

## RECORD OF PROCEEDINGS

**MINUTES OF THE  
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING  
SEPTEMBER 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 6:00 p.m.

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

All participated in the Pledge of Allegiance.

### **FIRE DEPARTMENT:**

Chief Beegle explained and requested approval of Fire Inspector Class for two full time employees as required and opened it to other members. He advised we will be reimbursed by the State Grant in 2020 already budgeted. He further explained how we are hosting the class of 10 and the Sinclair instructor comes here. There are students from other jurisdictions attending. Five are ours. He requested a Then and Now Purchase Order to Sinclair Community College not to exceed \$4,000. Mrs. Spradlin asked questions and voiced her concerns for the class being started before the Board had a chance to actually approve it. Chief Beegle explained how it was budgeted, came together in July and he did follow the chain of command. Attendees also discussed student's responsibilities if they did not complete the class or changed employment. Each student signed off that they will reimburse the Township if they do not pass. The class is approximately eight weeks long, one day a week.

Mr. Miller moved to approve a then and now purchase order to Sinclair Community College not to exceed \$4,000 from 2282-230-318-0000 for Fire Inspectors Classes. 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. 2019-145**

### **FISCAL OFFICER:**

Mrs. Seiter noted Administrator Stock was not in attendance.

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 as presented. 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. 2019-146**

Mrs. Seiter presented two monthly (regular and fire incentive) and bi-weekly payroll. Mrs. Spradlin moved to approve the payroll as presented. 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. 2019-147**

Mrs. Seiter advised there were two sets of minutes to approve.

Mrs. Spradlin moved to approve the minutes from the regular meeting of August 1, 2019 as presented. 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. 2019-148**

**SXENIA TOWNSHIP TRUSTEES  
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Mrs. Spradlin moved to approve the minutes from the regular meeting of August 15, 2019. 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. 2019-149**

Mrs. Seiter presented the annual special assessments due in September and advised there are two sets: Weed Nuisance and Street Lighting. She first presented the Weed Nuisance and advised there are no junk cars assessments this time. Mrs. Spradlin noted a correction to one total figure for Josh Jackson as \$255.

Mrs. Spradlin moved to approve the annual special assessment for Weed Nuisance Mowing as presented and corrected. 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. 2019-150**

Mrs. Seiter provided and explained this includes the changes for the upgraded poles and lighting and the total cost is spread out over the five year plan. She noted Mr. Stock and Missy worked hard on the details. She also explained how this includes any lot splits that happened within the past year(s). Mr. Miller asked about the format of the parcel numbers. She advised this is the format they accepted last time as well as electronically.

Mrs. Spradlin moved to approve the annual special assessments for the Street Lighting District for Wilberforce and Oldtown areas. 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. 2019-151**

**ADMINISTRATOR:**

Mrs. Spradlin noted that while Mr. Stock is not here, he provided a Supplemental revenue and appropriations page for a reduction of \$35,000 from the Fire Fund, he made the spreadsheet. She further advised she had spoken with the Fiscal Officer and would like to table this until the Administrator is here. Mr. Combs said he agreed. Mrs. Seiter noted the actual request he has is for appropriation differences, but did not provided a proposal for revenue side, we received his request over the weekend, we have received revenue since then, there are two (appropriations) that we need funds in that he may not have realized. She further stated he needs to be there to participate, all bills have been met, and it is not an emergency.

**TRUSTEE BUSINESS:**

Road Storm Drains: Mr. Miller explained his concerns from last two road ride for some storm drain repairs that have not been dealt with, have cones up, need resolution while the weather is still reasonable to deal with it. He noted they need addressed when the Administrator gets back. Mrs. Spradlin directed Mrs. Seiter to put on the next agenda. Attendees noted the locations of: Wilberforce community off Hickman at Spring; Eavey Street; Washington Road; Oak Dale; Wilberforce-Clifton and Brush Row Road; and Brush Row at 68 with ODOT. Mr. Miller commented on discussions with ODOT for this and another location on West Hyde and 235.

CEDA/JEDD: Mr. Miller advised he became aware recently of the CEDA that has to do with the old OVCH farm at the Innovation Way road and part of it has a mowing responsibility for Xenia Township. He noted questions about what we received from the agreement. The ODOT garage and school area and anything else new in that area. He doesn't want us in a spot with the agreement because we are not doing our part. He requested we look at all our CEDA/JEDD agreements to make sure we are doing our responsibilities. Mrs. Spradlin advised she had heard about it in the past, which they have swapped areas, which our guys are mowing areas they are not required to mow and the State is mowing what they are not required to mow. She agreed we need to avoid loop holes and make sure we get the full amount of what we should get. She noted Alan was working on the agreements, sectioning them out, the areas that have been changed and the funds due to us. Mr. Miller noted ODOT is not a part of it, they just moved out there, but the roads are not theirs. Mrs. Seiter asked if we wanted that on the next agenda. Mrs. Spradlin advised yes and talked briefly further about her concerns.

**SXENIA TOWNSHIP TRUSTEES  
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**UPCOMING MEETING DATES:**

September 10, 6:30 pm Greene County Township Association Meeting at Fairgrounds,  
Hosted by County Commissioners  
September 19, 6:00 pm, Regular Board of Trustee Meeting  
September 24, 6:00 pm, Zoning Commission Meeting

**COMMITTEE REPORTS:**

Chief Beegle advised Road Superintendent Pile attended the Xenia Chamber Safety Council Meeting, it covered electrical safety.

**GUEST:**

Roy Colbrunn, Zoning Commission member, noted the meeting and Public Hearing on October 1 probably at 6 and 7 pm regarding Kiddie Kingdom.

**ADJOURNMENT:**

Mrs. Spradlin moved to adjourn at 6:33 p.m. Mr. Miller seconded the motion. Roll Call: Mr. Miller –aye, Mr. Combs –aye, Mrs. Spradlin -aye. Motion **PASSED** by roll call of 3-0.

**Xenia Township Board of Trustees**

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

\_\_\_\_\_

Susan Spradlin, Chair

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

Attest:

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L. Stephen Combs

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Sheila J. Seiter, Fiscal Officer  
sjs

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Scott Miller