

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING
FEBRUARY 27, 2019 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 Susan Spradlin called the Regular Meeting to order at 5:30 p.m.

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

All participated in the Pledge of Allegiance.

Mrs. Spradlin moved to enter Executive Session at 121.22 (G) (1) To consider the employment, dismissal, or compensation of a public employee. Those included were all elected officials, Township Administrator and Deputy Chief Beegle.

Mrs. Spradlin advised they had exited Executive Session at 6:32 p.m. She apologized for the long executive Session and stated they take the Fire Department very seriously and wanted to be sure everything they do is in the best interest of the Department. She explained normally a test is given for the Lieutenant and Captain positions and why it was handled differently this time.

FIRE DEPARTMENT:

Mrs. Spradlin introduced Kristi Bradford from Kettering Health Network, who was here to recognize staff from Xenia Township Fire and City of Xenia Fire Departments for patient care of a cardiac arrest treatment.

Ms. Bradford stated she was the EMS Coordinator for Greene Memorial and Soin Hospitals and introduced Mr. John Hildabrand, EMS Coordinator for Sycamore and the Fund Group. Ms. Bradford asked Deputy Chief Beegle to explain the identified call. Deputy Chief Beegle explained the incident in more detail. Ms. Bradford stated the patient was in ICU and was later discharged and expected to make a full recovery. Mr. Hildabrand said thanks to the tremendous jobs of the EMS staff for this incident and saving a life. He explained the background of the award to be given tonight. Ms. Bradford stated this medal is in honor of first responders that have gone above and beyond the call of duty. She asked the honorees to come forward.

Mrs. Spradlin stated there were some appointments to do this evening and invited Shawn Richter, Jason Evans and Ed Harper to come forward. Deputy Chief Beegle advised Ed Harper was unable to make it due to another commitment. Mrs. Spradlin stated these three gentlemen had been with Xenia Township for many years and have been recommended by the Fire Chief, Deputy Fire Chief and Administrator.

Mrs. Spradlin moved to appoint Shawn Richter at \$14.14 per hour and Jason Evans at \$14.44 per hour to the position of Lieutenant and Ed Harper at \$14.63 per hour to the position of Captain, effective March 10, 2019. Mr. Miller seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2019-032

Mrs. Spradlin administered the oath of office to Lieutenants Jason Evans and Shawn Richter and observed the pinning-on ceremony of two new Lieutenants and congratulated both gentlemen.

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Mrs. Spradlin asked Hannah Conley and Aletha Friesen to come forward and administered the oath of office to the new Full Time Fire Fighter/Paramedics, Hannah Conley and Aletha Friesen.

Mrs. Spradlin stated they would take a five minute break, she reconvened at 7:10 p.m.

Mrs. Spradlin moved to accept the resignation of Preston Holland, Part Time FF2/EMT-B effective immediately. Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2019-033

Mrs. Spradlin moved to accept the resignation of Part Time FF2/Paramedic Jenna Williams effectively immediately. Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2019-034

Mr. Stock explained the repairs for Engine 53 and showed pictures of the damage. He stated this was the second time for this door to be damaged and the Road Department fixed it the first time. He stated this is the Engine that will be sold and explained it may sell better if this were to be repaired. There was discussion about how the damage occurred and if anything could be done to keep it from happening again. Mr. Miller asked if they should consider not making an insurance claim and just make the repairs. There was discussion about the insurance.

Mr. Miller moved to approve the Purchase Order to Jim's Collision Center for \$ 2,018.00 compartment repair of Engine 53 and forgo the insurance claim, from 2282-220-323-0130. Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2019-035

ROAD DEPARTMENT:

Mr. Pile advised of the salt amounts ordered to date and the salt amount left to be ordered for the 2018 -2019 season. He shared the amounts of salt and beet heet used so far this season. Mr. Miller asked if it would be a benefit to the Wilberforce University and the seminary to have a payment method for plowing. Mr. Stock advised the Township had been asked in the past to salt their parking lots and areas. He stated Mr. Pile would be concerned that the Road Department would be off the roads to provide service for private institutions. There was discussion about providing salt to the Universities and the costs.

Mrs. Spradlin asked about the Road Ride for 2019 and asked everyone about the suggested dates of April 12, or backup April 19, 8:00 a.m. She stated both dates worked for her. There was discussion about the dates and whether there were any conflicts with them. Mr. Miller stated he had conflicts with both suggested dates. Everyone decided April 26th at 8:00 a.m. would work best.

Mr. Pile stated during the work on the 125 complex, many outside sources were used to help complete different aspects of the complex. He stated the Road Department thought it would be a great idea if they had a cook out to show appreciation to the other entities. He stated with Mr. Seiter's retirement the Road Department thought this could double as a retirement cookout/get together for him. He said they were hoping to do this on April 26th in conjunction with the road ride. There was discussion about the cookout. Mrs. Spradlin stated the Township wanted to purchase something for Mr. Seiter for his 25 years of service. Mr. Miller agreed and stated he hopes that Mr. Seiter will attend to see all the appreciation for him and for Xenia Township.

Mr. Miller moved to approve \$300 for meal support to the Road Department for help at 125 Fairground project over the last couple years. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2019-036

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Mr. Pile stated Legacy Christian Academy will be providing the Township with students/volunteers to pick up trash along roads and pick up brush around 125 Fairground Road. He stated he believed this would happen around 9:30 a.m. to 2:00 p.m. on May 3. He stated the Road Department would be providing the trash bags and haul away of the brush and litter. He stated they would be providing the supervision of the students. There was discussion about the number of groups, the adult supervision and the materials needed for the day. Mr. Miller stated he would like to have the high school students design a sign regarding litter control, and maybe make a contest out of it as an incentive. There was discussion about the possible sign contest.

FISCAL OFFICER:

Mrs. Seiter advised to the Supplemental Revenue Certification. She stated there needed to be some adjustments based on the final projected taxes from the County Auditor and other revenues. She explained the adjustments in further detail.

Mrs. Spradlin moved to approve the Supplemental Certificate of the Total Amount of All Sources Available for Expenditures and Balances as presented. Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2019-037

Mr. Stock stated they could skip the Final Budget discussion until the next meeting.

Mrs. Seiter explained the need for a Then and Now Purchase Order to Detroit Salt for \$15,000.00 effective 02.12.2019 from Roads 2021-330-420-0000 and a small portion from a 2031 blanket certificate.

Mrs. Spradlin moved to approve a Then and Now Purchase Order to Detroit Salt not to exceed \$15,000.00 effective 02.12.2019 from Roads 2021-330-420-0000. Mr. Miller seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2019-038

Mrs. Seiter advised of Fund transfers made within Fund 2021 (\$3,515.65), 2031 (\$2k) and 2111 (\$3K). She stated this was to cover utilities, pre-employment physicals and the salt purchase.

Mrs. Seiter presented the bills. Mr. Miller moved to approve the bills. Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2019-039

Mrs. Seiter presented two bi-weekly and one monthly payroll. Mr. Miller moved to approve the payrolls as presented. Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2019-040

ADMINISTRATOR:

Mr. Stock requested a resolution of acceptance of Franz Seiter's retirement after 25 years of service.

Mrs. Spradlin moved to accept the resignation of Franz Seiter for retirement effective February 28, 2019. Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2019-041

Mr. Stock advised the Trustees he has a vacation scheduled from March 22-April 6, 2019.

Mr. Stock reported on the Xenia Chamber of Commerce meeting was about the Xenia City Hall of Honor on April 27, 2019, which will take place at Tecumseh School. The meeting was also about the new YMCA in Xenia and the Chamber dinner.

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Mr. Stock reported on the Water & Wastewater Advisory Committee meeting and stated the discussion was about the airport water project and the well field barriers.

Mr. Stock requested approval of a Cintas 24-month contract agreement. He stated the Road Department uniforms are with Miller Textiles and explained the differences between the two companies' products and costs. There was discussion about Cintas and the quote received.

Mrs. Spradlin moved to approve a 24 month contract agreement rate with Cintas as presented for Road uniforms and supplies. Mr. Miller seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

RESOLUTION NO. 2019-042

Mr. Stock asked if there were any topics the Trustees wanted to table until the March 7th meeting. Mrs. Spradlin stated there were a few items from the Executive Session that were not complete with the budget. She stated they still needed to discuss wages. Mr. Miller stated they had each submitted ideas for 125 Fairground Road and this discussion needs to take place and there are a few items that need to be dealt with before they approve the final budget. There was discussion about road projects and the areas that were planned to be addressed this year. There was discussion about Hawkins and Murray Hill Roads and how they need to be addressed.

Mrs. Spradlin stated the Final Budget would be tabled until the next meeting and they will not go back into Executive Session until the next meeting.

TRUSTEE BUSINESS:

Mr. Combs stated the Greene County Regional Planning meeting was cancelled.

125 Fairground Road Discussion

Mrs. Spradlin stated everyone had given ideas for the 125 Fairground Road projects. Mr. Combs stated he went to the property earlier today to see what had been done so far and to get ideas to suggest. He stated he thought of three ideas and stated first was to provide storage for overflow from Hamvention, second to provide meeting space for Hamventioners to conduct club meetings or training/teaching seminars, and third was to provide storage for any business that may need for inventory. He stated these were three basic ideas for this property. Mr. Miller stated if they look at the property as a whole, he saw two major needs to make the Road Department operable, one being the large blue building and the other for the salt and outside storage. He stated outside of that the property does not fit the need of the Road Department at this time. He stated the kiln building does not have any real purpose other than dry storage. He stated it would be best to get rid of the sprinkler system and just have some lights and outlets in this building. He stated for the Quonset hut, he did not have any reservation for its use, because there was plenty storage in the blue building. He did not see bulldozing but just maintaining the structure. He stated with the Rental Building they do not know who wants, for what purpose, but they have put money into this building. There was discussion about Hamvention wanting to rent this building if the Township gets occupancy this year. There was discussion about the different types of occupancy for the Rental Building. He stated he feels priority number one needs to be getting the blue building finished up and make it habitable for the Road Department and have it be more than just a building for Roads but also for storage for the Township if needed. Mrs. Spradlin stated she had thought of many ideas and stated occupancy is important. She stated her vision for this property was to be able to give something back to the Township. She stated she would like to work on the outside while waiting to obtain occupancy. She stated the area outside the fence towards James Ranch could be used for a rest area for the bike path and put a water fountain for them. She stated they could look for grants to have a playground put there. She stated maybe they could put a small wading pool in the area since the County pool was now closed, then in the winter it could be a skating rink. She stated this would just be one way to give back to the Township. She also suggested garden spots, a farmer's market and have groups work during events at the Fairgrounds and charge for parking. She stated with the Rental Building since the shape is somewhat dome-like, could it be used for a planetarium or for a photography studio, or receptions. She stated she thinks the blue building needs to be left alone to allow the Road Department to grow. She stated

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with the loading ramp she wondered if that could be used in some way for a listing business. She also thought a greenhouse type business could do well on the property as well. She stated the front parking lot could be used for a veteran's memorial, or the 9/11 memorial, and possibly a sign that showed community events. Mr. Stock advised he feels the security and the safety for all that use the property is very important. He stated it has been hard for him and Mr. Pile to see the future when they are looking at occupancy. He stated the nuances of the use really varies. He stated he has looked into a sign for out front and is still looking for other pricing at this time. He stated there are many things needed to keep the Road Department growing. He stated some of the ideas are great because they will bring the community in but many of the ideas have different types of occupancy involved. He stated they were still not sure about where all the waterline, storm water and sewer lines are located yet. Mrs. Seiter stated being in the storage business, people can be a problem. When they do not have renters, their business uses it for storage. She stated RV and boat storage are the easiest. Mr. Miller stated the biggest thing to remember is what they want to do and where money needs to be going. He stated the important thing would be to finish the blue building the way it is for the time being.

UPCOMING MEETING DATES:

March 7, Trustee Meeting
March 19, Zoning Commission, Health Department Meeting
March 21 Trustee Meeting

ADJOURNMENT:

Mrs. Spradlin moved to adjourn at 9:24 p.m. Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Miller – aye, Mr. Combs – aye. Motion **PASSED** by roll call of 3-0.

Xenia Township Board of Trustees

Date Approved: _____

Susan Spradlin, Chair

Resolution # _____

Attest:

L. Stephen Combs

Sheila J. Seiter, Fiscal Officer
MEH

Scott Miller