

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING
JANUARY 7, 2021 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.

Beginning in January, all Trustee Meetings will be held via Zoom with the invitation credentials on the website the day before.

Chair Steve Combs called the Regular Meeting to order at 6:00 p.m.

All participated in the Pledge of Allegiance.

ROLL CALL: Steve Combs, Trustee Chair; Scott Miller, Trustee; Susan Spradlin, Trustee; Jacqueline Robinson, Fiscal Officer; Alan Stock, Township Administrator; Fire Chief Greg Beegle. Guests include David Hayes, Greene County Prosecutor and Anu Sharma, Assistant Prosecuting Attorney. Road Dept. Supervisor Jim Pile joined the meeting in session.

Mr. Hayes greeted and introduced himself officially to Xenia Township. He spoke to the seriousness of his office and to offer his office's services to the township. As of February 1, 2021, Steven Haller will be responsible for the township; there will be no change in the level of service. Ms. Sharma thanked everyone for working with her and in turn, everyone thanked her for the dedication/service to the township.

Mr. Combs moved to go into executive session at 6:10pm; Mrs. Spradlin seconded the motion for two items.

Executive Session 121.22 (G) (1) To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee... and

Executive Session 121.22 (G) (2) To consider the purchase of property for public purposes, or for the sale of property...

Mr. Combs advised they exited Executive Session at 6:57 p.m. and resumed the regular meeting.

FIRE DEPARTMENT:

Chief Beegle reported to the trustees that the Incentive program has been very successful since instituted. In 2019, 13-14 participated and in 2020, 23 employees have made at least one milestone. The Fire department thanked the trustees for instituting this program/initiative.

Chief Beegle reported on the Online Safety Council meeting – The meeting discussed emergency preparedness, this was a previous presentation but you can never underestimate or take it for granted. Topics included ice and snow as well as overall preparedness.

Chief Beegle reported that the runs so far the month of January are up – 18 runs as of January 7th; average 3 calls a day; normal capacity.

ROAD DEPARTMENT:

Mr. Pile reviewed the 2021 Wish list for the Road department. Mr. Pile mentioned that this list changes weekly.

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Brush Row Rd; 3.2 miles; Stevenson Rd-Wilberforce-Clifton; Hedges Rd; Old Rte. 42; Bicket Rd. are planned for Chip-Seal in 2021. See attached listing for all planned 2021 projects.

Mr. Pile spoke about the ability to use the Dura-Patcher will be a useful piece of equipment during the 2021 season.

Mr. Miller asked Mr. Pile to look at the Catch Basin's on Washington Mill Rd., Mr. Pile mentioned that they have work to do on Amlin Heights and the one's in Wilberforce are finished.

TOWNSHIP ADMINISTRATOR:

Mr. Stock requested the trustees to adopt the amended solid waste management plan of Greene County. This agenda item is been deferred to the next meeting; more time is needed for review.

Mr. Stock discussed the 2021 OTA Winter conference, which is virtual this year and requested the trustees to approve registration costs for attendance to OTA Winter Conference. The cost is \$65 attendees. After discussion, this agenda item is been deferred; review of agenda is needed to determine if it is necessary to attend. Fiscal Officer might need to attend for certification purposes.

Mr. Stock presented information related to the BWC 2020 Refunds; Xenia Township received a total of \$73,612.67. For the period of 2018-2020, the town ship paid \$31,941.02 to the BWC; the refund is due to the reduction in claims due to COVID-19 throughout the state.

Mr. Stock discussed Annual Employee Review's and presented various scenarios to the trustees. For example, typically the supervisor is the reviewer of the employee. The fire department is reviewed on an annual basis, done by each Lieutenant starting September with the goal of being completed by December of each year. Mr. Miller would like to have the administrator and a trustee involved in the Road departments supervisor's review; Mr. Combs wanted clarification if Mr. Miller meant job shadowing; Chief Beegle asked what did the trustees want to gleam from the evaluations, knowing that will help in developing the format that the review should take. Mrs. Spradlin commented that she has been asking but has not seen any reviews and that reviews are not only used for disciplinary but to boost confidence, set goals, and help with departmental budgets. The trustees are going to review and discuss the format of how they would like to see each department reviewed.

Mr. Stock discussed the Greene County Future Plan Use and asked township residents to represent the Township in future discussions with Greene County. The trustees asked Mr. Stock to contact the following residents: Dan O'Callahan; Rick Miller; Dave Linkheart; Gina Ali; Willie Washington; and the zoning board members. All the trustees volunteered.

Mr. Stock informed the trustees that the citizens concerned about the Solar development in the county will be in attendance at the next meeting to discuss the Solar Plans in the county. The maps are still in the office for the trustees to review.

FISCAL OFFICER:

Ms. Robinson advised she had given everyone copies of the Monthly Financial Reports at the reorganizational meeting for December 2020.

Ms. Robinson asked the trustees to revoke the 2021 Temporary Budget that was approved 12/30/20, Resolution 2020-232; and to accept the 2021 Temporary Budget as presented the temporary budget overall total is correct, but the unencumbered balance needed to be revised.

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Mr. Miller moved to revoke the 2021 Temporary Budget that was approved 12/30/20, Resolution 2020-232; and to accept the 2021 Temporary Budget as presented 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. 2020-001

Ms. Robinson advised there was one set of minutes to approve; November 5, 2020 to be approved; the minutes from November 19; December 5; and December 19; need to be revised and will be on the next meeting's agenda.

Mr. Miller moved to approve the minutes from the regular meeting of November 5, 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. 2020-002

TRUSTEE BUSINESS:

Mr. Miller discussed that the Joint Board/Zoning meeting that was canceled did not need to be canceled since they did not need a quorum. Trustee Spradlin and Trustee Combs spoke that even though a quorum was not needed they needed to be present in order that they would be knowledgeable of the information that was being presented. The meeting will be rescheduled Tuesday, January 19, 2021 at 6pm and will be held virtual.

COMMITTEE REPORTS:

Gr. Co. Regional Plan: Combs
Health District Advisory Council: Susan Spradlin
Water & Wastewater Advisory-quarterly: Jim Pile
Source Water Protection-biannually: Scott Miller
Inspection 1-year time-of-travel Water Protection: Commercial Alan Stock
Safety Council-monthly-first Wednesday:
Chamber of Commerce-monthly-third Tuesday: Alan Stock

ADJOURNMENT:

Mr. Miller moved to adjourn at 8:09 pm. 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

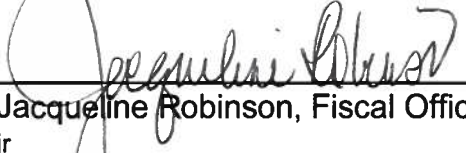
Date Approved: _____

Scott Miller, Chair

Resolution # 2020-_____

Attest:

L. Stephen Combs



Jacqueline Robinson, Fiscal Officer
jr



Susan Spradlin

