

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING
AUGUST 6, 2015 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: Susan Spradlin, Trustee Chair; Daniel O’Callaghan, Trustee; Scott Miller, Trustee; Barbara Miller, Fiscal Officer; Alan Stock, Administrator.

Meeting was called to order at 7:04 p.m. All participated in the Pledge of Allegiance.

READ FILE:

GC Combined Health District Public Release
GCCHD Commissioner’s Report, July 31
League Women Voters, August
GC Soil & Water Conservation Newsletter, Fall

FIRE DEPARTMENT:

Mrs. Spradlin reported the Fire Chief had to get back to the Fair for an event so he was not able to attend the regular meeting. In the Work Session he had asked for the appointment of Christopher Caudill. Mrs. Spradlin made a motion to appoint Christopher Caudill as part-time FFII/Paramedic at \$12.56 per hour, seconded by Mr. Miller. Roll call: Mrs. Spradlin- Aye, Mr. O’Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2015-175

Mrs. Spradlin said Kil-Kare will be having fireworks on Thursday, August 13, and invited all to attend.

Mrs. Spradlin said on Friday night, August 7, the Fire Department will have a drop tank at the fair for young adults to participate in a water fight.

Mrs. Spradlin relayed that Roy Colbrunn’s father had passed away that day.

FISCAL OFFICER/ FINANCE:

Mrs. Spradlin made a motion to approve the bills as presented, Mr. O’Callaghan seconded. Roll call: Mrs. Spradlin- Aye, Mr. O’Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2015-176

Mr. Miller made a motion to accept the payroll as presented, Mr. O’Callaghan seconded. Roll call: Mrs. Spradlin- Aye, Mr. O’Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2015-177

Mrs. Spradlin made a motion to approve the Work Session minutes from July 16, 2015, Mr. O’Callaghan seconded. Roll Call: Mrs. Spradlin- Aye, Mr. O’Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2015-178

Mrs. Spradlin made a motion to approve the Public Hearing minutes from July 16, 2015, Mr. O’Callaghan seconded. Roll Call: Mrs. Spradlin- Aye, Mr. O’Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2015-179

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Mrs. Spradlin made a motion to approve the Trustee Meeting minutes from July 16, 2015, Mr. O'Callaghan seconded. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2015-180

Mr. Miller was not ready to approve the 2012 minutes and wanted to table them. Mrs. Miller said there needs to be a motion to table the minutes according to the ORC. Mr. Miller asked for the law. Mr. Miller explained to the audience these were minutes from 2012 that were not done by Mrs. Miller at that point in time and he is the only sitting Trustee left to deal with them. He said listening to the tapes has been exhaustive to accomplish and he is trying to correspond them with the paperwork. He said many times the tapes are inaudible. Mr. O'Callaghan made a motion to table the November 1, 2012, December 6, 2012 and December 20, 2012 Trustee Meeting minutes until such time as Mr. Miller is ready, seconded by Mr. Miller Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2015-181

TRUSTEES' BUSINESS:

Mr. Stock said the Township received an email asking for a complimentary resolution for Childhood Cancer Awareness Month. Mr. O'Callaghan said he did some research on it and is not ready to take any action at this time. Mrs. Spradlin said the email asked for a proclamation declaring September as Kid's Cancer Awareness Month and it said cancer is the number one killer of children. She said this is not true. She is a registered nurse and said the top killers of children are drowning, diarrhea, meningitis and car crashes.

ROAD DEPARTMENT:

Mr. Miller made a motion to allow the Township Administrator and Road Superintendent to hire up to two individuals for cemetery restoration, sign replacement and other road duties from the Summer Youth Employment Opportunity Program. Mr. O'Callaghan seconded the motion. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 3-0. Mr. Miller explained it was a summer youth employment program offered by the County that allows the Township to hire someone from 16-24 years old with wages and liability insurance paid by the program. The Township would be responsible for supervision. Mrs. Spradlin added the program lasts until October 30 and there are still funds available.

RESOLUTION NO. 2015-182

TOWNSHIP ADMINISTRATOR:

Mr. Stock requested hiring Trish Gustafson for Human Resources help under the Shared Services Agreement with Beaver Creek Township at the rate of \$50.58. Mr. O'Callaghan said the Township is in negotiations with the Fire Department who is forming a union. Since the Township does not have internal expertise on this and Beaver Creek Township does, it is less expensive than hiring a lawyer to use the shared services. Mr. O'Callaghan made a motion to hire Trish Gustafson under the Shared Services Agreement with Beaver Creek Township with an hourly rate of \$50.58, initially not to exceed \$2,000 and to bring it back to the Trustees if it needs to be increased. Mrs. Spradlin wanted to have something in writing of what the Trustees want from her. Mr. Miller seconded the motion. Roll Call: Mrs. Spradlin- Aye, Mr. O'Callaghan- Aye, Mr. Miller- Aye. Motion **PASSED** by roll call of 2-1. Mrs. Miller asked about payment. The Trustees said payment would go to Beaver Creek Township as that is the way the Shared Services Agreement is set up.

RESOLUTION NO. 2015-183

Mr. Stock explained three alternatives for EAPs (Employee Assistance Programs)--the Hartford Plan, Miami Valley and Impact. Mrs. Spradlin said they used to have this for the Township but the group used is no longer available. There was discussion about the programs.

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Mr. Stock said in 2016 the Township will have to fill out two new Affordable Health Care forms to verify the Township is a medium-sized business (under 50). The Township also has to verify all workers. He said there is a \$199 seminar he could listen to for help with it or he could go online for help in filling out the forms. He said the Township insurance company would provide the service for \$15 per employee and \$50 annual fee (\$695.00 per year). Mr. Stock thinks it can be done in-house and he is gathering the information. He said there could be a fee because of having a premium health plan (where health care is provided and the employees do not have to pay for it).

Mr. Stock said Payne Seminary would like to have an annual bike ride for their scholarship fund and coordinate it with a pumpkin festival to bring the community together. The Township is working with them.

Mr. Stock said the Buffalo Soldier's Monument (formerly Charles Young House) would like to get water. Mr. Stock is helping the superintendent of the project.

Mr. Stock gave an update on the Washington Road project. They would like to do the drainage, trees and some of the excavation by winter. He provided questions and comments from residents along with a list of those who have given their agreement with the easement. Only one resident has given a definite no.

Mr. Stock said there has been a little problem with the generator because work will be done in the flood plain. He said the County wanted four new updates. He gave these to them and has not heard back yet. He said with the new Homeland Security rules there are areas considered as COPS (Critical Operations Power Supply) facilities because they are mission critical to the area. The County considered the Township as a COPS facility and wanted 18 changes—11 of which were for a COPS facility. He let them know the Township was not a COPS facility. Mr. Miller explained there was no need for the Township to go to that level.

The hazard/risk insurance renewal is due in October. Mr. Stock spoke to USI and to Montgomery, but they did not want to give a quote until the current legal obligations with a former Trustee are closed.

Mr. Stock wanted to make the Trustees aware that Wilberforce (WCPOVA) is planning to incorporate their community as a tool to fight against future forced annexation. They want to continue to hire the Township for road and fire services. Xenia City said they had no future plans for annexation of anything other than Central State University property.

Mr. Stock said the last safety committee meeting was about OBWC grants. He said the Wellness Grant does not cover machines, only diagnostic tools. He will be looking for an OBWC grant for a transitional work consultant to do all the paperwork for the Township--this would give a 10% reduction.

ZONING DEPARTMENT:

Mr. Stock said there is a situation where two lifelong friends have had a problem which has resulted in a dispute which will probably come before the Trustees. He said he was not able to settle it as the ORC is very clear it is not a Township issue.

Mrs. Spradlin said it might be beneficial to get information about home sales in the Township.

For the record, Mrs. Miller said everyone was given the Fund Status Report, Appropriation Status Report and Revenue Status Report as requested by Mr. Miller. Mrs. Spradlin asked if Mrs. Miller had changed the numbers she talked about at the last meeting. Mrs. Miller answered she had.

The Trustees decided to wait on a decision about the EAP provider. They asked for it to be added to the next agenda.

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COMMITTEES:

Greene County Regional Planning and Coordinating Commission—Mr. O’Callaghan reported on the meeting. He said Regional Planning will answer the Census Bureau so it is a consolidated plan. He also said they are working with the County to update the current zoning into the GIS system. The category that shows up in GIS for the property is for tax purposes and is not zoning which confuses people. Mr. Stock said they have met with Ken LeBlanc to make sure the zoning map is correct. He also told Ken LeBlanc they are very close to giving him a csv file of all our categories by plot addresses.

Health District Advisory Council—Mrs. Spradlin reported about mosquitos. In Ohio there have been two reported cases of the West Nile Virus.

Water and Wastewater Advisory Committee—Jim Pile reported on this at the Work Session.

Source Water Protection—October 20.

Inspection for one year time-of-travel water protection—September 25.

Safety Council—August 5, Mr. Stock reported on this earlier in the meeting when talking about OBWC.grants.

Chamber of Commerce—will be held August 19.

GUESTS:

Diane Gardice asked about all the items listed under the Zoning Department on the Agenda. Mrs. Spradlin answered the Trustees had asked at the last meeting for the Zoning Department to be placed back on the Agenda so they have an idea of what is happening in the Township. Ms. Gardice thought they were going to prioritize topics. Mrs. Spradlin said they are setting up a meeting with the zoning board to discuss some of those things. Ms. Gardice asked about one of the items under Zoning Department—potential use for four parcels Old 35 and N. Bickett. Mr. Stock said a pastor came to the office asking about land to build a church building. Mr. O’Callaghan said, as a follow-up, the Trustees are meeting with the zoning boards on September 29. Mrs. Spradlin said there will be a public hearing in Fairborn regarding rezoning of Cemex owned property on August 17 at 6:00 p.m.

ADJOURNMENT:

There being no further business, a motion to adjourn was made by Mrs. Spradlin, and seconded by Mr. O’Callaghan. Roll Call vote: All voted Aye. Meeting was adjourned at 8:15 p.m.

XENIA TOWNSHIP BOARD OF TRUSTEES

Resolution # _____

Susan Spradlin, Chair

Date Approved _____

Daniel O’Callaghan

ATTEST:

Barbara Miller, Fiscal Officer

Scott Miller

slb