

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**SPECIAL MEETING
DECEMBER 21, 2016 1:00 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.

Chair Scott Miller called the Special Meeting to order at 1:16 p.m.

Roll Call: Scott Miller, Trustee; Susan Spradlin, Trustee; Steve Combs, Trustee; Alan Stock, Administrator, Sheila Seiter, Fiscal Officer was in attendance, came in room after Roll Call.

FISCAL OFFICER:

Mr. Stock advised that there should be no change for Mrs. Creech’s insurance until November and this will be on the January invoice.

Mr. Miler moved to approve the bills as presented. Mrs. Spradlin seconded the motion. ROLL CALL: Mr. Miller – aye, Mr. Combs – aye, Mrs. Spradlin – aye. Motion passed by roll call 3-0.

RESOLUTION NO. 2016-288

Mr. Miller moved to transfer of funds from general fund for health insurance premiums transfer \$5,000 from 1000-110-389-0000 to 1000-110-221-0000. Mr. Combs seconded the motion. ROLL CALL: Mr. Miller – aye, Mr. Combs – aye, Mrs. Spradlin – aye. Motion passed by roll call 3-0.

RESOLUTION NO. 2016-289

EXECUTIVE SESSION:

Mr. Miller made a motion to go into an Executive Session in accordance with ORC 121.22 (G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. Mr. Combs Seconded the motion ROLL CALL: Mr. Miller – aye, Mr. Combs – aye, Mrs. Spradlin – aye. Motion passed by rollcall of 3-0, included in the executive session: All elected officials and township administrator. Entered Executive Session at 1:20 p.m.

Mrs. Spradlin advised they exited Executive Session at 2:49 p.m.and that Mr. Miller had to leave during the Executive Session.

Mrs. Spradlin moved to approve the payroll as presented. Mr. Combs seconded. ROLL CALL: Mr. Combs – aye, Mrs. Spradlin – aye. Motion passed by roll call 2-0.

RESOLUTION NO. 2016-290

Mrs. Spradlin moved to adjourn, Mr. Combs, seconded. ROLL CALL: Mr. Combs – aye, Mrs. Spradlin – aye. Motion passed by roll call 2-0.. Special Meeting was adjourned at 2:50 p.m.

Xenia Township Board of Trustees

Date Approved: _____

Scott Miller, Chair

Resolution # _____

Attest:

Susan Spradlin

Sheila J. Seiter, Fiscal Officer

L. Stephen Combs