

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING
November 6, 2025 5:15 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 Emerge Commerce Center, 2960 West Enon 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 5:15 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, Ronnie Shaw, Acting Road Superintendent

FISCAL OFFICER:

Ms. Robinson presented the monthly financials.

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

Mr. Combs moved to approve the bills 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. 2025-161

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

Mr. Miller moved to approve the payroll as 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. 2025-162

Ms. Robinson asked the Trustees to move to accept minutes from Regular Trustees' Meeting October 16, 2025.

Mr. Combs moved to accept minutes from Regular Trustees' Meeting October 16, 2025. 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. 2025-163

ROAD DEPARTMENT:

Mr. Shaw stated that the Road Department would be finishing up the mowing next week then they will begin catching up on vehicle maintenance. Mr. Shaw also stated that the Road Department will be berming on Brush Row Road.

ADJOURNMENT:

Mr. Combs moved to adjourn at 5:25 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