

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**SPECIAL MEETING
January 8, 2026 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.

Scott Miller called the Special Meeting to order at 6:00 P.M.

All participated in the Pledge of Allegiance.

ROLL CALL: Scott Miller Trustee, Jeremy VanDyne, Trustee, Jacqueline Robinson, Fiscal Office. Steve Combs, Trustee; Chair, absent for medical reasons.

In attendance: Alan Stock; Township Administrator, Ronnie Shaw, Acting Road Superintendent, Adam Bistrick, Battalion Chief

Swearing In Ceremony, Trustee Jeremy VanDyne, The Honorable Judge, Amy Lewis, presiding.

FISCAL OFFICER:

Ms. Robinson presented the monthly financials.

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

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

RESOLUTION NO. 2026-001

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

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

RESOLUTION NO. 2026-002

Ms. Robinson asked the Trustees to move to approve Trustee Special Meeting of December 21, 2025.

Mr. Miller moved to approve Trustee Special Meeting of December 21, 2025. Mr. VanDyne seconded the motion. Roll Call: Mr. Combs – Absent, Mr. Miller – aye, Mr. VanDyne – Aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2026-003

ROAD DEPARTMENT:

Mr. Shaw gave an update on the Boiler at Station 52.

Mr. Shaw gave an update on the road work being completed.

Mr. Shaw gave an update on the latest snow/ice events.

Mr. Shaw asked the Trustees to move to create a PO to Capital Electric Line Builders for \$14,029.54 from 2231-330-360-0000 to replace a Rapid Flashing Beacon on Bickett Rd that was destroyed by a single vehicle accident. The amount will be replaced by Progressive Insurance, claim # 25-535-466548.

Mr. Miller moved to create a PO to Capital Electric Line Builders for \$14,029.54 from 2231-330-360-0000 to replace a Rapid Flashing Beacon on Bickett Rd that was destroyed by a single vehicle accident. The amount will be replaced by Progressive Insurance, claim # 25-535-466548. Mr. VanDyne seconded the motion. Roll Call: Mr. Combs – Absent, Mr. Miller – aye, Mr. VanDyne – Aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2026-004

FIRE DEPARTMENT:

Battalion Chief, Bistrek presented that the Township Fire Department received reimbursement of \$1,3110.19 from Ohio EMS Grants for training during 2026.

Battalion Chief, Bistrek asked the Trustees to move to declare the 2013 Medic obsolete and dispose of based on the best interests of the Department agreed upon the Chief and Township Administrator with stripping lift system before sale of medic.

Mr. Miller moved to declare the 2013 Medic obsolete and dispose of based on the best interests of the Department agreed upon the Chief and Township Administrator with stripping lift system before sale of medic. Mr. VanDyne seconded the motion. Roll Call: Mr. Combs – Absent, Mr. Miller – aye, Mr. VanDyne – Aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2026-005

Battalion Chief, Bistrek asked the Trustees to move to accept the resignation of Firefighter paramedic Ben Supplee effective January 1, 2026. Firefighter Supplee is eligible for rehire.

Mr. Miller moved to accept the resignation of Firefighter paramedic Ben Supplee effective January 1, 2026. Firefighter Supplee is eligible for rehire. Mr. VanDyne seconded the motion. Roll Call: Mr. Combs – Absent, Mr. Miller – aye, Mr. VanDyne – Aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2026-006

Battalion Chief, Bistrek asked the Trustees to congratulate FT firefighter paramedic Matt Nozar on passing his National Registry and increase his pay accordingly to \$23.90, effective December 21, 2025.

Mr. VanDyne moved to congratulate FT firefighter paramedic Matt Nozar on passing his National Registry and increase his pay accordingly to \$23.90, effective December 21, 2025. Mr. Miller seconded the motion. Roll Call: Mr. Combs – Absent, Mr. Miller – aye, Mr. VanDyne – Aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2026-007

Battalion Chief, Bistrek asked the Trustees to move to congratulate FT firefighter paramedic Pierson Grant on passing his National Registry and increase his pay accordingly to \$23.90 effective December 21, 2025.

Mr. Miller moved to congratulate FT firefighter paramedic Pierson Grant on passing his National Registry and increase his pay accordingly to \$23.90 effective December 21, 2025. Mr. VanDyne seconded the motion. Roll Call: Mr. Combs – Absent, Mr. Miller – aye, Mr. VanDyne – Aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2026-008

Battalion Chief, Bistrek asked the Trustees to move congratulate PT firefighter paramedic Adam Bush on passing his National Registry and increase his pay accordingly to \$19.23 Effective December 21, 2025.

Mr. VanDyne moved to congratulate PT firefighter paramedic Adam Bush on passing his National Registry and increase his pay accordingly to \$19.23 Effective December 21, 2025. Mr. Miller seconded the motion. Roll Call: Mr. Combs – Absent, Mr. Miller – aye, Mr. VanDyne – Aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2026-009

THE TRUSTEE MEETING WAS PAUSED FROM 6:26 PM TO 8:15 PM TO CONDUCT THE PUBLIC HEARING TO REZONE 902 NORTH BICKETT ROAD.

TOWNSHIP ADMINISTRATOR:

The 2025 Year End Financial Snapshot was placed on hold until the next meeting.

Mr. Stock presented a discussion of the potential annexation CSU water/sewer, US 42 at the previous small-scale solar location, and Upper Bell end of Colorado.

Mr. Stock asked the Trustees to move to create a PO to WS Electronics for \$2,244.00 from 2282-230-360-0000 for the annual tornado sirens radio maintenance.

Mr. Miller moved to create a PO to WS Electronics for \$2,244.00 from 2282-230-360-0000 for the annual tornado sirens radio maintenance. Mr. VanDyne seconded the motion. Roll Call: Mr. Combs – Absent, Mr. Miller – aye, Mr. VanDyne – Aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2026-010

Mr. Stock asked the Trustees to move to approve the Miami Valley Regional Planning 2026 renewal in the amount of \$3573.26.

Mr. VanDyne moved to approve the Miami Valley Regional Planning 2026 renewal in the amount of \$3573.26. Mr. Miller seconded the motion. Roll Call: Mr. Combs – Absent, Mr. Miller – aye, Mr. VanDyne – Aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2026-019

Mr. Stock presented an update on the HB 96 Cybersecurity and the 1st quarter completion goal.

Mr. Stock presented an update on the quotes, comparison of two (2) of three (3) vendors with positive/negatives discussion. Winterhoff Internet Solutions emerging as

middle cost, better solution, best DA compliant and ADA compliance of all three for a new website.

Mr. Stock asked the Trustees to move to allow Fire Administration and Township Administer to enter into tuition reimbursement (1/2 tuition) during 2026 for three firefighters in good standing and compliance with the participation requirements for Fire Officer I.

Mr. VanDyne moved to allow Fire Administration and Township Administer to enter into tuition reimbursement (1/2 tuition) during 2026 for three firefighters in good standing and compliance with the participation requirements for Fire Officer I. Mr. Miller seconded the motion. Roll Call: Mr. Combs – Absent, Mr. Miller – aye, Mr. VanDyne – Aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2026-011

Mr. Stock asked the Trustees to move to allow Fire Administration and Township Administer to enter into tuition reimbursement (1/2 tuition) during 2026 for three firefighters in good standing and compliance with the participation requirements for Fire Officer II.

Mr. VanDyne moved to allow Fire Administration and Township Administer to enter into tuition reimbursement (1/2 tuition) during 2026 for three firefighters in good standing and compliance with the participation requirements for Fire Officer II. Mr. Miller seconded the motion. Roll Call: Mr. Combs – Absent, Mr. Miller – aye, Mr. VanDyne – Aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2026-012

Mr. Stock asked the Trustees to move to allow Fire Administration and Township Administer to enter into tuition payment, eligible for State Reimbursement Training Grant during 2026 for three firefighters in good standing and compliance with the minimum participation requirement during 2026.

Mr. VanDyne moved to allow Fire Administration and Township Administer to enter into tuition payment, eligible for State Reimbursement Training Grant during 2026 for three firefighters in good standing and compliance with the minimum participation requirement during 2026. Mr. Miller seconded the motion. Roll Call: Mr. Combs – Absent, Mr. Miller – aye, Mr. VanDyne – Aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2026-013

Mr. Stock presented a reminder of the changes in meetings for January and February to second and fourth Thursdays.

TRUSTEE BUSINESS:

Mr. Miller moved to set the Trustees Compensation under the provision of ORC 505.24 to be paid 200 times daily rate from the General Fund, paid monthly. Mr. VanDyne seconded the motion. Roll Call: Mr. Combs – Absent, Mr. Miller – aye, Mr. VanDyne – Aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2026-014

Mr. Miller moved to set the 2026 Meeting dates and times; 1st and 3rd Thursdays, except January & February. Mr. VanDyne seconded the motion. Roll Call: Mr. Combs – Absent, Mr. Miller – aye, Mr. VanDyne – Aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2026-015

Mr. Miller moved to appoint the Attached Committee Appointments with noted changes to the GCRPC. Mr. VanDyne seconded the motion. Roll Call: Mr. Combs – Absent, Mr. Miller – aye, Mr. VanDyne – Aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2026-016

Mr. Miller moved to reappoint Virgil Ferguson to the Board of Zoning Appeals from 1 Jan, 2026, until 31 Dec, 2030. Mr. VanDyne seconded the motion. Roll Call: Mr. Combs – Absent, Mr. Miller – aye, Mr. VanDyne – Aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2026-017

Mr. Miller moved to appoint Board Appointments: Chair: Jeremy VanDyne & Vice Chair: Scott Miller. Mr. VanDyne seconded the motion. Roll Call: Mr. Combs – Absent, Mr. Miller – aye, Mr. VanDyne – Aye. Motion PASSED by roll call of 2-0.

RESOLUTION NO. 2026-018

ADJOURNMENT:

Mr. Miller moved to adjourn at 8:57 P.M. Mr. VanDyne seconded the motion. Roll Call: Mr. Combs – Absent, Mr. Miller – aye, Mr. VanDyne – Aye. Motion PASSED by roll call of 2-0.

Xenia Township Board of Trustees

Date Approved: _____

L. Stephen Combs, Chair, Absent

Resolution # 2026-_____

Attest:

Scott Miller

Jacqueline Robinson, Fiscal Officer

Jeremy VanDyne

