RECORD OF PROCEEDINGS

MINUTES OF THE XENIA TOWNSHIP TRUSTEES: HELD ON: REGULAR MEETING JULY 8, 2010 6:00 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.

Note: The 2011 tax budget hearing was held prior to this meeting at 4:30 pm. The proposed budget was approved by Resolution No. 2010-154

Chair Scott Miller called the meeting to order at 6:05 p.m. with a welcome. Board Members present were John Faulkner Scott Miller, and Jim Reed. Also in attendance were Fiscal Officer Seiter, Public Works Superintendent Shuey, and Fire Admin. DeVoe. All participated in the Pledge of Allegiance.

MINUTES:

Miller requested to table approval of the minutes of the regular meeting on June 24, 2010 to allow further time to review the court reporter's transcript. Others agreed.

FINANCE: Fiscal Officer Seiter provided the following:

A request for approval of bills and payroll in the amount of \$48,637.66 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- 155

Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

A report and request for approval of a supplemental certificate of revenue and supplemental appropriations for the increase of \$4,981.68 for the EMS Grant reimbursement into the Fire Fund and the decrease of \$5,000 for lack of interest on investments in the General Fund. Faulkner moved to approve both requests. Motion seconded by Reed. Resolution No. 2010- 156

Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

Current fund status reports are in the correspondence file for Trustee's review.

ZONING: Inspector Painter – No Report

FIRE DEPARTMENT: Fire Administrator/Captain Jeff DeVoe provided the following on behalf of Chief Meyers:

-Report and recommendation for appointment of Corey Schrier as a fire fighter/EMT as a paid on call employee. Faulkner moved to accept the request. Motion seconded by Miller. Resolution No. 2010-157 Roll Call

Ayes: Faulkner, Reed and Miller

Motion Carried

-Request for a purchase order to All American Fire Equipment for Class A Foam for a total of \$942.50. Faulkner moved to approve the purchase. Reed seconded the motion. Resolution No. 2010-158 Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

-Request for a then and now purchase order to Physio-Control for the annual maintenance agreement for the newest cardiac monitor for \$1,005. Miller moved to approve. Faulkner seconded the motion. Resolution No. 2010-159

Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

-Request for a purchase order to Phoenix for protective clothing (turn out gear) for up to \$15,000. DeVoe report the old gear can be used by the Exployers and then trashed due to 10 year services guidelines. Seiter advised there is still an outstanding PO in place for the gear from last year's order that is due in soon so don't be alarmed if they see two payments close together. The prior order was delayed by the vendor. Faulkner moved to approve the purchase. Reed seconded the motion. Resolution No. 2010-160 Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

-Attendees discussed the status of the communications equipment maintenance. Mr. Woolf is talking to the Greene County Commissioners for upgrade for generator at industrial park. A quote is to come for a console at Xenia Township station 52, need to add a dedicated phone line. Faulkner talked about the agreement with Sugarcreek for the grant obtained for the equipment. He further proposed Xenia Township step up on authorizing repairs then we act as the lead and bill back the other jurisdictions a percent. DeVoe advised Miami Township has taken the lead to handle as we weren't affected. Miller requested confirmation that someone takes control and responsibility to get the job done. DeVoe advised the other jurisdictions are ok with the backup being at our station 52 and Woolf highly suggests it be there. Seiter asked about cost and funding for the console at station 52. DeVoe advised the new console could need purchased in 2010 and the cost would be divided between the 7-8 departments.

RECORD OF PROCEEDINGS

MINUTES OF THE XENIA TOWNSHIP TRUSTEES: REGULAR MEETING HELD ON: REGULAR MEETING JULY 8, 2010 6:00 PM

-DeVoe reported on the status of the replacement reporting system. The communication center has been using the New World system and it is going nowhere. We at Xenia Township need to move forward. We have been using Firehouse Software and it is only on one computer. It would cost approximately \$12,000 to \$17,000 to make it network able. So, fire administration has been testing a system called Emergency Reporting as learned about from FDIC. The program works with MED3000 and New World. DeVoe advised the cost would be \$1,200 for set up including converting costs and \$189 per station per month. Seiter asked about the costs being budgeted as the current system was much cheaper and she did not remember the change. DeVoe advised he and Chief budgeted for it. Seiter to confirm funding. DeVoe advised they have been using the system on a trial basis for June and July and the start of the contract would be August 1.

ROAD DEPARTMENT: Public Works Superintendent Shuey provided the following:

-Request for a purchase order to Greene County Engineer for the annual road line striping for up to \$16,000. Reed moved to approve the request. Faulkner seconded the motion. Resolution No. 2010-161 Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

-Report and request for a purchase order to Dayton Metal Prep for sandblasting, primer and paint for the 1998 dump truck for \$1,075. This is the next truck to be replaced in 2012 on the capital program. A quote was obtained from Devers for a new cab shield at \$3,800. Faulkner moved to approve the purchase. Reed seconded the motion. Resolution No. 2010-162

Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

COMMITTEE REPORTS:

Miami Valley Reg. Plan. Com.: Faulkner advised info is in the read folder. Discussed Tiger II grant.

---Technical Advisory Committee: No Report, meeting next week.

Greene Co. Reg. Plan. Coordin. Com.: No Report District Advisory Council of Health District: No Report

Water & Wastewater Adv. Committee: (quarterly) Next meeting July 28.

Source water: Next meeting October 26.

Xenia Economic Growth Corp.: Meeting next week.

County Managers and Officials: No Report

Safety Council: Faulkner reported on the July 7th meeting. Greene Memorial provided a presentation on

their weight program.

OLD/UNFINISHED BUSINESS:

Trustees discussed the case of 839 Jasper Road, Bob and Gracie Booth being a nuisance. Reed advised in his opinion it is a Health Department issue and guidelines need placed upon who and what is and is not to go, where it goes and who benefits from the sale of the items. Trustees discussed their different opinions of what a nuisance may be. Faulkner talked about the responsibility for the funds of the recycled debris to the property owner. Faulkner moved to approve the resolution, with changes made per the last meeting, to declare 839 Jasper Road a nuisance. Miller seconded the motion. Resolution No. 2010-163
Roll Call Ayes: Faulkner, Reed and Miller Motion Carried A purchase order request to Carl White Hauling for clean up services was tabled. Trustees agreed parameters need set for the contractor to follow.

Wilberforce Township properties (4) An offer has been received to purchase the two properties on Hickman Road:

8:00 pm Faulkner moved to go into Executive Session to discuss sale of public property per ORC 121.22(G). Reed seconded the motion. All voted aye. Seiter was included.

8:15 pm Returned to regular session. Miller moved. Reed seconded. All voted aye. Faulkner will work with Painter to relay the acceptance of the offer and preparation of documents to include earnest funds of \$500 within 10 days of receipt of notice, 60 days to close and payment in the form of a cashiers check or money order. Closing cost to be confirmed.

Painter provided a written request for answer on question of contents coverage for liability insurance. A \$100 value costs .031, so for example \$100,000 in coverage would cost \$3,100. Trustees advised to start with that and confirm if the value needs split and allocated between buildings.

8:15 pm Miller moved to go into Executive Session to discuss a matter to be kept confidential by State statue per ORC 121.22(G)5. Reed seconded the motion. All voted aye. Seiter was included. 8:32 pm Returned to regular session. Miller moved. Faulkner seconded. All voted aye.

RECORD OF PROCEEDINGS

MINUTES OF THE XENIA TOWNSHIP TRUSTEES: REGULAR MEETING HELD ON: REGULAR MEETING JULY 8, 2010 6:00 PM

8:32 pm Miller moved to go into Executive Session to discuss pay raises. Faulkner seconded the motion. All voted aye. Seiter was included.

9:06 pm Returned to regular session. Faulkner moved. Miller seconded. All voted aye. Miller moved to approve pay raises (to all full time and part time permanent employees,) short of the elected officials, at a rate of 1.75%. He further moved for the quarterly POC to be effective July 1, 2010 and the biweekly effective July 11, 2010. Reed seconded the motion. Resolution No. 2010-164

Roll Call Ayes: Faulkner, Reed and Miller Motion Carried

NEW BUSINESS:

Trustees discussed a proposed agreement and purchase order to Kleingers & Associates for scope of work and fees for drafting the north and south land use planning areas at \$10,450 each for a total up to \$21,000. The request was tabled to review further and include Painter.

UPCOMING MEETINGS:

-July 14, 8:00 am Monthly Work Session Re: Employee Personnel Policy

-July 22, 6:00 pm Board of Trustees' Regular Meeting

-July 26, 3:40 pm 2011 Tax Budget Hearing before the Budget Commission

CORRESPONDENCE IN FILE:

- -From Montgomery Insurance & Investments, June 28, request to quote on twp. liability coverage.
- -From Ohio Dept. of Public Safety, July 1, notice of EMS grant award of \$4,450 for training and equipment for July 2010 thru June 2011.
- -From Faulkner, June and July, e-mail correspondence with Prosecutor Miller re: JEDD with Xenia City for the Tecumseh School property.
- -From and to Ohio Ins. Services and Painter, June 25, regarding insurance coverage for adult children.
- -From Chief Meyers, June 30, copy of minutes from 6/17/10 chief's meeting re: communications issues.
- -From County Budget Commission, June 30, notice of hearing schedule, Twp. 8:30 am (moved to 3:40)
- -To Xenia Gazette, June 24, public notice of July 8th Fiscal Officer and Trustees' tax budget hearing.
- -From Seiter, July 3, June bank reconciliation, balanced, \$1,716,498.28
- -From State Auditor's Office, June 28, notice of a UAN hardware surcharge holiday extension cost savings.

ADJOURN: 9:52 pm

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

	SCOTT W. MILLER, CHAIR
ATTEST:	JOHN D. FAULKNER
SHEILA J. SEITER, FISCAL OFFICER	JIM REED