

## RECORD OF PROCEEDINGS

### MINUTES OF THE XENIA TOWNSHIP TRUSTEES:

REGULAR MEETING  
DECEMBER 5, 2019 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 Susan Spradlin called the Regular Meeting to order at 5:00 p.m.

ROLL CALL: Sheila Seiter, Fiscal Officer; Susan Spradlin, Trustee Chair; Steve Combs, Trustee; Scott Miller, Trustee; Alan Stock, Township Administrator.

All participated in the Pledge of Allegiance.

Mrs. Spradlin moved to enter into Executive Session at 5:02 p.m. for R.C. 121.22 (G) (1) to consider the employment, dismissal, or compensation of a public employee. Mr. Miller seconded the motion. Those included were all Elected Officials, Administrator Stock, Fire Chief Beegle and Fiscal Assistant Robinson.

Mrs. Spradlin advised they exited Executive Session at 6:10 p.m. and resumed the regular meeting.

### FIRE DEPARTMENT:

Chief Beegle requested the rehire of Cory Schrier from a leave of absence and a raise per hour to FFII/Paramedic at \$13.98 effective immediately. He advised Mr. Schrier finished paramedic school, but has not received his card yet. Mrs. Spradlin advised she confirmed he is eligible for rehire and has not actually taken the test yet for paramedic. Chief Beegle agreed.

Mr. Miller moved to re-instate Cory Schrier from leave of absence as a FFII/EMT B effective immediately at \$13.34 per hour, with caveat when passed to a Paramedic, raise to \$13.98 per hour the first full pay period. Mrs. Spradlin seconded the motion. Roll Call: Mr. Miller –aye, Mr. Combs -aye, Mrs. Spradlin -aye. Motion PASSED by roll call of 3-0.

### RESOLUTION NO. 2019-202

Chief Beegle gave the Xenia Chamber Safety Committee Report. He advised the topic was housekeeping, trips and falls. He touched on the benefits of the Safety Council. Next meeting is January 8.

Mr. Miller advised he recently had discussions with Chief Beegle for the old 1991 engine be donated to Sinclair. He asked to have it at the building that evening for the Board to view. Mr. Stock reminded it has already been declared obsolete and no buyers have come forward. He also talked about the opportunities regarding the possible donation. Mr. Miller talking about the option of taking it to the Ohio Township Association conference to sell. Attendees discussed the truck's condition and future further.

### FISCAL OFFICER:

Mrs. Seiter advised she had given everyone copies of the Monthly Financial Reports.

Mrs. Seiter presented the bills. Attendees discussed increases in utility bills. Mr. Miller moved to approve the bills. Mr. Combs seconded the motion. Roll Call: Mr. Miller–aye, Mr. Combs–aye, Mrs. Spradlin - aye. Motion PASSED by roll call of 3-0

### RESOLUTION NO. 2019-203

Mrs. Seiter presented the bi-weekly payroll including full time fire staff's annual certification pay. Mrs. Spradlin moved to approve the payroll as presented. Mr. Miller

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seconded the motion. Roll Call: Mr. Miller – aye, Mr. Combs – aye, Mrs. Spradlin - aye.  
Motion PASSED by roll call of 3-0. **RESOLUTION NO. 2019-204**

Mrs. Seiter advised there was two set of minutes to approve.

Mrs. Spradlin moved to approve the minutes from the Special (Insurance Info) meeting of November 19, 2019. Mr. Combs seconded the motion. Roll Call: Mr. Miller – aye, Mr. Combs – aye, Mrs. Spradlin - aye. Motion PASSED by roll call of 3-0.

**RESOLUTION NO. 2019-205**

Mrs. Spradlin moved to approve the minutes from the Executive Session meeting with attorney to review JEDD/CEDA of December 3, 2019. Mr. Combs seconded the motion. Roll Call: Mr. Miller – aye, Mr. Combs – aye, Mrs. Spradlin - aye. Motion PASSED by roll call of 3-0.

**RESOLUTION NO. 2019-206**

Mrs. Seiter advised of transfers in General and Road Funds to meet the January medical premiums and salaries for the Office Assistant, probably due to the higher hourly rate than started at the beginning of the year.

**TRUSTEE BUSINESS:**

Greene County Regional Planning Committee: Mr. Combs advised there was no meeting due to the holiday.

**ADMINISTRATOR:**

Mr. Stock reported on the need for the annual renewal of the maintenance contract with HCST for Endpoint Manager for voice and Fax Pro for fax at \$53.82 per year.

Mrs. Spradlin moved to approve a maintenance contract with HCST for Endpoint Manager for Voice and Fax Pro for \$53.82 per year. Mr. Miller seconded the motion. Roll Call: Mr. Miller – aye, Mr. Combs – aye, Mrs. Spradlin - aye. Motion PASSED by roll call of 3-0.

**RESOLUTION NO. 2019-207**

Mr. Stock reported on the need for a Letter of Engagement with Albers and Albers for CEDA #1 work/services. Mr. Miller talked about not making it specific to #1. Mrs. Spradlin noted the Letter provided is for CEDA # 1 and they could do another one if needed after that one is addressed. Attendees discussed further and noted a purchase order was already done in September in preparation for the review meeting they recently had with John Albers.

Mrs. Spradlin moved to approve a Letter of Engagement with Albers and Albers for CEDA #1 work. Mr. Combs seconded the motion. Roll Call: Mr. Miller – Nay, Mr. Combs – aye, Mrs. Spradlin - aye. Motion PASSED by roll call of 2-1. **RESOLUTION NO. 2019-208**

Mr. Combs noted for the record, that it would be the same hourly rate no matter which project.

Mr. Stock advised Wanda Carter, annexation attorney, retired and is no longer practicing. She provided a recommendation for her replacement services to the Township. Discussed briefly.

Mr. Stock requested declaration of 1023 Jasper Road a nuisance by ORC 505.87 Regarding Abatement Control for garbage, refuse and other debris with action in seven (7) days. Attendees discussed and clarified which property it is on Jasper Road.

Mrs. Spradlin moved to declare 1023 Jasper Road a nuisance by ORC 505.87 regarding abatement control of garbage, refuse and other debris. Mr. Combs seconded the motion. Roll Call: Mr. Miller –aye, Mr. Combs –aye, Mrs. Spradlin -aye. Motion PASSED by roll call of 3-0. **RESOLUTION NO. 2019-209**

Mr. Stock advised the annual Reorganizational Meeting needed set in early January due to there being a new Trustee. Further, a special meeting needed set for the temporary

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budget approval. Attendees discussed. January 2<sup>nd</sup> was set for Reorganizational with the first regular meeting and December 30<sup>th</sup> at 8:30 am for Special Meeting for Temporary Budget and year end needs. Mr. Stock reminded the Board we are looking for direction on employee affected action items by the regular meeting on December 19<sup>th</sup>.

**UPCOMING MEETING DATES:**

December 17 6 pm, Zoning Commission  
December 19 9 am, Regular Board of Trustee Meeting, 11:30 Christmas Luncheon  
December 24 & 25, Christmas Eve and Christmas  
December 30, 8:30 am, Special Meeting Re: 2020 Temporary Budget, & Other Items  
January 1, New Year Day  
January 2 6:00 pm, Regular Meeting; 6:45 pm Reorganizational Meeting  
January 28 6:00 pm, Zoning Commission

**COMMITTEE REPORTS:**

Gr. Co. Regional Plan: No meeting due to holiday.  
Safety Council-monthly-first Wednesday: See Chief Beegle's report above

**ADJOURNMENT:**

Mrs. Spradlin moved to adjourn at 7:13 p.m. Mr. Combs seconded the motion. Mr. Miller requested Elizabeth Ellis and Mr. Haller (Prosecutor's Office) at the next meeting for a short discussion. Mrs. Spradlin noted the timing of the request and called for Roll Call. Roll Call: Mr. Combs – Aye, Mr. Miller – Nay, Mrs. Spradlin - aye. Motion **PASSED** by roll call of 2-1.

**Xenia Township Board of Trustees**

Date Approved: \_\_\_\_\_

\_\_\_\_\_  
Susan Spradlin, Chair

Resolution # \_\_\_\_\_

Attest:

\_\_\_\_\_  
L. Stephen Combs

\_\_\_\_\_  
Sheila J. Seiter, Fiscal Officer  
sjs

\_\_\_\_\_  
Scott Miller