

RECORD OF PROCEEDINGS

MINUTES OF THE XENIA TOWNSHIP TRUSTEES: REGULAR MEETING
HELD ON: APRIL 22, 2010 7:00 PM

NOTES: These minutes are a summary of the township business meeting and are not a word for word account of the discussions which took place.

Chair Scott Miller called the meeting to order at 7:05 p.m. with a welcome. Board Members present were John Faulkner Scott Miller, and Jim Reed. Also in attendance were Fiscal Officer Seiter, Zoning Inspector Painter, Public Works Superintendent Shuey, Deputy Fire Chief Fox, Fire Admin. DeVoe and Officer Greg Beegle. Residents Tim and Susan Spradlin and Henry and Cathy Williams were in attendance. See the attached sign in sheet. All participated in the Pledge of Allegiance.

GUESTS:

Tim Spradlin advised he wanted to exercise his freedom of speech and to participate in the local government. He talked about his application to the fire department, history with the fire department, and offer to assist the department. Spradlin stated Chief Meyers made changes without due consideration. Spradlin further stated in March 2009 Daryl came to the chief symposium and asked him (Tim) to come back. He noted the need to be on the fire department to assist with his job at the State Fire Marshall. Spradlin stated it had been less than 12 months since he left, so based on past practice, he should be able to be reinstated. Spradlin stated he believes his supporting Jim Reed in the election in November 2009 has clouded the fire staff’s opinion of him coming back. Spradlin stated Chief Meyers and Jeff DeVoe have agreed he is over qualified. Spradlin stated he thinks the command staff is making political decisions they should not. He advised he has had a complete physical and will provide a copy – he is healthy and willing and his political views should not matter. Reed asked Deputy Fox if Spradlin’s application is following any other path than others. Spradlin said no. Fox, DeVoe and Spradlin held a conversation; Seiter was unable to follow statements. Chair directed comments back to the Trustees. Reed asked about a meeting between Spradlin and fire staff. DeVoe advised yes an appointment could be set between Chief, Spradlin and himself. Spradlin asked to put him on the next agenda to be appointed to the department or as an angry resident.

MINUTES:

Faulkner moved to approve and dispense with the public reading of the minutes of the regular meeting on March 25th. Miller seconded the motion. All voted aye. Motion Carried

Faulkner moved to approve and dispense with the public reading of the minutes of the regular meeting on April 8th. Reed seconded the motion. All voted aye. Motion Carried

Miller moved to approve and dispense with the public reading of the minutes of the monthly work session including Jay Stewart and Frank Leone on April 15th. Reed seconded the motion. All voted aye. Motion Carried

FINANCE: Fiscal Officer Seiter provided the following:

A request for approval of bills and payroll in the amount of \$55,099.96 a copy of the payment registers are attached to these minutes and made a part hereof. Faulkner moved to approve said payments. Motion seconded by Reed. Resolution No. 2010-82

Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

Request for approval of a then and now purchase order to Swartzel for the bond for Catherine DeWine as fiscal assistant for \$767 for four years. Seiter will swear in Mrs. DeWine in the near future. Faulkner moved to approve the request. Reed seconded the motion. Resolution No. 2010-83

Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

Report that the current fund status reports are in the correspondence file for Trustee’s review.

ROAD DEPARTMENT: Public Works Superintendent Shuey provided the following:

Attendees discussed the possible discontinuation of using the Leaming rental storage space. They discussed storage at the pole barn and disposition of old obsolete, trash items and inventory disposal. Beegle noted the storage of the rescue boat, shelves, display cases, chairs, etc in the pole barn. Reed offered to organize items for donation. Seiter will prepare a resolution upon receipt of lists of the items to be disposed of. Tim Spradlin reminded that he had loaned a gray universal gym to the department and would take that back. Trustees and fire staff agreed that would be best. There is a 30 day notice clause in the agreement. Seiter reminded we budgeted for six months of use.

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Request for a purchase order to Steinke for a hydraulic unit for the Edwards flail mower for up to \$1,000. Faulkner moved to approve the request. Reed seconded. Resolution No. 2010-84
Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

Report on crack filling: started Monday and will work on for the next month. Second round of work in the fall. They are receiving help from the two guys from New Jasper and Caesarscreek Townships.

Miller asked and talked about the (men's) restroom partitions (at Station 51) to make it more handicap accessible-ADA compliant. Attendees discussed urinals, sinks, partitions, hand rails, doors, etc in detail. Miller asked if the Board wanted to authorize Shuey to get the job done. The three quotes received were reviewed. Seiter advised she was not prepared to recommend funding as the subject was not on the agenda and the project was not budgeted. She asked where they wanted the funds to come from – General or Fire and advised a transfer (supplemental appropriation) should be first. Miller and Faulkner talked about general fund for repairs and maintenance for a total around \$1,000 including plumbing supplies. Miller moved to transfer within general fund from other to repairs and maintenance \$1,200 to cover all costs. Further, that the purchase order resolution to finalize the vendor will be approved later. Faulkner seconded the motion. Resolution No. 2010-85
Roll Call Ayes: Faulkner, Reed and Miller Motion Carried
Attendees confirmed the men's restroom would be available for women for ADA purposes also.

FIRE DEPARTMENT: Deputy Chief Fox provided the following:

-Notice of resignation of Nathan Chumney due to moving out of State. Miller moved to accept the resignation. Motion seconded by Reed. Resolution No. 2010-86 A letter of thanks is to be sent.
Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

-Request from Joseph Tretiak to be reassigned from a fire fighter to a Chaplin. Seiter requested confirmation on status as Mr. Tretiak advised her he would be a POC. Seiter advised he was no longer in the payroll system and would need re-established. Trustees agreed to the step down.

-Request to assign Richard Baker as a permanent captain from a temporary POC. Trustees tabled until Chief Meyers could be in attendance.

-A then and now purchase order request to Physio-Control for the annual maintenance agreement for the LifePak and AED units for \$2,268.34. Faulkner moved to approve said request. Motion seconded by Reed. Resolution No. 2010-87 Fire staff is to confirm all units and coverage dates.
Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

-A report and purchase order request to Lab Safety Equipment for CPR training manikins and face pieces for \$783. Attendees discussed future community CPR classes in detail. Miller moved to approve said request. Motion seconded by Reed. Resolution No. 2010-88
Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

-Greg Beegle provided a report and purchase order request to Physio-Control for 2 AED units for \$4,765 and supplies of \$230 from Bound Tree. The purchase will be utilizing the already approved State EMS Grant funds of \$5,000 as a reimbursement. Faulkner moved to approve said request. Motion seconded by Reed. Resolution No. 2010-89
Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

ZONING: Inspector Painter provided the following:

Permits issued since April 8: 1848 US 35 East, Craig Wright, home occupation-financial advisor

Zoning Commission: Met on April 1 to discuss adult entertainment. Held a joint meeting with other townships' commissions regarding the sunshine law and ethics on April 15th. May 6 work session.

COMMITTEE REPORTS:

Miami Valley Reg. Plan. Com.: No Report per Faulkner
---Technical Advisory Committee: No Report per Miller, the meeting was during our work session
Greene Co. Reg. Plan. Coordin. Com.: No Report per Reed
District Advisory Council of Health District: No Report
Water & Wastewater Advisory Committee: (quarterly) Next meeting April 28 Noon County Sanitary
Source water: Next meeting June 8 at 7 pm
Xenia Economic Growth Corp.: No Report
County Managers and Officials: No Report, meeting next week

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Safety Council: Shuey to attend in May. Painter advised she heard there were awards given out at the last meeting and asked if Xenia Township received any. Reed advised he did not believe so.

OLD/UNFINISHED BUSINESS:

Painter provided written and oral reports on the insurance review visit from Greg Henneke of the Ohio Plan (Swartzel Insurance.) Attendees discussed in detail the building and operations coverage. We have done well, but there are opportunities to do better. Mr. Henneke will provide a written recommendation report to help the township acquire the best coverage. The township's responses are due the end of May. Shuey reported on his productive meeting with Mr. Henneke as a great resource.

NEW BUSINESS:

Attendees discussed and agreed to participate in the Wilberforce (WCPOVA) Festival on August 21. Options were discussed in detail. Painter advised a dumpster will be delivered Monday for the one time Wilberforce community cleanup as previously requested.

Seiter provided a report and draft resolution for a formal inventory policy. She advised the State Auditor advised we must have a Board approved minimum value limit set to determine what goes on the inventory. She also advised we have been following the correct procedures for disposal, but it has not been clear to the newer staff members on how to process the unneeded items. Therefore, she prepared a resolution type policy to include all aspects per the ORC. Attendees discussed some items in detail. It was noted the Fire Association has purchased three chain saws and they should be put on the list. Seiter advised whenever that happens; she should be given copies of the invoices for the data to be entered on the list. Miller requested the resolution be tabled to the next meeting.

Faulkner advised he has asked Chief Meyers to establish a reimbursement rate for fire services for future events to be billed using the FEMA rates for equipment and employee costs plus 30% for related expenses. i.e. BZA required events. Attendees discussed in detail. Faulkner moved to adopt the hourly costs for fire apparatus using the current FEMA rates and personnel use labor rate of \$16 per hour, as of April 22, including a 30% rate to cover the employee's related taxes and related costs. Reed seconded the motion. Resolution No. 2010-90

Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

Trustees talked about an option to waive the fire department fee. Faulkner will confirm with the Prosecutor's Office for a professional opinion for a future amendment.

Faulkner moved amend the motion to recognize the purpose of a "non-typical" event. Reed seconded the motion. Resolution No. 2010-91

Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

ADDITIONAL OLD BUSINESS:

Faulkner moved to go into executive session to discuss contract negotiations for planning services. Miller seconded the motion.

Executive Session: 9:44 pm

Seiter, Painter and Shuey were included.

Miller moved to return to regular session. Faulkner seconded.

Return to Regular Session: 10:02 pm

Miller moved to go into executive session to discuss purchase or sale of public property per ORC 121.22 (g)(2). Faulkner seconded the motion.

Executive Session: 10:02 pm

Seiter, Painter and Shuey were included.

Faulkner moved to return to regular session. Miller seconded.

Return to Regular Session: 10:20 pm

Faulkner proposed a letter from the Board to Mr. Thrash of W. Enon Road. The letter acknowledges the Board's position and directs contact be made to the BZA. The letter further thanks Mr. Thrash for addressing the problem. Trustees agreed to sign. One e-mail letter has been received from one (couple) resident.

UPCOMING MEETINGS:

-May 4 VOTE

-May 13, 7:00 pm Board of Trustees' Regular Meeting

-May 20, 8:00 am Monthly Work Session

-May 27, 7:00 pm Board of Trustees' Regular Meeting – possible reschedule or court reporter due to Fiscal Officer's absence.

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CORRESPONDENCE IN FILE:

- From Meyers, to Trustees, April 20, charges for apparatus & personnel for special events.
- From Greg Henneke of Ohio Plan, April 16, recommendation letter for insurance items.
- To John Thrash, W. Enon Road, April 22, re: ATV usage and neighbor concerns on his property.
- From Renee Harber (Roger & Renee Siervogel) to Painter, April 22, e-mail with letter re: ATV issues on Thrash property.
- From J & J Electric, via Painter, April 12, proposals for electric work: service load center, admin office walls and flag pole light.
- From Heidi Fought, OTA, March 15, e-mail of Legislative alert and updates.
- From Greene County Treasurer/Auditor, April 7, estate tax notice to Township of \$33,169.44
- From David C., received April 8, letter of appreciation for quality services during his EMS call.
- Oldtown and Massies Creek Wellfield Study Proposal, dated April 2010,

ADJOURN: 10:50 pm

There being no further business, Miller moved to adjourn. Reed seconded the motion.

SCOTT W. MILLER, CHAIR

ATTEST:

JOHN D. FAULKNER

SHEILA J. SEITER, FISCAL OFFICER

JIM REED