

XENIA TOWNSHIP BOARD OF TRUSTEES
SPECIAL MEETING AGENDA

FEBRUARY 12, 2026

6:00 P.M.

Xenia Township will adhere to the inherent principle that all people should be treated with fairness, respect and honesty. Xenia Township in partnership with the community and through the efforts of elected officials, boards and dedicated employees will provide services and public improvements in an efficient, effective and fiscally sound manner in order to preserve and enhance the quality of life within our community.

PLEDGE OF ALLEGIANCE

ROLL CALL

FISCAL OFFICER:

1. Receiving the monthly financials
2. Transfer of \$150,000.00 from STAR to checking account.
3. Move to affirm the Fiscal Officer has the authority to transfer \$30,000.00 between line-item numbers within a Fund. The Township Administrator will be informed as transfer is needed, Trustees notified at the next Trustees meeting, Resolution 2026-031
4. Move to approve bills as presented, Resolution 2026-032
5. Move to approve payroll as presented, Resolution 2026-33
6. Move to approve the minutes of:
 - a. Trustee Special Meeting of Jan 22, 2026, Resolution 2026-034

ROADS:

1. Update on snow/ice events, repairs to two (2) vehicles (\$1,760.00)
2. DEF system replacement
3. Mailbox snow policy
4. ODOT is adopting the MUTCD and Ohio Supplement for the Manual of Traffic Control Devices. We are already enrolled in classes to help understand any changes.
5. Registered to go to Indianapolis Truck Trade Show March 12 (day before annual Road Ride)
6. Inspection of Concrete saw is available after meeting.
7. Building maintenance Station 52, overhead door/gutter
8. Building maintenance exterior Old Road Garage: floor drain after oil spill (also Fire 4), eastern door awnings, all gutter/downspout
 - a. Move to accept the bid and create a PO from Blackaby for \$1,780.00, 50% from 2011-760-730-0000 and 2111-760-740-2013 for both sides of the building for five (5) inch gutters and three (3) downspouts, Resolution, 2026-035
9. Move to Order 500+- ton of salt and create a PO for Cargill for \$37,0000.00 from 2021-330-420-0000 (\$73.23 p/ton), Resolution 2026-036
10. Move to accept the contract from CINTAS for \$0.02 per garment for replacement cost, Resolution 2026-037
11. Move to accept ODOT 2025 Township Highway Miles of 53.399, Resolution 2026-038

FIRE DEPARTMENT:

1. Letter of Commendation, Structure Fire Friday, February 6, 2006.
2. Training Grant award from Stat Fire Marshall of \$580.00
3. Reported Oil Spill less than 10 gal reported to proper authorities, replacement boons delivered for both Fire and Road
4. Move to adopting the 2025 Ohio Fire Code for Xenia Township, Resolution 2026-039

5. Move to appoint Keath Deskins as a PT FF/EMB at \$17.93 effective immediately, Resolution 2026-040

TOWNSHIP ADMINISTRATOR

1. Update March 10 GC Township Association Hosting
2. Xenia, Bath, Miami, Cedarville Townships hosting March GCTA Meeting at Bloom. HB 96 Cyber security speaker, Travis Thompson, Risk Management Director, The Ohio Plan. The Ohio Plan sponsoring partial Buttersbee's Catering.
3. Township Admission Fee potential
4. Safety Council BWV rebate \$485.00 for 2025
5. Building maintenance exterior Old Road Garage, Tower, radio/PTP or microwave
6. Money we would operate from if Real Estate Tax repealed
7. Alan Vacation Feb 14-21
8. TM March 19 as both Fiscal Officer and Township Administrator will be attending Local Government Conference.
9. Move to accept the OTA Winter Conference Show Quote from Nelson Granite for a 48 niche Columbarium for \$19,051.00 and create a PO for the same from 1000-760-790-0000, Resolution 2026-041
10. Ice machine maintenance contract Vendor sold (Scottsman). Five replacement Vendors contacted. Contract twice a year PM and cleaning, filter not included. Move to authorize the Township Administrator to enter into a contract with the best vendor not to exceed \$300.00 each machine, each visit, Resolution 2026-042
11. Move to accept the 2026 SWAP4G contract for annual services in the amount of \$35.00, Resolution 2026-043

EXECUTIVE SESSION 121.22(G) (1) To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee

EXECUTIVE SESSION 121.22(G) (8) To consider confidential information related to the marketing plans, specific business strategy

TRUSTEES' BUSINESS:

1. Community Education plan for Xenia Township in consideration of Real Estate Tax removal, Mr. Miller

UPCOMING MEETING DATES:

Feb	16		Monday		Offices Closed/Presidents Day
Feb	23		Monday	6:00 p.m.	Zoning Commission
Feb	26		Thursday	6:00 p.m.	Trustee Meeting
Mar	5		Thursday	6:00 p.m.	Trustee Meeting
Mar	10		Tuesday	6:30 p.m.	GC Township Association
Mar	12		Monday		Zoning Commission
Mar	19		Thursday	6:00 p.m.	Trustee Meeting
Mar	23		Monday	6:00 p.m.	Zoning Commission
Mar	31		Tuesday	6:00 p.m.	Trustee/Combined Zoning Boards

ADJOURN: : **pm**