

**RECORD OF PROCEEDINGS**

**MINUTES OF THE  
XENIA TOWNSHIP TRUSTEES:**

**SPECIAL MEETING  
December 3, 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 Special Meeting advertised on the Xenia Township website within 24 hours of scheduling this meeting.

Chair Steve Combs called the Special Meeting to order at 6:00 P.M.

All participated in the Pledge of Allegiance.

ROLL CALL: Steve Combs, Trustee; Chair, Scott Miller Trustee, Jeremy VanDyne, Trustee, Absent, Jacqueline Robinson, Fiscal Office.

In attendance: Alan Stock; Township Administrator, Ronnie Shaw, Acting Road Superintendent, Greg Beegle, Fire Chief.

**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 – Absent. Motion PASSED by roll call of 2-0.

**RESOLUTION NO. 2025-171**

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

Mr. Miller moved to approve payroll as presented. Mr. Combs seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – Absent. Motion PASSED by roll call of 2-0.

**RESOLUTION NO. 2025-172**

**ROAD DEPARTMENT:**

Mr. Shaw presented an update on the safety recall repairs of the boilers at Station 51 and 52.

Mr. Shaw presented an update on the first three snow/ice events of the season.

Mr. Shaw presented that Alex Sparks is available to be a seasonal snow plow driver.

Mr. Shaw asked the Trustees to move to accept Dylan Loudermilk’s resignation effective December 5, 2025, he will be eligible for rehire.

Mr. Combs moved to accept Dylan Loudermilk’s resignation effective December 5, 2025, he will be eligible for rehire. Mr. Miller seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – Absent. Motion PASSED by roll call of 2-0.

**RESOLUTION NO. 2025-173**

Mr. Shaw asked the Trustees to move to accept the Annual Report of Township Roads with the money spent on road improvements.

Mr. Combs moved to accept the Annual Report of Township Roads with the money spent on road improvements. Mr. Miller seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – Absent. Motion PASSED by roll call of 2-0.

**RESOLUTION NO. 2025-174**

**FIRE DEPARTMENT:**

Chief Beegle presented a Thank you from New Jasper Township FD for mutual aid on November 13, 2025.

Chief Beegle asked the Trustees to move to create an agreement between Xenia Township Fire Department and Dr. Aylssa Gans as its new Medical Director.

Mr. Combs moved to create an agreement between Xenia Township Fire Department and Dr. Aylssa Gans as its new Medical Director. Mr. Miller seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – Absent. Motion PASSED by roll call of 2-0.

**RESOLUTION NO. 2025-175**

**TOWNSHIP ADMINISTRATOR:**

Mr. Stock presented a reminder that the first Trustee meeting in January needs to be changed. It was discussed to wait until Mr. VanDyne is able to give his input.

Mr. Stock presented the financial snapshot.

Mr. Stock asked the Trustees to move to create to Greene County in the amount of \$7,534.00 from 1000-110-370-0000 to repay the Grant provided to the Township to work with the GC Regional Planning Commission to create the Township's Land Use Plan.

Mr. Miller moved to Greene County in the amount of \$7,534.00 from 1000-110-370-0000 to repay the Grant provided to the Township to work with the GC Regional Planning Commission to create the Township's Land Use Plan. Mr. Combs seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – Absent. Motion PASSED by roll call of 2-0.

**RESOLUTION NO. 2025-176**

**EXECUTIVE SESSION:**

**MR. COMBS MOVED TO ENTER EXECUTIVE SESSION UNDER 121.22 (G) (1) To CONSIDER THE APPOINTMENT, EMPLOYMENT, DISMISSAL, DISCIPLINE, PROMOTION, DEMOTION, OR COMPENSATION OF A PUBLIC EMPLOYEE. MR. MILLER SECONDED THE MOTION. ROLL CALL: MR. COMBS – AYE, MR. MILLER – AYE, MR. VANDYNE – ABSENT. MOTION PASSED BY ROLL CALL OF 2-0.**

**IN ATTENDANCE: ALL ELECTED OFFICIALS, TOWNSHIP ADMINISTRATOR, ALAN STOCK AND CHIEF BEEGLE**

**EXECUTIVE SESSION 6:25 PM TO 7:09 PM**

Mr. Stock asked the Trustees to move to increase PT FF wages 4%; effective first full pay of 2026.

Mr. Combs moved to increase PT FF wages 4%; effective first full pay of 2026. Mr. Miller seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – Absent. Motion PASSED by roll call of 2-0.

**RESOLUTION NO. 2025-177**

Mr. Stock asked the Trustees to move to increase incentives at each level by \$200 and begin a \$300 weekend incentive to employees who meet 144 in a quarter in specified shifts and who are current in the JPRs.

Mr. Combs moved to increase incentives at each level by \$200 and begin a \$300 weekend incentive to employees who meet 144 in a quarter in specified shifts and who are current in the JPRs. Mr. Miller seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – Absent. Motion PASSED by roll call of 2-0.

**RESOLUTION NO. 2025-178**

Mr. Stock asked the Trustees to move to provide Missy Krause with a yearend bonus of \$1,000.00 to be paid in December.

Mr. Combs moved to provide Missy Krause with a yearend bonus of \$1,000.00 to be paid in December. Mr. Miller seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – Absent. Motion PASSED by roll call of 2-0.

**RESOLUTION NO. 2025-179**

Mr. Stock asked the Trustees to move to adjust Adam Bistrek's contract to align with CBA years; effective in the current pay period.

Mr. Combs moved to adjust Adam Bistrek's contract to align with CBA years; effective in the current pay period. Mr. Miller seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – Absent. Motion PASSED by roll call of 2-0.

**RESOLUTION NO. 2025-180**

**TRUSTEE BUSINESS:**

The Trustees changed the January and February 2026 Trustee meeting dates.

January 1 to January 8, January 15 to January 20, February 5 to February 12, and February 19 to February 26.

Mr. Miller commented that the Road Department had done a wonderful job cleaning the roads after the last snow event.

**ADJOURNMENT:**

Mr. Combs moved to adjourn at 7:17 P.M. Mr. VanDyne seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – aye, Mr. VanDyne – absent. Motion PASSED by roll call of 2-0.

**Xenia Township Board of Trustees**

Date Approved: \_\_\_\_\_

\_\_\_\_\_  
L. Stephen Combs, Chair

Resolution # 2025-\_\_\_\_\_

Attest:

\_\_\_\_\_  
Scott Miller

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Jacqueline Robinson, Fiscal Officer

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Jeremy VanDyne