

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**WORK SESSION
JULY 3, 2014**

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.

PRESENT: Scott Miller, Chairman; Amy Lewis, Trustee; Susan Spradlin, Trustee; Barbara Miller, Fiscal Officer; Alan Stock, Administrator.

Chairman Scott Miller called the work session to order at 5:03 pm. This was a work session advertised on the Xenia Township website within 24 hours of scheduling the meeting.

TOWNSHIP ADMINISTRATOR:

Mr. Stock spoke about quotes received for IT work from HCST and Quanexus. He said he will be meeting with Chris Zappanti on July 8. He provided a spreadsheet of what was paid to Fletcher Technology for 2012, 2013 and 2014.

Xenia Township will host the Greene County Township Association meeting on October 14. There was discussion about holding it at a business in the Township. Kil-Kare was a possibility and Mr. Stock will check with them.

It is time for renewal of the Bureau of Workers' Compensation. Frank Gates is the provider and the third party administrator. They raised their rates by \$120 from last year.

Mr. Stock provided an amended 2014 budget. The Trustees will need to approve the amended budget; and Barb will sign the forms and submit them to David Graham. Mrs. Spradlin said she had sent an email asking to be included in the mid-year budget and asked why she was not included. Mr. Stock and Mr. Miller said they understood her email was regarding the 2015 budget, not the amended 2014 budget.

ZONING DEPT:

Nuisance mowing of several properties will be addressed at the Trustees' meeting.

Letters regarding a newly designated school zone on Brush Row Road were sent to Brush Row Road residents for their information.

ROAD DEPT:

Mr. Stock explained the OPWC application process with the County for grant money to help with next summer's Washington Road project. The Trustees would need to make a resolution saying they want to be involved in the OPWC process, and David Shuey will be the representative. Another part of the process is having the Fiscal Officer submit a letter stating Xenia Township does have a certain amount of money in a certain fund to do the project.

FIRE DEPT:

Deputy Chief Beegle reported about four employees still on the roster who attended EMT school for Xenia Township. They did not pass the class. In two situations withholding was conducted on their earnings. On the other two no payment plan was ever started. One employee is owed money. The other three owe Xenia Township. This dates back to 2007. They request money be refunded to James Terrell.

The Emergency Reporting Software License is due for renewal. The cost is \$5,256.00. The Chiefs would like to split the cost between Fire and EMS funds.

Alex Wallace, part-time firefighter, is resigning due to his job and starting Paramedic school.

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FISCAL OFFICER:

Mrs. Miller made a change in bill processing.

Mrs. Lewis said Mrs. Spradlin found there might be a warranty on a rim for the Medic. Franz Seiter is checking on this. Chief Fox said Trustees should approve payment of the bill, and if there is a warranty, they can be reimbursed.

Use of the Cemetery Fund can be approved at the Trustees' meeting.

EXECUTIVE SESSION:

Mr. Miller made a motion to enter Executive Session for discussion of future economic development, seconded by Mrs. Lewis. Roll Call: Mr. Miller-aye; Mrs. Lewis-aye; Mrs. Spradlin-aye. Executive Session began at 5:50 p.m.

Mr. Miller made a motion to come out of the Executive Session, seconded by Mrs. Lewis. Roll Call: Mr. Miller-aye; Mrs. Lewis-aye; Mrs. Spradlin-aye. Executive Session ended at 6:27 p.m.

Mr. Miller made a motion to enter Executive Session for discussion of real estate property, seconded by Mrs. Lewis. Roll Call: Mr. Miller-aye; Mrs. Lewis-aye; Mrs. Spradlin-aye. Executive Session began at 6:28 p.m.

Mr. Miller made a motion to come out of the Executive Session, seconded by Mrs. Lewis. Roll Call: Mr. Miller-aye; Mrs. Lewis-aye; Mrs. Spradlin-aye. Executive Session ended at 6:53 p.m.

ADJOURNMENT:

A motion was made by Mr. Miller to adjourn the Work Session, seconded by Mrs. Lewis. Roll Call vote: All voted Aye. Work Session adjourned at 6:54 p.m.

Xenia Township Board of Trustees

Date Approved: _____

Scott Miller, Chair

Resolution # _____

Amy Lewis

Attest:

Susan Spradlin

Barbara Miller, Fiscal Officer