

## RECORD OF PROCEEDINGS

**MINUTES OF THE XENIA TOWNSHIP TRUSTEES:  
HELD ON: DECEMBER 22, 2011**

**REGULAR MEETING  
10:00 am**

NOTE: These minutes are a summary of the meeting and are not a word for word account of the discussion. The proceedings were electronically recorded on tape, but limited by the quality of the recording equipment. The meeting place was the Xenia Township Office, 8 Brush Row Road, Xenia, Ohio. This was a regularly scheduled meeting on a date established during the reorganization meeting. No additional notices were given.

Scott Miller called the meeting to order at 10:05 am. All participated in the Pledge of Allegiance.

**PRESENT:** Amy Lewis, Trustee; Scott Miller, Trustee; Jim Reed, Trustee; John Faulkner, Fiscal Officer; David Shuey, Public Works Superintendent; Daryl Meyers, Fire Chief; Rhonda Painter, Zoning Administrator

**GUESTS:** Carrie Smith, Tim Spradlin, Susan Spradlin

### **MINUTES:**

Regular Meeting—December 8: Lewis moved to approve the minutes. Miller seconded. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. **RESOLUTION #2011-204.**

Work Session—December 14: Minutes are not ready and were tabled.

### **FISCAL OFFICER/FINANCE:** John Faulkner

Faulkner asked for approval of bills and payroll since the last meeting in the amount of \$81,372.92. Lewis moved to approve the bills and payroll. Miller seconded. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. **RESOLUTION #2011-205.**

Faulkner gave the Trustees a draft copy of the financial status of the Township as of December 21 for review.

The Then and Now PO for Lester Ferguson, attorney for Kil-Kare/CruiseFest has been reviewed by Lewis and she would like Stephanie Hayden to review the invoice also.

Faulkner requested approval for a Then and Now PO for \$500 for Regional HazMat for the membership fee. Lewis moved to approve the PO. Miller seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. **RESOLUTION #2011-206.**

### **ROAD DEPARTMENT:** David Shuey

Shuey requested a PO to May Shedd for motor/hydraulic oil for \$1,026.35. Miller moved to approve the PO. Lewis seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. **RESOLUTION #2011-207.**

Reed asked Shuey if they are still using the used oil to heat with. Shuey said they are, however he has heard that the County just put in used oil heat and this may cut down on how much used oil they get from others. He also said that when the temperatures get to be in the 20's the oil goes pretty fast and suggested insulating the garage to help with this problem. The Trustees asked him to get prices for insulating the garage.

Shuey also requested a PO for Kleem for 54 stop signs that must be brought up to the reflective signs code in the amount of \$1,506.60. Shuey explained that they will replace the worst signs first and this will be an ongoing process so all signs will not need to be replaced at once in the future. Lewis moved to approve the PO. Reed seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. **RESOLUTION #2011-208.**

**ZONING DEPARTMENT:** Rhonda Painter

The following permits have been issued since December 8:

- None

**FIRE DEPARTMENT:** Chief Daryl Meyers

Meyers requested a PO to Federal Field Services for \$3,000 for maintenance services and replacement of two batteries for the disaster sirens. The annual contract for the next year needs to be signed. There was a discussion about the contract and Reed does not want to be in a self-renewing contract. Faulkner will sign and return the contract. Lewis moved to approve the PO. Miller seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. **RESOLUTION #2011-209.**

Meyers also requested a PO for Eye Glass Holders to Vogelpohl Fire Equipment for \$785. Miller moved to approve the PO. Lewis seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. **RESOLUTION #2011-210.**

Paramedic/Firefighter, Ross Moffitt, has given Chief Meyers his resignation effective yesterday due to his full time job. All equipment was returned. Lewis moved to approve his resignation. Miller seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. **RESOLUTION #2011-211.** Miller asked the Chief to send a letter of appreciation.

Miller asked about new SCBA that are in service and requested that Chief Meyers put together a list of the surplus items so that may be taken care of in January.

**TRUSTEES OLD BUSINESS:**

The contract for the Derrick property on Brush Row Road needs approval. The rental cost is \$704. Reed asked if they could utilize the Union Road property for this use instead of renting this property. Shuey said that the Derrick property is convenient due to the fact that equipment is close and has a locked gate and it is not visible. Lewis moved to approve the contract. Reed seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. **RESOLUTION #2011-212.**

**TRUSTEES NEW BUSINESS:**

Reed asked the Chief about an injury and ambulance bill. The Chief did not know anything about this bill. It was agreed by the Trustees that this could be discussed in a work session.

The Trustees approved amending the salary amount for Fire Captain Richard Baker to \$8,760.23, an amount equal to his 2010 W-2 reported amount. The correcting adjustment will be \$310.23 and will be added to the gross payroll amount for the final payroll period of 2011. Trustee Miller moved and Trustee Lewis seconded the motion to adjust Baker's salary. Roll call vote: Lewis-Aye; Reed-Aye; Miller-Aye. Motion passed 3-0. **RESOLUTION #2011-213.**

**UPCOMING MEETING DATES:**

January 12, 2012, Thursday, 4:00 pm	Reorganizational Meeting
January 12, 2012, Thursday, 7:00 pm	Regular Meeting
January 25, 2012, Wednesday, 7:30 am	Chamber of Commerce Benefit Breakfast
February 25, 2012, Saturday	Chamber Awards Dinner

**COMMITTEE REPORTS:**

Miami Valley Regional Planning:	No report
Greene Co Regional Planning Committee:	No report

District Advisory Council of Health Dist: No report  
Water & Wastewater Advisory Committee: No report  
Source Water (1-2 per year): No report  
Safety Council: January 3, 2012, about Fire Inspections, Rhonda will attend  
Chamber of Commerce: Rhonda attended and the 2012 chair is Jeff Lewis

**CORRESPONDENCE:**

Lewis made a motion to reschedule the reorganizational meeting to January 12 at 4:00 pm. Reed seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0.

**RESOLUTION #2011-214.**

It has been requested by the Xenia Township Employees that the Martin Luther King holiday on January 16, 2012 be moved to December 24, 2012. Lewis moved to permit the employees to have Christmas Eve 2012 off and work on MLK day January 16. Miller seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. **RESOLUTION #2011-215.**

**ADJOURNMENT:**

All will enjoy a holiday luncheon after the meeting and Miller wished everyone a Merry Christmas.

Having completed all of the regular business, Lewis moved to adjourn at 10:32 am. Reed seconded the motion, all Trustees voted aye and the meeting adjourned.

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Scott Miller, Chairman

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Amy Lewis, Trustee

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Jim Reed, Trustee

**ATTEST:**

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John Faulkner, Fiscal Officer

ccs