

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING
October 20, 2016 7:00 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 was held at the Xenia Township Office, 8 Brush Row Road, Xenia, Ohio.

Chair Scott Miller called the Regular Meeting to order at 7:05 p.m.

ROLL CALL: Scott Miller, Trustee Chair; Susan Spradlin, Trustee; Steve Combs, Trustee; Sheila Seiter, Fiscal Officer; Alan Stock, Township Administrator. Mr. Miller noted there were guest(s) and Chief Fox in attendance.

All participated in the Pledge of Allegiance.

IN THE READ FILE:

GC Combined Health District
Buckeye Farm News, Oct.

FISCAL OFFICER/FINANCE

Mr. Miller moved to accept the payroll as presented, Mrs. Spradlin seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0. **RESOLUTION NO. 2016-229**

Mr. Combs moved to pay the bills as presented, except one to Jones Warner for Washington, Mr. Combs moved to accept the bills, Mrs. Spradlin seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0. **RESOLUTION NO. 2016-230**

Mr. Miller moved to approve the retroactive approval to October 6, Supplemental Cert. of Amounts from Sources Available for Expenditures and Balances as year-end adjustments. (Missed approving on October 6, 2016), Mr. Combs seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by a roll call of 3-0. **RESOLUTION NO. 2016-231**

Mr. Miller moved to approve the Retroactive approval to October 6, Supplemental Appropriation as Year-end adjustments. (Missed approving originally on October 6, 2016 per Mrs. Seiter's explanation), Mr. Combs seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by a roll call of 3-0. **RESOLUTION NO. 2016-232**

ADMINISTRATOR:

Mr. Stock explained about the aging phone system and the connectivity and options for new. He had spoken with the Fire Chief and Road Superintendent about their needs. He stated that this was the best choice based on cost. Attendees discussed in detail. Mr. Miller voiced his concerns over the affects and back up options if the power or system goes down.

Mrs. Spradlin moved to approve 36 month contract with Time Warner for connectivity and phone service fees for \$705.00 base per month and a \$755 set up fee, and permit Administrator to sign contract, Mr. Combs seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by a roll call of 3-0. **RESOLUTION NO. 2016-233**

Mrs. Spradlin moved to approve HCST one time cost of \$2,730 for physical phones. Mr. Combs seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by a roll call of 3-0. **RESOLUTION NO. 2016-234**

Mr. Miller moved to approve 2017 Agreement for hazard insurance with Hylant-The Ohio Plan for \$30,948.05 annual premium. The proposed agreement was previously discussed during the work session. Mrs. Spradlin seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0. **RESOLUTION NO. 2016-235**

**XENIA TOWNSHIP TRUSTEES
REGULAR MEETING, October 20, 2016**

Mr. Miller moved to approve the part-time & paid on call fire staff \$1.00 per hour raise effective October 23, 2016, Mr. Combs seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2016-236

Mr. Miller moved to approve fire staff part-time & paid on call a bonus/incentive of \$1.00 per hour in a lump sum check for 1/3/16 thru 10/22/16 as calculated by fiscal officer, by mid-December 2016, Mr. Combs seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2016-237

Mr. Stock wanted to recognize everyone for putting on a great evening for the October 11, 2016 Greene County Township Association meeting at 125 Fairground Road. Great job by everyone involved.

Mr. Stock spoke about some cleaning that needed to be done on Washington Rd. The straw has been washed down by the heavy rains and is clogging the pipe. He is going to find what can be done to fix that problem.

TRUSTEE BUSINESS:

Mr. Miller said that the County Fire Chief’s meeting was earlier that day. Chief Fox called him to attend. The Fairground Road property was viewed during the meeting and the possibilities presented for any interests from other jurisdictions.

Mr. Miller moved to authorize Administrator to sign AT&T Repair Billing Litigation documents, Mr. Combs seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2016-238

GUESTS:

Dan O’Callahan, 1075 U.S. 42, stated he thinks the Trustees are doing a great job with the new facility on Fairgrounds Road, but we are doing a terrible job at letting our residents know about it. There has been no marketing, nothing in the paper. There are a number of people that have no idea what is there. He made a suggestion to put something on the website about the new facility. The Board and Administrator agreed and will work on getting the great news out there. Mr. Stock noted the sign that was put up on the fence as soon as it was purchased.

UPCOMING MEETING DATES:

Attendees discussed and set the annual reorganizational meeting for December 29, 2016 from 8-10:00 am and the staff Christmas luncheon for December 21, Wednesday, at 11:30. Mr. Miller requested the next, November 3, work session to begin at 4:00 at 125 Fairground property.

November 15, 2016 Zoning Commission meeting
November 17, 2016 Trustee Meeting
November 29, 2016 Combined Trustee/Zoning Meeting

ADJOURNMENT:

Mr. Miller moved to adjourn, Mrs. Spradlin Seconded. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by a roll call of 3-0. The regular meeting was adjourned at 8:18 p.m.

Xenia Township Board of Trustees

Date Approved: _____

Scott Miller, Chair

Resolution # _____

Attest:

Susan Spradlin

Sheila J. Seiter, Fiscal Officer
MEH

L. Stephen Combs