

**Miami Township Trustees**  
Minutes of July 1, 2024  
*\*see acronym glossary following minutes*

**Call to Order**

The meeting was called to order by Chairperson Hollister, with Trustee Moir and Trustee Mucher present.

Fire Chief Denny Powell, Zoning Inspector Carrie Smith, Fiscal Officer Jeanna GunderKline, Road Department employee Dan Gochenouer, and Recorder Cyndi Pauwels were in attendance.

Resident Fred Stockwell was also present.

**Adoption of Minutes**

Trustee Moir **moved** to **adopt the minutes** of June 17, 2024, as presented. Trustee Mucher **seconded**, and the **motion carried unanimously**.

**Payment of Accounts**

After a brief discussion and with clarification from Fiscal Officer GunderKline, Trustee Moir **moved** and Trustee Mucher **seconded** to **pay bills** in the amount of **\$25,866.31**, **pending ancillary amounts**:

- General Fund – \$8,254.27
- Cemetery – \$1,800.98
- Fire Fund – \$15,602.06
- Road and Bridge – \$209.00
  - 2021 – \$209.00

**The motion carried unanimously.**

**Correspondence**

The Trustees received correspondence as follows:

- Kassie Lester: Invitation to GCTA July meeting 7/9, RSVP by 7/5
- US Treasury: New eligible uses for ARPA funds for affordable houses – *see New Business*
- National Opioid Settlement: \$1,431.13 on July 15 – *per Trustee Mucher, funds will go to Greene County*
- Greene County Regional Planning: Meeting packet
- Ohio Auditor: Training available – *see New Business*
- Lyndsay Workman, Vesper: Request to be put on July 15, 2024, agenda – *see New Business*

A brief discussion was held as to which correspondence items should be listed on the agenda in order to make sure all Trustees are informed of each.

**Public Comment on Agenda Items**

No comments

## Fire Department Report

Chief Powell reported **24 EMS runs** and **16 fire calls** since last meeting. This included **requesting mutual aid** for 3 EMS run and 3 fire calls.

**Yellow Springs Pride Festival** on June 29 had no incidents to report, with an estimated 5,000 in attendance.

**Brush 81** is back in service.

Plans for the **Fourth of July parade and fireworks**, as well as for the Chappelle show July 5, are uncertain, given the weather forecast. The Township will participate in the parade, and while Chief Powell has 3 volunteers for the Chappelle show, he's hoping for 1-2 more.

Estimates are pending (~\$15-18,00) for needed **preventative maintenance for the apparatus bay doors**.

Township building **window cleaning** is in progress; more supplies are on order.

Trustee Moir asked about progress on the **transition of newly promoted/hired personnel to the pension system**. Chief Powell advised the needed physicals have been delayed due to scheduling issues at Mercy Health, but that they should be completed soon.

In response to Trustee Moir's question, Chief Powell reported the **new MTFR staff schedule (2/12)** will be in effect with the next pay period.

In response to inquiries, Chief Powell reported MTFR has completed **vehicle extrication training (Jaws of Life)** on two donated vehicles. He also plans to use those vehicles for fire training next month.

## Cemetery and Road Report

### Cemetery:

Mr. Gochenouer reported **2 burials** at Clifton Cemetery.

A **tree fell in Clifton Cemetery** on Sunday; it has been cleared. **Mowing** is underway for the holiday.

Trustee Mucher reported the **exit drive at Oak Grove** has been cut. Mr. Gochenouer said gravel will be laid next week.

Trustee Mucher continues **software training** for Mr. Gochenouer in order to access cemetery records, etc.

### Roads:

Mr. Gochenouer will assist **Bath Township with culvert work** on July 2, 2024.

**Mowing** at MTFR, Grinnell Mill, and along the roads will begin next week.

Trustee Hollister presented the Greene County Engineer's **2024 Paving Contract, Resolution 2024-26**. Trustee Mucher **moved** to adopt the Resolution, and Trustee Moir **seconded**. The **motion carried unanimously**.

### **Fiscal Officer's Report**

Ms. GunderKline reported the **transition process is ongoing**.

She is moving additional regular **account payments to electronic funds transfer (EFT)**. A brief discussion was held (here and at the end of the Zoning Inspector's Report) on blanket purchase orders and on Trustee accountability for EFTs.

Ms. GunderKline noted that **regular reports provided to Trustees** will now include **bank account balances at the first of each month**. Current numbers: US Bank checking balance 6/30/24: \$603,133.67; StarOhio investment balance 5/31/24: \$1,360,535.03.

She asked for assistance with a **new passcode for voicemail**; Chief Powell will take care of it.\* (*see Zoning Inspector's Report below*)

The **audit extension** request has been submitted/signed online. Sunshine compliance materials will be forwarded to the auditors.

The process of **moving affected MTFR staffers to the pension system** was discussed. Ms. GunderKline will check into **potential issues with Social Security and Ohio Police & Fire Pension Fund (OP&F)** as some of the transitions were completed after the effective date of employment/promotion.

Trustee Moir asked about the amount deducted from payroll for the **increased school tax** (from 1% to 2%). Ms. GunderKline will check to make sure that has been changed.

In light of the **2025 Budget hearing set for July 15**, Trustee Mucher **moved** to make the **proposed budget available to the public on July 5** for the required 10-day review period. Trustee Moir **seconded**, and the **motion carried unanimously**. The **required public notice** will be placed in the *Yellow Springs News*.

### **Zoning Inspector's Report**

Ms. Smith reported **1 permit** was issued for a fence.

The Greene County Engineer has provided a pdf document with a **storm water building checklist** that the Township can add to the website. Trustee Moir will take care of it.

At the June 15, 2024, Zoning Commission meeting, the GCRPC's recommendation re: pending **small/personal solar installations** we discussed. A **public hearing** will be held **July 15, 2024, at 7 p.m.** If approved by the Zoning Commission, the matter will then move to the Trustees for a second public hearing. Ms. Smith noted she has fielded a

number of calls, including at least one from out of state, on the Township's solar regulations. The Zoning Commission will likely also **review language for regulating utility-scale solar** under 50 megawatts.

Ms. Smith noted the *Yellow Springs News* ran an **incorrect public hearing notice (stating BZA instead of Zoning Commission)**; it will run correctly this week.

As discussed in May, Ms. Smith will be taking **Zoning Commission minutes** from now on.

She noted the Zoning Commission had an extensive discussion on **Temporary Use Permits**, with no decisions made. She has collected regulation language from other jurisdictions for their review. Discussions will continue after the July meeting.

Ms. Smith suggested installing a **lockbox** in the Township building lobby for zoning paperwork submissions and checks. Mr. Gochenouer will install it.

\*As Ms. GunderKline requested earlier, Ms. Smith asked for **assistance with voicemail**, and with an ongoing problem with printing in the office. Trustee Moir suggested that Township service provider **MVECA be contacted on an as-needed (hourly) basis for minor tech issues** to free up Chief Powell's time. He readily agreed, and Trustee Moir will make the arrangements.

Ms. Smith will file her **August report in writing** as she will be at the Greene County Fair during the August 5th meeting.

## **New Business**

Trustee Hollister presented a summary of the timeline of the previously-ordered **MTFR assessment from Ohio Fire Chiefs' Association (OFCA)**. An earlier vote to terminate the contract was reviewed along with a June 14, 2024, letter from OFCA re: that decision. Trustee Mucher **moved** to terminate the contract with a payment of \$10,900 for partial organization assessment, with acknowledgment of the June 14 letter noted. Trustee Moir **seconded**, and the **motion carried unanimously**. Additional discussion was held re: Trustees' disappointment and frustration with the entire process.

Trustee Moir reported the Ohio State Auditor is offering **training on new legislative requirements re: fraud awareness and related topics** for all elected officials, department heads, and relevant employees. This training must be completed in 90 days (by September 28, 2024). She will review reporting requirements.

Trustee Moir reported **Lindsay Workman of Vesper Energy** had contacted her asking to be added to the July 15, 2024, meeting agenda. Ms. Workman will be directed to contact Chairperson Hollister for these requests.

State and Local Fiscal Recovery Funds (SLFRF) has a webinar on **reporting requirements for ARPA funds**. The Township has ~\$129,000 that must be obligated by

December 31, 2204, and Trustee Moir requested new discussions be held re: a March 2022 Resolution in that regard. Trustee Mucher agreed. **Reporting log-in** information was discussed; former Fiscal Officer Silliman needs to be replaced by Ms. GunderKline on the authorization list, while Trustee Mucher has been handling all mandatory reporting (next report due July 31, 2024). Trustee Moir will research that matter, and will view the webinar for further directions.

### Old Business

Trustee Hollister moved the **YSDC discussion** noted on the agenda to the July 15 meeting.

### Adjournment

The meeting was adjourned at 6:20 p.m., with the next meeting scheduled for **Monday, July 15, 2024**, at 5 p.m.

Chairperson \_\_\_\_\_ Attest \_\_\_\_\_

### \*Acronyms:

- MTFR: Miami Township Fire & Rescue
- MVRPC: Miami Valley Regional Planning Commission
- OTA: Ohio Township Association
- RPC: Greene County Regional Planning & Coordinating Commission
- YS CDC: Yellow Springs Community Development Corporation
- GCTA: Greene County Township Association

/clp