

RECORD OF PROCEEDINGS

MINUTES OF THE XENIA TOWNSHIP TRUSTEES:

REGULAR MEETING
SEPTEMBER 5, 2013 7:00 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 place was the Xenia Township Office, 8 Brush Row Road, Xenia, Ohio.

PRESENT: Amy Lewis, Chairman; Jim Reed, Trustee; Scott Miller, Trustee; Barbara Miller, Fiscal Officer; Alan Stock, Administrator.

Meeting was called to order at 7:06 P.M. and pledge was given.

FISCAL OFFICER/FINANCE:

- Approval of bills in the amount of \$20,536.01. Motion was made by Mr. Miller, seconded by Mrs. Lewis. Motion PASSED by a roll call vote of 3-0.
RESOLUTION NO. 2013-198
- Approval of payroll in the amount of \$19,324.50. Motion was made by Mrs. Lewis, seconded by Mr. Reed. Motion PASSED by a roll call vote of 3-0.
RESOLUTION NO. 2013-199

ZONING DEPARTMENT:

- Mr. Stock stated they have the list of properties for the nuisance mowing up until today's date. He explained a resolution needed to be past so the Auditor's office could put a tax lien on the properties. The Trustees said they needed to review the list, and would vote on it at the end of the meeting.

TRUSTEES' BUSINESS:

- Mrs. Lewis said they are going to hold off on making a resolution for the Township to participate in a Deferred Compensation program while they explore payroll alternatives.
- Mrs. Lewis stated after the work session, they do not need to address anything with the outside audit.
- Mrs. Lewis explained they did not discuss the pay raise for the Township Administrator at the work session, and requested that topic be scheduled on the agenda for the next work session.

ROAD DEPARTMENT:

- Mrs. Lewis said a resolution needed to be made for the competitive bidding for the dump truck. Mr. Stock said one at one of the previous meetings the Trustees allowed them to go into the competitive bidding with ODOT and the best amount was with Rush Truck Centers. A resolution needed to be made to confirm the Township will go with Rush Truck Centers as the lowest bidder. A motion was made by Mrs. Lewis to enter and accept the most competitive bid with Rush Truck Centers, seconded by Mr. Miller. Motion PASSED by a roll call vote of 3-0.
RESOLUTION NO. 2013-200

FINANCE OFFICER/FINANCE:

- Mrs. Miller said the Trustees need to make a resolution to accept the certificate from the Auditor. A motion was made by Mrs. Lewis to accept the certificate and approve it as provided by the Greene County Auditor, David Graham, seconded by Mr. Miller. Motion PASSED by a roll call vote of 3-0.
RESOLUTION NO. 2013-201

FIRE DEPARTMENT:

- Mr. Stock stated Kelly Hines was appointed a full time employee effective August 17, 2012. He said his annual employee evaluation was completed and he received very positive remarks. Mr. Fox recommended he be retained as a full time employee as he has completed one year of probation. The recommendation was for Kelly Hines status to be changed from full time probationary to full time active status. A motion was made by Mrs. Lewis that the Trustees approve the

change of status for Kelly Hines, seconded by Mr. Reed. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2013-202

- Mr. Stock said Elizabeth Beam was appointed a full time employee effective August 17, 2012. He explained her annual employee evaluation was completed and she received very positive remarks. Mr. Fox recommended she be retained as a full time employee as she has completed one year of probation. A motion was made by Mrs. Lewis that the Trustees approve Elizabeth Beam's status from full time probationary to full time active status, seconded by Mr. Miller. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2013-203

- Mr. Stock read a letter from David Raynor regarding his resignation. A motion was made by Mr. Miller to except David Raynor's resignation, seconded by Mrs. Lewis. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2013-204

- Mr. Stock read a letter from Brian Simpson requesting a 60 day extended leave of absence from August 28, 2013. He explained this is the gentleman who has a job with the City of Dayton who has a one badge policy, and is seeking and in the final evaluation for a full time job in Greene County. He said once he secures that employment and gets on a regular schedule then he would like to pick up as a part time employee working for the fire department. A motion was made by Amy Lewis to extent his leave of absence by 60 days from August 28, 2013, seconded by Mr. Miller. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2013-205

- Mr. Stock stated Garrett Beam received his certification for an EMT-B with his new certification, and said his raise and next step will be to \$11.94. He said that would become in effect at the next pay period. A motion was made by Mr. Miller to move Garrett Beam from his current step to a new step do to his certification effective next pay period ending September 14, 2013, seconded by Mr. Reed. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2013-206

- Mr. Stock said Alex Wallace was a Fire Fighter I, but is now an EMT-B with his new certification, and said his raise and next step will be to \$11.94 that would become in effect at the next pay period. A motion was made by Mr. Miller to move Alex Wallace from his current step to a new step do to his certification effective next pay period ending September 14, 2013, seconded by Mr. Reed. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2013-207

ZONING DEPARTMENT:

- A motion was made by Mr. Miller to approve the schedule of charges of \$2,800.63 to be applied to the five different properties to be certified to the Auditor's office, seconded by Mrs. Lewis. Motion PASSED by a roll call vote of 3-0.

RESOLUTION NO. 2013-208

UPCOMING MEETING DATES:

September 10, 2013, 6:00 p.m.	GC Township Association Meeting Greene County Commissioners
September 17, 2013, 6:00 p.m.	BZA, 936 Jacoby B&B, KilKare Conditional Use
September 19, 2013, 5:00 p.m.	Trustee Work Session
September 19, 2013, 7:00 p.m.	Trustee Meeting
October 1, 2013, 6:30 p.m.	GC Township Association at Greene County Career Center
October 3, 2013, 5:00 p.m.	Trustee Work Session
October 3, 2013, 7:00 p.m.	Trustee Meeting
October 17, 2013, 5:00 p.m.	Trustee Work Session
October 17, 2013, 7:00 p.m.	Trustee Meeting
November 12, 2013, 6:30 p.m.	GC Township Association Meeting Greene County Library Foundation

COMMITTEE REPORTS:

- Mrs. Lewis said they have an inspection for 1 year time-of-travel water protection on September 27, 2013. Mr. Stock said the Township will send out the letters 10 days in advance to let the property owners know they will be on the properties to do that. He explained they take photos if there are any issues and write up a report and give it to Groundwater Protection.
- Mr. Stock said at the last Safety Council meeting he attended they discussed safety in the workplace.
- Mr. Stock stated the Chamber of Commerce meeting said the City of Xenia is changing some of their zoning ordinances. He attended the City of Xenia's meeting, and said they discussed signage and the specifics of greenspace and landscaping. He discussed how their meeting was handled and said it was a great educational opportunity.

GUESTS:

- John Faulkner, 2026 Hilltop Road, said his comments were responding to some comments that were made at the August 6, 2013 Trustee's work session. He discussed his limited conversations with the current Fiscal Officer. Mr. Faulkner talked about his conversation he had with Mrs. Miller and her husband when she came in to inquire about gaining access to the building. He stated in his letter of resignation the second page clearly stated that he would be available to limitedly act as a consultant to the next fiscal officer. He said to date there had never been asked of or inquired about. Mr. Faulkner explained a conversation he had with Steve Fletcher regarding instructions and passwords.

Mr. Faulkner said he was amazed at some of the statements that were made at the August 6th meeting. He said the office he vacated was not a mess when leaving, and the bank statement reconciliations were always made. Mr. Faulkner felt the comment made by Mr. Reed that he was a short time fiscal officer and was no expert in accounting was an inappropriate remark. He said he was the fiscal officer for just one year, but he does have a degree in accountancy and has practiced publically and corporately for many years. Mr. Faulkner stated he did communicate with his predecessor since she used the same line in her resignation letter. He believed Mrs. Miller failed to take advantage of the written paragraph for consulting. Mr. Faulkner discussed several comments he had regarding the minutes on the website. He thanked the Trustees.

ZONING DEPARTMENT:

- Land Use Plan Discussion. Mrs. Lewis recognized the citizens who worked on the Plan Use Plan Committee and said there were approximately 25 to 30 people on the committee. Mr. Stock stated there have been some questions on what the next step is in the procedure. He said the committee wanted to present the plan to the Trustees to see if the Trustees had any comments or could offer some direction. Mr. Stock explained after tonight the plan will be reviewed by the Zoning Commission and then it will be back for final approval from the Trustees. He thanked Dan O'Callaghan and Tom Sears for overseeing the committee and for all the time and effort they put forth.

Dan O'Callaghan discussed some of the problems the committee saw wrong with the proposed plan from the consultant group. He reviewed the percentages with the current map and the map created by the consultant. Mr. O'Callaghan said it is supposed to be a 20 year plan, but in Chapter 7 it says a task force is supposed to be implemented but there are no guidelines of what the duties and the responsibilities are. He discussed several topics the committee reviewed, and what some of the concerns and issues were with the plan. Mr. O'Callaghan explained the City of Xenia requirements are burdensome, and are actually discouraging businesses and growth so they are reducing their requirements. He stated his pet peeve was what defined a property as agriculture, and said it is not just planting and livestock. Mr. O'Callaghan discussed the nine special planning

districts and said five are contiguous. He said they tried to come up with a plan driven by what the land owners want to see and by the market forces. Mr. O'Callaghan discussed the significant errors on the map that are mislabeled. He explained they didn't want the Land Use Plan to encourage the elimination of Xenia Township. Mr. O'Callaghan said the committee has gone as far as they could go, and thought they could adopt the plan from the consultant or they could get some professional input and see what they did correctly.

Thomas Sears stated Stephen Anderson with Greene County Regional Planning was a tremendous help throughout the process. Mr. Sears said a couple of the items on the plan were outside influences and blamed prior administrators for not looking into things. He questioned how they could make the plan work for everyone, and said they did not make a lot of major modifications. Mr. Sears thought the plan needed to be looked at intelligently to see what is down the road for the Township. He felt the plan they were presenting was better than what they had before.

Dan O'Callaghan stated in the one plan his property was changed on the consultant's plan and that was his rational for being involved in this committee. He said he intends to be farming in 20 years so he did not see including his land in a Planned Development Area.

Isabelle Donahey questioned what the definition of an overlay district was, and if there was a map to scale that was accurate. Mr. O'Callaghan said there are engineering/planning terms throughout the document that were not defined. He thought they removed that language from the proposal, and that they did not have access to the original source files. Mr. Miller gave an example of an overlap district and said it lies overtop on the map.

John Faulkner referred to the area they named as the Buffalo Soldier's Memorial Farm, and said it had been proposed for over ten years. Mr. Faulkner stated the Miami Valley Regional Planning Committee is one of the 23 metropolitan planning organizations across the State of Ohio and that is the pathway for federal monies to be distributed through the State of Ohio through Metropolitan Planning Organization, MPO. He said MPOs allow citizens to get together and discuss and express their ideas in a much larger organization of issues that affect Greene County. Mr. Sears said there isn't much chance of affecting those people's decisions and they were never invited to those meetings. He understood that he was involved with it and were pretty much dialed out. Mr. Faulkner said he was just making a point because earlier he mentioned needed to incorporate more and more people into making it work and he was just saying it was policed by MVRPC.

Mr. Reed requested a list of people who were involved with the committed so they could receive a letter of appreciation and was very impressed with the work they did.

Mr. Miller acknowledged the work of a gentleman who passed away recently. He said John Harshbarger passed away on Saturday, August 24, and extended his condolences to his family.

There being no further business, motion was made by Mr. Miller to adjourn the meeting at 8:32 P.M., seconded by Mrs. Lewis. Motion PASSED by a roll call vote of 3-0.

XENIA TOWNSHIP BOARD OF
TRUSTEES

Amy Lewis, Chair

XENIA TOWNSHIP TRUSTEES
REGULAR MEETING, SEPTEMBER 5, 2013

Scott Miller

Jim Reed

ATTEST:

Barbara Miller, Fiscal Officer