

## RECORD OF PROCEEDINGS

**MINUTES OF THE  
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING  
NOVEMBER 04, 2021 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 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 are offered but quorum cannot be met by Zoom.**

Chair Steve Combs called the Trustee Meeting to order at 6:00p.m.  
All participated in the Pledge of Allegiance.

ROLL CALL: Steve Combs, Trustee Chair; Scott Miller, Trustee - absent; Susan Spradlin, Trustee; and Jacqueline Robinson, Fiscal Officer.

In attendance: Township Administrator; Alan Stock; Guests: Trustee-elect Jeremy VanDyne and Xenia Council Member – Will Urschell.

### **FISCAL OFFICER:**

The Fiscal Officer presented the monthly financial statements.

The Fiscal Officer presented the payroll.

Mr. Combs moved to accept payroll as presented. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin–aye, Mr. Combs–aye, Mr. Miller - absent. Motion PASSED by roll call of 2-0.

### **RESOLUTION NO. 2021-172**

The Fiscal Officer presented the bills.

Mr. Combs moved to accept the bill as presented. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin–aye, Mr. Combs–aye, Mr. Miller - absent. Motion PASSED by roll call of 2-0.

### **RESOLUTION NO. 2021-173**

The Fiscal Officer presented minutes for the regular meetings: 9.16.21; minutes from the 9.16.21 meeting are on hold for Mr. Miller's review.

### **TOWNSHIP ADMINISTRATOR: FIRE DEPARTMENT**

Mr. Stock asked the trustees to accept the proposal of All-American Fire Equipment for \$176,818.05 for a Brush Truck, delivery by early 2023 from both of the fire funds.

Mr. Combs moved to accept the proposal of All-American Fire Equipment for \$176,818.05 for a Brush Truck, delivery by early 2023 from both of the fire funds Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin–aye, Mr. Combs–aye, Mr. Miller - absent. Motion PASSED by roll call of 2-0.

### **RESOLUTION NO. 2021-174**

Mr. Stock asked the trustees to accept the resignation of fulltime FF Hannah Conley and move her status to part-time effective January 21, 2021.

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Mr. Combs moved to accept the resignation of fulltime FF Hannah Conley and move her status to part-time effective January 21,2021. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin–aye, Mr. Combs–aye, Mr. Miller – absent. Motion PASSED by roll call of 2-0.

**RESOLUTION NO. 2021-175**

Mr. Stock asked the trustees to approve the tuition reimbursement contract for Fire Officer 2 for both Lt Jason Evans and Joe Mahaffey to reimburse ½ their tuition after successful completion of the course in the total amount of \$346.56

Mr. Combs moved to approve the tuition reimbursement contract for Fire Officer 2 for both Lt Jason Evans and Joe Mahaffey to reimburse ½ their tuition after successful completion of the course, total amount \$346.56. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin–aye, Mr. Combs–aye, Mr. Miller – absent. Motion PASSED by roll call of 2-0.

**RESOLUTION NO. 2021-176**

Mr. Stock informed the trustees of the following incentive's as of the last pay period; Incentive bonus: 1,000 Hours: Brian Miller, TJ Fries, Jason Evans & Carl Schneider, 600 Hours: Tony Albertini, Elizabeth Sheridan, Logan Surls, Kelley Weeks

**TOWNSHIP ADMINISTRATOR:  
ROAD DEPT:**

The township administrator updated the trustees that as soon as the stimulus applications are done Jim and his group will be visiting Kalida as multiple trucks are being built.

The road department is working with Stephanie Goff, Greene County Engineer on the ODOT Stimulus package application.

**TOWNSHIP ADMINISTRATOR:**

Mr. Stock shared with the trustees, that the township will return \$1,000.00 to Ohio Department of Commerce regarding cemetery project that was not completed within one (1) year. There is the opportunity to apply for the funds in the future.

Mr. Stock shared the Temp Budget updates and the financial snapshot. Revenue is up in all funds; expenses are on track. Working on the temporary budget for 2022 along with actual budget.

Mr. Stock shared the Major Medical Insurance for 2022 first read. The policy is exactly the same coverage as last year, premium increased by 6%. The resolution is on hold until next meeting for Mr. Miller's input since he participates in the health insurance group.

Mr. Stock shared the MOU from the City Xenia for use of Fire apparatus for discussion. On November 3, 2021 the city of Xenia borrowed the township's equipment while the city's equipment was being pump tested. The letter of MOU is after the fact, which did not allow the trustees to approve or disapprove of the usage request. The trustees are in charge of the township and these requests, even though Chief Beegle has reviewed and approved the request, need to have their input and approval on these requests. Xenia township more often provides mutual aid to the city than the city provides to the township. In the past, the city has not been fair in their practices pertaining to the township and this request is another example, since the city had prior knowledge of pump testing but requested the apparatus at the last minute. Chief Beegle, should not be put in the middle of these types of requests, being a city employee.

Mr. Stock presented 2022 VVFD recommendations for discussion. Sheila Seiter and Don Dyer are the two appointed members; Brian Simpson, Shawn Richter are the 2 fire department members and Chris Seiter is the volunteer member. Mr. Stock will reach out to the current appointed and volunteer member to see if they are interested in serving in

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2022. Once those have been selected the fire department members are selected.

Mr. Stock asked the trustees to create an additional P.O. to Plank Law (Solar) for \$5,000.00 from 1000-110-319-0000.

Mrs. Spradlin moved to create an additional P.O. to Plank Law (Solar) for \$5,000.00 from 1000-110-319-0000; Mr. Combs seconded the motion. Roll Call: Mrs. Spradlin–aye, Mr. Combs–aye, Mr. Miller - absent. Motion PASSED by roll call of 2-0.

**RESOLUTION NO. 2021-177**

Mr. Stock presented information that Kent Harbison passed on October 29, 2021. The zoning commission will have an open seat, with the term expiring 12/31/24.

**TRUSTEES' BUSINESS:**

Mr. Stock asked the trustees to create an additional P.O. to Albers and Albers, LLC for \$5,000.00 from 1000-110-319-0000,

Mr. Combs moved to create an additional P.O. to Albers and Albers, LLC. for \$5,000.00 from 1000-110-319-0000; Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin–aye, Mr. Combs–aye, Mr. Miller - aye. Motion PASSED by roll call of 2-0.

**RESOLUTION NO. 2021-178**

Mr. Stock asked the trustees to create a PO to the mediator for work performed. This is on hold.

Mr. Combs updated the trustees on the GC Regional Planning – Mr. Combs asked the commissioner's if they were for or against the solar project, they assured Mr. Combs that they will be unified in their decision. The county is working to bring broadband to the rural eastern side of the county.

Guest: Mr. Urschell, is the chair of the Economic Development committee and Public Safety committee for the city of Xenia. Mr. Urschell would like to have a township member on both committees and is working with city on that inclusion.

Mr. Combs moved to enter in to executive session at 8:27 pm; Mrs. Spradlin seconded the motion, Executive Session 121.22 (G) (1) To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee... and Session 121.22 (G) (8) To consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiations with other political subdivisions respecting requests for economic development.

In attendance: elected officials and township administrator in attendance.

Out of executive session at 9:12pm; recording started.

The following motions were accepted following executive session.

Allow the Township Administrator to place 1333 E Main for sale and enter into an agreement based upon executive meeting discussions.

Mr. Combs moved to allow the Township Administrator to place 1333 E Main for sale and enter into an agreement based upon executive meeting discussions. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin–aye, Mr. Combs–aye, Mr. Miller - absent. Motion PASSED by roll call of 2-0.

**RESOLUTION NO. 2021-179**

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Allow the Township Administrator to close out the payment schedule with Lt Hines as discussed. Mr. Combs moved to allow the Township Administrator to close out the payment schedule with Lt Hines as discussed. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin–aye, Mr. Combs–aye, Mr. Miller - absent. Motion PASSED by roll call of 2-0.

**RESOLUTION NO. 2021-180**

Mr. Combs moved to adjourn at 9:14p.m. Mrs. Spradlin seconded the motion. Roll Call: Mrs. Spradlin – aye, Mr. Combs – aye, Mr. Miller - absent. Motion **PASSED** by roll call of 2-0.

**Xenia Township Board of Trustees**

Date Approved: \_\_\_\_\_  
L. Stephen Combs, Chair

Resolution # \_\_\_\_\_

Attest: \_\_\_\_\_  
Scott Miller, Trustee

\_\_\_\_\_  
Jacqueline Robinson, Fiscal Officer

\_\_\_\_\_  
Susan Spradlin, Trustee