

Miami Township Trustees
Minutes of January 4, 2023
Organizational Meeting

Call to Order

The meeting was called to order at 5:04 p.m. by Chairperson Mucher. Trustee Hollister and Trustee Moir were also present.

Road Department employee Dan Gochenouer, Fiscal Officer Margaret Silliman, Zoning Inspector Richard Zopf, and Recorder Cyndi Pauwels were in attendance.

Yellow Springs News reporter Lauren Shows and Robert Kent, Yellow Springs resident, were also present.

Organizational Elections

Trustee Mucher moved to appoint Fiscal Officer Silliman **Temporary Chair** for the purpose of electing the 2023 Trustee Chair; Trustee Hollister **seconded. Motion carried unanimously.**

Temporary Chair Silliman called for nominations. Trustee Mucher nominated Trustee Moir to serve as **Trustee Chair for 2023**; Trustee Hollister **seconded. Motion carried unanimously.**

New Trustee Chair Moir nominated Trustee Mucher to serve as **Trustee Vice-Chair** for 2023; Trustee Hollister **seconded. Motion carried unanimously.**

Adoption of Minutes

After two amendments to the draft minutes were noted, a **motion** was made by Trustee Hollister and **seconded** by Trustee Mucher to **adopt the minutes** of December 19, 2022, **as amended. Motion carried unanimously.**

Trustee Mucher **moved to adopt the minutes of the special meeting** held December 28, 2022; Trustee Moir **seconded. Motion carried unanimously** (Trustee Hollister was not present at said meeting and did not vote).

Payment of Accounts

Trustee Mucher **moved** and Trustee Hollister **seconded to pay bills** in the amount of **\$49,801.14:**

- General Fund – \$8,164.28
- Fire Fund – \$31,747.74
- Cemetery – \$864.86
- EMS Billing – \$3,3,844.54
- Road and Bridge – \$4,705.50
- Gas Tax – \$473.22

Motion carried unanimously.

First-of-the-Year Business

Zoning fees item noted on the agenda moved later in the meeting to the Zoning Inspector's Report for discussion.

Trustee Hollister **moved** and Trustee Mucher **seconded** to **establish mileage rate** for travel outside the township at \$.65/mile. **Motion carried unanimously.**

Trustee Mucher **moved** and Trustee Hollister **seconded** to re-establish the following **Board appointments by consent of those appointed:**

- Miami Valley Regional Planning Commission (MVRPC): Trustee Moir
- Greene County Regional Planning: Trustee Mucher
- Clifton-Union Cemetery: Trustee Hollister
- Clifton-Union Sexton: Fiscal Officer Silliman and Dan Gochenouer
- Yellow Springs Development Corporation: Trustee Hollister and Corrie Van Ausdal
- Climate Action and Sustainability Plan (CASP): Trustee Moir

Motion carried unanimously.

Trustee Mucher **moved** and Trustee Hollister **seconded** to **establish the meeting schedule** for the year 2023 as follows: first and third Mondays of each month at 5 p.m., unless they fall on a holiday; then meetings will be on the Wednesday following the holiday. Special Meetings will be posted on the Township's website and on the Fire Station bulletin board. **Motion carried unanimously.**

Trustee Hollister **moved** and Trustee Mucher **seconded** to **set contracts** with Green Township for Clifton-Union Cemetery maintenance, and with the Village of Clifton for snow removal and street repair as requested. Each contract to be negotiated separately and as soon as possible. **Motion carried unanimously.**

Trustee Mucher **moved** and Trustee Hollister **seconded** to adjourn to **Executive Session** to discuss matters of personnel. **Motion carried unanimously.** Adjourned: 5:23 p.m. Session resumed: 5:27 p.m., after reviewing all personnel positions, to make the following **appointments and hourly pay adjustments:**

Trustee Mucher **moved** and Trustee Hollister **seconded** to appoint Colin Altman as Fire Chief; Dennis Powell as Assistant Fire Chief; any additional full-time or multiple part-time **Firefighter/EMT/Paramedics** as needed; and all current volunteers on the roster. **Motion carried unanimously.**

Trustee Hollister **moved** and Trustee Mucher **seconded** to appoint Daniel Gochenouer and Brandon Morris as full-time **Road Department** employees, and any part-time employees as necessary. **Motion carried unanimously.**

Trustee Hollister **moved** and Trustee Mucher **seconded** to appoint Richard Zopf as **Zoning Inspector** for the year 2023. **Motion carried unanimously.**

Trustee Mucher **moved** and Trustee Hollister **seconded** to appoint Brian Corry to the **Zoning Commission** for the term effective 1/1/2023 through 12/31/2027. **Motion carried unanimously.**

Trustee Mucher **moved** and Trustee Hollister **seconded** to appoint Geoffrey Garrison to the **Board of Zoning Appeals** for the term effective 1/1/2023 through 12/31/2027. **Motion carried unanimously.**

Trustee Mucher **moved** and Trustee Hollister **seconded** to establish a **2023 pay schedule for full-time employees** at the current rate with a 5% cost of living increase retroactive to January 2, 2023. **Motion carried unanimously.**

Trustee Mucher **moved** and Trustee Hollister **seconded** to establish a **2023 pay schedule for part-time employees** at the current rate with a 5% cost of living increase retroactive to January 2, 2023. **Motion carried unanimously.**

Trustee Hollister **moved** and Trustee Mucher **seconded** to establish the holiday schedule for 2023 as follows:

- Martin Luther King Jr. Day January 16th
- Presidents’ Day February 20th
- Memorial Day May 29th
- Independence Day July 4th
- Labor Day September 4th
- Columbus Day October 9th
- Veterans Day November 13th
- Thanksgiving Day November 23rd
- Christmas Day December 25th
- New Year’s Day January 1, 2024

After a brief discussion about flipping either the Columbus Day or Veterans Day holiday to the day after Thanksgiving as has been done in the past, and an agreement to address that option at a later date, the **motion carried unanimously.**

Correspondence

The Trustees received:

- EPA: Public Hearing on Water Quality Certification for water project
- Grassroots OTA newsletter January 2023
- MVRPC membership increase and benefits of increase
- Xenia City and Greene county administrator-clarify changes in dispatch services
- Miami Valley Age Friendly Network -meeting announcement
- Greene county signed agreement for fiber optic permit, regulation, installation
- Ohio Auditor of State – 2023 Local Gov’t Officials Conference
- Christopher Buehlman- cemetery plot inquiry
- Miami County Commissioners Transportation Board – Catch Up
- Nicole Marvin/Trustee Correspondence regarding Utility scale solar
- Rory McIntyre inquiry on green burial
- Miami County phishing alert

MVRPC Executive Director report
OTA Winter conference “Back on Track” – registration opens Jan. 11

Public Comment on Agenda Items

No comments.

Fire Department Report

Chief Altman reported **32 EMS runs** including a final 2 to Bath Township, and **8 fire runs**. The department now has 8 active volunteers.

The wage update re: FLSA 207k on **overtime hours**, as discussed previously, should be in effect by January 17th, with reporting available in February.

The department **holiday party** will be held January 15th; please RSVP.

In response to a Trustee’s question, Chief Altman noted the **New Year’s Eve ball drop** was handled by C-shift and went off well. After using village and fire department vehicles to block off traffic, discussions are underway to find DHS-approved street barriers that are more easily moveable.

Chief Altman offered a **staff update** re: medical and other leave dates, and reviewed his “countdown to retirement” plan. A final date depends on pending communication with the Retirement Board.

After a discussion with Trustee Mucher re: **supply costs**, Chief Altman researched options and will now be buying through Sam’s Club instead of Office Depot – which should result in a substantial savings.

Trustee Hollister asked about **dispatch costs**, in light of a proposed fee increase from Greene County. Chief Altman noted that the department’s fee could go from \$13K annually to \$29K (over 3 years, depending on the county’s final decision), but that the county is playing catch-up, and the cost is still less than similar departments pay. He also responded to a question about merging dispatch with the Village by noting the cost of equipment, additional training, and staffing would not be feasible.

Trustee Mucher renewed discussion on the **fire/EMS staffing hours**. Chief Altman said all that would be reviewed as the 106-hour OT threshold is implemented.

A brief discussion was held on **equipment and building maintenance/repairs**, with no major issues noted.

In light of the recent NFL on-field cardiac event, Chief Altman reviewed the current process for **CPR certification** (online, with a skills test at the station). The department is responsible for three **AEDs** (Automated external defibrillators) in town (Tom’s, Yellow Springs Senior Center, and Mills Lawn Elementary); however, the department

discontinued classes on the equipment when people stopped coming. Each unit contains simple instructions for use.

Cemetery and Road Report

Cemetery:

Dan Gochenouer reported 1 traditional **burial** at Glen Forest. Trustee Mucher noted 28 burials in Glen Forest last year, and 13 in Clifton.

A new board to accommodate **electric service** at the cemetery will be installed next week.

Discussion was held re: **cost of traditional vs natural plots**. Along with a discussion on cemetery regulations, the matter will be reviewed further at the Natural Burial Committee quarterly meeting on January 9th.

Roads:

Mr. Gochenouer reported Brandon Morris came through his first heavy-snow response well.

Trustee Mucher asked about a **pothole** on Tobias Road that measures 16x24. Mr. Gochenouer said there is a visible mudflap in the pavement. It will be taken care of.

Trustee Mucher asked Mr. Gochenouer to solicit **quotes for a trench drain** at the Quonset hut. He also noted the cemetery phone calls come in through the Road Department number; those calls need to be handled in a timely manner.

Fiscal Officer Silliman presented ODOT's **2022 Township Highway System Mileage Certification**, required annually. After a short discussion, Trustee Mucher **moved to approve** the certification of **14.487 miles of public road** to be maintained in the township. Trustee Hollister **seconded**. **Motion carried unanimously.**

Fiscal Officer's Report

Ms. Silliman presented the following Resolutions, with action as noted following brief discussions:

- **Resolution 2023-01 Authorize Temporary Appropriations** – Trustee Hollister **moved to adopt** and Trustee Mucher **seconded**. Resolution **adopted unanimously**.
- **Resolution 2023-02 Pay Schedule** – Trustee Mucher **moved to adopt** and Trustee Hollister **seconded**. Resolution **adopted unanimously**.
- **Resolution 2023-03 Establish U.S. Bank as Depository** (through 2027) – Trustee Hollister **moved to adopt** and Trustee Mucher **seconded**. Resolution **adopted unanimously**.
- **Resolution 2023-04 Establish Maximum Amount for Blanket Purchase Orders** (at \$150K) – Trustee Mucher **moved to adopt** and Trustee Hollister **seconded**. Resolution **adopted unanimously**.

- **Resolution 2023-05 Authorize Amendment to Temporary Appropriations –** Trustee Mucher **moved to adopt** and Trustee Hollister **seconded**. Resolution **adopted unanimously**.

She noted a Resolution re: **tax collection** will be presented at the next meeting.

A brief discussion was held on the Auditor’s ruling re: the account(s) to be credited from the **sale of the old firehouse**.

Zoning Inspector’s Report

Richard Zopf reported a **permit** was issued for a home addition.

A discussion was held on Mr. Zopf’s **proposed Zoning fees for 2023**. Because of textual changes, Trustee Hollister suggested Mr. Zopf ask for legal advice and report back next meeting.

New Business

The **Zoning Committee** will host Township Trustees and the Board of Zoning Appeals (BZA) members at their **organizational meeting** on January 17; this will be an **opportunity to meet each other in person** only, with no expected action taken by the Trustees.

Old Business

Because he had been unable to attend the November 7th meeting re: **industrial solar**, Trustee Hollister asked for a summary/update on the discussion. He would like to ask the Greene County Board of Commissioners to restrict industrial solar while the zoning regulations are being reviewed/updated. Trustee Mucher feels the current language allows Townships 90 days to ask for that action after a permit is requested. Clarification will be obtained and further discussion will be held.

Adjournment

A **motion** was made by Trustee Mucher and seconded by Trustee Hollister to adjourn at 7:15 p.m. **Motion carried by acclamation**.

Next meeting scheduled for **Wednesday, January 18, 2023**, at 5 p.m., due to Martin Luther King Jr. Day on Monday.

Chairperson _____ **Attest** _____

/clp