

**RECORD OF PROCEEDINGS**

**MINUTES OF THE XENIA TOWNSHIP TRUSTEES: REGULAR MEETING  
HELD ON: FEBRUARY 25, 2010 7:00 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.

Chair Scott Miller called the meeting to order at 7:00 p.m. with a welcome and introductions. Board Members present were John Faulkner Scott Miller, and Jim Reed. Also in attendance were Fiscal Officer Seiter, Zoning Inspector Painter, Public Works Superintendent Shuey and Fire Chief Meyers. Four residents were in attendance: Leona Fletcher, Dr. Willie Washington and Tim and Susan Spradlin. All participated in the Pledge of Allegiance.

**MINUTES:**

Faulkner moved to approve and dispense with the public reading of the minutes/transcript of the regular meeting on January 28. Reed seconded the motion. Motion Carried

Faulkner moved to approve and dispense with the public reading of the minutes of the regular meeting on February 9. Reed seconded the motion. Motion Carried

Faulkner moved to approve and dispense with the public reading of the minutes/transcript of the special hearing/meeting on February 10. Reed seconded the motion. Motion Carried

Faulkner moved to table the approval of the minutes of the monthly work session of February 16, special meeting of February 20 and special meeting of February 23 until the Board has had time to review them. Trustees and Fiscal Officer agreed.

**FINANCE:**

Fiscal Officer Seiter provided a request for approval of bills and payroll in the amount of \$111,919.33 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. 2010-39  
Roll Call Ayes: Miller, Faulkner and Reed Motion Carried

Seiter advised the current and prior fund status reports are in the correspondence file for Trustee’s review.

Painter provided a purchase order request to Comprehensive Screening Services for annual and new supervisor training for the drug free work place program for a total of \$760. Painter advised this is a new vendor approved by BWC. The training is to be the week of March 15<sup>th</sup>. Faulkner moved to approve said request. Motion seconded by Reed. Resolution No. 2010-40  
Roll Call Ayes: Miller, Faulkner and Reed Motion Carried

**FIRE DEPARTMENT:**

Trustees and Chief Meyers talked about the needs for the replacement kitchen in fire station 51. Chief Meyers provided three purchase order requests based on prior discussions and directions from the Board of Trustees.

The first request is for The Kitchen Place for cabinets, appliances and related materials including installation per the quote of \$16,406.32. Faulkner moved to approve said request noting the Kitchen Place provides the best value and the cabinets should be in in 3-4 weeks. Motion seconded by Miller. Resolution No. 2010-41  
Roll Call Ayes: Miller, Faulkner and Reed Motion Carried

Chief Meyers provided a report and request for a purchase order to Brock Air Products for \$4,925 for the range hood system per the attachment. Miller moved to approve said request. Motion seconded by Faulkner. Resolution No. 2010-42  
Roll Call Ayes: Miller, Faulkner and Reed Motion Carried

Chief Meyers provided a purchase order request to J & J Electric for \$2,838 for the installation of the hood system and other electrical kitchen needs per the attached quote. Faulkner moved to approve said request. Motion seconded by Miller. Resolution No. 2010-43  
Roll Call Ayes: Miller, Faulkner and Reed Motion Carried

**ROAD DEPARTMENT:**

Shuey provided a report on the January 29<sup>th</sup> Storm water meeting. It was an annual Greene County Sanitary Pollution Prevention Class. All four road employees attended. Reed asked about effects of our road building location. Shuey explained current building’s processes and advised the trucks are washed at the Beavercreek Township facility. Miller noted the importance of moving.

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### ZONING:

Permits issued since February 2: None

Zoning Commission: Held a meeting on February 4 and will hold a work session on March 4 to discuss the definition of public community center building.

Miller advised he felt the February 23<sup>rd</sup> joint work session with the Trustees and zoning boards was productive and a success.

### COMMITTEE REPORTS:

Chamber of Commerce: Reed advised Montgomery's seat on the board was lost.

Miami Valley Reg. Plan. Com.: Faulkner advised next meeting is March 4<sup>th</sup>.

---Technical Advisory Committee: No report

Greene Co. Reg. Plan. Coordin. Com.: No meeting

District Advisory Council of Health District: No report – next meeting in spring.

Water & Wastewater Advisory Committee: (quarterly) No meeting

Source water: Next meeting June 8. Faulkner reminded the Board still needs a work session on this.

Xenia Economic Growth Corp.: Miller reported on the February 23<sup>rd</sup> meeting. There was much discussion about an unidentified potential client for the area and additional income tax for the City.

County Managers and Officials: No report

Safety Council: Painter and Shuey attended February's meeting and advised the presentation was on propane. Chief Meyers is to attend the March meeting. Trustee Reed to attend the April meeting.

Brief Recess

### OLD/UNFINISHED BUSINESS:

US 68 South and Union Road property: Faulkner advised he is to receive the written letter of support from the City of Xenia Friday. Confirmed the March 3<sup>rd</sup> 8 am meeting with ODOT. Faulkner reported on the two quotes received from boring companies of Bowser Morner for \$2,710 and ATC for \$4,000. Faulkner advised while ATC's quote is higher, it is due to their recommendation of more (5) borings and thus recommended using them, ATC. Road Public Works Superintendent Shuey explained the test process up front for the purpose of the "feasible" building site, future costs and recommended the five borings option also. Painter has been working on obtaining the letter from the owner (State) to allow the boring company access on the property.

Chief Meyers advised the new tanker review trip to Deep South Fire Trucks in Mississippi has been rescheduled for March 8, 9 and 10.

### NEW BUSINESS:

Trustees and Shuey confirm the date for the annual road review ride for Friday, April 16<sup>th</sup> starting at 8:20 am. Seiter will advertise closer to the date.

Seiter reported the Township's annual budget appropriation total for 2010 has crossed over into the next category for the chart that determines the elected officials' pay. She explained the large span in the figures and how the township has been close over the last several years. Therefore, she obtained an opinion from the Greene County Prosecutor's Office to determine the legal way to handle the change. Ms. Ellis has confirmed the change permits the increase of the elected officials pay and does NOT constitute an improper in-term increase. Seiter advised the increase is mainly due to the large amount of estate tax funds received over the past three or so years. Tim Spradlin asked what the current contract amount received from Caesarscreek Township is and if that made the difference. Seiter advised \$100,000 and that it did take a part in the increase as well as the last revision to the agreement with Time Warner. Seiter explained how the amount was not over the threshold into the next category by very much. She also explained that with the upcoming purchase of the new replacement tanker and the unknown estate tax revenue each year, she expects the total budget amount to drop back down to the prior category in 2011 and thus the elected officials' pay would also decrease.

Tim Spradlin asked if the Township was still billing Central State University (for fire department calls). Trustees advised no. Spradlin said he hoped there is a good reason why as it took lots of years to build and was an advantage. Faulkner advised there is ongoing communications from last, mid fall and it is time to get back on task.

Trustee Faulkner provided a request for reimbursement as a then and now purchase order for items he purchased last year of office supplies and photo finishing for a total of \$21.29. Reed moved to approve said request. Motion seconded by Miller. Resolution No. 2010-44

Roll Call

Ayes: Miller, Faulkner and Reed

Motion Carried

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Tim Spradlin asked about (himself) being reinstated to the fire department as he turned a letter into the Chief a while back and has not been able to communicate with him. Trustees advised that process is up to the Chief and his staff to bring to the Board for action. Reed asked about Spradlin’s other prior request to be appointed to one of the zoning boards. Painter advised the boards are full at this time. Reed noted someone recently stepped down. Painter advised that member has taken a leave of absence and the alternates are covering.

Spradlin advised he would attempt to make contact with the Chief again.

**UPCOMING MEETINGS:**

- February 25, Noon Land Use Planning Meeting
- February 25, 7:00 pm Board of Trustee’s Regular Meeting
- March 3, 8:00 am Board of Trustee’s Special Meeting with ODOT
- March 11, 7:00 pm Board of Trustee’s Regular Meeting
- March 18, 8:00 am Board of Trustee’s Monthly Work Session
- March 25, 7:00 pm Board of Trustees’ Regular Meeting

**CORRESPONDENCE IN FILE:**

- From Gr. Co. Engineer, Feb. 19, collective bidding program for 2010, due March 12, 2010.
- From MVRPC, Feb. 10, annual roadway, project survey, due March 10, 2010.
- To and from FO Seiter and State Legal Division, Jan. 14, re: changes in elected officials pay based on annual budget. Copy e-mail forwarded to Trustees and Greene Co. Asst. Pros. Miller same date.
- To and from FO Seiter and Asst. Pro. Miller, Jan. 26, e-mails re: opinion on officials pay per budget.
- From Asst. Gr. Co. Pros. Ellis, received Feb. 12, opinion permitting increases in pay for all four officials based on new budget figure for 2010.
- To Roy Colbrunn, from Board of Trustees, Feb. 23, re: disciplinary action.
- To and From Xenia City Manager Percival and Trustee Faulkner, Feb. 25, e-mails requesting and advising of letter of support for the Township to acquire the property at US 68 and Union Roads.
- To Richard Stiles, Jan. 27, letter of appreciation for years of service.
- To Xenia Gazette, Feb. 17, news item notice of special meeting on Feb. 20.
- To Xenia Gazette, Feb. 26, news item notice of special meeting on March 3.
- To residents Mr. Scott and Ms. Harron, Jan. 28 from Trustee Faulkner, requesting consideration of a location for broadband service on their property.
- From Xenia Chamber, Feb. 18, acknowledgement and benefits of membership.
- To Gr. Co. Combined Health District, Feb. 19, notice of Xenia Twp. representatives. Feb. 4, request for same from Health District.
- From Painter to Wilberforce newsletter, Feb. 24, tidbit submission.

**ADJOURN: 8:17 pm**

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

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SCOTT W. MILLER, CHAIR

ATTEST:

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JOHN D. FAULKNER

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SHEILA J. SEITER, FISCAL OFFICER

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JIM REED