

Xenia Township Board of Trustees – Regular Meeting – September 17, 2026

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 Meeting advertised on the Xenia Township website within 24 hours of scheduling this meeting.

Call to Order

Trustee VanDyne called the meeting to order at 6:03 PM.

Roll Call:

Members Present:

- Jeremy VanDyne, Trustee
- Steve Combs, Trustee-Late
- Scott Miller, Trustee
- Jacqueline Robinson, Fiscal Officer

Also Present:

- Alan Stock, Township Administrator
- Ronnie Shaw, Acting Road Superintendent
- Adam Bistrek, Fire Battalion Chief

Fiscal Officer:

Receiving of monthly financials
Transfer of \$300,000.00 from STAR
Early dispersement of second tax draw

a. General	\$25,484.05 waiting for minimum of \$7,496.86 more
b. Road	\$123,677.58 waiting for minimum of \$72,304.41 more
c. Fire	\$283.342.63 waiting for minimum of \$19,893.89 more

Resolution 2026-130: Approval of Bills

Trustee VanDyne moved to approve bills as presented, Trustee Miller seconded. Motion carried unanimously.

Roll Call Vote – Approval of Bills

Trustee	Vote
Steve Combs	Aye
Scott Miller	Aye
Jeremy VanDyne	Aye

Resolution 2026-131: Approval of Payroll

Trustee VanDyne moved to approve payroll as presented, Trustee Combs seconded. Motion carried unanimously.

Roll Call Vote – Approval of Payroll

Trustee	Vote
Steve Combs	Aye
Scott Miller	Aye
Jeremy VanDyne	Aye

Resolution 2026-132: Approval of Minutes

VanDyne moved to approve the minutes of: Trustee Meeting: Regular Minutes, September 17, 2026. Trustee Combs seconded. Motion carried unanimously.

Roll Call Vote – Approval of Minutes

Trustee	Vote
Steve Combs	Aye
Scott Miller	Aye
Jeremy VanDyne	Aye

Fire Department:

Resolution 2026-133 Move to accept the invoice and create a PO to FSS, Fire Safety Services, of \$3,177.00 for a new replacement Tanker dump tank, from 211-760-740-1201.

Trustee Miller moved to accept the invoice and create a PO to FSS, Fire Safety Services of \$3,177.00 for a new replacement Tanker dump tank, from 211-760-740-1201. Trustee Combs seconded. Motion carried unanimously.

Roll Call Vote – Approval of New Replacement Tanker Dump Tank

Trustee	Vote
Steve Combs	Aye
Scott Miller	Aye
Jeremy VanDyne	Aye

Resolution 2026-134 Move to accept the invoice and create a PO to FSS, Fire Safety Services, of \$2,775.00 for annual SCBA flow testing, from 2282-230-360-0000.

Trustee VanDyne moved to accept the invoice and create a PO to FSS, Fire Safety Services of \$2,775.00 for annual SCBA flow testing, from 2282-230-360-0000. Trustee Miller seconded. Motion carried unanimously.

Roll Call Vote – Approval of Fire Safety Services

Trustee	Vote
Steve Combs	Aye
Scott Miller	Aye
Jeremy VanDyne	Aye

Incentive and JPR compliance

Incentive and JPR compliance: 600 Hours-\$700 earned \$1.17 more per hour worked this year; 1,000 Hours Carl Schneider, Luke Maver, \$950 - earned an additional \$2.12 more per hour worked this year; 1,400 hours, Jacob Hines, Jackson Miller, \$1,000 (earned an

additional \$2.98 more per hour worked this year). 1,800 hours, \$1,200 (earned an additional \$3.65 more per hour worked this year.

Road Department:

Update on this season’s mowing

Chip Seal update

Resolution 2026-135 Move to accept the bid and create a PO at the proper time to US Utility for 125 tenants of metering for \$8,421.18 from 2031-760-790-0000.

Trustee VanDyne moved to accept the bid and create a PO at the proper time to US Utility for 125 tenants of metering for \$8,421.18 from 2031-760-790-0000. Trustee Miller seconded. Motion carried unanimously.

Roll Call Vote – Approval of Fire Safety Services

Trustee	Vote
Steve Combs	Aye
Scott Miller	Aye
Jeremy VanDyne	Aye

Township Administrator:

Discussion on setting date for the Trustee Public Hearing on test amendment for include chickens in residential districts.

- Trustees received conveyance letter
- Needs to set date for Public Hearing within 30 days. Date set for October 15,2026

Financial Snapshot

Resolution 2026-136 Move to hire Judy Williams as the Township Administrative Assistant and Assistant to the Fiscal Officer at a rate of \$18.00 per hour worked, effective September 14, 2026.

Trustee VanDyne moved to hire Judy Williams as the Township Administrative Assistant and Assistant to the Fiscal Officer at a rate of \$18.00 per hour worked, effective September 14, 2026. Trustee Combs seconded. Motion carried.

Roll Call Vote – Approval of Hiring Judy Williams

Trustee	Vote
Steve Combs	Aye
Scott Miller	Nay
Jeremy VanDyne	Aye

Township Administrator will be on vacation Saturday, Sept 19 thru Monday, Sept 28

Update on improved security and verification via cameras

- TechAdvisors. By reducing the cameras from 53 to 36 cameras estimate reduced from \$43,900 to \$31,925.33 cost
- Reddy \$90,000 for same as separate network required

Trustee VanDyne moved to go into Executive Session Under Section 121.22 (G) (1) To Consider the Appointment, Employment, Dismissal, Discipline, Promotion, Demotion, Or Compensation of a Public Employee or Official. Those included in executive session were Trustees initially.

Executive Session 6:52 PM to 7:55 PM

Members Present:

- Jeremy VanDyne, Trustee
- Steve Combs, Trustee
- Scott Miller, Trustee

Roll Call Vote – Executive Session

Trustee	Vote
Steve Combs	Aye
Scott Miller	Aye
Jeremy VanDyne	Aye

Adjournment:

Trustee VanDyne moved to adjourn at 8:15 PM. Trustee Combs seconded. Motion carried unanimously.

Roll Call Vote – Adjournment

Trustee	Vote
Steve Combs	Aye
Scott Miller	Aye
Jeremy VanDyne	Aye

Xenia Township Board of Trustees

Date Approved: _____

Resolution # 2026-_____

Attest: _____

Jacqueline Robinson, Fiscal Officer

L. Stephen Combs

Scott Miller

Jeremy VanDyne, Chair