

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING
NOVEMBER 5, 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, and Chief Greg Beegle, Fire Chief. Jim Pile, Road Supervisor joined meeting

FISCAL OFFICER:

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

Ms. Robinson presented Supplemental Certificate of the total amount from all sources available for expenditures and balances, for HB 614 for \$230,520.66.

Mr. Miller moved to approve the Supplemental Certificate of the total amount from all sources available for expenditures and balances, for HB 614 for \$230,520.66. 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. 2020-191

Ms. Robinson presented Supplemental Appropriations, for HB 614 for \$230,520.66.

Mr. Miller moved to approve the Supplemental Appropriations, for HB 614 for \$230,520.66. 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. 2020-192

Ms. Robinson presented the bills. Mr. Miller 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. 2020-193

Ms. Robinson presented the monthly and bi-weekly payroll. Mr. Combs moved to approve the payroll 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. 2020-194

Ms. Robinson advised there was one set of minutes to approve, TM 10.01.20

Mr. Miller moved to approve the minutes from the regular meeting of October 1, 20 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. 2020-195

Ms. Robinson presented notice of transfer of \$500 from Road Contingencies to Medicare and \$1,000 from Admin. Contingencies to Medicare to cover payroll expenditures.

ROAD DEPARTMENT:

Mr. Pile presented information for discussion to replace tractor with arm mower on State Bid. The proposed tractor is from John Deere for \$82,236 and the arm mower is from The Dexter Company for \$57,810. Jim explained the repair work that has been done to

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the current tractor/mower both in house repairs and external repairs. Jim thinks it is no longer cost effective to spend money to save this mower. The tractor and mower was originally purchased in 2003; the tractor s \$21,761 and the mower was \$14,399. Alan proposes that the new mower and tractor expended from following accounts: portion of Paving unused in 2020 due to COVID-19 and expected reduced revenue, Motor Vehicle line, some from contingencies, and some from future expenditures. Mr. Stock and Mr. Pile would like P.O. approval next meeting to take advantage of 2020 pricing. See attachments.

Mr. Pile presented the 2020 Annual Road Review and explained the rationale for his determination of the rating of the Township roads. There are 24 roads rated fair and 4 roads rated poor. In addition to the County's report, the road department has added information on their internal report that further breaks down the ratings. Mr. Miller discussed the condition of Winding Trail and Lamplighter Trail and asked that the rating of these two roads be reconsidered at Jim's discretion. Mrs. Spradlin thanked the residents for passing the levy.

Mr. Miller moved to accept the 2020 Annual Road Review as presented with changes on Winding Trail and Lamplighter Lane at Jim's discretion. 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. 2020-196

Mr. Stock presented information on the Water & Wastewater Advisory Committee meeting. The county is going forward with remote meters and the softening of water in 2021.

FIRE DEPARTMENT:

Chief Beegle asked the Trustee for a Purchase Order to Sinclair Community College of \$2,500.00 from 2282-230-318-0000 for Greg Beegle, Brian Miller, Tony Albertini, and Adam Bistrek to take a Fire Investigation class.

Mr. Miller moved to create a PO to Sinclair Community College of \$2,500.00 from 2282-230-318-0000 for Greg Beegle, Brian Miller, Tony Albertini, and Adam Bistrek to take a Fire Investigation class. 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. 2020-197

Milestones for those reaching 1,000 hours: TJ Fries, Wade Davis, Colin Mangan, Brian Miller, and Joe Mahaffey.

Milestones for those reaching 600 hours: Tim Hines, Ben Jones, Wesley Moss, Logan Surls, and Kelley Weeks.

ADMINISTRATOR:

Mr. Stock discussed the financial status of the township and despite COVID-19; revenue has not declined this year. See attachments.

Mr. Stock provided plans on changing the front office entry for security and heat purposes. Quotes for the proposed change as well as double-paned windows in the entrance doors where; they are currently singled-paned. See attachments.

Mr. Stock presented the 2021 quotes for Health Insurance coverage and renewal of United Health Care for 2021 as presented by Ohio Insurance Services. See attachments.

Mr. Combs moved to accept Health Insurance coverage and renewal of United Health Care for 2021 as presented by Ohio Insurance Services. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye, Mr. Miller - aye. Motion PASSED by roll call of 3-0.

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RESOLUTION NO. 2020-198

Mr. Stock asked to create a P.O. for \$ 45,000 to Modern Entrance Systems for installation of electric, touchless automatic door openers with four new doors expended from COVID-19 fund 2904-190-360-0000. See attachment.

Mr. Combs moved to create a PO as presented. Mr. Miller seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye, Mr. Miller. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2020-199

Mr. Stock asked to create a P.O. for \$38,000 to Reddy Electric for electric and software for door openers expended from COVID-19 2904-190-930-0000. See attachment.

Mr. Miller moved to create a P.O. 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. 2020-200

Mr. Stock presented notice of transfer from of \$2,500 from Contingencies 2282-930-930-0000 to Training 2282-230-318-0000, to cover the expenses for Fire Investigations Class at Sinclair.

Mr. Stock presented information on the desire to use GC Commissioner's Money for bullet resistant 3M film on all township glass windows and the new office window. See attachment.

Source Water Protection Report - The last meeting was Monday, October 26, 2020 – 1yr time and travel. Every 3-5 years they do a deep well inspection which is wells 8, 12 & 14, no increase in chemicals, found trace of arsenic, believes it is from settlement and product used in cleaning; no concern for public health. There was no trace of PFAS in Xenia city water.

Cancel or set Township Christmas Party Date – due to COVID-19 and mandates in place by the state of Ohio the 2020 party will be canceled this year. Susan state that in previous years the township has a dinner and it would not be prudent during a pandemic to have a face-to-face gathering.

Set the Reorganization/Temporary Budget Date –Setting the date will be postponed until next meeting; Jacqueline had to leave early and she needs to be here to set date; she will be attending a UAN session on closing out year-end.

Last BZA determination and next BZA meeting request – the last meeting was for a carport and a shed, both variances were approved. The next meeting will be to discuss the private road on Stevenson Rd.

TRUSTEE BUSINESS:

Regional Planning – Steve mentioned that the meeting was brief, discussed the new additions to the Narrows on Indian Ripple Rd and Nathaniel's Grove on Beaver Valley. Alan mentioned that the problem with Nathaniel's Grove is that they need a pump station and the water table is low.

Susan reminded the trustees that it's November and we need to nominate two people for the Firefighter fund. Alan will send a notice to the fire department for two people and have names for next meeting. It was agreed to ask the current two other volunteers if they are still willing to serve and Alan will have that response next meeting.

ADJOURNMENT:

Mrs. Spradlin moved to adjourn at 7:55 p.m. Mr. Combs 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

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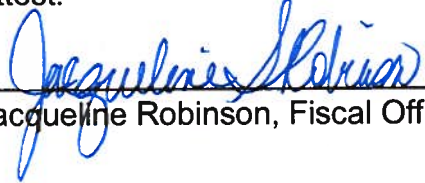
Date Approved: _____

Scott Miller, Chair

Resolution # 2020- 2

Attest:

L. Stephen Combs



Jacqueline Robinson, Fiscal Officer
jr



Susan Spradlin