

**RECORD OF PROCEEDINGS**  
**MINUTES OF THE XENIA TOWNSHIP TRUSTEES: REGULAR MEETING**  
**HELD ON: April 14, 2011** **7:00 pm**

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Notes: These minutes are a summary of the Township's business meeting and are not a word for word account of the discussions which took place. 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 re-organizational meeting for 2011. No additional notices were given.

Chairman Scott Miller called the meeting to order at 7:02 PM. Board members present were Scott Miller, Jim Reed and Amy Lewis. Fiscal Officer John Faulkner, Zoning Administrator Rhonda Painter, Public Works Superintendent David Shuey, Fire Chief Daryle Meyers, Fire Administrator-Captain Jeff DeVoe were present from the Township. Chairman Miller asked for self introductions, everyone was introduced by voice and confirmed their attendance. Others attending, in addition to those listed above, included Sam VanHoosos, Darrell Williams, Judy Randall, Don Henderson, Roy Colbrunn, Susan Spradlin, Tim Spradlin, Kris Hagler and Greene County Prosecutor Stephanie Hayden.

All participated in the Pledge of Allegiance.

There was no public comment on the action items.

**MINUTES:**

Miller moved to approve and dispense with the reading of the minutes from the regular meeting on March 10, 2011; trustees had received the minutes prior to the meeting for reading. Reed seconded the motion.

Roll call: Ayes: Miller & Reed; Lewis abstained. Motion passed, resolution # 2011-**63a**

Miller moved to approve the minutes from the March 16, 2011 AM work session. Reed seconded the motion.

Roll call: Ayes: Miller & Reed; Lewis abstained. Motion passed, resolution # 2011-**63b**

Reed moved to approve the minutes of the March 16, 2011 PM candidate interview special work session. Miller seconded the motion.

Roll call: Ayes: Reed & Miller; Lewis abstained. Motion passed, resolution # 2011-**63c**

Miller moved to approve the minutes of the March 21, 2011 candidate interview special work session. Reed seconded the motion.

Roll call: Ayes Reed & Miller; Lewis abstained. Motion passed, resolution # 2011-**63d**

Miller moved to approve and dispense with the reading of the minutes from the regular meeting on March 24, 2011; trustees had received the minutes prior to the meeting for reading. Reed seconded the motion.

Roll call: Ayes: Miller & Reed; Lewis abstained. Motion passed, resolution # 2011-**63e**

Miller moved to approve the minutes of the March 30, 2011 trustee appointment special work session. Reed seconded the motion.

Roll call: Ayes: Miller & Reed; Lewis abstained. Motion passed, resolution # 2011-**63f**

At 7:07 PM, Chairman Miller welcomed Amy Lewis to the Xenia Township Board of Trustees.

Lewis moved to approve the minutes of the April 8, 2011 special work session. Reed seconded the motion.

Roll call: Ayes: Lewis, Reed & Miller. Motion passed, resolution # 2011-**63g**

**FISCAL OFFICER/FINANCE:**

Lewis moved to approve payment of the current bills and payroll, a copy of the payment register is attached and made a part thereof. Reed seconded the motion.

Roll call: Ayes: Reed, Lewis & Miller. Motion passed, resolution # 2011-64

Moved to approve the purchase orders and 2<sup>nd</sup>. Quarter blanket certificates as presented.

Roll call: Ayes: Lewis, Reed & Miller. Motion passed, resolution # 2011-65

Fiscal Officer Faulkner explained to the elected officials and department managers that now is the time to begin working on the 2012 fiscal budget.

This concluded the Fiscal Officer’s report.

**EXECUTIVE SESSION:**

At the suggestion of Chairman Miller, Trustee Lewis moved to retire to executive session as permitted by the ORC 121.22 (G) #3 conference with attorney at 7:10 PM. Miller seconded the motion.

Roll call: Ayes: Lewis, Reed & Miller. Motion passed, resolution # 2011-66

Persons invited to attend included Lewis, Reed, Miller, Faulkner, Painter, Shuey, Meyers and Greene County Prosecutor Stephanie Hayden. Discussion was held.

Lewis moved to return to the public meeting at 8:01 PM. Reed seconded the motion.

Roll call: Ayes: Lewis, Reed & Miller. Motion passed, resolution # 2011-67

Chairman Miller briefly outlined the issue of expanding a non-conforming use in an agriculture zoning district by Kil-Kare. Kil-Kare has contracted to be the host venue for “Cruisefest Nationals” over Mother’s Day weekend, May 6, 7 & 8, 2011. Public comment was received from Mr. Colbrunn, Mr. Hagler and Mrs. Painter.

Reed moved to go forward in Greene County Common Pleas Court seeking an injunction against Kil-Kare to halt this event. Lewis seconded the motion.

Roll call: Ayes: Lewis, Reed & Miller. Motion passed, resolution # 2011-68

This concluded the action items as a result of the executive session.

**ROAD DEPARTMENT:**

Public Works superintendent David Shuey presented the following:

The yearly road inspection is scheduled for May 13, 2011. Elected Officials and the Road Superintendent will depart from the road department garage at 8:00 AM.

Superintendent Shuey reported attending a recent road department conference attended by 400 (+/-) attendees and his selection as a speaker representing townships and how Xenia Township is implementing equipment reconditioning programs and collaborating with other townships to maintain local service levels with reduced budget amounts.

Citizen Sam VanHoosos, 972 Union Road, Xenia complimented the road department for their hard work and the quality of maintaining roadways over the past winter snow/ice season.

This concluded the Superintendent’s report.

**ZONING DEPARTMENT:**

Zoning Administrator Rhonda Painter presented the following:

The Board of Zoning Appeals has not met since March 15, 2011.

The Zoning Commission is scheduled to hear the following items:

Created definitions for Outdoor Amphitheater, Drive-in Theater, Outdoor Recreation Facilities.

Amendment to Section 700.03 Amendment Limitations – limiting the time for continuances of public hearings.

The next work session and public hearing for zoning resolution amendments is scheduled for May 19<sup>th</sup> at 6:00 PM.

The Land Use Committee (LUC) met at noon on April 14 to review the up-dated draft of the Land Use Plan. Discussion was held; there are several items for review /change before the LUC will present a working final draft to the Zoning Committee for public hearings.

Xenia Township has received from FEMA new details and maps for up-dated flood plain re-sizing.

This concluded the Administrator's report.

### **FIRE DEPARTMENT:**

Fire Chief Daryl Meyers presented the following:

Report from the Administrator requesting a vendor change for the lithium batteries for the P5400 hand held radios. From the FDIC convention, the Harris representative recommended purchasing a higher quality battery supplied by Honeywell, Inc. These batteries come with a two year warranty rather than one year as offered by Harris.

Lewis moved to recall the purchase order to W-S Electronics for Harris Batteries. Reed seconded the motion.

Roll call: Ayes: Lewis Reed & Miller. Motion Passed, resolution # 2011-69

Miller moved to award Honeywell, Inc. a purchase order for the Honeywell lithium batteries. Lewis seconded the motion.

Roll call: Ayes: Lewis, Reed & Miller. Motion passed, resolution # 2011-70

Recommendation from the Chief to send personnel to an Extrication Class in Norwalk, Ohio. Class dates are April 15 & 16. Special emphasis directed towards new techniques and tools required for the Hybrid Vehicles. This is a budgeted training opportunity at a cost of \$1,144.84.

Miller moved to approve the request. Lewis seconded the motion.

Roll call: Ayes: Lewis, Reed & Miller. Motion passed, resolution # 2011-71

Request from the Chief to re-assign FF/EMT Corey Schrier from Paid-on-Call to Part Time status, effective with the beginning of the next pay period.

Miller moved to approve the request. Reed seconded the motion.

Roll call: Ayes: Lewis, Reed & Miller. Motion passed, resolution # 2011-72

Request from the Chief to re-assign Firefighter/EMT Bryan Simpson from Paid-on-Call to Part Time status, effective with the beginning of the next pay period.

Miller moved to approve the request. Reed seconded the motion.

Roll call: Ayes: Lewis, Reed & Miller. Motion passed, resolution # 2011-73

Disaster siren updates...nothing new to report. Update tabled.

This concluded the Fire Chief's report.

### **TRUSTEES' OLD/UNFINISHED BUSINESS:**

Agenda items for emergency management including a generator and Code Red, citizen notification system were tabled.

Reed reported having met with City Manager Jim Percival; the letter from the Township outlining the township's position and support for the well field project has been verbally approved. Fiscal Officer Faulkner requested the verbal approval be confirmed in writing.

Chairman Miller asked Fiscal Officer to report on the Union Road Property. F.O. Faulkner reported the Township has closed on the parcel, consisting of 11.558 acres on April 14, 2011 at a cost of \$86,685. Title insurance and closing services were provided by Home Site Title Agency, Inc., Xenia, Ohio. Funds were budgeted for the purchase from the collection of **ESTATE TAXES**. Additional comments were made by Rhonda Painter to use the Ohio State University for a working tree inventory and by David Shuey to clear out some of the ground cover shrubs before they are fully leaved. Mr. Colbrunn asked if the property was in the township or city. The property is in the city. Elected Officials will be working to develop a master site plan and a financial plan.

**TRUSTEES' NEW BUSINESS:**

World Trade Center artifact...tabled for a work session topic.

State of Ohio - Budget & Policy concerns and effects, the impact of SB5...tabled for a work session topic.

Wilberforce and Xenia Township Clean-up days...Lewis moved to approve dumpster placements in Wilberforce and Xenia Township Stations 51 & 52 on May 13<sup>th</sup> through May 23<sup>rd</sup>. Reed seconded the motion.

Roll Call: Ayes: Lewis, Reed & Miller. Motion passed, resolution # 2011-74  
The details and cost projections for this budgeted line item will be worked through the Zoning Administrator.

Discussion was held concerning the schedule time for the Trustees' second meeting of the month. The April 28<sup>th</sup> meeting will remain the same due to a scheduled public hearing at 4:00 PM.

Reed requested an agenda item...contracting with employees for goods and/or services. Miller directed the request to a work session.

Reed requested an added agenda item...EMS billing. Miller directed the request to a work session.

**UPCOMING DATES:**

- April 20<sup>th</sup> @ 10:00 AM Rescheduled press conference at Col. Young's house with Federal, State & local officials, Nat'l Parks site.
- April 25<sup>th</sup> @ 5:00 PM Rescheduled monthly work session.
- April 28<sup>th</sup> @ 2:00 PM Regular monthly Trustees' meeting
- April 28<sup>th</sup> @ 4:00 PM Public Hearing...Adult Business Text
- May 11<sup>th</sup> @ 6:00 PM MVRPC annual spring dinner
- May 13<sup>th</sup> @ 8:00 AM Elected Officials/Road Supt. Annual road inspection
- May 14<sup>th</sup> @ 8:30 AM Work session

**COMMITTEE REPORTS:**

Miami Valley Regional Planning Committee: Meeting cancelled for lack of agenda.

MVRPC – Tech Advisory Committee: Meeting later this month.

Greene Co. Regional Planning & Coordin. Committee: Did not meet

District Advisory Council of Health District: Did not meet

Water & Wastewater Advisory Committee: To meet the last Wednesday of April

Sourcewater: Scheduled for June 28, 2011 @ 7:00 PM

County Managers and Officials did not meet

Safety Council @ Schindler Banquet Ctr.: X.T. received a Chamber of Commerce award, will be able to “stack” discounts received for workman’s compensation.

**EXECUTIVE SESSION:**

Reed moved to retire to executive session as permitted by the ORC 121.22 (G) personnel matters @ 9:01 PM. Lewis seconded the motion.

Roll call: Ayes: Lewis, Reed & Miller. Motion passed, resolution # 2011-75

Persons invited to attend include: Lewis, Reed, Miller, Faulkner, Meyers, DeVoe and Greg Beegle. Discussion was held.

At 11:40 PM Miller moved to return to open session. Reed seconded the motion.

Roll call: Ayes: Lewis, Reed & Miller. Motion passed, resolution # 2011-76

During the open session, the Board agreed due to the late hour to continue the inquiry during the April 25<sup>th</sup> work session.

**ADJOURN:**

There being no additional business, Lewis moved to adjourn @ 11:42 PM. Reed seconded the motion. All voted aye.

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Scott Miller, Chairman

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Jim Reed

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Amy Lewis

ATTEST:

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John D. Faulkner, Fiscal Officer