

RECORD OF PROCEEDINGS

MINUTES OF THE XENIA TOWNSHIP TRUSTEES:

REGULAR MEETING
JANUARY 22, 2015 7:00 PM

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: Susan Spradlin, Chair; Daniel O'Callaghan, Trustee; Scott Miller, Trustee; Barbara Miller, Fiscal Officer.

Meeting was called to order at 7:00 p.m. All participated in the Pledge of Allegiance. This was a Regular Trustees Meeting advertised on the Xenia Township website within 24 hours of scheduling this meeting.

READ FILE:

GC Health Commissioner's Report, Jan 2015
Xenia Planning & Zoning Commission Minutes
Power Show Ohio

TRUSTEES' BUSINESS:

Mr. Miller explained that there were two companies that gave quotes for a generator base. He also said that the Greene County Building Inspection said that because the Township is in the Flood Plain, an elevated base is needed. Mr. O'Callaghan made a motion to go with Jones Warner Consultants in the amount of \$500.00 to provide either the steel platform or the concrete platform, whichever's total is cheaper. Mr. Miller was given the authorization to sign for the platform once a final decision is made.

RESOLUTION NO. 2015-021

The ODAS Cooperative Purchase topic was tabled until the first Trustee Meeting in February.

FISCAL OFFICER/FINANCE:

Mrs. Spradlin made a motion to approve the bills as presented with the exception of the ones with "hold" notes on them, Mr. O'Callaghan seconded. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2015-023

Mr. Miller made a motion to approve the payroll as presented, Mrs. Spradlin seconded. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2015-024

Mrs. Spradlin asked if the approval of the Regular Meeting minutes from January 8, 2015 can be put on hold until the question with one resolution number is answered.

Mrs. Spradlin made a motion to accept the Special Meeting minutes from January 15, 2015, Mr. O'Callaghan seconded. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2015-025

Mrs. Spradlin made a motion to accept the Regular Meeting minutes from November 20, 2014, Mr. Miller seconded. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Abstain, due to not being in office at that time, Mr. Miller- Aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2015-026

Mrs. Spradlin made a motion to accept the Special Meeting minutes from December 9, 2014, Mr. O'Callaghan seconded. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2015-027

**XENIA TOWNSHIP TRUSTEE'S
REGULAR MEETING, JANUARY 22, 2015**

Mrs. Spradlin made a motion to accept the Special meeting minutes from December 29, 2014, Mr. O'Callaghan seconded. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Abstain, due to being absent at that meeting. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2015-028

Mrs. Spradlin made a motion to accept the Work Session minutes from January 8, 2015, Mr. O'Callaghan seconded. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2015-029

Mrs. Miller asked that the Trustees' make a resolution for all new employees be enrolled in Direct Deposit. Mr. O'Callaghan made a motion to accept Mrs. Miller's request and have all new employees of the Township to be enrolled in Direct Deposit, Mrs. Spradlin seconded. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2015-030

Mr. Miller began to make a motion to approve the contract with Mr. Derrick, Mrs. Spradlin seconded. Mrs. Spradlin said she will sign in place of the Administrator. Mrs. Miller then interjected and said that the Township Administrator's signature is not needed because there are only signature spots for the three Trustees' and the Fiscal Officer. Mrs. Spradlin withdrew that motion. Mrs. Spradlin made a motion to approve the contract between Xenia Township and Mr. Derrick to rent the property at 256 Brush Row Road, Mr. O'Callaghan seconded. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2015-031

Mrs. Spradlin asked if Mrs. Miller was satisfied with how the discussion on the UAN went in the Work Session. She responded that yes, she was, however she was concerned and did not want the UAN to be on the server. Mr. O'Callaghan said he will be doing a thorough technology review to see if we could do thing a little better.

FIRE DEPARTMENT:

Chief Fox asked for Kelley Hines to be made a Lieutenant for Xenia Township and he asked for the support from the Trustees. Mrs. Spradlin asked about the stipend, Chief Fox explained it to her. He said that the stipend is a \$1,300 salary that is paid over 26 weeks with payments every two weeks. Mrs. Spradlin made a motion to approve Chief Fox's request to appoint Kelley Hines as Lieutenant and to give him the stipend of \$1,300 to make his new hourly rate \$15.07 per hour over a 26 week pay period, Mr. O'Callaghan seconded. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2015-032

Mrs. Spradlin said the Deputy Chief Beegle had sent some information that he and Chief Fox were working on a Firefighter Reimbursement Grant for the State of Ohio. Chief Fox confirmed that and had said that last year they applied for \$2,642.49 and this year they applied for \$1,837.65. The grant covers Fire Inspector, Fire Trucks and Firefighter 1 and 2.

Chief Fox said that the Drug License, which allows the Fire Department to carry their Paramedic Bag, is due by February 13, 2015 in the amount of \$150.00 for the year.

The Trustees and Chief Fox discuss the Pump Test results. Chief Fox said that the in-house maintenance man seemed very concerned about fixing the apparatus pumps.

Mrs. Spradlin asked about which new vehicle has needed so much work, Chief Responded that it was the new Medic. He said he had a conversation with Mr. Seiter about fixing the Medic and that he was not making any actions to get it fixed in a timely manner. Chief Fox would like action taken as soon as possible. He and the Trustees believe that it is a liability and agree that the apparatus needs to be fixed.

**XENIA TOWNSHIP TRUSTEE'S
REGULAR MEETING, JANUARY 22, 2015**

Mrs. Spradlin asked who the Township gets propane from because there were two different bills from two different suppliers. It was discussed that it could be possible that the company to supply propane was switched from one to another before the credit was paid off from the old supplier. Mrs. Spradlin said that the supplier needs to be contacted for them to send the Township's money back or deliver that amount of propane. Mr. O'Callaghan said that if the propane tank has TruPoint on it, Suburban Propane cannot put their propane in it. Mr. Miller said that he would like to see new tanks owned by the Township be put in with the new generator coming.

GUESTS:

Mr. Thom Sears asked what the Administrator's involvement is with signing contracts. He asked why Mr. Stock will be in control of the Ohio DAS Cooperative instead of the three Trustees. Mr. O'Callaghan responded that they tabled that issue not because Mr. Stock wasn't present at the meeting but the Trustees wanted to figure out all the Ohio DAS Cooperative entailed. He then said that they tabled the Collective Bidding issue because Mr. Stock is the acting Road Superintendent for the time being, and should have the information for that. It was answered that Mr. Stock's involvement is that he makes the list of the projects for the coming year, as he is the acting Road Superintendent. Mr. Sears asked for the job description for Township Administrator, Mrs. Spradlin said that guidelines she follows on what an Administrator can and can't do is in the Ohio Revised Code. Further discussion also revealed that Mr. Stock works under the direction of the Trustees and may be permitted to sign a contract or given other duties after voted by the board.

Mr. Rick Miller asked how companies can get an accurate estimate when they cannot determine the exact cause for the failure of the pumps. Chief Fox said that the contractor may give them two prices and that the Township's total could be between those two prices.

TOWNSHIP ADMINISTRATOR:

Mr. O'Callaghan made a motion to allow the tear down and remove of the structure at Station 52 and if extra funds are needed, they are to be transferred to the Road Fund from the General Fund, Mr. Miller seconded the motion. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2015-033

Mr. Miller made a motion to approve the Federal Siren Maintenance Contract for 2015, Mr. O'Callaghan seconded. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2015-034

ADJOURNMENT:

There being no further business, a motion to adjourn was made by Mr. O'Callaghan, seconded by Mrs. Spradlin. Roll Call vote: All voted Aye. Meeting was adjourned at 8:38 p.m.

XENIA TOWNSHIP BOARD OF TRUSTEES

Resolution # _____

Date Approved: _____

Susan Spradlin, Chair

ATTEST:

Daniel O'Callaghan

Barbara Miller, Fiscal Officer

Scott Miller