

RECORD OF PROCEEDINGS
MINUTES OF THE XENIA TOWNSHIP TRUSTEES:
HELD ON: JUNE 15, 2011

WORK SESSION
2:30 PM

Notes: These minutes are a summary of a work session and are not a word for word account of the discussions which have taken place. The notice for the meeting was sent to the Xenia Daily Gazette on June xth. For immediate publication (see attachment).

The Xenia Township Board of Trustees called a work session at the Xenia Township Trustees' Office, 8 Brush Row Road, Xenia, Ohio. The work session was called to order at 2:50 PM after a short starting delay (power outage) by Chairman Miller. Trustees also attending included Jim Reed and Amy Lewis. Others from the Township included Fiscal Officer John Faulkner, Fire Chief Daryl Meyers and Captain Jeff DeVoe. There were no outside guests.

Chairman Miller asked Chief Meyers to bring the elected officials up-to-date on the extent of damage to the Fire Department vehicles from the hail storm from May 26th. The vehicle sustaining the greatest damage is the 2004 Durango assigned to Chief Meyers. Damage estimates have been received; a final action plan will be approved after consultations with the insurance company.

Jim Reed responding to the financial needs of the road department asked Chief Meyers about sharing the payroll expense of the road department mechanic with the Fire Department. After a short discussion this inquiry was dropped.

At 3:11 PM the attention of the meeting was directed to the Employee Handbook, an on-going project for the past 15-18 months. After long discussions on limited sections, Chairman Miller concluded there is a need to divide up the handbook by sections and assign Trustees and staff sections for review, comments and proposed additions or editing and make their recommendations in writing to staff. Staff will enter all recommendations into the data system and print-out for the entire Board of Trustees. The assignments are: Scott & Chief Meyers-sections 1-5, Jeff & Jim-sections 6-9 and Amy-section 10.

The 9.1.1 artifact from the World Trade Center, New York City was the final topic for today's work session. It was the majority response for the artifact to remain on display on Township owned property and the need to develop a master plan for the vision of displaying the memorial. Trustees welcome all citizens to view the artifact.

At 5:00 PM Chairman Miller adjourned the meeting.

Scott Miller, Chairman

Jim Reed

Amy Lewis

ATTEST:

John D. Faulkner, Fiscal Officer