

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**SPECIAL MEETING
August 1, 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; Jeremy VanDyne, Trustee; Jacqueline Robinson, Fiscal Officer. Scott Miller, Trustee; was absent.

In attendance: Alan Stock, Township Administrator

FISCAL OFFICER:

Ms. Robinson presented the bills.

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

RESOLUTION NO. 2023-133

Ms. Robinson presented payroll.

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

RESOLUTION NO. 2023-134

Ms. Robinson presented Trustee Minutes: Regular TM 2023.07.13

Mr. Combs moved to approve Trustee Minutes: Regular TM 2023.07.13. Mr. VanDyne seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – ABSENT, Mr. VanDyne - aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2023-135

FIRE DEPARTMENT:

Chief Beegle was absent, Mr. Stock asked the Trustees to move to accept Philip Gammie's resignation; he would be eligible for rehire.

Mr. Combs moved to accept Philip Gammie's resignation; he would be eligible for rehire. Mr. VanDyne seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – ABSENT, Mr. VanDyne - aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2023-136

Chief Beegle was absent, Mr. Stock presented the incentive pays: \$500 (600 hrs) – Steven Edge, Correy Schrier, Jessica Williams \$750 (1,000 hrs) – Jacob Hines.

TOWNSHIP ADMINISTRATOR:

Mr. Stock presented the JEDD Financial Review.

Mr. Stock presented the CEDA Financial Review.

Mr. Stock presented the Financial Snapshot.

Mr. Stock presented the Water & Source water Advisory Committee Report.

Mr. Stock asked the Trustees to move to create the Resolution To Proceed Of The Taxing Authority for Roads additional levy of 3.5 mils for the November 2023 ballot.

Mr. Combs moved to create the Resolution To Proceed Of The Taxing Authority for Roads additional levy of 3.5 mils for the November 2023 ballot. Mr. VanDyne seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – ABSENT, Mr. VanDyne - aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2023-137

Mr. Stock asked the Trustees to move to purchase a used, 1998 refurbished golf cart from Facebook Marketplace for \$3,800.00 from 1000-120-323-0000 for Zoning inspections and use at 125 for Roads.

Mr. Combs moved to approve the purchase a used, 1998 refurbished golf cart from Facebook Marketplace for \$3,800.00 from 1000-120-323-0000 for Zoning inspections and use at 125 for Roads. Mr. VanDyne seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – ABSENT, Mr. VanDyne - aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2023-138

Mr. Combs moved to go into EXECUTIVE SESSION, 121.22 (G) (1) To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official and 121.22 (G) (2) To consider the purchase of property for public purposes. Mr. VanDyne seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – ABSENT, Mr. VanDyne - aye. Motion PASSED by roll call of 2-0.

Executive Session from 6:28 PM to 7:04 PM

Mr. Stock presented a discussion of the new Employee Handbook.

Mr. Stock asked the Trustees to approve Section I, General Statement, five pages; Section II, Equal Employment Opportunity, three pages of the new Employee Handbook.

Mr. Combs moved to approve Section I, General Statement, five pages; Section II, Equal Employment Opportunity, three pages of the new Employee Handbook. Mr. VanDyne seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – ABSENT, Mr. VanDyne - aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2023-139

TRUSTEE:

The Trustees discussed the Employee Handbook Section III and agreed to add Section 8.1 D to include recreational marijuana. The Trustees then discussed the Employee Handbook Section VI and agreed to add to Section 7.1 to include vaping.

ADJOURNMENT:

Mr. Combs moved to adjourn at 7:48 P.M. Mr. VanDyne seconded the motion. Roll Call: Mr. Combs – aye, Mr. Miller – ABSENT, Mr. VanDyne – aye. Motion **PASSED** by roll call of 3-0.

Xenia Township Board of Trustees

Date Approved: _____

L. Stephen Combs, Chair

Resolution # 2023-_____

ABSENT

Attest:

Scott Miller

Jacqueline Robinson, Fiscal Officer

Jeremy VanDyne