

RECORD OF PROCEEDINGS

MINUTES OF THE XENIA TOWNSHIP TRUSTEES:

WORK SESSION
OCTOBER 17, 2013 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: Amy Lewis, Trustee; Jim Reed, Trustee; Scott Miller, Trustee; Alan Stock, Administrator; Barbara Miller, Fiscal Officer

TOWNSHIP ADMINISTRATOR:

There was a discussion of using a third party vendor for payroll. Mr. Stock recommended H.R. Butler. He believes this will be the best choice for the Township. Mr. Miller had some questions regarding the \$6,000.00 cost. Mr. Miller inquired as to where other expenses may be cut. One suggestion would be for the in-house secretaries to transcribe the Trustees' Work Session Minutes and Regular Meeting Minutes. This would eliminate the need to pay an outside contract person. The Fiscal Officer would like to set up a meeting with the Trustees and the visiting clerk to discuss some issues.

Mr. Stock discussed a three-month extension of the Ohio Insurance Plan which the Township currently uses. Rates will not change during this period. Mr. Reed asked how this will affect the deductible. Mr. Stock will find the answer to this question.

Ohio Insurance Services has suggested a switch to VSP Vision Plan 4. This change will result in an annual savings of \$253.08. With this new plan employees may receive new lenses, frames or contacts once per year instead of every two years. The copay will increase from \$20 to \$25.

Mr. Stock suggested the Christmas Luncheon be held on Thursday, December 19, at noon. The evening Work Session will be moved to 10:00 am – 11:00 am. The Trustees Meeting will be held at 11:00 am – 11:30 am.

The date for the Reorganization Meeting will be January 2, 2014. Mr. Miller suggested this date due to the election to be held this year. This meeting will be held at 5:30 pm. The Budget Meeting will be held on January 2, 2014 at 4:00 pm. It will be helpful to have these meeting in January so that any newly elected Trustee may be present.

ZONING DEPARTMENT:

Mr. Stock discussed the property at 1287 Brush Row Road. This property will need to be declared a nuisance for the purpose of mowing.

FIRE DEPARTMENT:

Chief Fox mentioned that Lt. Ron Shaw has resigned. He will stay on as Paid-on-Call. He also discussed the resignation of Dale Harris who will be moving out of state. Chief Fox also talked about the increase in Med 3000 rates for 2014. The rates will increase according to Medicare Standards. Chief Fox would like to go into Executive Session to discuss Jeremy Speakman. He would also like to reinstate Bryan Simpson on a part-time basis.

Chief Fox stated that Medic 52 needs new tires. Jim Harworth has given a quote of \$2,595.52 for six tires. Detroit Tire has given a quote that is approximately \$500.00 higher. Chief Fox will also obtain a quote from Jamie's Tires. He would like a Resolution to purchase tires in an amount not to exceed \$2,600.00.

TRUSTEE'S BUSINESS:

Mr. Stock discussed a renewal for property and liability insurance with the Hylant group. He stated that Brad Montgomery of Montgomery Insurance suggested waiting until next year to make any changes.

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There was a discussion regarding the time for Trustee Work Sessions.

Mr. Stock gave a JEDD update. Central State University seems to be very positive about the agreement. He stated that a contract establishing the percentage of splits needed to be established. The Board will need to have a basic economic development plan in place. They will also need JEDD agreement by-laws. Mrs. Lewis would like to establish a timeline for completion of the JEDD agreement. A Public Hearing will need to be scheduled.

Motion to go into Executive Session was made by Mr. Miller, seconded by Mrs. Lewis. Motion to come out of Executive Session was made by Mr. Reed, seconded by Mrs. Lewis.

Motion to adjourn the Work Session was made by Mrs. Lewis, seconded by Mr. Reed. All voted AYE. Meeting adjourned at 7:04 pm.

XENIA TOWNSHIP BOARD OF TRUSTEES

Resolution Number

Amy Lewis, Chair

Date Approved

Scott Miller, Trustee

Jim Reed, Trustee

ATTEST:

Barbara Miller, Fiscal Officer