

## RECORD OF PROCEEDINGS

**MINUTES OF THE XENIA TOWNSHIP TRUSTEES:                   REGULAR MEETING  
HELD ON:   FEBRUARY 8, 2011   7:00 PM**

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NOTES: These minutes are a summary of the township business meeting and are not a word for word account of the discussions which took place. This meeting was rescheduled from Feb. 10 due to the annual Ohio Township Association conference.

Chair Scott Miller called the regular meeting to order at 7:00 p.m. Board Members present were John Faulkner Scott Miller, and Jim Reed. Also in attendance were Fiscal Officer Seiter, Zoning Inspector Painter, Public Works Superintendent Shuey, Fire Chief Meyers, Deputy Chief Fox and one resident. All participated in the Pledge of Allegiance.

Miller advised the fire department would go first due to schedule needs.

**FIRE DEPARTMENT:** Chief Meyers provided the following:

Request to cancel the recent educational agreement for EMT Basic class at Sinclair with John Cain due to his need to drop out due to family needs. He further advised there will be no fees or costs. Miller moved to void the contract as recommended. Motion seconded by Faulkner. Resolution No. 2011-24

Roll Call                         Ayes:   Faulkner, Reed and Miller                                 Motion Carried

Report and request for a purchase order to Global Technology for radio batteries for \$2,700. Faulkner moved to approve the request per discussions. Motion seconded by Reed. Resolution No. 2011-25

Roll Call                         Ayes:   Faulkner, Reed and Miller                                 Motion Carried

Report and request for purchase order to WS Electronics for radio batteries, different type than the ones from Global, for \$1,305. After a brief discussion, Miller moved to approve the request. Motion seconded by Faulkner. Resolution No. 2011-26

Roll Call                         Ayes:   Faulkner, Reed and Miller                                 Motion Carried

Report and request for a radio antenna from WS Electronics for \$1,782.60 from general fund. Attendees discussed using the old ODNR tower located behind Tecumseh School and currently used by the Xenia Community Schools. The township would dig the hole and the cable would be an additional minor cost. Miller noted the request being premature and there being needs to confirm what is needed. Action tabled.

Report and request for a purchase order to NFPA for the annual subscription of \$832.50 for printed materials. Faulkner moved to approve the request. Motion seconded by Miller. Resolution No. 2011-27

Roll Call                         Ayes:   Faulkner, Reed and Miller                                 Motion Carried

Report on recommendation from MED3000 to update their contract for adjusted customer/patient billing fees. Our charges have been lower than others. Faulkner moved to approve the increase in fees on the recommendation of the Chief effective February 1. Trustees to sign the agreement. Motion seconded by Reed. Resolution No. 2011-28

Roll Call                         Ayes:   Faulkner, Reed and Miller                                 Motion Carried

Faulkner talked about the possible option of hard billing non township patience and to continue to provide soft billing to residents. Meyers advised that is not an option, you have to hard or soft bill everyone, no mix. Attendees to discuss and investigate further.

**GUESTS:**

Thom Sears advised he was told he could request a refund for his application fee for a conditional use permit. Faulkner explained the need to conclude the extension requested by Mr. Sears from February 2008. Attendees discussed expenses of advertisements for \$81, mailings and board member's appearances. Attendees noted the need to create language in the zoning resolution to address time limits on extension and/or the related method to conclude. Faulkner moved to reimburse the application fee of \$300 in its entirety. Reed seconded the motion. Resolution No. 2011-29

Roll Call:             Ayes:   Faulkner, Reed and Miller                                 Motion Carried

**MINUTES:**

Faulkner moved to dispense with the reading of the minutes of the work session on January 26<sup>th</sup> with Kleingers due to the Trustees reading them prior to the meeting. Faulkner further moved to approved said minutes. Miller seconded the motion.

Roll Call:             Ayes:   Faulkner and Miller  
                                  Absent:   Reed   Motion Carried

Seiter advised the minutes of the regular meeting on January 27, 2011 were not ready yet. Trustees tabled.

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Miller advised the public hearing on February 1 was continued to February 16<sup>th</sup> at 7:00 pm due to the ice storm. He advised the hearing was opened then continued. The applicant’s attorney and guest of record from the prior zoning hearing were phoned as notification of the continuance, as well as a sign posted on the door. Miller moved to approve and dispense with the reading of the minutes of the hearing on February 1, 2011. Faulkner seconded the motion.

Roll Call: Ayes: Faulkner and Miller  
Absent: Reed Motion Carried

**FINANCE:** Fiscal Officer Seiter provided the following:

Approval of bills and payroll in the amount of \$45,802.41 a copy of the payment register is attached to these minutes and made a part hereof. Miller moved to approve said payments. Motion seconded by Faulkner. Resolution No. 2011-30

Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

Resolution to transfer/supplemental appropriation for the annual dump truck capital project funds. Seiter explained the annual process to be prepared for the future purchase of equipment as previously approved by resolution of the Board. Attendees discussed in detail the option of holding off until later in the year just in case the funds in the general fund were to be needed for other road purposes. Shuey advised the 1998 dump truck is due next. However, he continued that as a result of the upgrades made to the truck last year, the life of it has been extended a couple more years. Action tabled.

Reports will be in the correspondence file next week.

**ROAD DEPARTMENT:** Public Works Superintendent Shuey provided the following:

Draft and explanation of a storm water newsletter: Miller noted the need to tell the residents they are getting the letter due to EPA requirements. Attendees discussed why they need sent and tabled the final document for more wording.

**ZONING:** Inspector Painter provided the following report:

Permits issued since January 27: None

Zoning Commission:

-Public hearing continued from February 3 to 10<sup>th</sup> regarding text amendment for adult entertainment.

Report on neighbor conflict(s) on Shirley Drive between the Lutes and Moores. The complaint is a grinding noise from inside the house, during the day. Painter advised there is no noise resolution other than dogs. Lutes claim Moore has a business. Moore advises it is a hobby. Painter does not think it is a business and will need to address eventually. Faulkner noted the ongoing personality clashes and probably not a business. Painter has sent letters in the past advising both parties that while there is no zoning violation, be kind and courteous to your neighbors and to address the concerns directly with their neighbor. Miller suggested letters as a minimum.

**NEW BUSINESS:**

Emergency Management: A) generator: Miller and Shuey talked about trying for a grant. Attendees discussed features and power needs, in cases of emergency, in detail.  
B) Code Red – citizen notification system: Chief Meyers advised DeVoe is getting information. Painter advised she asked for the items to be on the agenda in order to prepare to purchase the correct type when funds are ready in order to provide for residents. Reed talked about opening the building to township residents vs. city, schools and churches and to get a plan in place. Faulkner talked about options to open to farmers, i.e. water for animals, etc. Miller talked about maintaining the township properties for staff in order to provide services to the residents. Further, that showers, food, etc. could be available for small numbers of people only. Both items tabled.

Faulkner and Seiter reported on the updated annual fee to Caesarscreek Township for fire/EMS services per the agreement. Faulkner advised the CPI went up 1.5% for an increase of \$1,535 for a total new rate of \$103.835. Attendees discussed briefly. Seiter to invoice out.

Painter advised there was no room inside for the administrative Durango and requested a carport in the front parking lot or inside storage for next year’s budget. Miller advised that could be a work session topic and the Union Road property.

Painter advised her computer was not working. Miller advised to wait until Wednesday.

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Reed talked about a letter of support to Xenia City for the water study. Miller advised tying needs together. No action, but the City is moving forward because they can. Reed was concerned.

Recess: 8:45 to 8:55, restroom break

Faulkner advised he would like to be considered for the fiscal officer's position.

### OLD/UNFINISHED BUSINESS:

The Board acknowledged receipt of the letter from assistant Greene County Prosecutor Hayden advising the elected officials must pay their own costs for the life insurance coverage at the increased benefit level. All agreed to continue to reimburse the township as they have done since the renewal last fall.

### EXECUTIVE SESSION:

Faulkner moved to go into **Executive Session** for the purpose to discuss purchase and sale of public property purchase per ORC 121.22 (G)2. Miller seconded the motion. **8:49 pm** All voted aye. Seiter, Painter and Shuey were asked to stay. **9:20 pm** Faulkner moved to **return to regular session**. Miller seconded the motion. All voted aye. Board agreed to request a meeting on February 15<sup>th</sup> at 8 AM with the County Treasurer, Auditor, Prosecutor and Trustees regarding payment of taxes for the land reutilization properties. (note: meeting did not take place. A trustee talked to County officials separately.) Miller moved to direct Seiter to prepare a purchase order and check to the Greene County Treasurer for \$6,508.51 for the proceeds of \$12,500 minus the township expenses of \$5,991.49 per the schedule. Faulkner seconded the motion. This is for the Hickman Road properties' tax issues. Attendees discussed further. Resolution No. 2011-31

Roll Call                                      Ayes: Faulkner, Reed and Miller                                      Motion Carried

### UPCOMING MEETINGS:

February 15, Tuesday, 7:00 pm	Work session with Central State University
February 16, Wednesday, 8:00 am	Monthly work session Re: Personnel Policy and Seiter Recommended discussing her replacement, Board agreed.
February 16, Wednesday, 7:00 pm	Continued public hearing re: Hagler and text amendments
February 22, Tuesday, 7:00 pm	Joint work session between the Trustees and both zoning boards
February 24, Thursday, 7:00 pm	Regular Trustee's Meeting NOTE: moved from 2:00 to 7:00 to allow fiscal officer Seiter to be there.

Seiter and Painter will take care of all notices.

### COMMITTEE REPORTS:

Miami Valley Reg. Plan. Com.: Faulkner advised information in the read file re: new projects.

--Technical Advisory Committee: No Report

Greene Co. Reg. Plan. Coordin. Com.: No Report

District Advisory Council of Health District: No Report

Water & Wastewater Adv. Committee: (quarterly, last Wednesday of Month) No Report

Source water: Next meeting June 28, 2011

Xenia Economic Growth Corp.: Miller reported on the last meeting where the following was noted:

Xenia Christian for an environmental study, clean up projects in Xenia City, new restaurants to open, Block Buster closing, newsletter team with schools and City (opportunity for the township also), notice of Seiter's move, JEDD, Old Town water line project set for March thru July with a preconstruction meeting on February 15 and two school building contracts in March.

County Managers and Officials: No Report

Safety Council: (1<sup>st</sup> Wednesday per month) Rescheduled for February 9. Painter to attend.

### EXECUTIVE SESSION:

Faulkner moved to go into **Executive Session** for the purpose to discuss a personnel item, regarding Painter schedule, per ORC 121.22 (G)1. Miller seconded the motion. **9:27pm** All voted aye. Seiter and Painter were asked to stay. **11:06 pm** Faulkner moved to **return to regular session**. Reed seconded the motion. All voted aye.

### CORRESPONDENCE:

-From Mike Foley, Feb. 2, re: Hickman Rd. land reutilization project

-To Mike Foley, Feb. 8, response to letter re: Hickman Road land reutilization program

-To and from Faulkner and ODOT, Feb. 2, re: Union Road property

