

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**REGULAR MEETING
November 16, 2023 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 annually and on the Xenia Township website within 24 hours of scheduling this meeting.

Chair Steve Combs called the Regular 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; Jacqueline Robinson, Fiscal Officer.

In attendance: Alan Stock, Township Administrator, Greg Beegle, Fire Chief

FISCAL OFFICER:

Ms. Robinson asked the Trustees to move to reverse the certification and appropriation of \$70,657.13 from Resolution 2023-141&142.

Mr. Miller moved to reverse the certification and appropriation of \$70,657.13 from Resolution 2023-141&142. 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. 2023-176

Ms. Robinson asked the Trustees to move to approve Supplemental Certificate of Resources of \$130,657.13 to 2111 of \$44,853.95, and \$85,803.18 to 2282 as presented by Fiscal Officer for 2023.

Mr. Miller moved to approve Supplemental Certificate of Resources of \$130,657.13 to 2111 of \$44,853.95, and \$85,803.18 to 2282 as presented by Fiscal Officer for 2023. 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. 2023-177

Ms. Robinson asked the Trustees to move to approve Supplemental Appropriations of \$130,657.13 to 2111 of \$44,853.95 and \$85,803.18 to 2282 as presented by Fiscal Officer for 2023.

Mr. Miller moved to approve Supplemental Appropriations of \$130,657.13 to 2111 of \$44,853.95 and \$85,803.18 to 2282 as presented by Fiscal Officer for 2023. 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. 2023-178

Mr. Robinson presented the bills.

Mr. Miller moved to approve the bills 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. 2023-179

Ms. Robinson presented the payroll.

Mr. Miller moved to approve 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. 2023-180

Ms. Robinson presented Trustee Minutes from Regular Meeting 2023.10.17.

Mr. Combs moved to approve Trustee Minutes from Regular Meeting 2023.10.17 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. 2023-181

FIRE DEPARTMENT:

Chief Beegle presented a Letter of commendation for Captain Albertini, Lt Bistrek, FFs Sorenson, Halverson, and Wuebker.

Chief Beegle presented that Amanda Everett is on Leave of Absence until end of first quarter 2024 at which time we expect her return.

Chief Beegle presented a Medic 52 Update OOS.

Chief Beegle presented Medical Transport Report as request from Mr. Miller.

Chief Beegle presented Ret Captain Dick Baker's wife's funeral arrangement. Linda ran with the department as well.

Chief Beegle present the arrival of his new Chief's Vehicle.

Chief Beegle asked the Trustees to move to accept the resignation of Ryan Hollingsworth effective Nov 15. He would be eligible for rehire.

Mr. Combs moved to accept the resignation of Ryan Hollingsworth effective Nov 15. He would be eligible for rehire. 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. 2023-182

Chief Beegle asked the Trustees to move to accept the proposal of \$65,161.03 Stryker cot and loading system for the new Medic and create a PO at the proper time. \$40,000.00 from 2282-760-740-0000 and \$ 25,161.03 from 2111-760-740-1202.

Mr. Miller moved to accept the proposal of \$65,161.03 Stryker cot and loading system for the new Medic and create a PO at the proper time. \$40,000.00 from 2282-760-740-0000 and \$ 25,161.03 from 2111-760-740-1202. 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. 2023-183

Chief Beegle asked the Trustee to move to accept the Chief's recommendation for dispersal of entire \$20,000.00 Ohio Ambulance transportation grant.

Mr. Combs moved to accept the Chief's recommendation for dispersal of entire \$20,000.00 Ohio Ambulance transportation grant. 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. 2023-184

Chief Beegle presented Incentive Pays: 600 Hours – \$500, Josh Eckley; 1000 Hours – Steven Edge - \$750; 1,400 hours - \$1,000.

TOWNSHIP ADMINISTRATOR:

Mr. Stock presented the Financial Snapshot.

Mr. Stock presented an update for the Chamber of Commerce.

Mr. Stock presented a JEDD update.

Mr. Stock discussed the December 2023/January 2024 meeting dates.

Mr. Stock asked the Trustees to move to create an additional PO to Eldridge Roofing for premium shingles, additional costs of labor due to previous ice guard application to entire roof at 51 and replacement plywood at 52. Total cost \$5,258.00, FD \$4,086.13 and Admin \$1,171.88.

Mr. Miller moved to create an additional PO to Eldridge Roofing for premium shingles, additional costs of labor due to previous ice guard application to entire roof at 51 and replacement plywood at 52. Total cost \$5,258.00, FD \$4,086.13 and Admin \$1,171.88. 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. 2023-185

Mr. Stock asked the Trustees to move to accept the Records Retention Schedule (RC-2 Part 1 and 2) as presented for the initial step in the removal of records according to approved Xenia Township’s Retention Schedule based on the Chair and Fiscal Officer’s recommendation.

Mr. Combs moved to accept the Records Retention Schedule (RC-2 Part 1 and 2) as presented for the initial step in the removal of records according to approved Xenia Township’s Retention Schedule based on the Chair and Fiscal Officer’s recommendation. 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. 2023-186

Mr. Stock asked the Trustees to move to authorize the Township Administrator to enter into a contract for the 2024 Employee Assistance Program (EAP) for the same services and amount as the 2023 contract (\$1.00 a month per employee).

Mr. Miller moved to authorize the Township Administrator to enter into a contract for the 2024 Employee Assistance Program (EAP) for the same services and amount as the 2023 contract (\$1.00 a month per employee). 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. 2023-187

Mr. Stock asked the Trustee to move to accept the Ohio Insurance Plan Medical renewal of Option A or Option B (Premium Saver) for 2024.

Mr. Combs moved to accept the Ohio Insurance Plan Medical renewal of Option A for 2024. 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. 2023-188

Mr. Stock asked the Trustees to move to set the rate of employee contribution to 0 % re-evaluated every 2 years.

Mr. VanDyne moved to set the rate of employee contribution to 0 % re-evaluated every 2 years. 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. 2023-189

Mr. Stock asked the Trustees to move to participate in the OTA Video Training Seminars thru 12/31/25 as discussed.

Mr. Combs moved to participate in the OTA Video Training Seminars thru 12/31/25 as discussed. 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. 2023-190

Mr. Stock presented a discussed for the 2024 Reorganization Agenda.

Mr. Stock presented a discussion for the 2024 Committee Assignments.

Mr. Stock presented an update of the 2024 Temporary Budget.

TRUSTEE:

Mr. Miller presented an update on the ODOT/ODNR meeting.

ADJOURNMENT:

Mr. Miller moved to adjourn at 7:52 P.M. Mr. Combs 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 # 2023-_____

Attest:

Scott Miller

Jacqueline Robinson, Fiscal Officer

Jeremy VanDyne

