

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING
August 3, 2017 5:00 P.M.**

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 was held at the Xenia Township Office, 8 Brush Row Road, Xenia, Ohio. This was a Regular Trustee Meeting advertised on the Xenia Township website within 24 hours of scheduling this meeting.

Chair Steve Combs called the Regular Meeting to order at 5:00 p.m.

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

All participated in the Pledge of Allegiance.

IN THE READ FILE: GCCHD Report /Press Release (1), Xenia Planning and Zoning Commission, League of Women Voters August, Email from Stephanie Hayden and the Greene County Prosecutor asking for input regarding a public meetings course. Mrs. Spradlin thought it would be a good idea. Mr. Combs also thought it was a good idea. Mr. Stock advised that he would pass that along to the Prosecutors' Office.

FISCAL OFFICER/FINANCE

Mrs. Seiter advised that everyone received a package of the monthly financials.

Mrs. Seiter advised that she received the final determination about making the 125 Fairground Road properties tax exempt, so there should not be any other tax bills on those properties. Mr. Miller asked if the Township had paid any taxes on those properties. Mrs. Seiter advised that they did for last year.

Mrs. Seiter advised that she had an over appropriation on the Fire Fund and she explained how to correct it. Mrs. Seiter advised the Trustees that she wants to keep the Trustees aware of what is happening in the funds and have transparency.

Mr. Combs moved to approve Supplemental Appropriation Reduction of \$2,600 for 2111-930-930-0000 contingencies to correct overage from Resolutions #131 & 132. 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. 2017-141

Mrs. Seiter presented the payroll. Mr. Combs moved to approve the payroll as presented, 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. 2017-142

Mrs. Seiter presented the bills. Mrs. Spradlin had a question regarding the Ohio Public Entity Consortium bill. Mrs. Spradlin stated that it appears an employee has gone into a negative balance. Mr. Stock looked at the bill and gave a possible explanation. He stated that he could make a call to find out what had happened. Mrs. Spradlin asked about the lightning strike and fence repair and wanted to know why it was not turned into the insurance. Mr. Stock advised that he spoke with the insurance and explained what happened but was told that a lightning strike was an act of god and it would not be put under warranty. Mr. Miller asked if the manufacturer would cover it, and Mr. Stock explained why that was not a possibility. There was discussion about the amount for the Electric Garage bill and the A & A bill that Mrs. Spradlin asked for the resolution number. Mrs. Seiter advised that she would check with the department heads and the balance of what was not used and that will be put back into the code. There was discussion about the amount for that resolution. Mr. Combs moved to pay 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. 2017-143

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Mr. Miller asked if Mrs. Seiter was seeing any question marks, for example he saw a fund that was at 75%. Mrs. Seiter stated that it depends on the item. There was discussion about different item codes and how the percent usage varies during the year.

Mr. Combs moved to accept the minutes from the Regular Trustee meeting on July 6, 2017. Mrs. Spradlin seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by a roll call of 3-0.

RESOLUTION NO. 2017-144

Mr. Combs moved to approve the minutes from the Special Meeting July 6, 2017. 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. 2017-145

Mr. Combs moved to approve the minutes from the Special Meeting on July 13, 2017. 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. 2017-146

Mr. Combs moved to table the minutes from the July 20, 2017 Regular meeting. 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. 2017-147

Mr. Combs moved to table the minutes from the June 13, 2016 Special Meeting. 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. 2017-148

ADMINISTRATOR:

Mr. Stock advised that the Township was still in need of changing the small business server and explained the options in further detail. There was discussion about the cost difference between the two options and what the monthly charges would be. There was discussion about Mr. O'Callaghan volunteering his time to help the Township find the best options in getting a new server and thanked him for his time. Mr. Stock explained the issues with the current server. Mrs. Spradlin asked if this quote included 125 Fairgrounds Road and Mr. Stock stated that it did. Mr. Miller stated that he had a conversation with one of the County Commissioners about getting IT service through the County and he found out that the idea did not go well throughout the County. He stated that this would not happen anytime soon. Mrs. Spradlin stated that she did not see a benefit to go offline since the Township would not be able to do the cemetery software that way. Mr. Combs stated that they would come back to this after the public hearing.

Mr. Combs moved to continue the Trustee meeting at 5:52 p.m. until after the Public Hearing.

Mr. Combs stated they were back from the public hearing and would continue the Regular Trustee meeting at 7:55 p.m.

Mr. Combs asked Mr. Stock about the server replacement and whether he felt this was the best way for the Township to go. Mr. Stock stated that the server needed replaced. Mr. Miller asked if the new server had multiple drives that were mirrored. Mr. Stock explained the new server and how it will be more efficient. Mr. Combs asked if Mr. Stock felt this was the best thing for Xenia Township. There was discussion about the new server and how it would benefit the Township. Mrs. Spradlin asked about the service and cost from HCST. Mr. Stock explained the service and costs from HCST. Mrs. Spradlin advised that she wanted to be sure that this is not just getting the latest and greatest but it is an absolute need in order to communicate and get business done. Mr. Stock advised that this is a need.

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Mr. Combs moved to approve the transfer of \$1,000 from 1000-930-930-0000 to 1000-110-319-9999 (to cover below Purchase Order). 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. 2017-150

Mr. Miller moved to approve Purchase Order to HCST for \$18,500 to replace File server, CAL's and backup devise from codes and amounts per agenda. 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. 2017-151

Mr. Stock stated that Mrs. Seiter spoke with Stephanie Hayden, Greene County Prosecutor's Office, regarding the Request from REACH for \$100,000. Mrs. Hayden stated that the Township has the ability to give to a non-profit, and Mr. Stock verified that this is a non-profit. Mrs. Spradlin asked if REACH was requesting Xenia Township to donate \$100,000. Mr. Stock advised that REACH was asking the Trustees for time to listen to them on what the REACH program is about and if they would be willing to give an amount. There was discussion about a date to invite REACH to come and discuss their program and it was decided the September 7, 2017 regular meeting would be a good date.

TRUSTEES BUSINESS:

Mr. Stock advised that he had tried to give the Trustees all the information about the new HB341 regarding towing rates. Mrs. Hayden stated that a Township has the rights to adopt as its own what the public utilities commission deems is appropriate, but the Township does not have the ability to create our own rates. He explained what could be done when exorbitant charges have occurred. There was discussion about the different towing services within the Township.

Mr. Stock reported the new information he had received regarding the demolition of the back building at 125 Fairground Road. There was discussion about the opinions gathered through the walk throughs. Mr. Miller stated that there were a lot of points made about the building and he had a few himself. He stated that it was a unique building with a lot of industrial aspects and there has not been much industrial training, instead it is mostly residential training. Mr. Miller described the different types of training that would be possible with this building. Mr. Combs stated that he agreed with most of Mr. Miller's idea; however, he saw concerns about several things, one being the rehab cost to clean it up, the possible management of the site, and the accessibility of the property. Mr. Combs advised that he was leery of the costs to rehab and any potential revenue, there were just a lot of questions about this building. There was discussion about having others control the comings and goings from the property. Mr. Miller stated that it should not be looked at as just a Xenia Township thing, but finding others to come and join in. Mr. Combs advised that right now they have a company ready to do the demolition for a reasonable price and that may not be available down the road. There was discussion about the contractor that may do the demolition. Mrs. Spradlin advised that people have been going onto the property and stripping copper and other stuff from this building. There was discussion about the lead paint and how it would be dealt with during demolition. There was discussion about what parts of the back building were salvageable. Mr. Combs stated that he did not feel trying to save this building was a good way to spend the taxpayer's money because there were just too many what if's.

Janis James, 691 N. Bickett Road, stated that she has worked with non-profit organizations and one thing that funders look for was whether the project was unique or if there was something similar in the area. She stated she had been watching the Trustees and how carefully they spend the Township money and trying to decide what things should be done. She stated that she saw this as a great dream but not an appropriate dream for this area.

Mr. Miller stated that with Calamityville, they saw this as an extension and offered to help write the grants, to see what would happen, but this takes time. He stated that he had never said that Xenia Township should put big dollars into this other than to button

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it up and weatherize it, and he thinks it can be done for \$10,000. Mrs. Spradlin asked what Mr. Miller based his price on for buttoning up the building. Mr. Miller stated that it was his feeling. There was discussion where any money would come from to pay for securing the building. Mr. Combs stated that he had to go with his gut instinct and business abilities, and those are telling him that this was not a good way to spend Xenia Township taxpayer's monies.

Mr. Combs moved to approve the Purchase Order to Badger Construction for \$45,000 (per agenda) to demo the back building (125 Fairground Road). Mrs. Spradlin seconded the motion. Mr. Miller asked if the bond and safety would be included the motion. Mr. Stock advised it would be in the contract. Mrs. Spradlin advised there was a motion and a second. Roll Call: Mr. Miller – nay, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 2-1.

RESOLUTION NO. 2017-152

Mr. Combs moved to approve the transfer of \$10,000 and \$11,000 to 2031-760-720-0000 per agenda (to cover above PO). Mrs. Spradlin seconded the motion. Roll Call: Mr. Miller – nay, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 2-1.

RESOLUTION NO. 2017-153

Mr. Combs asked Mrs. Seiter if she had everything she needed for this Purchase Order and Mrs. Seiter stated that she did.

Mr. Miller asked what the timeline for the demolition was going to be. Mr. Combs advised that they would need to speak to Badger Construction for that information. Mr. Combs asked if Mr. Stock knew when Badger Construction could start the work once they had the contract. Mr. Stock advised that Badger Construction was finishing a job in Fairborn but he would call him and find out when he may be able start and about obtaining a performance bond. There was discussion about the amount of the bond. Mrs. Spradlin asked if there was a bond on the last building that Badger demoed for the Township, Mr. Combs stated no, Mr. Miller stated that they were different structures with a lot more issues.

Mrs. Spradlin advised that she had found her notes on the bills, there was a bill for mower repair and she questioned what it was for. Mr. Stock advised that the repair was to the flail mower and Edwards arm mower. Mrs. Spradlin stated that she wanted to be sure this was not for one of the new mowers. Mrs. Spradlin asked about the bill to Screenplay for road uniforms. Mrs. Seiter advised this was for the florescent colored t-shirts and toboggans that they order every couple of years. Mrs. Spradlin asked if these were being sent with the other uniforms to be cleaned. Mrs. Seiter stated that these have nothing to do with the cleaning, the road department takes these shirts home to clean.

UPCOMING MEETING DATES:

Aug. 17, Trustee public hearing for Kil Kare rezone

Aug. 17, Trustee Regular meeting

COMMITTEE REPORTS:

Greene Co. RPCC: Steve Combs, new plat and erosion issue

Health District, Susan Spradlin, a mosquito tested positive for West Nile

Mr. Combs asked if everyone still wanted to go into Executive Session or if it could wait. Mr. Stock advised that he had new information to give the Trustees but it could wait if they wanted.

Mr. Combs moved to enter into Executive Session for R.C.121.22(G)(2) To consider the purchase of property for public purposes, the sale of property at competitive bidding, or the sale or other disposition of unneeded, obsolete, or unfit- for-use property at 9:35 p.m. Mrs. Spradlin seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0. Those included in the Executive Session would be all elected officials and the Township Administrator.

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Mr. Combs moved to exit Executive Session at 9:47 p.m. and advised there was discussion of entering another Executive Session.

Mr. Miller moved to enter into Executive Session for R.C.121.22(G)(1), To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. Hearing no second, Mr. Combs stated that the motion would die for lack of a second.

ADJOURNMENT:

Mr. Miller moved to adjourn, Mr. Combs seconded the motion. Roll Call: Mr. Miller – aye, Mrs. Spradlin – aye, Mr. Combs – aye. Motion PASSED by a roll call of 3-0. The regular meeting was adjourned at 9:50 p.m.

Xenia Township Board of Trustees

Date Approved: _____

L. Stephen Combs, Chair

Resolution # _____

Attest:

Scott Miller

Sheila J. Seiter, Fiscal Officer
MEH

Susan Spradlin