

**RECORD OF PROCEEDINGS**

**MINUTES OF THE  
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING  
March 20, 2025      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 on the Xenia Township website within 24 hours of this meeting.

Chair Steve Combs called the Regular Meeting to order at 6:01 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. Tony Albertini, Deputy Fire Chief, and Adam Bistrek, Battalion Chief.

Guest: Will Urschel, City of Xenia Mayor

**GUEST:**

Mr. Urschel presented an update on the new Market District in the City of Xenia. He stated that they are working on the roads this year and will be working on the townhomes, hotel, and restaurants next year. He went on to say that the City of Xenia is ceasing all prosecution and victim advocacy services to Jamestown, Cedarville and Yellow Springs, but that they will always service townships.

Mr. Urschel stated that they are working with Emerge for places to help with the severely mental health issues. He went on to say that Xenia City has five (5) outpatient treatment facilities and one (1) inpatient facility while Beavercreek, Bellbrook, and Sugarcreek do not have any, Fairborn has three (3) and Spring Valley has one (1). He further stated that the City tried to rezone DeCoach but was not able to because treatment centers are under the CARES Act and you can not limit access to treatment centers. Mr. Urschel then stated that they are focusing on the homeless also as St. Vincent Depal is closing in June and they are not sure how this will affect the city's homeless population.

Mr. Urschel then stated that there is a property in Wilberforce, that has not made a formal request, wanting to tap into the City's sewer line. He stated that the City does not want to offer services to anyone that is not within the City limits, but that if the Township feels like they need to, the City can look into it.

**FISCAL OFFICER:**

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. 2025-039**

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

Mr. Combs moved to approve payroll 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. 2025-040**

#### **FIRE DEPARTMENT:**

Mr. Albertini asked the Trustees to move to accept the estimate from Heritage for the repair to E 52 of \$12,592.23 from 2282-230-323-0130 with a PO at the appropriate time.

Mr. Combs moved to accept the estimate from Heritage for the repair to E 52 of \$12,592.23 from 2282-230-323-0130 with a PO at the appropriate time. 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. 2025-041**

Mr. Albertini asked the Trustees to move to accept the estimate from Custom Mounts for 12 MDT mounts for \$4,559.88 from 2111-760-740-2013, and create a PO at the appropriate time.

Mr. Miller moved to accept the estimate from Custom Mounts for 12 MDT mounts for \$4,559.88 from 2111-760-740-2013, and create a PO at the appropriate time. 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. 2025-042**

Mr. Albertini asked the Trustees to move to approve six, (6) sets of Fire Safety Gear from Phoenix Safety Outfitters for \$ 24,663.20 from 2111.760.740.1201 and create a PO at the appropriate time.

Mr. Combs moved to approve six, (6) sets of Fire Safety Gear from Phoenix Safety Outfitters for \$ 24,663.20 from 2111.760.740.1201 and create a PO at the appropriate time. 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. 2025-043**

Mr. Albertini stated that Chief Beegle will be on vacation for 10 days.

#### **TOWNSHIP ADMINISTRATOR:**

Mr. Stock presented a recap of the March 11 GCOTA Meeting. He stated that 45 of the 49 that signed up attended the meeting and that each entity spent just over \$253.00 each.

Mr. Stock gave an update on the IT Upgrade. He stated that they five (5) new phones have arrived and that the IT overhaul has been completed with only causing two (2) days without phone and computer access. He went on to say that the new email addresses will be starting soon.

Mr. Stock presented a rough draft of Volume 1 Issue 1 of the newsletter. He stated that he is hopeful that it will be out next week with the second issue going out within three weeks after. They then discussed topics for the next newsletter.

Mr. Stock asked the Trustees to move to accept Dell's quote for three new laptops scheduled for replacement and create a PO to Credit Card Services. \$1,556.75 from 2282-230-319-9999 and \$2,991.82 from 1000-110-319-9999 for a total of \$4,548.57.

Mr. Combs moved to accept Dell's quote for three new laptops scheduled for replacement and create a PO to Credit Card Services. \$1,556.75 from 2282-230-319-9999 and \$2,991.82 from 1000-110-319-9999 for a total of \$4,548.57. 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. 2025-044**

**TRUSTEES' BUSINESS:**

Mr. Miller stated that the ARPA Report is due, Mr. Stock stated that it has been completed.

Mr. Miller stated that there should be a backup plan for the loss of phone service, he stated that the phones could be transferred to cell phones. He further stated that there should be a back up plan for Fire and EMS reporting. Mr. Bistrek stated that the State Fire report is a monthly report and that the Fire Department has hot spots for EMS Reports.

Mr. Miller stated that the boiler keeps backfiring and need to be inspected by a licensed boiler inspector. It was stated that the boiler has been inspected and the inspectors have found nothing wrong with it and states that it is not a danger.

**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, AND MR. BISTREK**

**EXECUTIVE SESSION 7:39 PM – 7:58 PM**

**ADJOURNMENT:**

Mr. Combs moved to adjourn at 8:00 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: _____	_____
Resolution # <u>2025-</u> _____	L. Stephen Combs, Chair
Attest:	_____
	Scott Miller
_____ Jacqueline Robinson, Fiscal Officer	_____ Jeremy VanDyne