

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**WORK SESSION
OCTOBER 1, 2015 5:00 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 place was the Xenia Township Office, 8 Brush Row Road, Xenia, Ohio.

Chair Susan Spradlin welcomed everyone and called the work session to order at 5:00 p.m. She said Scott Miller would arrive shortly.

Roll Call: Susan Spradlin, Trustee Chair; Daniel O'Callaghan, Trustee; and Alan Stock, Administrator.

EXECUTIVE SESSION:

Mrs. Spradlin made a motion to go into Executive Session in accordance with ORC 121.22 (G)(4) preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment, also an Executive Session to consider the appointment, employment, dismissal, discipline, promotion or compensation of a public employee or official according to ORC 121.22 (G)(1), and an Executive Session in accordance with ORC 121.22 (G)(2) to consider the purchase of property for public purposes. Mr. O'Callaghan seconded the motion. Roll Call: Mrs. Spradlin-Aye, Mr. O'Callaghan-Aye. Motion PASSED. Those in attendance in the Executive Session were Mrs. Spradlin, Mr. O'Callaghan, Alan Stock, Administrator, Stephanie Hayden (Greene County Prosecutor's Office) and Mr. Miller when he arrived. Executive Session began at 5:02 p.m.

Mrs. Spradlin made a motion to exit the Executive Session, seconded by Mr. O'Callaghan. Roll Call: Mrs. Spradlin-Aye, Mr. Miller-Aye, Mr. O'Callaghan-Aye. Motion PASSED. Executive Session ended at 6:12 p.m.

FIRE DEPT:

Chief Fox requested a transfer of status for Wade Beam from POC to part-time at \$11.94 as he was just certified as EMT-B.

TOWNSHIP ADMINISTRATOR:

Mr. Stock spoke about the pictures of stone restoration done at Stevenson Cemetery. The changes were very impressive. Mr. O'Callaghan suggested sending the pictures to the Daughters of the American Revolution. Money had been set aside through the years for this project. There was discussion about a "No Parking" sign that needs replaced because of its condition.

There was discussion about a Drug Free Workplace Policy. The Trustees would like to change some of the wording and look it again at the next meeting. Mr. Stock needs to apply for Drug Free Workplace with BWC by November 1, 2015 and he uses some of the verbiage from the Policy when applying.

Mr. Stock provided the 2015 Special Assessments for nuisances that will be given to the Greene County Auditor. Mr. Miller asked about the Street Lighting Assessments. Mr. Stock said he spoke to David Graham about the street lighting assessments and was told they can be turned in every three to five years. Mr. Miller asked to look at the street lighting district costs in the future.

Mr. Stock said he had another quote for hazard insurance to be able to compare between Selective and the Ohio Plan. The Ohio Plan increased coverage on the building and equipment. The Ohio Plan covers each item whereas Selective does umbrella coverage. Selective did not yet give a quote for cyber security. It was suggested to have cemetery headstone coverage since restoration of the stones has begun. Mrs. Spradlin asked about the expediting expense on the coverage. Mr. Stock answered if there is a critical piece of equipment needed, there could be special costs for purchase and transit. The generator and propane tanks would be covered under

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open spaces. Mr. Miller asked if there was mechanical coverage. Mr. Stock said no, that would probably fall under the warranty for the equipment.

Mr. Stock said Trupointe picked up the propane tanks. Locked-in prices from several vendors were given to the Trustees. The Township can shop around because they own the tanks now. Duncan was the cheapest vendor. Mrs. Spradlin asked if there were any other fees on top of the cost. Mr. Stock said there are not. Duncan also talked to Jim Pile about putting in a diesel tank and giving lower prices on diesel. Two Trustees did not want to go any further on the diesel tank at this time.

CLOUT membership is around \$200 per year and allows the Township to be part of a legislative lobbying group for OTA for changes in annexation and changes in funding. As a CLOUT member the Township can put things on the agenda. This is one thing that can help exact change in Ohio legislation.

In looking at property in the future there could be costs for appraisal which would need to be approved.

Mr. Stock has met with department heads about the 3-5 year Wish List the Trustees requested. They are not quite finished and would like to discuss at the next meeting.

The carry over balance will be discussed at a later date.

ZONING DEPT.:

Mr. Stock spoke about a nuisance property and showed pictures. A landowner is bothered by neighbor's unkempt property. Mr. Stock asked for Trustees' input at the next meeting.

Mrs. Spradlin asked about an in-law suite on Hilltop Road. Mr. Stock said building an extension of the home is okay but if the extension is only accessible by outside and is metered separately, it is multi-residential.

TRUSTEES' BUSINESS:

Trustees were given information on parking on the roadway. Mr. Miller asked for this to be first on the next meeting's agenda.

FISCAL OFFICER:

Mrs. Spradlin said there will be bills and payroll to approve at the regular meeting as well as two sets of minutes.

ROAD DEPT:

There was nothing for the Road Department at this Work Session.

ADJOURNMENT:

Mrs. Spradlin made a motion to adjourn the Work Session, seconded by Mr. O'Callaghan. All voted Aye. The Work Session adjourned at 7:02 p.m.

XENIA TOWNSHIP BOARD OF TRUSTEES

Resolution #

Date Approved

Susan Spradlin, Chair

ATTEST:

Daniel O'Callaghan

Alan D. Stock, Administrator

Scott Miller

slb