

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**SPECIAL MEETING
November 30, 2023 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 6:02 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:

Mr. Robinson presented the bills.

Mr. Combs moved to approve the 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. 2023-191

Ms. Robinson presented the payroll.

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. 2023-192

Ms. Robinson presented Trustee Minutes from Regular Meeting 2023.11.16.

Mr. Combs moved to approve Trustee Minutes from Regular Meeting 2023.11.16 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. 2023-193

FIRE DEPARTMENT:

Chief Beegle was absent, Mr. Stock asked the Trustees to move to appoint Tyler Greene as a PT, shifted FF1 at a rate of \$13.58 an hour effective immediately.

Mr. Combs moved to appoint Tyler Greene as a PT, shifted FF1 at a rate of \$13.58 an hour effective immediately. 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. 2023-194

Chief Beegle was absent, Mr. Stock presented that Chief will be out of town Dec 2 thru Dec 8 to attend the National Fire Academy.

Chief Beegle was absent, Mr. Stock presented Incentive Hour achievements. 600 Hours, \$500; 1000 Hours - \$750 Steven Edge and Jessica Williams (earned \$1.58 more per hour worked this year); 1400 hours - Tim Hines and Luke Sorensen, \$1,000 (earned \$2.30 more per hour worked this year).

TOWNSHIP ADMINISTRATOR:

Mr. Stock presented the Financial Snapshot.

Mr. Stock presented the Chamber of Commerce report.

Mr. Stock asked the Trustees to move rescind Resolution 2022-131 along with the associated PO of the purchase of a Ford Interceptor.

Mr. Miller moved to rescind Resolution 2022-131 along with the associated PO of the purchase of a Ford Interceptor. 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. 2023-195

Mr. Stock asked the Trustees to move to accept the purchase price of \$42,778.00 from Key Chrysler for a 2023 Dodge Durango from the same account as the Ford Interceptor.

Mr. Combs moved to accept the purchase price of \$42,778.00 from Key Chrysler for a 2023 Dodge Durango from the same account as the Ford Interceptor. 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. 2023-196

Mr. Stock asked the Trustees to move to accept from HCST the annual phone software contract of \$62.82 for the year.

Mr. Miller moved to accept from HCST the annual phone software contract of \$62.82 for the year. 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. 2023-197

Mr. Stock asked the Trustees to move to accept from Danco three (3) bids of \$ 3,290.12 for the lettering of the two (2) new Durango's and the New Medic from the ARPA Fund.

Mr. Combs moved to accept from Danco three (3) bids of \$ 3,290.12 for the lettering of the two (2) new Durango's and the New Medic from the ARPA Fund. 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. 2023-198

Mr. Stock asked the Trustees to move to allow Fire Administration and Township Administer to approve into tuition reimbursement (1/2 tuition) during 2024 for three firefighters in good standing and compliance with the participation requirements for Fire Officer. Subject to be reimbursed by State and Federal.

Mr. VanDyne moved to allow Fire Administration and Township Administer to approve into tuition reimbursement (1/2 tuition) during 2024 for three firefighters in good standing and compliance with the participation requirements for Fire Officer. Subject to be reimbursed by State and Federal. 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. 2023-199

Mr. Stock asked the Trustees to move to allow Fire Administration and Township Administer to approve into tuition reimbursement (1/2 tuition) during 2024 for three firefighters in good standing and compliance with the participation requirements for Fire Officer II. Subject to be reimbursed by State and Federal.

Mr. VanDyne moved to allow Fire Administration and Township Administer to approve into tuition reimbursement (1/2 tuition) during 2024 for three firefighters in good standing and compliance with the participation requirements for Fire Officer II. Subject to be reimbursed by State and Federal. 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. 2023-200

Mr. Stock asked the Trustees to move to allow Fire Administration and Township Administer to approve tuition payment, eligible for State Reimbursement Training Grant during 2024 for three firefighters in good standing and compliance with the participation requirements for Firefighter II. Subject to be reimbursed by State and Federal.

Mr. VanDyne moved to allow Fire Administration and Township Administer to approve tuition payment, eligible for State Reimbursement Training Grant during 2024 for three firefighters in good standing and compliance with the participation requirements for Firefighter II. Subject to be reimbursed by State and Federal. 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. 2023-201

Mr. Stock asked the Trustees to move 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 sees an upcoming cash-flow needs or benefits during 2024.

Mr. Miller moved 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 sees an upcoming cash-flow needs or benefits during 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. 2023-202

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. Miller 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. 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. 2023-203

Mr. Stock asked the Trustees to move to set the 2024 Meeting dates and times to first and third Thursdays of each month at 6:00pm subject to change as needed.

Mr. Combs moved to set the 2024 Meeting dates and times to first and third Thursdays of each month at 6:00pm subject to change as needed. 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. 2023-204

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

Mr. Miller moved to appoint the Attached Committee Appointments. 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. 2023-205

Mr. Stock asked the Trustees to move to reappoint Jeffrey Zweber to the Xenia Township Zoning Commission from 1 Jan, 2024 until 31 Dec, 2028.

Mr. Miller moved to reappoint Jeffrey Zweber to the Xenia Township Zoning Commission from 1 Jan, 2024 until 31 Dec, 2028. 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. 2023-206

Mr. Combs moved to go into EXECUTIVE SESSION, 121.22 (G) (1) To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. VanDyne seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne - aye. Motion PASSED by roll call of 3-0. Also in attendance: All Elected Officials and Township Administrator

Executive Session from 7:19 PM to 7:30 PM

TRUSTEE:

Mr. Miller presented an update on the new State Park progress, and ODOT discussions.

ADJOURNMENT:

Mr. Combs moved to adjourn at 7:47 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 # 2023-_____

Attest:

Scott Miller

Jacqueline Robinson, Fiscal Officer

Jeremy VanDyne