

# RECORD OF PROCEEDINGS

**MINUTES OF THE  
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING  
MARCH 7, 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 5:30 p.m.

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

Mrs. Spradlin moved to enter Executive Session at 5:31 p.m. for O.R.C. 121.22 (G) (1) To consider the employment, dismissal, or compensation of a public employee. Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0. Those included were all elected officials and Township Administrator.

Mrs. Spradlin advised they had exited Executive Session at 6:00 p.m. and would start the regular meeting

All participated in the Pledge of Allegiance.

## **IN THE READ FILE:**

WCPOVA invitation for June 15<sup>th</sup>, League of Women Voters(March), Xenia Schools Foundation, recognition certificate for Susan Spradlin for completing a Sunshine Law Training

## **FISCAL OFFICER:**

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

Mrs. Seiter presented the bills. Mrs. Spradlin moved to approve the bills. Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0. **RESOLUTION NO. 2019-043**

Mrs. Seiter stated payroll was approved during the last meeting but she did have withholdings reports for payroll. Mrs. Spradlin moved to approve the withholding reports for payroll as presented. Mr. Miller seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

**RESOLUTION NO. 2019-044**

Mrs. Seiter advised there was a set of minutes to approve from the February 7<sup>th</sup> meeting.

Mrs. Spradlin moved to approve the minutes from the regular meeting of February 7, 2019. Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0. **RESOLUTION NO. 2019-045**

## **TRUSTEE BUSINESS:**

Mrs. Spradlin advised they had a resignation from Jason Curtis from the Fire Department due to life changes.

Mr. Miller moved to accept the resignation of Jason Curtis, FF2/Paramedic, effectively immediately. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

**RESOLUTION NO. 2019-046**

## ***125 Fairground Road Discussion***

Mrs. Spradlin stated they have a lot of ideas and have had thorough in-depth discussions as far as getting occupancy. She asked if there was any further discussion needed at this time. Mr. Stock stated the next step was for the survey to occur and he was told by the surveyor that it would take up to sixty days. Mr. Miller stated that there are many open ended projects underway and ideas. He said before they spend anymore money they need to come to a tighter schedule and specifics as far as what they want to get done this

**XENIA TOWNSHIP TRUSTEES  
REGULAR MEETING, MARCH 7, 2019**

year and next. Mrs. Spradlin stated they need to complete the survey and the architect can not move forward until the survey is complete, so no more money should be spent on things until this is complete. Mr. Stock asked for clarification on no more money, since the Road Department needs to buy light bulbs, switches and electric outlets. Mrs. Spradlin stated and the others agreed this would be considered upkeep and money could be spent on up keep and clarified that they do not need to dive into any other large projects or equipment at this time.

***Budget***

Mr. Stock stated everyone has been given the Final Budget and asked if there were any final questions the Trustees had on the Final Budget. He stated item four on the agenda could only happen if they approve the Final Budget, otherwise they would have to have another discussion about how to take care of item four of the agenda. Mrs. Spradlin asked Mrs. Seiter if the funds for item four were in the budget at this time. Mrs. Seiter stated that in the temporary budget there was not enough in one fund, but there were options. Mr. Stock advised the amounts had changed since this morning and the needed amount is \$20,000. There was discussion about the work to be done on the compartments and how the purchase order would change the budget. Mr. Miller suggested going back into Executive Session to discuss whether they would approve any raises in the final budget.

***Executive Session***

Mrs. Spradlin moved to enter Executive Session at 6:19p.m. for O.R.C. 121.22 (G) (1) To consider the employment, dismissal, or compensation of a public employee. Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0. Those included were all elected officials, Chief Fox, Deputy Chief Beegle and Township Administrator.

Mrs. Spradlin advised they had exited Executive Session at 8:30 p.m. and reconvened the regular meeting

Mrs. Spradlin moved to accept the final budget as presented. Mr. Miller seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0. **RESOLUTION NO. 2019-047**

Mrs. Spradlin moved to approve the Purchase Order not to exceed \$20,000.00 to Fire and Marine for new Engine 52 custom compartments with \$7,000.00 from 2111 Fund and \$13,000.00 from 2282 fund. Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0. **RESOLUTION NO. 2019-048**

Mrs. Spradlin advised of the Greene County Tire Collection event and stated the dates were March 28, April 25 and May 23. She stated the information was available on our website.

**UPCOMING MEETING DATES:**

March 19, Zoning Commission  
March 21, Trustee Meeting

**ADJOURNMENT:**

Mr. Miller moved to adjourn at 8:32 p.m. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

**Xenia Township Board of Trustees**

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

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

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

Attest:

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

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

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