

# RECORD OF PROCEEDINGS

**MINUTES OF THE  
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING  
AUGUST 1, 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 6:00 p.m.

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

All participated in the Pledge of Allegiance.

## **GUESTS:**

### **STATE SERVICES:**

Marty Heidi, Greene County Outreach Liaison to Congressman Mike Turner's Dayton Officer. Ms. Heidi reported on two items. One being the new driver's license options. She explained the difference and provided brochures. She also explained access is still permitted with regular license, but you would need the additional proof of identification with you at that time. The other item is warnings for Social Security and IRS phone scams. She reminded neither will ever call people unless you are already working with them on a correspondence type issue and give you a reference number you should already have.

### **TORNADO SERVICES:**

Julie Garrette, FEMA and Public Affairs Officer with the US Small Business Administration. Ms. Garrette reported on the recovery assistance funding of loans for small business, churches, home owners and renters as a result of the May tornadoes. She was reaching out to the areas outside the Beavercreek area that were affected. She was there to get the word out of the opportunities and August 19<sup>th</sup> deadline (note the date was extended again into September after this meeting) for applications that includes up to \$40,000 and vehicles at a rate of 1.938%. Business' can get more. They do not cover agriculture, but farmers can claim the house, immediate yard, car and side business if affected. The loans would cover replacement value and deductible, but no duplicate coverage. She reported on the estimated cost damage at that point. Ms. Garrette advised they can be reached at the Beavercreek Chamber, FEMA Center or online. Mr. Stock advised he would have the information put on our website for affected residents.

### **FISCAL OFFICER:**

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

Mrs. Seiter presented the bills. Mrs. Spradlin moved to approve the bills. Mr. Combs seconded the motion. Roll Call: Mr. Combs-aye, Mrs. Spradlin - aye. Motion PASSED by roll call of 2-0  
**RESOLUTION NO. 2019-133**

Mrs. Seiter presented the bi-weekly and monthly payroll. Mrs. Spradlin moved to approve the payroll as presented. Mr. Combs seconded the motion. Roll Call: Mr. Combs – aye, Mrs. Spradlin - aye. Motion PASSED by roll call of 2-0.

**RESOLUTION NO. 2019-134**

Mrs. Seiter advised we are ready for the next step in the process for the Fire Levy Renewal of the Resolution to Proceed. She advised the Resolution she is presenting has been approved by Elizabeth Ellis of the Prosecutor's Office. She also provided the Certificate from the County Auditor. She noted the cost to residents was requested at one rate, but a different rate of cost to \$100 is needed. She is waiting on that from the

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Auditor's Office. Then, she will file the three documents with the Board of Elections. Attendees discussed total township tax valuation and what the levy will bring.

Mrs. Spradlin moved to approve as presented the Resolution to Proceed of the Taxing Authority for the Fire Levy Renewal. Mr. Combs seconded the motion. Roll Call: Mr. Combs – aye, Mrs. Spradlin - aye. Motion PASSED by roll call of 2-0.

**RESOLUTION NO. 2019-135**

Mr. Stock advised Mrs. Seiter provided to the Board in March a letter from the County Auditor and how the process was questioned at the last meeting. Mrs. Spradlin read the March letter of explanation from County Auditor David Graham. Mr. Combs encouraged those reading these minutes to support the renewal levy.

Attendees discussed the language needed for the Ballot for the Fire Levy Renewal. A sample of the last one was provided. We have to approve the language from the Board of Elections.

**ADMINISTRATOR:**

Mr. Stock requested permission to be the designated signer and representative for contracts and agreements after Trustee resolutions to the same as needed. Attendees discussed in detail. Mr. Stock advised it was discussed in 2014, but there was no formal resolution or in the minutes. It has been a practice by direction, not resolution. Mr. Stock noted it best to be in writing. Mrs. Spradlin talked about the safety in numbers and having two signatures of the Administrator and Fiscal Officer to make sure the money is there. Mr. Stock talked about there being confusion on what is being asked, this is for after contracts are approved to save the step each time. Mr. Combs noted the need to wait until Mr. Miller is present. Mrs. Spradlin agreed. The item was tabled.

Mr. Stock requested authorization to be the Authorizing Agent for the Public Assistance Grant Program for the FEMA Tornado (FEMA-DR-4447-OH). Per the sample letter from FEMA, one person is to be appointed with approval by the Chair. The Fiscal Officer is the back up.

Mrs. Spradlin moved to authorize the Township Administrator to be the Authorizing Agent for the Public Assistance Grant Program. Mr. Combs seconded the motion. Roll Call: Mr. Combs – aye, Mrs. Spradlin - aye. Motion PASSED by roll call of 2-0.

**RESOLUTION NO. 2019-136**

Mr. Stock requested to not seek additional Hazard Insurance quotes this year. He further explained how we have the past two years to no avail. Mrs. Spradlin advised she is happy with the current (The Ohio Plan) and expressed her opinion. Mr. Stock recommend we still do it every couple years. Mr. Combs (shook his head yes) agreed.

**FIRE and ROAD DEPARTMENTS:**

Chief Beegle nor Superintendent Pile was not in attendance due to it being Fair week.

**TRUSTEE BUSINESS:**

Mrs. Spradlin called for discussion on parking fees at 125 Fairgrounds and talked about what she saw. She also advised she called Mr. Stock to ask why the fee was at \$5 when our Resolution was \$10. She explained it turned out they were trying to park per our Resolution, but no one would park there at that rate. She talked about supply and demand and noted \$10 is not feasible. She added this to the meeting because the Fair is still going on and the Scouts are still trying to park cars there. Mrs. Spradlin suggested a different resolution allowing \$5 and if we still want 50% toward maintenance. Mr. Combs said he would agree with that, but not sure about the 50//50 part. Mr. Stock advised of the number of cars parked the different days with the different rates. Mr. Stock requested a range of \$5 to \$10 to work with depending on the event's parking rates. Attendees discussed options further.

Mrs. Spradlin moved to replace our current parking permissions at 125 Fairground Road to permit non-profit organizations of our choosing to benefit by charging parking based on the area prevailing parking rates between \$5.00 and \$10.00. Mr. Combs seconded

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the motion. Roll Call: Mr. Combs – aye, Mrs. Spradlin - aye. Motion **PASSED** by roll call of 2-0. **RESOLUTION NO. 2019-137**

Mrs. Spradlin advised Mr. Stock provided payment to cover the difference of \$5 that was not received during part of the time due to his miss understanding. Trustees agreed to not accept payment from him for the difference.

**UPCOMING MEETING DATES:**

No Greene County Township Association meeting due to the Fair  
August 15, 6:00 pm, Board of Trustees Meeting  
August 27, 6:00 pm, Zoning Commission Meeting

**COMMITTEE REPORTS:**

Greene County Regional Planning: Steve Combs talked about a recent letter we received from the Planning Commission regarding two points of egress from areas. He advised it was worth noting the change from single access to two if 30 lots or more. This was a result of experiences from the May tornadoes.

Water & Wastewater Advisory-quarterly: July 31, Mr. Stock reported on his attendance. They discussed the debt load of Greene County Sanitary Engineering 20-100. Also discussed, lots of upgrades in the future.

Safety Council-monthly-first Wednesday: August 7, Greg Beegle to attend

**ADJOURNMENT:**

Mrs. Spradlin moved to adjourn at 7:10 p.m. Mr. Combs seconded the motion. Roll Call: Mr. Combs – aye, Mrs. Spradlin - aye. Motion **PASSED** by roll call of 2-0.

**Xenia Township Board of Trustees**

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

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

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

Attest:

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

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

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