

## RECORD OF PROCEEDINGS

**MINUTES OF THE  
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING  
OCTOBER 20, 2022 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 offered to the public via Zoom with the invitation credentials on the website the day before. Zoom meetings will be offered but quorum can not be met by Zoom.**

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

All participated in the Pledge of Allegiance.

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

In attendance: Alan Stock, Administrator

Guests: Brian Martin, Miami Valley Regional Planning Executive Director; Marlian Moir, Trustee Miami Township.

Brian Martin of MVRPC spoke to the trustees about MVRPC and what they are doing for the region, and why the township should stay as a member. The township rejoined in 2022; dues have not been increased since 1990; there will be an increase of approximately 15% in 2023. Mr. Martin stated many reasons for the township to remain its membership: Federal funds are coming to the region with several infrastructure projects; and there are several Economic Development projects are coming to the region just to highlight a few reasons. Mr. Martin will resend the Bickett Road Study that was done in 2006 as there has been an interest to revisit this study. Trustee Miller informed Mr. Martin about upgrades on 68S and what role could MVRPC play to express the townships concerns with ODOT. Mr. Martin is willing to come back to a meeting to discuss any concerns the township may have.

### **FISCAL OFFICER:**

Ms. Robinson reminded everyone that the end of encumbering expenditures for 2022 except emergency spending starting Nov 18, 2022.

Ms. Robinson presented payroll.

Mr. Combs moved to approve the payroll s 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. 2022-171**

Ms. Robinson presented bills.

Mr. Miller moved to approve the bills s presented. 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. 2022-172**

**XENIA TOWNSHIP TRUSTEES  
REGULAR MEETING, OCTOBER 20, 2022**

Ms. Robinson presented minutes from Trustee Meetings 9.15.22.

Mr. Combs moved to approve the minutes from 9.15.22. 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. 2022-173**

**TOWNSHIP ADMINISTRATOR:**

Mr. Stock updated the trustees of the impending PSISN software increase and 911 Call Center increase. The township has never been billed for the PSISN software in the 10 years it has been in service, the costs for 2023 are approximately \$3,000. The 911 dispatch fees are increasing 56% or \$\$12,838; currently township pays \$16,000 annually, the new proposed rate is \$29,006 annually. Mr. Stock has received a copy of the contract and is in conversation with other entities.

Mr. Stock asked the trustees to accept the CBA 3 agreement.

Mr. Combs moved to accept the CBA 3 agreement. 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. 2022-174**

Mr. Stock asked the trustees to accept the Major Medical Insurance proposal from Ohio Insurance Agency for United Health care for 2023 at the 12.5% increase from 2022 rates.

Mr. Combs moved to accept the Major Medical Insurance proposal from Ohio Insurance Agency for United Health care for 2023 at the 12.5% increase from 2022 rates. 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. 2022-175**

Mr. Stock presented the Financial Snapshot – Revenue is up by \$152k; MRL rent was increased, they are happy with facility and want to stay in the township rather than be located in the city of Xenia.

Xenia Area of Commerce Report – Mr. Stock reported Cedarville University has an exhibit on Veterans, Collett Sealing is selling their business and Kettering Health is opening a clinic in Wilmington.

Mr. Stock mentioned that the OTA Winter Conference is January 25-27, 2023; Mr. Stock and Trustee Miller will be attending.

Mr. Stock informed the trustees that the Caesar Creek Collaborative with source water protection.

**FIRE DEPT:**

Incentive Pay 600 hrs. \$500 –Jason Evans.

**ROAD DEPT:**

Mr. Stock asked the trustees to approve the Annual Road Report. This is being put on hold until next meeting.

Mr. Stock asked the trustees to accept the quote from K-Tech Specialty Coatings for \$7,360.00, 4,600 gal at \$1.60 p gal, and create a PO for the same from 2021-330-420-0000.

Mr. Miller moved accept the quote from K-Tech Specialty Coatings for \$7,360.00, 4,600 gal at \$1.60 p gal, and create a PO for the same from 2021-330-420-0000. 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. 2022-176**

**XENIA TOWNSHIP TRUSTEES  
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**TRUSTEES' BUSINESS:**

Mr. Combs moved to adjourn at 7:29pm. Mr. Miller 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 # 2022-\_\_\_\_\_

Attest:

\_\_\_\_\_  
Scott Miller, Trustee

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Jacqueline Robinson, Fiscal Officer

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Jeremey VanDyne, Trustee