

Miami Township Trustees
Minutes of July 7, 2025
**see acronym glossary following minutes*

Call to Order

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

Fire Chief James Cannell, Zoning Administrator Bryan Lucas, and Recorder Cyndi Pauwels were in attendance.

Yellow Springs News Editor Lauren Shows, 3 MTFR staffers, and residents Lori Askeland, Rick Sanders, Jane Sweet, and Kelly Ann Tracy were also present.

Adoption of Minutes

Trustee Hollister **moved** to **adopt the minutes** of June 2, 2025, as presented. Trustee Moir **seconded**, and the **motion carried unanimously**.

After Ms. Pauwels noted **changes to the initial draft** updating the Resolution titles and correcting the spelling of Harbison Road, Trustee Moir **moved** to **adopt the minutes** of June 16, 2025, as presented. Trustee Hollister **seconded**, and the **motion carried unanimously**.

Payment of Accounts

Trustee Hollister **moved** and Trustee Moir **seconded** to **pay bills** in the amount of **\$74,222.18**:

- General Fund – \$7,761.83
- Cemetery – \$7,473.98
- Fire Fund – \$53,987.22
- Road – \$4,999.15
 - 2021 – \$3,326.15
 - 2031 – \$1,673.00

The motion carried unanimously.

Correspondence

Trustee Moir noted repeated emails to Trustee Mucher with **no response**. She expressed her frustration at not being able to make progress on outstanding matters, including agenda items, without his input. (*see further discussion below on the matter*)

Public Additions to Agenda

At 5:07 p.m., Trustee Mucher opened the scheduled **public hearing**, and Mr. Lucas presented his report on the **proposed Text Amendment 2025-004-T Section 502 Accessory Structures**.

Ms. Askeland asked if this was a **new or revised zoning regulation**, and how it would affect such things as a mother-in-law residence. Mr. Lucas said it was a

clarification of previous regulations, so residents will “know what is allowed and not allowed” for accessory structures.

Ms. Tracy asked if existing structures are **grandfathered** in when a new owner takes over, and Mr. Lucas said, yes, they are structurally, but possibly not for a designated use given a time lapse.

Ms. Shows asked for clarification of the **text amendments process**. Mr. Lucas said it is the Zoning Commission’s job to review existing regulations as times change. He explained the process from the Zoning Commission to the RPC for review, back to the Zoning Commission, then on to the Trustees as seen during the current hearing. Trustee Mucher added that if the BZA sees the same issue repeatedly, it may signify that the regulation needs to be updated.

Mr. Sanders asked for the **difference in regulation for agricultural structures versus residential**. Mr. Lucas explained them, and pointed to the Zoning Regulation Section 202 for specific definitions.

There being no further comment, Trustee Hollister **moved** to accept **Resolution 2025-19** adopting the proposed **Text Amendment 2025-004-T Section 502 Accessory Structures**. Trustee Moir **seconded**, and **the motion carried unanimously**.

Trustee Mucher **closed the public hearing** at 5:30 p.m.

Trustee Mucher reported on communication received from the Village Manager re: the proposed **East Enon Road annexation**. He noted the ORC requirements, pending issues with the application, and possible limitations with the urban service boundary.

Trustee Moir provided her understanding of the Village request, noting Township input is needed in order for the Village to decide whether the annexation proposal qualifies as **Expedited 1** (with Township support) or **Expedited 2** (without Township support).

Trustee Mucher said that since the Trustees were not provided with documents to that effect, **no approval could be considered**.

Trustee Hollister reviewed his understanding of the **urban service boundary issue**, noting he feels the property in question drains towards Jacoby Creek, and that the annexation and potential development would be “a bad idea.”

Further discussion was held on the urban service boundary with no resolution, and **no action was taken**.

Fire Department Report

Trustee Mucher **welcomed new Fire Chief James Cannell** to the Township, adding how glad everyone is to have the Chief on board. Trustee Mucher then noted the oath listed on the agenda, opining that he didn't feel it was necessary.

Trustee Moir reported she had asked, via **email**, for his input on the matter **with no response**, reiterating the difficulties in performing Township business without communication.

Trustee Mucher said he had spoken with the Greene County Prosecutor's Office and had been advised the **Trustees' use of email and text to communicate Township business could be considered "overstepping,"** noting **he would no longer participate** in same.

Trustee Moir stated such an idea was "preposterous," saying it would be **"impossible to conduct business" without communicating.** She asked how else Resolutions would be assigned to be written, and how items would be added to the agenda.

Trustee Mucher said **discussions would be had during open meetings**, and issues raised would be written into Resolutions for passage at the next meeting as necessary.

A brief debate was held re: the **process followed to solicit, accept, and screen applications for the fire chief position**, with Trustee Moir noting Consultant Frederick Kauser handled the matter at the entire Board's request.

Trustee Mucher directed Trustee Moir to administer the oath to Chief Cannell if she felt it necessary. **Chief Cannell was then sworn into office.**

Chief Cannell presented his activity report, noting **"Nate is top-notch."** Chief Cannell has gone on half a dozen runs with the firefighters, and was pleased to see the **department is "in good hands."**

After noting an area resident came to the station with a minor medical emergency, a brief discussion was held re: **the MTFR prep room** that is stocked and available to handle those things.

One of Chief Cannell's first priorities has been reviewing the department's **organization of duties** and establishing a **daily routine of training and maintenance** for each shift. He will be making **minor changes to the paramedic/EMT training agreements**, and the **drug kit program** proposed by Acting Assistant Fire Chief Ayers is in the works. **Voice mail** boxes have been updated, and **website** renovation is being reviewed.

Chief Cannell reported on the **staffing numbers**, noting that in June, 13 days were at 2-person staffing, 10 days were at 3-person, and 7 days had 2 during the day and 3 at night.

He is reviewing the **usage of the current 4 PT officers**, planning to offer them an every-third-day option through the end of the year. Chief Cannell is also meeting with local departments and schools to **recruit more PT officers**. He will provide staffing data to the Trustees regularly.

He is also reviewing the MTRF **building, apparatus, and equipment**, noting an old, out-of-service pickup and a tanker may be disposed of.

Chief Cannell will meet with Consultant Frederick Kauser and Trustee Moir on Friday to **work on the annual budget** which is due July 20th.

He ended his report noting how, after 7 days on the job, he feels welcome not only in the department but in town. **“Community support is everything.”**

Trustee Mucher asked for a motion for an **Executive Session** pursuant to ORC 121.22(G) (1) to “consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee.” Trustee Hollister so moved, and Trustee Moir **seconded**. The meeting recessed at 6:02 p.m., and reconvened at 6:03 p.m.

Trustee Mucher then **moved to award Captain Nate Ayers a \$5,000 bonus** for his “exemplary service” as Acting Assistant Chief, and Trustee Hollister **seconded**. After noting her appreciation for Captain Ayers’ service, Trustee Moir reiterated her standing objection to being “blindsided” with **last-minute expenditures not included on the agenda** that Trustees do not have time to research and consider. The **motion carried 2-1**, with Trustee Moir “reluctantly” voting no.

Cemetery and Road Report

Cemetery:

Mr. Gochenouer was absent due to mowing duties.

Trustee Moir asked Trustee Mucher to provide a **detailed accounting of the ~\$15,000 spent on the Pine Forest cemetery addition**, and asked how much more was to be done. He directed her to Ms. GunderKline for those figures.

When Trustee Mucher said **Phase 1 was done, with Phase 2 yet to come**, Trustee Moir objected to an unplanned/unapproved “Phase 2.” He disagreed, stating it was on the plans located in the office “somewhere.”

A wide-ranging discussion was held re: **cemetery costs, account balances and expenditures, and future expenses**. In summary:

Trustee Moir expressed her concerns at the continued unspecified expenditures and plans, noting **funds should be set aside for future maintenance** instead of continued expansion and “creating a thing that has to be managed.”

Trustee Mucher then **outlined the history of Miami Township's oversight of the cemeteries, beginning in 2012**, noting he has spent "hundreds of hours" on them. He estimated a total expenditure of \$175,000, estimated a remaining 2,000 plots to be sold at market rates of ~\$750 each, and noted that seemed to him to be a "good return on investment," adding, "Don't nickel and dime me."

Trustee Mucher estimated **an additional \$10,000 for Phase 2**, with Trustee Moir noting, "If we vote for it." He added, "Vote or not."

Trustee Moir noted the **Road Department funds operate as a "subsidy" for the cemeteries**, with manpower spent on mowing, etc. Trustee Mucher disagreed.

Trustee Moir again asked for an **itemized budget on "Phase 1"**; Trustee Mucher said, "I'm not committing."

Trustee Hollister asked for an **estimate on long-range cemetery maintenance**, and Trustee Mucher offered \$30,000/year.

Roads:

Mr. Gochenouer was absent due to mowing duties.

Trustee Moir presented **Resolution 2025-20 Chip-seal Agreement** and moved for its acceptance. Trustee Hollister **seconded**, and **the motion carried unanimously**.

After that vote, Ms. Tracy asked Trustee Mucher for **clarification on his recent purchases**, noting his previous position over the past few meetings of not signing checks or approving bills. Trustee Mucher reiterated his request for an independent audit, stating, "Then I'll sign."

A pointed exchange was held, ending with **Trustee Mucher saying he would "flip-flop and start signing."**

Fiscal Officer's Report

Trustee Moir presented **Resolution 2025-21 Amend Permanent Appropriations** and asked for a motion adopting it, noting it was to cover Road/Cemetery Department overtime. Trustee Mucher said it was all for mowing/trimming, not cemetery work. Trustee Hollister so **moved**, and Trustee Mucher **seconded**. **The motion passed unanimously**.

Trustee Moir **moved** to accept the **2026 Authorization of Estimated Tax Revenue**. Trustee Hollister **seconded**, and **the motion passed unanimously**.

Trustee Moir presented **Resolution 2025-22 to Proceed with Levy**. She explained this was the second of two necessary Resolutions (see Resolution 2025-18 approved June 16, 2025) to place the **5-year, 3.8 mil levy (with an effective rate of 2.3 mil) renewal for MTFR** on the November ballot. Greene County estimates the cost to be **~\$82/\$100,000 appraised property value**. When she noted updated levy language from the State that Greene County was not aware of, Trustee Mucher said the spring election effort was denied by Greene County due to language issues. Trustee Moir said it was rejected by the Secretary of State, to Greene County. Trustee Moir then **moved** to adopt Resolution 2025-22 and Trustee Hollister **seconded**. The **motion carried unanimously**.

A brief discussion was held re: signatures on passed Resolutions and next steps for the levy: **deliver to Greene County Board of Elections with Resolution 2025-18 and Certification**.

Trustee Moir then presented a two-tiered proposal covering a **new policy for creating the meeting agenda** and **hiring a Fiscal Officer Assistant** to handle the process plus other duties as determined by Ms. GunderKline. Extended discussion followed; in summary:

Trustee Moir said that office assistance to Ms. GunderKline would do what an audit could not at this stage. **“We can’t audit work that hasn’t been done. The work needs to be done.”**

After suggesting the items be voted on separately, Trustee Hollister expressed **concerns about agenda items added during the meeting needing two votes** to be included. Trustee Mucher agreed, saying the Board needs flexibility.

Ms. Askeland asked if the Trustees follow **Robert’s Rules of Order**; Trustees Hollister and Mucher said no, emphatically.

After the discussion sorted out the issues, Trustee Moir **moved** to adopt items 1-4 of her proposal (dealing with agenda items):

1. Email call for agenda items and associated documents sent out on Wednesday before the meeting.
2. Agenda items and associated documents, including copies of Resolutions, due by Friday before the scheduled meeting at 10 a.m.
3. Board meeting packets distributed to elected officials by Friday 12 noon. The board meeting packet will also be posted to the Miami Township website at that time and be made available to citizens who sign up to receive them by email.
4. Additional agenda items may be considered by the Board at the commencement of the meeting, but a majority vote is necessary to add the item.

Trustee Hollister **seconded**. The **motion carried unanimously**.

After Trustee Mucher explained that **Ms. GunderKline would be doing the hiring of the proposed Fiscal Officer assistant and setting duties while the Trustees simply approve payment** for a position, Trustee Hollister **moved** to approve switching Ms.

Pauwels from her current contract Recorder duties to part-time Fiscal Officer assistant for 18 hours/month at \$25/hour, not to exceed \$550.00 (taking into account taxes, etc.). Trustee Moir **seconded**, and the **motion carried unanimously**.

US Bank checking balance 7/6/25: \$192,994.90 (*FO note: about to make over \$50,000 deposit, and more tax money should come soon via ACH as well*)

StarOhio investment account balance 5/30/2025: \$1,428,487.90

Finance reports provided on the second meeting of each month.

Zoning Administrator's Report

No permits have been issued since Mr. Lucas' last report; one is pending.

Mr. Lucas shared the **Text Amendment Tracking spreadsheet** he has created to organize the Zoning Commission's work.

The recently-approved **updated Zoning Resolution** was delivered to Greene County on June 16. It is also on the website.

Mr. Lucas will meet with RPC staffers to work out the **Ohio Housing and Technical Assistant grant** the Township has received to update the Zoning Resolution. While the Township will receive the funds, the RPC will direct much of the work and invoice the Township.

The Zoning Commission has met twice since the Trustees' last meeting because their meetings have been **moved to the first Thursday of each month at 7 p.m.**

- Sent **Text Amendment Section 502 Accessory Structures** to the Trustees for their July 7 meeting (*see earlier hearing*)
- Sent **Text Amendment Section 503 Fences, Walls & Screenings** to the Trustees for their July 21 meeting
- Sent **Text Amendment Section 508 Agricultural Uses...Agrotourism** to the Trustees for their July 21 meeting
- Sent **Text Amendment Article 8 Non-conformities** to the RPC for their July meeting
- Cyndi Pauwels has started her duties taking **minutes** for the Commission (*now included in new Fiscal Officer assistant position created earlier*)

The Zoning Commission and the BZA are **reviewing Article 9 Administrative Bodies** and **Article 10 Duties & Administrative Procedures**, and are considering **new internal rules of procedures** for both Boards.

New Business

Trustee Hollister presented an email from the YS Chamber of Commerce re: **donation for the Village fireworks** display. He noted last year's donation (after discussion, determined to have been \$1,000, not \$1,500 a suggested) had yet to be paid (it will be

taken care of). He then **moved** to donate the same \$1,000 this year, and Trustee Mucher **seconded**. The **motion carried unanimously**.

Executive Session:

Trustee Mucher asked for a motion to move into an **Executive Session** pursuant to ORC 121.22(G)(3) to discuss “disputes involving the public body that are the subject of pending or imminent court action.” Trustee Hollister so **moved**, and Trustee Moir **seconded**. The meeting recessed at 7:23 p.m., and reconvened at 7:28 p.m. with **no action being taken at this time**.

Adjournment

The meeting was adjourned at 7:28 p.m., with the next meeting scheduled for **Monday, July 21, 2025**, at 5 p.m.

Chairperson _____ **Attest** _____

***Acronyms:**

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

/clp