

Miami Township Trustees
Minutes of September 16, 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 and Road Department employee Dan Gochenouer were in attendance.

Yellow Springs News Editor Lauren Shows, Glen Helen Nature Reserve Executive Director Nick Boutis, and resident Fred Stockwell were also present.

Adoption of Minutes

Trustee Moir **moved** to **adopt the minutes** of September 5, 2024, as presented. Trustee Hollister **seconded**, and the **motion carried unanimously**.

Payment of Accounts

Trustee Moir **moved** and Trustee Mucher **seconded** to **pay bills** in the amount of **\$30,632.75**:

- General Fund – \$5,775.42
- Cemetery – \$3,188.79
- Fire Fund – \$18,269.30
- Road and Bridge – \$3,399.24
 - 2021 – \$2,509.02
 - 2031 – \$890.22

The motion carried unanimously.

Correspondence

The Trustees received no correspondence that needed further discussion.

Public Comment on Agenda Items

Nick Boutis from Glen Helen presented for discussion a previously-delivered memo on **the state of Grinnell Mill**. He offered an overview of the two-year-old agreement between Glen Helen and the Township for the Mill's management. They hold quarterly public events at the Mill, the next being October 27, 2024, 2-4 p.m., with the Yellow Springs Historical Society.

Mr. Boutis then reviewed the property tax split set up in 2004, and **requested reimbursement for taxes paid since June 2022**. After a detailed discussion, Trustee Hollister said that once receipts were presented, a vote could then be taken at the next meeting to approve payment. Trustee Mucher noted that if Grinnell Mill is no longer functioning as a B&B/business, the Township will need to ask the county tax assessor to change its property tax status to non-profit.

Mr. Boutis asked if there were a way to **automate financial transactions** between Glen Helen and the Township. Trustee Mucher said that since the Fiscal Officer is working to implement EFTs (electronic fund transfers) more widely, that shouldn't be a problem, and Mr. Boutis was directed to Ms. GunderKline to set it up.

In summary, Glen Helen is responsible for “consumables” at the property, while the Township is responsible for the overall structural maintenance. Glen Helen also handles minor repairs, up to a \$500 deductible, and bills the Township for anything over and above – with invoice copies. Mr. Boutis listed several items that need to be addressed (rotting wood, painting, flagpole), and asked how the Trustees would like him to proceed.

After consultation with Mr. Gochenouer, it was agreed **the Township department would handle those repairs** in and around other Township duties. Glen Helen will continue to deal with emergency issues, billing the Township as necessary with invoice copies.

Mr. Boutis then brought up an issue Trustee Mucher felt had been addressed earlier concerning **exterior lighting at the Mill**. During discussion, the matter was clarified to note that Trustee Mucher said two of the lights in question were for convenience, not security; therefore, the Glen Helen should handle them as they see fit.

The Trustees and Mr. Boutis agree that **Grinnell Mill is of historical value as a resource for the region**, and all are pleased to see it well maintained and in use. Mr. Boutis will check the original agreement for a timetable and offer periodic updates to the Trustees as indicated.

Fire Department Report

Chief Powell reported **23 EMS runs, 9 fire calls, and 4 inspections** since last meeting. This included **requesting mutual aid** for 10 EMS runs, and **mutual aid response** for 3 EMS runs and 1 fire call. He noted the unusually large number of EMS mutual aid requests were due to both medics being out of service; all vehicles are now up and running. Spring Valley Township has been thanked for the use of their medic in the interim (3 days, then 5 days).

Casey Flora, new part-time FF/EMT has begun orientation.

Equipment updated:

- The department's **breathing air compressor** has been through preventive maintenance and a semi-annual air quality test.
- The **Lifepak 35 defibrillator** has arrived, with setup/implantation tomorrow.
- **Gear lockers** are being installed.
- The grant-funded **turnout-gear dryer** is in service.
- The **VPN for the county-wide computer-aided dispatch system** is being installed and tested, with plans to go live in early November.

Cassady Brewer has been **promoted from Acting to Full Sergeant**. Trustee Moir asked how many hours weekly that would entail, and if it included insurance. Chief Powell said 32 hours, and no insurance (which requires 36 hours); Brewer already has coverage elsewhere. After confirming that level is written policy, Trustee Moir asked what happens if anyone fell below those hours. Chief Powell said that has not happened for anyone who was on insurance.

MTFR **staff medical situations** were reviewed.

Cemetery and Road Report

Cemetery:

Mr. Gochenouer reported **2 burials**, 1 full at Glen Forest, and 1 of ashes in the Prairie.

Bases are in for all monuments.

Roads:

Brandon Morris will cover **Mr. Gochenouer's absence** from September 19-October 3, 2024, with additional help as needed. A list of projects has been left on the board to keep him busy.

Crews are finishing **ditch mowing**.

All **equipment is running** and "happy."

Fiscal Officer's Report

Trustee Hollister presented **Resolution 2024-28 Amendment of Permanent Appropriations**, re: funds from Building Fund 3101 General Bond Note Retirement Fund, which was overlooked at the beginning of the year. Trustee Mucher moved to approve the Resolution, and Trustee Moir seconded. The **Resolution was approved unanimously**.

Trustee Mucher suggested the **StarOhio investment fund interest** be transferred to the General Fund. An extended discussion was held as to the StarOhio funds origins, designations, and uses. Because tax monies were being collected after the levy passed and before the bonds were issued, the transactions are complicated to follow; Trustee Moir has been working to clarify the timeline. Trustee Mucher said the Greene County Auditor should have accurate numbers. It was agreed that the account needs to be understood completely in order for action at the October 7, 2024, meeting. Trustee Moir will continue her efforts.

A discussion was held on the **EFTs** being put in place, and how Trustees are able to verify and sign off on them. Trustee Hollister said the Fiscal Officer is making progress on that.

Trustee Mucher asked if the **approved \$10,000 had been sent to Yellow Springs Development Corporation**. Trustee Moir said no, because of the ARPA fund process and the “standard allowance” requirement that must be met. A process to make that happen was discussed. Trustee Hollister added that item to the October 7, 2024, agenda.

Trustee Mucher asked about a \$985.41 balance in **the 2901 Special Revenue Fund**. Trustee Moir also raised the **4902 Grinnell Mill Maintenance Fund**; Ms. GunderKline will need to answer those questions.

Trustee Mucher noted his concerns on whether the Township is current on OPERS, OPF, RITA, etc., given the EFT issue discussed earlier.

US Bank checking balance 8/31/24: \$1,084, 632.73
StarOhio investment acc balance 8/31/2024: \$1,379,239.23

Zoning Inspector’s Report

In the absence of a Zoning Inspector, Trustee Mucher has been handling routine zoning inquiries.

As a follow-up to Mr. Stockwell’s questions last meeting re: **email to the Zoning Commission**, Trustee Moir amended her suggestion to instead have him send any correspondence to the Trustees for forwarding to the Zoning Commission until a Zoning Inspector is hired who will then handle it.

Mr. Stockwell asked **if the Zoning Commission members receive a salary**, and if they have the **resources to pay a recorder**. Trustee Mucher advised they are given a yearly gratuity, which Trustee Hollister pointed out was a gift, not statutory. They are able to hire a recorder if they wish.

Standing Committee Reports

- Miami Valley Regional Planning Commission (MVRPC): no report
- Greene County Regional Planning & Coordinating Commission (RPC): Trustee Mucher reported the meeting and the Executive Committee session were short, and **mostly concerned with administrative matters**. They are running an efficient organization with about 15% revenue over expenses, which the County may transfer out as they have done in the past.
- Clifton-Union Cemetery: no report
- YS Development Corporation (YSDC): Trustee Moir reported they have **hired Amy Lowe as Executive Director**. There was also a site **visit to the Honda plant**, where they make anode/cathode components for EV batteries. Trustee Hollister noted that plant is just over the line into Madison County.
- Greene County Township Association (GCTA): Trustee Hollister reported they had a **presentation on a region of the county water services that is going to a reverse-osmosis system**, which is extremely purifying and expensive.
- Glen Forest Natural Burial Committee (GFNB): no report. Trustee Mucher asked how the **hired maintenance duties** are progressing; Trustee Moir said they are

going well. Trustee Hollister reported a caller unhappy with the plastic solarization efforts infringing on a family member’s gravesite. The caller would prefer to see the area mowed.

New Business

Trustee Hollister presented for review a **proposal from consultant Fred Kaiser for implementation of the processes** identified in Phases I and II of his earlier work.

Trustee Moir noted **19 recommendations** in the proposal. During extended discussions, the Trustees agreed that while one of them could go through the proposal and possibly address some of the issues, **none of the Trustees have the specific background** to deal with many of the recommendations that are **better handled by legal counsel**, at a much higher rate.

Mr. Stockwell **questioned the advisability of hiring a consultant** rather than someone with experience and credentials in each of the areas covered. Trustee Hollister acknowledged the legitimacy of those questions, and the **Trustees shared Mr. Kaiser’s extensive background** in township governance, budgeting, and fire department operations.

After further discussion of the proposal, it was agreed Trustee Hollister would ask for a possibly **half-day public meeting with Mr. Kaiser and the five stakeholders** (3 Trustees, MTFR Chief Powell, and Fiscal Officer GunderKline) to review the proposal, break tasks into priorities and smaller steps, and set up a timeline before making a final decision.

Adjournment

The meeting was adjourned at approximately 6:45 p.m., with the next meeting scheduled for **Monday, October 7, 2024**, at 5 p.m.

Chairperson _____ **Attest** _____

***Acronyms:**

- MTFR: Miami Township Fire & Rescue
- MVRPC: Miami Valley Regional Planning Commission
- OTA: Ohio Township Association
- GCTA: Greene County Township Association
- RPC: Greene County Regional Planning & Coordinating Commission
- YSDC: Yellow Springs Development Corporation
- GFNB: Glen Forest Natural Burial Committee

/clp