

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**SPECIAL MEETING
February 12, 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.

Jeremy VanDyne called the Special Meeting to order at 6:02 P.M.

All participated in the Pledge of Allegiance.

ROLL CALL: Jeremy VanDyne, Trustee; Chair, Scott Miller, Trustee, Steve Combs, Trustee, Jacqueline Robinson, Fiscal Officer.

In attendance: Alan Stock; Township Administrator, Ronnie Shaw, Acting Road Superintendent, Greg Beegle Fire Chief.

FISCAL OFFICER:

Ms. Robinson presented the monthly financials. She stated that the 2025 financials are complete and that a notice will be placed in the newspaper.

Ms. Robinson presented that she made a transfer of \$150,000.00 from STAR to checking account.

Ms. Robinson asked the Trustees to 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.

Mr. Miller moved 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. 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. 2026-031

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

Mr. VanDyne moved to approve 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. 2026-032

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

Mr. Combs moved to approve payroll 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. 2026-033

Ms. Robinson asked the Trustees to move to approve minutes: Trustee Special Meeting of Jan 22, 2026.

Mr. Miller moved to approve minutes: Trustee Special Meeting of Jan 22, 2026. 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. 2026-034

Ms. Robinson stated that she and Mr. Stock will be attending Local Government conference in March.

ROAD DEPARTMENT:

Mr. Shaw presented an update on the snow/ice event. He stated that the had worked 12 hour shifts a couple days and used 200 ton of salt along with beet juice. Mr. Shaw stated that they also had to repair two vehicles totaling \$1,760.00.

Mr. Shaw presented that they need to replace the DEF system as it is having the same issues as the previous year.

Mr. Shaw presented the Xenia Township mailbox replacement policy. It was decided to revisit this topic later.

Mr. Shaw presented a discussion that ODOT is adopting the MUTCD and Ohio Supplement for the Manual of Traffic Control Devices. He went on to say that the Road Department is already enrolled in classes to help understand any changes.

Mr. Shaw presented that the Road Department is registered to go to Indianapolis Truck Trade Show March 12.

Mr. Shaw presented that the new Concrete Saw has been delivered and is able to be looked at after the meeting.

Mr. Shaw presented an update on the overhead door and gutters at Station 52. It was agreed that both springs should be replaced.

Mr. Shaw presented a discussion of maintenance of the exterior on the old road garage. Mr. Shaw stated that the gutters and downspouts had fallen off the building. He also discussed that there was an oil spill in the garage. Mr. Shaw and Chief Beegle discussed the clean up of this spill.

Mr. Shaw asked the Trustees to 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 two (2) downspouts.

Mr. VanDyne moved 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 two (2) downspouts. 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. 2026-035

Mr. Shaw asked the Trustees to 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).

Mr. Van Dyne moved to approve the ordering of 500+- ton of salt and create a PO for Cargill for \$37,0000.00 from 2021-330-420-0000 (\$73.23 p/ton). 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. 2026-036

Mr. Shaw asked the Trustees to move to accept the contract from CINTAS for \$0.02 per garment for replacement cost.

Mr. VanDyne moved to accept the contract from CINTAS for \$0.02 per garment for replacement cost. 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. 2026-037

Mr. Shaw asked the Trustees to move to accept ODOT 2025 Township Highway Miles of 53.399.

Mr. Miller moved to accept ODOT 2025 Township Highway Miles of 53.399. 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. 2026-038

FIRE DEPARTMENT:

Chief Beegle presented a letter of Commendation on a Structure Fire that occurred Friday, February 6, 2006.

Chief Beegle presented a Training Grant award from Stat Fire Marshall for \$580.00.

Chief Beegle presented a report of an Oil Spill that was less than 10 gal and was reported to proper authorities, replacement boons delivered for both Fire and Road.

Mr. Miller asked what was being stored in the old garage. It was stated that its vehicles, and old records mostly. Mr. Miller stated that he is concerned with plugging the floor drains and the possibility of vapors causing a fire. It was discussed placing absorbent pads under the parked vehicles and to put the garage on the daily checks.

Chief Beegle asked the Trustees to move to adopt the 2025 Ohio Fire Code for Xenia Township. He went on to state that there is a four-hour mandated training with this.

Mr. VanDyne moved to adopt the 2025 Ohio Fire Code for Xenia Township. 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. 2026-039

Chief Beegle asked the Trustees to move to appoint Keath Deskins as a PT FF/EMTB at \$17.93 effective immediately.

Mr. VanDyne moved to appoint Keath Deskins as a PT FF/EMTB at \$17.93 effective immediately. 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. 2026-040

TOWNSHIP ADMINISTRATOR:

Mr. Stock presented an update on the March 10 Township Association Meeting; it will be held at Bloom on Fairground Road. Xenia, Bath, Miami, Cedarville Townships will be hosting the Meeting. Travis Thompson, Risk Management Director for The Ohio Plan will be speaking on HB 96 Cyber security. The Ohio Plan is sponsoring partial Butterbee's Catering.

Mr. Stock presented a discussion of a Township Admission Fee potential at the Greene County Fairgrounds. He stated that it is called a Protect and Serve charge, and that he is talking with lawyers for more information.

Mr. Stack presented a Safety Council BWV rebate in the amount of \$485.00 for 2025.

Mr. Stock presented a discussion on how losing Real Estate Tax would affect the Township.

Mr. Stock stated that he would be on vacation February 14-21.

Mr. Stock stated that he and Ms. Robinson would be attending Local Government Conference on the March 19 meeting date. It was agreed to move the meeting date to March 17.

Mr. Stock asked the Trustees to 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.

This item was put on hold until a latter date.

Mr. Stock presented that the ice machine maintenance contract vendor sold (Scottsman) and that five replacement vendors were contacted to get quotes. The contract would be for twice a year PM and cleaning, filter not included.

Mr. Stock asked the Trustees to move to authorize the Township Administrator to enter into a contract with the best vendor not to exceed \$300.00 each machine, each visit.

Mr. VanDyne moved to authorize the Township Administrator to enter into a contract with the best vendor not to exceed \$300.00 each machine, each visit. 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. 2026-041

Mr. Stock asked the Trustees to move to accept the 2026 SWAP4G contract for annual services in the amount of \$35.00.

Mr. Miller moved to accept the 2026 SWAP4G contract for annual services in the amount of \$35.00. 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. 2026-042

MR. 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. AND 121.22(G) (8) TO CONSIDER CONFIDENTIAL INFORMATION RELATED TO THE MARKETING PLANS, SPECIFIC BUSINESS

**STRATEGY. PRESENT IN THE EXECUTIVE SESSION: ALL ELECTED OFFICIALS,
MR. STOCK, AND CHIEF BEEGLE.**

EXECUTIVE SESSION 7:59 PM – 9:25 PM

ADJOURNMENT:

Mr. VanDyne moved to adjourn at 9:26 P.M. Mr. Miller 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

Resolution # 2026-_____

Attest:

Scott Miller

Jacqueline Robinson, Fiscal Officer

Jeremy VanDyne, Chair