

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**WORK SESSION
OCTOBER 15, 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.

Roll Call: Susan Spradlin, Trustee Chair; Daniel O'Callaghan, Trustee; Sheila Seiter, Fiscal Officer and Alan Stock, Administrator. Scott Miller, Trustee, joined the Work Session during the Executive Session.

EXECUTIVE SESSION:

Mrs. Spradlin made a motion to go into an 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 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. She said those in attendance in the Executive Session would be Susan Spradlin, Dan O'Callaghan, Scott Miller when he arrives, Alan Stock, Administrator, Chief Fox and Stephanie Hayden (Greene County Prosecutor's Office). 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 6:40 p.m.

FISCAL OFFICER:

Mrs. Spradlin asked about the Walker Transmission bill that had a note saying fluids should not be mixed. Mr. Stock said he would find out what repair was done and he would email the answer to the Trustees.

Mrs. Seiter said she was confirming some sick and vacation leave for two employees. Otherwise everything for payroll went smoothly.

Mrs. Seiter said she paid one Police and Fire that was due in August and will start on taxes the next day.

There was discussion about receiving processing reports.

Mrs. Seiter said in paying the health insurance bill there was not enough in the Road Fund to pay theirs. To get it paid she paid out of the General Fund. Later she found a separate purchase order just for Road that had almost enough to cover the bill. She said with invoices she can reallocate the cost to the proper fund if there is an error.

Mrs. Seiter said she will need to transfer money from another line item in the Road Fund to cover insurance for the rest of the year. There was discussion about where to transfer it from and how much.

ZONING DEPT.:

Zoning items were listed on the regular meeting agenda.

FIRE DEPT:

Chief Fox gave an EMS grant update for CPR assists. He said they were accepted for one.

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Chief Fox spoke about the commendation from Miami Valley Hospital. Mr. Stock read the letter commending Kelly Hines, Tim Hines and Jon Nickerson for their transport of a patient.

Chief Fox said Joe LeVangie was resigning from the Fire Department after joining in August. Chief Fox said Mr. LeVangie quit three (3) different fire department and changed careers to construction. Mr. Stock said the Township is out about \$400-\$450 on each new hire and protection for the Township in the future might want to be considered.

ADJOURNMENT:

Mrs. Spradlin made a motion to adjourn the Work Session, seconded by Mr. O'Callaghan. All voted Aye. The Work Session adjourned at 7:00 p.m.

XENIA TOWNSHIP BOARD OF TRUSTEES

Resolution #

Date Approved

ATTEST:

Sheila Seiter, Fiscal Officer

Susan Spradlin, Chair

Daniel O'Callaghan

Scott Miller

slb