Mr. Miller moved to hire Joe Mulikin as Part Time FF/EMT Paramedic at \$13.74 effective immediately. 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. 2020-80

Chief Beegle presented that Just Comer is the first firefighter to reach milestone in 2020 of 600hrs for a \$500 bonus. Chief Beegle thanked the trustees for their support.

As a reminder this meeting is being recorded.

ROAD DEPARTMENT:

Mr. Pile presented a chart the on the proposed 2020 Road Projects that were decided upon in December 2019; noting that these prices were based on last year's pricing. There is no clarity with the collective bidding through the County. At this time, Jim has not received any pricing clarity. There are various Chip Sealing projects but there has not been any movement from the county. The collective bidding agreement for paving is moving forward. The paving of the parking lot at 8 Brush Row Rd. will be postponed at this time. There was discussion of the other projects on the proposed project list: what is needed; what is necessary; and what can be postponed this year. Due to the unknown of the revenue shortage and collective bidding, process the trustee asked Jim to provide an update at the next meeting with new pricing and information from the County.

The 2020 Road Ride as held, Monday, May 18, 2020. Jim thought that overall the township roads look good and thanked the trustee's for their support.

As a reminder this meeting is being recorded.

FISCAL OFFICER:

Ms. Robinson updated the trustees on the progress of the audit – everything is going smoothly, all requested information have been provided to the auditor.

**XENIA TOWNSHIP TRUSTEES
REGULAR MEETING, MAY 21, 2020**

Ms. Robinson also informed the trustees on a Webex that Keith Farber, Auditor of State of Ohio will be holding on Thursday, May 28, 2020, and that she will be participating on the call.

Ms. Robinson presented the bills. Mr. Miller moved to approve the bills. 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. 2020-81

Ms. Robinson presented the bi-weekly payroll. 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. 2020-82

Ms. Robinson advised there was two sets of minutes to approve, May 7, 2020 trustee meeting and 04/02/20. Both sets of minutes were put on hold until next meeting.

As a reminder this meeting is being recorded.

TOWNSHIP ADMINISTRATOR:

Mr. Stock requested that the Trustees pass a resolution to allow the nuisance properties mowing expenses sent to the County Auditor's office quarterly instead of annually this year. After working with the Auditor's office, there is a lag in reporting the delinquent tax amounts to the mortgage companies and they suggested that the nuisance expense be reported quarterly instead of annually.

Mr. Combs moved to file the Quarterly Tax Lien for nuisance mowing for first quarter of 2020 the resolution 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. 2020-83

Mr. Stock stated that the trustee's had previously said that the office would reopen to the public on May 28, 2020, but that the County and City of Xenia are not opening to the public on those dates and did the trustee's want to change the date for the township. He state that currently they are serving the customers and have not had any complaints from customer's on the new procedures on waiting outside until paperwork is processed.

Chief Beegle spoke that the Fire department is on lockdown on a regular basis by order of the Pharmacy Board. Jim Pile spoke that the gates at the Road department are locked.

Mr. Combs is in favor of opening the offices to the public with the office taking all of the necessary precautions. Mrs. Spradlin was in opposition to opening at this time due the uncertainty of the virus, customers being A-symptomatic, and safety of employees. Mr. Miller is in favor of opening the offices to the public as well. There was discussion to the safety precaution that the township will have to take in re-opening which include providing hand sanitizer, asking the public wear a mask, providing gloves and a Plexi-glass shield around the Administrative Assistant's desk.

Mr. Combs made a motion that Xenia Township opens office to the public on June 1, 2020, as business as usual; practicing the necessary safety precautions, providing gloves, masks, Plexi-glass shield also available to customers doing business .Mr. Miller seconded the motion. Roll Call: Mrs. Spradlin – nay, Mr. Combs – aye, Mr. Miller. Motion PASSED by roll call of 2-1.

RESOLUTION NO. 2020-84

Mr. Stock advised everyone that the offices will have the carpets cleaned next week – this is done on an annual basis.

Mr. Stock shared that Ohio Bureau of Workers Compensation will be sending 50 masks to the office and will be available to employees and elected officials when received.

**XENIA TOWNSHIP TRUSTEES
REGULAR MEETING, MAY 21, 2020**

Mr. Stock shared that the May monies received so far is as follows: Local Government 89%; Motor vehicle licenses 52%; Permissive Vehicle License 59% and Gas Tax 99%. We were expecting 60%.

As a reminder this meeting is being recorded.

TRUSTEE BUSINESS:

Mr. Miller stated that he would like to continue the meetings with the conference call. Mr. Stock will reach to the prosecutor's office for clarification.

Mr. Combs commented on the Road ride, stating they covered a lot of ground and in his opinion, the roads looked decent/above average.

Mrs. Spradlin was impressed with the Brush Row Rd. culvert project in conjunction with the county and that everyone did a fantastic job. This project will alleviate flooding.

Mr. Miller discussed that they did not look at Murray Hill, which is a pending project, and they need to decide on how to proceed.

Mr. Miller discussed that in areas of the township vertical mowing is performed. There are various Pro's and Con's to the residents. He stated that he is not in favor of vertical mowing due to the damage that it does to the trees. He would like to see the Road department look into tree trimming. Mrs. Spradlin spoke that tree trimming is too costly and now is not the best time to spend the funds to tree trim and the Road department is extremely busy. Mrs. Spradlin is ok with the vertical mowing. Mr. Combs spoke that most of the vertical mowing is to get rid of the honey suckle and maybe the Road department can lighten up when cutting the trees. Mr. Miller stated that Right of Way Disease is a problem and that residents should be encouraged to plant trees that do not grow into the power lines. Mr. Stock commented that there have not been any major complaints about the vertical mowing and damaged to trees; he stated that some have been appreciative of the township cutting back the trees and honeysuckle. In conclusion, the Road department should continue the vertical mowing, but to go light on the trees.

As a reminder this meeting is being recorded.

UPCOMING MEETING DATES:

COMMITTEE REPORTS:

Source Water Protection-biannually: not sure of date Scott Miller
Inspection 1 year time-of-travel Water Protection (May 29) Alan Stock
Water & Wastewater Advisory Committee: quarterly (Jul 22); Jim Pile

ADJOURNMENT:

Mr. Miller moved to adjourn at 7:40 p.m. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye, Mr. Miller - aye. Motion **PASSED** by roll call of 3-0.

Xenia Township Board of Trustees

Date Approved: _____

Scott Miller, Chair

Resolution # 2020-_____

Attest:

L. Stephen Combs

Jacqueline Robinson, Fiscal Officer
jr

Susan Spradlin