

RECORD OF PROCEEDINGS

MINUTES OF THE

SPECIAL/REORGANIZATIONAL MEETING

XENIA TOWNSHIP TRUSTEES:

December 30, 2024 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 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, Jeremy VanDyne, Trustee, Jacqueline Robinson, Fiscal Officer.

In attendance: Alan Stock; Township Administrator.

FISCAL OFFICER:

Ms. Robinson presented the November monthly financials.

Ms. Robinson asked the Trustees to move to approve bills as presented.

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

RESOLUTION NO. 2024-192

Ms. Robinson asked the Trustees to move to approve payroll as presented.

Mr. Combs moved to approve payroll as presented. Mr. Miller seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2024-193

Ms. Robinson asked the Trustees to move to approve Township minutes: Regular Trustee's Meeting November 21, 2024.

Mr. Combs moves to approve Township minutes: Regular Trustee's Meeting November 21, 2024. Mr. Miller seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2024-194

Ms. Robinson asked the Trustees to move to approve Township minutes: Special Trustee's Meeting December 3, 2024.

Mr. Miller moves to approve Township minutes: Special Trustee's Meeting December 3, 2024. Mr. Combs seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2024-195

Ms. Robinson asked the Trustees to move to approve the Township's ability to request on-going early draws from the County Auditor's Office on the semiannual property tax settlements if the Fiscal Officer and Township Administrator both agree.

Mr. Miller asked that the words "on-going" be omitted from the Resolution.

Mr. Combs moves to approve the Township's ability to request early draws from the County Auditor's Office on the semiannual property tax settlements if the Fiscal Officer and Township Administrator both agree. Mr. Miller seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2024-196

FIRE DEPARTMENT:

Chief Beegle was absent, Mr. Stock presented an update on Roy "Tank" Colbrunn.

Chief Beegle was absent, Mr. Stock asked the Trustees to move to accept the resignation of PT FFII/Paramedic Luke Sorenson for medical reasons, effective immediately. He would be eligible for rehire.

Mr. Miller moved to accept the resignation of PT FFII/Paramedic Luke Sorenson for medical reasons, effective immediately. He would be eligible for rehire. Mr. Combs seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2024-197

Chief Beegle was absent, Mr. Stock asked the Trustees to move to accept the resignation of PT FFII/EMT Jonathan Patterson, effective December 31, 2014. He would be eligible for rehire.

Mr. Combs moved to accept the resignation of PT FFII/EMT Jonathan Patterson, effective December 31, 2014. He would be eligible for rehire. Mr. Miller seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2024-198

Chief Beegle was absent, Mr. Stock asked the Trustees to move to rehire Ben Supplee as a FFII/EMTP at \$18.49 per hours effective Dec 15, 2024.

Mr. Miller moved to rehire Ben Supplee as a FFII/EMTP at \$18.49 per hours effective Dec 15, 2024. Mr. Combs seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2024-199

Chief Beegle was absent, Mr. Stock presented the newest Fire Inspectors: Deputy Chief Albertini, Pierson Grant, Matt Nozar, Stacy Whitby, and Stephen Holton.

Chief Beegle was absent, Mr. Stock presented the 2024 Grants summary for the Fire Department in the amount of \$268,334.90.

Chief Beegle was absent, Mr. Stock presented the Incentive Pays: 600 Hours, Brian Miller-, \$500 earned \$0.82 more per hour worked this year; 1000 Hours –Jessica Williams, \$750- (earned an additional \$1.58 more per hour worked this year); 1400 hours, \$1,000 – Adam Bush, Ryan Cope, Nathan Miller (earned an additional \$2.30 more per hour worked this year).

Mr. Van Dyne asked for an update on Engine 51's damages. Mr. Stock stated that it has been towed to Acme Springs where they are waiting on parts to repair it. It was also stated that the entire bill for repair could be anywhere from 7-10 thousand.

TOWNSHIP ADMINISTRATOR:

Mr. Stock presented a discussion of the potential email address change to xeniatownshipoh.gov. It was stated that this will be gradual process over several months and that TechAdvisors is looking into a grant to help offset some of the cost of changing the email addresses.

Mr. Stock presented an update on third party IT vendor, TechAdvisors. He stated that they have found a few issues that they are working to fix or have already fixed.

Mr. Stock presented that the registering XTWP with America250 OH, complete. He stated that the Township will be displaying signs at all the locations, and that Greene County's 250 celebration will be on July 4 held at the Fairgrounds.

Mr. Stock gave notification of Kinsey Greene Apartments funding updates to enhance current Section 8 apartments. He stated that all jurisdictions within .5 mile needs to be notified.

Mr. Stock presented that the Xenia Area Nova Print magazine every other year ¼ add for 2025-2027 \$100.00 higher at \$795.00.

Mr. Stock asked the Trustees to move to provide our Administrative Assistant with a 2024 bonus of \$500.00.

Mr. Combs moved to provide our Administrative Assistant with a 2024 bonus of \$500.00. Mr. VanDyne seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2024-200

Mr. Stock asked the Trustees to move to move Alex Sparks from Service Worker I to Service Worker II with an increase to \$24.00 per hour effective the first-full pay in 2025.

Mr. Miller asked to table this until last to hold an Executive Session first.

Mr. Stock presented a discussion on the renewal to Miami Valley Regional Planning 2025 the cost would be \$3,573.26. This topic will be discussed at the next meeting to decide if this is a useful benefit to the Township.

Mr. Stock asked the Trustees to move to allow Fire Administration and Township Administer to enter into tuition reimbursement (1/2 tuition) annually for three firefighters in good standing and compliance with the participation requirements for Fire Officer I.

Mr. Miller moved to allow Fire Administration and Township Administer to enter into tuition reimbursement (1/2 tuition) annually for three firefighters in good standing and compliance with the participation requirements for Fire Officer I. Mr. Combs seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2024-202

Mr. Stock asked the Trustees to move to allow Fire Administration and Township Administer to enter into tuition reimbursement (1/2 tuition) annually for three firefighters in good standing and compliance with the participation requirements for Fire Officer II.

Mr. Miller moved to allow Fire Administration and Township Administer to enter into tuition reimbursement (1/2 tuition) annually for three firefighters in good standing and compliance with the participation requirements for Fire Officer II. Mr. Combs seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2024-203

Mr. Stock asked the Trustees to move to allow Fire Administration and Township Administer to enter into tuition payment, eligible for State Reimbursement Training Grant annually for three firefighters in good standing and compliance with the minimum participation requirement.

Mr. Miller moved to allow Fire Administration and Township Administer to enter into tuition payment, eligible for State Reimbursement Training Grant annually for three firefighters in good standing and compliance with the minimum participation requirement. Mr. Combs seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2024-204

Mr. Stock asked the Trustees to move to accept the 2025 Final Budget with the understanding the final carryover amount may be adjusted.

It was stated that there will be minimal carryover changes.

Mr. Miller moved to Move to accept the 2025 Final Budget with the understanding the final carryover amount may be adjusted. Mr. Combs seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2024-205

TRUSTEES' BUSINESS:

Mr. Stock asked the Trustees to move to set the Trustees Compensation under the provision of ORC 505.24 to be paid 200 times daily rate from the General Fund, paid monthly.

Mr. Combs moved to set the Trustees Compensation under the provision of ORC 505.24 to be paid 200 times daily rate from the General Fund, paid monthly. Mr. Miller seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2024-206

Mr. Stock asked the Trustees to move to set the 2025 Trustee meeting days and times.

Mr. Combs moved to set the 2025 Trustee meeting on the 1st and 3rd Thursdays of the month at 6:00 PM, with the acknowledgement that meeting dates and times are subject to change. Mr. VanDyne seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2024-207

Mr. Stock asked the Trustees to move to appoint the Attached Committee Appointments.

Mr. VanDyne moved to appoint the Attached Committee Appointments. Mr. Combs VanDyne seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2024-208

Mr. Stock asked the Trustees to move to reappoint M. Cookie Newsome to the Zoning Commission from 1 Jan, 2025 until 31 Dec, 2029.

Mr. Combs moved to reappoint M. Cookie Newsome to the Zoning Commission from 1 Jan, 2025 until 31 Dec, 2029. Mr. VanDyne seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2024-209

Mr. Stock asked the Trustees to move to reappoint Aiden Kolbe to the Board of Zoning Appeals from 1 Jan, 2025, until 31 Dec, 2029.

Mr. Miller moved to reappoint Aiden Kolbe to the Board of Zoning Appeals from 1 Jan, 2025, until 31 Dec, 2029. Mr. VanDyne seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2024-210

Mr. Stock asked the Trustees to move to appoint the 2025 Trustee Chair.

Mr. Miller moved to appoint Mr. VanDyne as 2025 Trustee Chair. This motion failed for lack of second.

Mr. VanDyne moved to appoint Mr. Combs as 2025 Trustee Chair. Mr. Combs seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2024-211

Mr. Stock asked the Trustees to move to appoint the 2025 Trustee Vice-Chair.

Mr. VanDyne moved to appoint Mr. Miller as 2025 Trustee Vice-Chair. Mr. Combs seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2024-212

Mr. Stock asked the Trustees to move to create a PO to Melvin Stone for \$3,279.11 from 2272-190-420-0000.

Mr. Miller moved to create a PO to Melvin Stone for \$3,279.11 from 2272-190-420-0000. Mr. Combs seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2024-213

MR. COMBS MOVED TO GO INTO EXECUTIVE SESSION UNDER SECTION 121.22 (G) (1) TO CONSIDER THE APPOINTMENT, EMPLOYMENT, DISMISSAL, DISCIPLINE, PROMOTION, DEMOTION, OR COMPENSATION OF A PUBLIC EMPLOYEE OR OFFICIAL. MR. VANDYNE SECONDED THE MOTION. ROLL CALL: MR. COMBS – AYE, MR. MILLER – AYE, MR. VANDYNE – AYE. MOTION PASSED BY ROLL CALL OF 3-0. PRESENT IN THE EXECUTIVE SESSION: ALL ELECTED OFFICIALS, MR. STOCK.

EXECUTIVE SESSION 7:10 PM – 8:00 PM

Mr. Miller moved to move Alex Sparks from Service Worker I to Service Worker II with an increase to \$24.00 per hour effective the first-full pay in 2025. Mr. Combs seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – aye. Motion PASSED by roll call of 3-0.

RESOLUTION NO. 2024-201

ADJOURNMENT:

Mr. Combs moved to adjourn at 8:01 P.M. Mr. VanDyne seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – aye. Motion PASSED by roll call of 3-0.

Xenia Township Board of Trustees

Date Approved: _____

L. Stephen Combs, Chair

Resolution # 2025-_____

Attest:

Scott Miller

Jacqueline Robinson, Fiscal Officer

Jeremy VanDyne

