

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING
June 6, 2013 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: Amy Lewis, Chairman; Scott Miller, Trustee; Jim Reed, Trustee; Barbara Miller, Fiscal Officer; Alan Stock, Administrator.

Meeting was called to order at 7:00P.M. and all participated in the Pledge of Allegiance. This was a Regular Trustees Meeting advertised on the Xenia Township website within 24 hours of scheduling this meeting.

Mrs. Lewis mentioned the items in the read file.

FIRE DEPARTMENT:

- Motion to appoint James Terrell as Fire Fighter was made by Mr. Reed, seconded by Mrs. Lewis. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2013-138

- Motion to authorize payment to Finley Equipment for repair of compartment door of Engine #52 in an amount not to exceed \$3,000.00 was made by Mrs. Lewis, seconded by Mr. Reed. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2013-139

- Motion to pay Federal Field Service \$2,375.00 for maintenance of tornado sirens to be paid from Administrative Department budget from this point forward was made by Mrs. Lewis, seconded by Mr. Reed. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2013-140

ROAD DEPARTMENT:

- Motion to approve payment for asphalt work by John R. Jergenson for West Enon Road in an amount not to exceed \$140,146.85 was made by Mr. Reed, seconded by Mrs. Lewis. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2013-141

ZONING DEPARTMENT:

Mr. Stock discussed nuisance mowing and the conditions necessary to declare a property a nuisance.

Mr. Stock discussed the Residential One (1) Year Time and Travel results. There will be a Source Water Protection meeting scheduled for June 11, 7:00 pm. The results will be discussed.

He also discussed the Notification Text Amendment and set a Public Hearing date of June 20, at 6:30 pm.

- Motion to approve Text Notification Amendment was made by Mrs. Lewis, seconded by Mr. Reed. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2013-142

FISCAL OFFICER:

- Motion to rescind Resolution Number 2013-105 and 2013-106 because the amounts were incorrect was made by Mr. Reed, seconded by Mrs. Lewis. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2013-143

- Motion to approve bills as presented was made by Mrs. Lewis, seconded by Mr. Miller. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2013-144

- Motion to approve payroll as presented was made by Mrs. Lewis, seconded by Mr. Reed. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2013-145

There was a discussion of security measures that may be needed for building access. The issue of lost keys and possible security upgrades and solutions was discussed.

The Fiscal Officer also presented a worksheet prepared by David Shuey, Road Superintendent. The worksheet was an outline of pay increases. Part of the increase in benefits to the Road Department was that the Township will cover the increase in premiums for the employees taking the Township medical insurance. There was a discussion of possibly making dental insurance available to Mr. Shuey since he does not take the Township medical insurance. This could make the amount of the raise more equal. This issue will be examined.

There was a discussion regarding the holiday pay for the part-time secretary. The Fiscal Officer also discussed her feelings about the secretarial staff schedule change. This issue was tabled for now.

The Fiscal Officer discussed the possibility of also recording video of the Trustees Meetings in addition to the voice recordings.

TOWNSHIP ADMINISTRATOR:

- Motion to accept the EAP Contract with Greene Memorial Hospital at a cost of \$80.00 per visit with an annual limit of \$1,236.00 was made by Mr. Miller, seconded by Mr. Reed. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2013-146

TRUSTEES BUSINESS:

- Motion to pay 100% of the cost for Fire Inspector class beginning January 1, 2013 was made by Mr. Reed, seconded by Mrs. Lewis. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2013-147

There was a discussion of the possibility of granting the Township Administrator access to accounts. It would be beneficial if access was granted to the Administrator in order to make decisions. The Administrator also needs to be an authorized user in order to secure information or make changes. Mr. Miller will discuss this with Stephanie Hayden of the Prosecutors Office.

XENIA TOWNSHIP TRUSTEES
REGULAR MEETING, JUNE 6, 2013

- Motion to support payroll deductions for deferred compensation programs was made by Mr. Miller, seconded by Mrs. Lewis. Motion PASSED by a roll call vote of 2-0. Mr. Reed voted no.

RESOLUTION NO. 2013-148

GUESTS:

Tom Sears discussed his feelings regarding the key loss issues. He stated his disapproval of procedures during the meeting.

Susan Spradlin spoke about the Fiscal Officer's ability to step into the position with no training. She also presented a Public Records Request and explained her reasons for the request.

- There being no further business, Motion to adjourn was made by Mrs. Lewis, seconded by Mr. Miller. Motion PASSED by a roll call vote of 3-0. Meeting adjourned at 8:32 pm.

RESOLUTION NO. 2013-149

XENIA TOWNSHIP BOARD OF TRUSTEES

Resolution Number

Amy Lewis, Chair

Date Approved

Scott Miller, Trustee

ATTEST:

Jim Reed, Trustee

Barbara Miller, Fiscal Officer