

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING
March 5, 2020**

6:00 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 annually and on the Xenia Township website within 24 hours of scheduling this meeting.

Chair Scott Miller called the Regular Meeting to order at 6:00 p.m.

All participated in the Pledge of Allegiance.

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

Mr. Miller moved to enter into Executive Session at 5:45 p.m. for R.C. 121.22 (G) (1) to consider the employment, dismissal, or compensation of a public employee. Mr. Combs seconded the motion. Those included were all elected officials and the Administrator.

Mr. Miller advised they exited Executive Session at 6:10 p.m. and resumed the regular meeting.

FISCAL OFFICER:

Ms. Robinson presented information about Ohio Township Association conference and how helpful and informative the conference was to make the transition smooth to Fiscal Officer.

Ms. Robinson presented information about the Auditor of State Local Government Conference. Attendees discussed in detail. Mr. Stock talked about going himself. Mr. Miller moved to approve for the Fiscal Officer permission for conference and travel expenses to go to Auditor State Local Government Conference. Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin-aye, Mr. Combs-aye, Mr. Miller - aye. Motion PASSED by roll call of 3-0
RESOLUTION NO. 2020-38

Ms. Robinson advised she had given everyone copies of the Monthly Financial Reports.

Ms. Robinson presented the bills. Mr. Miller moved to approve the bills. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin-aye, Mr. Combs-aye, Mr. Miller - aye. Motion PASSED by roll call of 3-0
RESOLUTION NO. 2020-39

Ms. Robinson presented the monthly and bi-weekly payroll. Mr. Miller moved to approve the payroll as presented. Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin - aye, Mr. Combs - aye, Mr. Miller - aye. Motion PASSED by roll call of 3-0.
RESOLUTION NO. 2020-40

Ms. Robinson advised there was one set of minutes to approve.

Mr. Miller moved to approve the minutes from the regular meeting of February 20, 2020 as presented. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin - aye, Mr. Combs - aye, Mr. Miller - aye. Motion PASSED by roll call of 3-0.
RESOLUTION NO. 2020-41

ADMINISTRATOR:

Mr. Stock presented a letter from the Sinclair Community College Foundation thanking the Township for the gift of a 1991 Spartan Fire Engine for use at the Sinclair Community College Fire Academy. Intention is to have an event at a later date with the College president and other dignitaries.

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Safety Council last Wednesday – Ed Harper went – How safe/healthy is your home – with chemicals, radon, allergens, asbestos, etc. very eye-opening and enlightening scary that people have these in their homes.

Community Cleanup – need to add exclusion of medicines/prescriptions to the flyer. The dates of the cleanup were discussed, there are two (2) weekends listed instead of three (3) like last year and shortening of hours. This is the first year that we are making sure we have two (2) people to man/volunteer the station at the Fairground site. Sent volunteer information to township residents, WCPOVA and will put on website but as of this date, there hasn't been anyone other than Mr. Stock and his wife. There was a discussion on Mon-Fri to open at 9:00 am instead of 8:00 am to give Road crew a chance to get started and people who are cleaning will be ready at 8:00am during the week. On Saturday there was also a question as to starting at 9:00 am instead of noon. Discussion of mounted cameras to document abuse. It was decided Monday-Friday 8:00 am to 6:00 pm; Saturday 9:00 am – 4:00 pm and Sunday 12:00 noon – 4:00 pm.; for two (2) weekends all volunteers. Discussed sending volunteer information to County officials and wording on flyer.

Mr. Stock presented info about OTA Conference and presented a packet of information that of various sessions attended. Info regarding cemeteries concerning liability and signage to help prevent injuries/safety concerns. "Planning to Preserve your Township" using TIF's for annexation; "Township Property Tax and Collection" was slightly different than in the past, info presented about doing a new levy vs renewal – we can now do a new and renewal. Currently if we do a new levy we will miss the Rollback of 3%. We get the percentage of the 1970 value that is when the levy went into place. We need to do a new with an increase and renewal. That can be a significant amount of money; levy came in 1970 and that is the value that we will receive unless a new home has been built. "My Employee Did What" was about bringing in a third-party investigator. "How Negotiating Incentive for Economic Development Wasn't Beneficial to Township", mostly for infrastructure- broadband and transportation. Mr. Stock thanked Trustees for allowing him to attend. "Abandoned Cemeteries" discussed burying someone on your home property. "How to Prepare for a Disaster" moderated by Mr. Miller was very helpful, especially since we have just gone through a disaster with the 2019 Tornado.

Mr. Miller spoke about bringing in the Health Department concerning sewer guidelines for new properties, maintenance issues on existing properties and have someone to talk to us. Mr. Stock stated that whatever the State says Greene County has the option to adhere to their requirements or they have the option to add more restrictions. Mr. Stock will contact the director of Health Department.

Mr. Stock requested that the Trustees allow him and Mr. Pile go under the SWAP4G Contract (Salt) for \$35.00 dues and allow Mr. Stock to sign the contract. This allows us to register and be part of the group to purchase salt. Mr. Pile would like to have 1,400 tons to start the season with. We typically buy 800 tons, we only purchased 600 tons this year, would like to get reserves replenished. There were more ice events than snow this year. Mrs. Spradlin moved to approve the resolution as presented. Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye, Mr. Miller - aye. Motion PASSED by roll call of 3-0.
RESOLUTION NO. 2020-42

Mr. Stock presented the contract for Federal Field Services for physical maintenance of Tornado Sirens for \$2,375 and Mr. Stock can approve. He also stated that there would be another invoice from W S Electronics for the radio maintenance. Mrs. Spradlin moved to approve the resolution as presented. Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye, Mr. Miller - aye. Motion PASSED by roll call of 3-0.
RESOLUTION NO. 2020-43

Mr. Stock presented the resignation of part time FF/Paramedic Megan Massie due to full time job, eligible for rehire. Ms. Massie went to Riverside. Mr. Miller moved to accept the resignation of part time FF/Paramedic Megan Massie, effective 3/5/2020. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye, Mr. Miller. Motion PASSED by roll call of 3-0.
RESOLUTION NO. 2020-44

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TRUSTEE BUSINESS:

Mr. Combs discussed information from Greene Foundation - Greene Giving about a Scholarship. Mr. Stock stated that he spoke with Greene Giving and that \$500 is a good amount \$1,000 would be better. Mr. Stock presented info that OTA uses for their scholarship criteria. If we go with Greene Giving you can only have one person from the Township on the selection committee awarding the scholarship. The committee will review the applicants and criteria. It can be tax deductible going with Greene Giving. There was discussion about making this an annual award not using Taxpayer's funds – donations from trustees. Discussed the Pros/Cons of using Greene Foundation. Mr. Stock will get more info about the committee make up, if the Trustee's can request who can be on the committee. Mr. Stock will also check with the Xenia Township Fire Association to see if they have 501.3c status. It was also discussed if it is feasible to award a scholarship this school year due to the timing.

Mr. Stock presented information from State Auditor's Office to become a part of the Opioid settlement. Mr. Stock talked with the Attorney General's Office there is a settlement with the Pharmaceutical industry and the State of Ohio. The state decided it would be better to have a class action suit – and 3/6/2020 is the deadline to go with the State's class action suit. Townships will get 30% of a % of what is awarded, but it is not clear as to what the funds can be spent on. Our lawyer wrote Mr. Stock that we do not need to do anything before the deadline. The Township's exposure was through the fire department if we transported any residence that might have overdosed.

Mr. Miller discussed reviewing and updating the Personnel Manual. Mrs. Spradlin stated it's counter productive to keep putting the manual off, they need to set a date/time and stick with timeline to get reviewed. Mr. Combs agreed that progress needs to be made and work sessions would be a good idea. Everyone needs to get their previous information/notes, and suggestions reviewed prior to meeting. Mr. Stock offered to put all files on thumb drives for Trustee's if necessary, he has previously provided this information. April 7, 2020 at 6pm was set for an information-gathering meeting, no resolutions will be made.

PUBLIC HEARING SET:

Attendees discussed holding a Public Hearing for the letter of conveyance for a map amendment. (One Career Center parcel from A-Agricultural to IG-Institutional and Government District) April 2, 2020 at 7:00 pm was set, during the regular monthly meeting. Mr. Stock will get the notices out.

Mr. Combs talked about the County requiring developers to add emergency vehicle entrances. He is interested in knowing how many times these are being used. Mr. Miller discussed existing plats and how that is being handled. The ORC defines a plat with five or more homes. There is also information about the County's Land Use plan in a packet of information.

UPCOMING MEETING DATES:

See Website

ADJOURNMENT:

Mr. Miller moved to adjourn at 7: 56 p.m. Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye, Mr. Miller - aye. Motion **PASSED** by roll call of 3-0.

Xenia Township Board of Trustees

Date Approved: _____



Scott Miller, Chair

Resolution # 2020-_____



L. Stephen Combs

Attest:

Jacqueline Robinson, Fiscal Officer



Susan Spradlin