

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING
MAY 19, 2016 7:00 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.

PRESENT: Scott Miller, Chair; Susan Spradlin, Trustee; Steve Combs, Trustee; Sheila Seiter, Fiscal Officer; Alan Stock, Administrator.

Meeting was called to order at 7:09 p.m. All participated in the Pledge of Allegiance.

READ FILE:

GC Public Health PR (2)
NEC, April
Tecumseh Land Preservation, Spring 2016

FISCAL OFFICER/ FINANCE:

Mr. Miller made a motion to approve the payroll as presented, 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. 2016-104

Mr. Miller made a motion to approve the bills 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. 2016-105

Mrs. Spradlin made a motion to approve the Work Session minutes from May 5, 2016, Mr. Miller seconded the motion. Roll call: Mr. Miller- Aye, Mrs. Spradlin- Aye, Mr. Combs- Aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2016-106

Mr. Miller made a motion to approve the Regular Meeting minutes from May 5, 2016, 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. 2016-107

TOWNSHIP ADMINISTRATOR:

Mr. Stock asked for the Trustees to approve a final payout for Sheryl Lynn Blackaby due to her passing away. He said on the record that Mrs. Blackaby had been with the Township for 16 years. He explained the handbook states that if one parts with the Township through retirement they are entitled to 100% of their Vacation time. He asked the Trustees to consider giving her the 100% vacation time and a part of her sick time. Mr. Miller said she was probably considered the ambassador of Xenia Township. Mr. Miller made a motion to approve the 100% payout for the vacation time and a 25% sick time for Mrs. Blackaby, 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. 2016-108

Mr. Stock reported on the Yes to Youth program. He said the person who runs the program has found two candidates who have adequate computer skills for the cemetery data entry. There is also one candidate that may lift 50 pounds and who may be a good fit to help the Road Department. He reminded that this is a youth working program where the Township would provide the work experience and supervision. The Township would also not pay them; it all comes from the government as well as the liability insurance. They would have one or two people up to October 21. Mrs. Spradlin asked what the name of the organization was. Mr. Stock responded that it is Yes to Youth by Ohio Means Jobs. Mrs. Seiter asked to confirm that they would be volunteers to us and would not be covered the Township's Workers Comp. Mr. stock said they would not be an employee of Xenia Township, they are considered an employee of the state.

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Mr. Stock asked the Trustees to set a date for the Public Hearing for the Central State University rezoning. Mr. Miller suggested that the meeting could be on June 16th. Mr. Combs agreed that would work. He asked if the Work Session for that day should be at 4:30. Mr. Miller agreed and announced the Public Hearing would be June 16th at 6:00 p.m. Mr. Stock said he will get the notice in the newspaper, mail the letters out to the residents and update the sign at the proposed property. Mr. Miller asked if the packet they were given contained everything. Mr. Stock explained what the Trustee's packet contained.

FIRE DEPARTMENT:

Chief Fox presented the Cascade System again for any other thoughts. Mr. Miller said he would like to talk to the Chief and Deputy Chief as for what they are looking for in the system and what amenities that would come with it. Mrs. Spradlin said the City of Xenia is looking to purchase a system of their own and they don't care about the mutual usage with Xenia Township. She said it would be a possible opportunity to contribute funds to help with the purchase of the cascade system where we could have a place to fill bottles. Mrs. Spradlin said there are many other issues going on in the Township that need to be dealt with before the decision about the purchase of system is made. Mr. Combs asked if Chief Fox has had any contact with the City, Chief Fox said no. Chief Fox said he would have Deputy Chief Beegle find out information on the air compressor that the City may purchase. A discussion was held about why the Fire Department does not want to continue to use the City's system.

Mr. Miller asked if Chief Fox had any further business to discuss. Chief Fox advised Deputy Chief Beegle had a couple items to share. Deputy Chief Beegle informed that it was National EMS Week. He shared that the Fire Department would like to acknowledge all of the recognition that EMS has gotten from Kettering Health Network and a few other hospitals, all of whom are holding special dinners and lunches. Deputy Chief Beegle shared that Miami Valley has shown their recognition with trinkets and gifts. He addressed that the Department is welcoming that and are grateful. Deputy Chief Beegle informed that there were two letters of commendation. Captain Logan Surls, Lieutenant Kelly Hines, Lieutenant Tim Hines, Kevin Zeering, Bryan Simpson, and Jason Evans and all received Letters of Commendations. On May 10, 2016 at approximately 1:15 p.m. Xenia Township Fire Department were dispatched to report on a cardiac arrest. Crews responded in Medic 51, Medic 52, the Tag 50, and personal vehicles. On arrival, the crews found no signs of life and began to perform life saving measures. Chief Fox continued to read the letter, and said that there was no doubt that the crews performed completely focused and dedicated. The crews were successful and a spontaneous pulse was returned. The crews then made the decision to transfer the patient to a local hospital. The crews supported the patient urgently to the hospital for further care and treatment. The letter was to commend the crew for the treatment and care of the resident in their moment of need. The crews hard work, determination, and strive for excellence made it possible for them to transfer their skill into action. Deputy Chief Beegle spoke to the family of the victim and they were beyond grateful for every effort put forward to save their loved one. Another letter was given to Deputy Chief Beegle, Lieutenant Jay Leech, Fire Fighter/Paramedic Christine, Fire Fighter/EMT Bryan Simpson, and Fire Fighter/EMT Cory Shrier. On May 15, 2016 at approximately 9:08 a.m. the Xenia Township Fire Department was dispatched to report on a cardiac arrest. Crews responded in Medic 51, Medic 52, and personal vehicles. On arrival, the patient was found pulseless. The crew immediately began to perform life saving measures, leading to the return of a spontaneous pulse. The crew was then able to make the decision to transport the patient to a local hospital. The crew transported the patient urgently to a local hospital for further care and treatment. The crew was commended for the professional care given to the resident in their time of need. Through hard work and dedication to excellence, the crew was able to transport the patient and through knowledge and skill the crew was able to change the outcome of the situation. Chief Fox informed that he had nothing further. Mr. Miller commended the crews for doing a superb job.

ROAD DEPARTMENT:

Mr. Miller shared the topic of additional cemetery work for the summer. Mr. Miller made a motion to approve \$5,920 from fund 2041 for additional work through American Grave Groomers. Mr. Combs asked for confirmation of 32 headstones. Mr. Miller confirmed that there were 32 headstones total. Mr. Combs seconded. Roll Call: Mr. Miller – Aye, Mrs. Spradlin – Aye, Mr. Combs – Aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2016-109

Mr. Miller addressed the next topic on the agenda which was the chip seal program for the year. After some discussion, Mr. Miller made a motion to approve the request for a P.O. to Ray Hansley for \$20,000 for the chip seal program from fund 2031, Mr. Combs seconded. Roll Call: Mr. Miller – Aye, Mrs. Spradlin – Aye, Mr. Combs – Aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2016-110

Mr. Miller shared the next topic of a request for line striping to Greene County Engineer in the amount of \$8,500 for this year's striping program. Mr. Miller informed that the \$8,500 will come from line 2011 – 330 – 360 – 0000. Mr. Miller made a motion to approve the line striping to Greene County Engineer in the amount of \$8,500, Mr. Combs seconded. Roll Call: Mr. Miller – Aye, Mrs. Spradlin – Aye, Mr. Combs – Aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2016-111

Mr. Miller made a motion to approve the then-and-now purchase order for John. R. Jergeson for the mill and asphalt program this year costing a total of \$65,924.82. This total will be parceled out from four different line numbers: \$23,000 to 2231 – 330 – 599 - 0120; \$20,000 to 2021 – 330 – 599 - 0120; \$5924.82 from 2011 – 330 – 599 - 0120; \$17,000 to 2031 – 330 – 599 - 0121. Mr. Combs seconded. Roll Call: Mr. Miller – Aye, Mrs. Spradlin – Aye, Mr. Combs – Aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2016-112

Mr. Miller shared that Xenia Township's salt storage has always been with the Greene County Engineer. Due to wrangling from the salt companies, the County Engineer has asked Xenia Township to make preparations for our own salt storage. Mr. Miller shared that for this reason, Xenia Township is looking to put up a structure that salt can be stored in. Mr. Miller informed that the location has yet to be determined and that this is a portable style unit that can be moved if necessary. This would include a brine tank to store the brine and then the salt storage structure. Mr. Miller made a motion to approve a purchase order for the brine tank and equipment purchase from Agro Chemical East in the amount of \$3,500 from line 2231 – 410 – 420 - 0000, Mr. Combs seconded. Roll Call: Mr. Miller – Aye, Mrs. Spradlin – Aye, Mr. Combs – Aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2016-113

Mr. Miller made a motion to approve the purchase order for the concrete block for the salt structure not to exceed \$8,160 from line 2021 – 330 – 420 – 0000 to an unnamed vendor at this time, Mr. Combs seconded. Roll Call: Mr. Miller – Aye, Mrs. Spradlin – Aye, Mr. Combs – Aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2016-114

Mrs. Spradlin made a motion to approve the purchase order for a canopy for the salt structure to Rushmore on state bid for the amount of \$44,452 to come from line item 2031 – 760 – 720 – 0000 which also includes the labor, Mr. Miller seconded. Roll Call: Mr. Miller – Aye, Mrs. Spradlin – Aye, Mr. Combs – Aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2016-115

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Mr. Combs made a motion to approve a purchase order for an overlay of asphalt for the salt storage structure to be done in house costing \$4,440 to come from line 2031 – 330 – 599 - 0121, Mrs. Spradlin seconded. Roll Call: Mr. Miller – Aye, Mrs. Spradlin – Aye, Mr. Combs – Aye. Mr. Miller clarified that the purchase order for the asphalt is a payment to the vendor that the asphalt will be purchased from and our staff will install it in house. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2016-116

UPCOMING MEETINGS:

Mr. Stock shared that the Kil – Kare Public Hearing should be on June 2, 2016 instead of July 7, 2016. Mrs. Seiter asked about the Greene County Township Association meeting which was scheduled twice, once on June 14, 2016. Mr. Stock shared that it is held by Ceaserscreek and Spring Valley Township at the Spring Valley Firehouse, and that that meeting was accurate. Mrs. Seiter shared that the same meeting was repeated on July 14, 2016. Mr. Stock shared that he had copied and pasted without deleting the entry, so there is no meeting in July. Mr. Stock shared that in November the meeting is normally held on the 2nd but this year they moved it to the 1st because of elections being the second Tuesday in November.

COMMITTEES:

Mr. Miller asked if there was any news from Greene County Regional Planning. Mr. Combs shared that at the last Greene County Regional Planning Meeting Xenia Township was a top priority for discussion due to the Central State and Kil – Kare rezones. Mr. Combs informed that both recommendations were turned down. Mr. Combs shared that the Kil – Kare rezone was primarily recommended to be denied due to the lack of sewer and water. The Central State rezone was recommended for denial because Greene County Regional Planning did not like that the facility was to be built across the road and that the main concern was for people travelling back and forth across Route 42. Mr. Miller asked for anything further. Mr. Combs shared that that pretty much covered the whole meeting.

Mr. Miller asked for any news from the Health District. Mrs. Spradlin advised there was nothing to report.

Mr. Stock informed that the letters for the Source Water inspection would go out on May 20, 2016 letting the home owners know that the inspection is going to occur and when. Mr. Stock shared that there will quite possible be one complaint from a resident that does not like the inspection on his property, and he shared that we are always careful to call and say what time the inspection will occur. This inspection will go along with the Source Water biannual meeting on June 21, 2016.

Mr. Miller asked about the Safety Council. Mr. Combs advised that he was not at the last meeting, but he did go to the City Council meeting that covered safety and that Xenia Township received an award which is now hanging in the office.

Mr. Miller asked about the Chamber of Commerce. Mr. Stock informed that the first Friday meetings are going very well. Mr. Stock shared that the large golf outing was held on April 25th. Mr. Stock shared that the City of Xenia expects to start demolishing the old K – Mart building within the next month. On the Eavey buildings, the City of Xenia is looking to revamp those and turn the second story into housing. Mr. Stock shared that this would be low income housing and shared that the City of Xenia reminded everyone that low income housing is an average of \$36,500. The average household in Xenia earns \$37,000. Mr. Stock shared that while it may be considered low income, the people eligible to live there fall in the average income for Xenia Township. Mr. Stock shared that Xenia Schools are still looking at sites to move the middle school and the high school. Mr. Stock shared that the Xenia decided while it was going around trying to get community support and went to many villages and townships that the number one spot they wanted to move to the asking price per acre magically rose 75%. Mr. Stock shared they now have to be more secretive on the site they choose because they do not want any more prices to go up. Mr. Stock informed that Clark State is working in conjunction with Wright State University on summer programs and summer programs for youth are going down to 14 and 16 year olds. Mr. Stock shared that

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Wilberforce and Central State both had their graduations on May 7, 2016. He shared that both were well attended.

TRUSTEES BUSINESS:

Mrs. Spradlin asked where Mr. Stock stood on the Farmer's Market. Mr. Stock addressed that we are waiting for approval as to form from Stephanie Hayden. Mr. Stock shared that he is also working on the discounts given when vendors pay both monthly and yearly. Mr. Stock shared the hours of operation would be Tuesdays from 9 a.m. to 1 p.m. Vendors can set up at 8 a.m. Mr. Stock shared that the indemnification was put in an additional 3 spots in the agreement to further instill our point. Mr. Stock informed that we were also careful to include that goods could be delivered from the bed of a truck or flat bed and that we asked for a copy of their insurance and other paperwork. Mr. Stock shared that it will be first come first serve and that they will not get the same spot. Mr. Stock said that the vendors are permitted to put up tents no wider than 10 feet and no longer than 15 feet. Mr. Stock shared that honey and preserves were both added to the list of goods. Mrs. Spradlin asked if there was any information on a banner that says "Xenia Township Farmer's Market". Mrs. Spradlin asked if Mr. Stock has looked into any costs. Mr. Stock addressed that he has not and has also not ordered one. Mr. Stock said that if the Trustees agree and he only has to wait to hear back from Stephanie Hayden, he can get the process going and the first market could be held July 2, 2016. Mrs. Spradlin asked about opinions on a generic banner. Mr. Stock shared that we want 25 Markets a year, starting May 2nd and going through to the end of October. Mr. Combs shared that he liked the banner idea. Mr. Stock shared that he can price out a banner and the cost would come from the proceeds. Mr. Miller shared that the benefit of having a hard surface rather than a banner is that you can leave it up and people can drive by and see what day to come back for the market. Mr. Miller shared that if this is going to be long term, something sturdier may want to be used. Mr. Stock shared that there has been prior discussion to putting an electric sign out front where we can put things like this.

GUESTS:

Dan O'Callohan, of 1075 U. S. 42 East gave his condolences to the Township and the Blackaby family for the loss of Sheryl. He suggested more temporary help for the public communications side to keep minutes and agendas updated because it is not current. Mr. Stock shared that he believed that the minutes were up to date. Mr. O'Callohan shared that the minutes and the calender for upcoming meetings were still listed back in March.

ADJOURNMENT:

There being no further business, a motion to adjourn was made by Mr. Combs and Mrs. Spradlin seconded the motion. Roll Call: All voted Aye. Meeting was adjourned at 8:19 p.m.

2016 - 134
Resolution #

6-16-16
Date Approved

ATTEST:

Sheila Seiter
Sheila Seiter, Fiscal Officer

XENIA TOWNSHIP BOARD OF TRUSTEES

[Signature]
Scott Miller, Chair

[Signature]
Susan Spradlin

[Signature]
Steve Combs

SLR

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