

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING
SEPTEMBER 16, 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 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 offered to the public via Zoom with the invitation credentials on the website the day before. Zoom meetings are offered but quorum cannot be met by Zoom.

Chair Steve Combs called the Trustee Meeting to order at 6:06 p.m.
All participated in the Pledge of Allegiance.

ROLL CALL: Steve Combs, Trustee Chair; Scott Miller, Trustee; Susan Spradlin, Trustee; and Jacqueline Robinson, Fiscal Officer.

In attendance: Township Administrator; Alan Stock.

TRUSTEES' BUSINESS:

No new business

FIRE DEPT:

Mr. Stock informed the trustees that Medic 53 has sold for \$7,500. The purchaser plans to use medic for personal use. The gentleman flew in from Oregon to drive the medic back to Oregon.

Chief Beegle informed the trustees of Milestones that have been reached: Wes Moss achieved 1,000 hours, seven more should achieve that goal during this pay period. Two more should achieve the 600-hour goal during this period.

If we don't receive the AFG grant for a new Medic, Gatchell Grant Resources LLC will write and submit a 2021 grant free of charge under \$2,500.00, disposal to occur at the discretion of the Chief and Township Administrator in the best value and interests of Xenia Township.

Mr. Stock presented information on specifications for a new medic, that could be expended to American Rescue Plan Act Funds. A committee of fire department employees, Road department supervisor and Township Administrator, would like to move forward with a bid from Horton for approximately \$262,000 using a state bid contract. Other bids were from Road Rescue and Demers. Mr. Hayes's office has verified that ARPA funds can be used for purchase of new medic; approximately 14months to build.

Mr. Stock asked the trustees approve Cameron Jackson, Hannah Conley, Carl Schneider, Joe Mahaffey's tuition reimbursement to Sinclair for Fire Officer I Class. Clarification of the reimbursement policy was asked of Mr. Stock; if the employee fails the class, the employee has to pay the cost of the class. If employee passes the class, the township will pay ½ of the amount of the class.

Mr. Miller moved to approve Cameron Jackson, Hannah Conley, Carl Schneider, Joe Mahaffey's tuition reimbursement to Sinclair for Fire Officer I Class. 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. 2021-149

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The fire department expects to hold interviews for Lieutenant October 30, 2021. Chief's from other jurisdictions will help with interviews which include a written test and group interview.

FISCAL OFFICER:

The Fiscal Officer presented the payroll.

Mr. Combs moved to accept payroll as presented. Mr. Miller seconded the motion. Roll Call: Mrs. Spradlin–absent, Mr. Combs–aye, Mr. Miller - aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2021-150

The Fiscal Officer presented the bills. There was mention of resolution to purchase office supplies from Geyer's a local vendor, when possible. Currently there are no local office supply vendors. Trustee Spradlin referred to employee timesheets being printed in color; she asked the departments please conserve township funds when possible.

Mr. Combs moved to accept the bill as presented. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin–absent, Mr. Combs–aye, Mr. Miller - aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2021-151

The Fiscal Officer presented minutes for the regular 8.27.21 – these were put on hold.

TOWNSHIP ADMINISTRATOR:

Mr. Stock presented information from 2 vendors that submitted a bid to demolish 1333 E. Main Street: Crosswhite Construction and Bladecutter's. Crosswhite Construction's bid was \$30,795.80 without permits and Bladecutter's bid was \$17,244 with permits and will perform all tasks that were stated on the demolishing list. Township also has access to the environmental study that was performed by Ziegler.

Mr. Combs moved to accept the demo bid from Bladecutters for 1333 E Main and create a P.O. for \$ \$17,244 from 1000-110-360-0000 after funds are transferred from Contingencies. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin–absent, Mr. Combs–aye, Mr. Miller - aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2021-152

Mr. Stock presented information about the township's Hazard insurance policy that is up for renewal. The township has been with Hylant since 1998; the new premium has increased by \$203; \$31,983 from \$31,780.00

Mr. Miller moved to accept the Ohio Plan's proposal for Hazard Insurance for 2021-2022 coverage from the accounts and amounts provided. Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin–absent, Mr. Combs–aye, Mr. Miller - aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2021-153

Mr. Stock presented information to the trustees to approve a one time, ___% lump-sum premium pay for essential workers "for the elevated health risks they have faced during the public health emergency" as outlined in the ARPA Act (602(g)2 and 603 (g) (2) between from March 2020 to May 2021. This discussion is tabled for now.

Mr. Stock presented information explaining the underpayment to Elected Officials due to Cost of living adjustments (COLA). This payment will be done prior the monthly payroll for September.

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Mr. Combs moved to enter into Executive Session at 7:18 p.m. for R.C. 121.22 (G) (1) to consider the employment, dismissal, or compensation of a public employee. Mrs. Spradlin seconded the motion. Those included were all elected officials.

Mr. Combs advised they exit Executive Session at 8:05 p.m. and resumed the regular meeting.

Mrs. Spradlin moved to adjourn at 8:06 p.m. Mr. Miller seconded the motion. Roll Call: Mrs. Spradlin – absent, Mr. Combs – aye, Mr. Miller - aye. Motion **PASSED** by roll call of 3-0.

Xenia Township Board of Trustees

Date Approved: 11/18/2021

L. Stephen Combs, Chair

Resolution # 2021-187

Attest:

Scott Miller, Trustee

Jacqueline Robinson, Fiscal Officer

Susan Spradlin, Trustee