

`Miami Township Trustees
Minutes of October 20, 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.

Residents Kate LeVesconte, Fred Stockwell, Jane Sweet, and KellyAnn Tracy were also present.

Agenda Additions

Trustee Moir **moved** to add a discussion re: a *Yellow Springs News* levy fact sheet insert under New Business. Trustee Hollister **seconded**, and **the motion carried unanimously**.

Adoption of Minutes

Trustee Moir **moved** to **adopt the minutes** of October 6, 2025, as **corrected** (Special Meeting date of October 1, 2025; Harbison Road grant match of \$88,000). Trustee Hollister **seconded**, and the **motion carried unanimously**.

Trustee Hollister **moved** to adopt the minutes of the Special Meeting held October 1, 2025, as presented. Trustee Moir **seconded**, and the **motion carried unanimously**.

Payment of Accounts

Trustee Moir **moved** and Trustee Hollister **seconded** to **pay bills** in the amount of **\$48,492.00**:

- General Fund – \$4,526.79x
- Cemetery – \$3,122.04
- Fire Fund – \$34,538.52
- Road – \$6,304.65
 - 2021 – \$3,080.40
 - 2031 – \$3,224.25

The motion carried unanimously.

Correspondence

Trustee Moir noted information from the **Greene County Auditor's office** that will be addressed in the Fiscal Officer's report.

Trustee Mucher noted information re: the **new cybersecurity requirements** that will be addressed under Old Business.

Public Comment on Agenda Items

No comments

Fire Department Report

Chief Cannell requested to **change the status of Volunteer Jeremy Rea from volunteer to part-time FF/EMT** at the current pay rate of \$18.54/hour. Trustee Hollister so **moved**, and Trustee Moir **seconded**. The **motion carried unanimously**.

He shared the **current staff report**, noting only one shift with less than 3 staffers, and only one shift with no paramedic. He added, “Folks are coming back” to MTFR.

Chief Cannell asked for **approval to enter into an agreement with Grant Source Professionals** (from Youngstown) to write **grants for staffing, apparatus, and equipment**. He stated they specialize in fire department funding issues, at “very reasonable” rates. An extended discussion was held covering what they could offer with projected timelines and possibilities, and noting no money is due at this time, only when a grant is actually applied for. Trustee Moir **moved** to approve the initial agreement, and Trustee Hollister **seconded**. The **motion carried unanimously**.

He reported **Street Fair was a “success,”** with only a few minor band-aid-worthy injuries. That evening, MTFR assisted Husted with an auto accident north of town.

Chief Cannell reported the **wrecked vehicles in the fire department lot are for training purposes**. The towing company will remove them after those events.

Cemetery and Road Report

Cemetery:

No report in Mr. Gochenouer’s absence.

Roads:

No report in Mr. Gochenouer’s absence.

Fiscal Officer’s Report

No report in Ms. GunderKline’s absence.

Trustee Moir expressed her concerns about the **lack of current reporting on fund totals, revenues received, etc.** After a brief discussion on the need for those numbers to close out 2025 and to budget properly for next year, she asked for Trustees’ agreement to **request Ms. GunderKline’s attendance at each meeting through the end of the year.**

Trustee Mucher reported he had requested copies of **paid invoices for the collective paving agreement** 3 weeks ago and has yet to receive them. He does, however, believe they have been paid.

Trustee Moir reported on her communications with the Greene County Auditor’s Office, noting the Township’s **Capital Fund accounts** are “screwed up,” per Becca. No money is missing, but the **fund numbers don’t match what the County has** for the Township.

Trustee Hollister then **moved** to request Ms. GunderKline's attendance through the end of the year, and Trustee Moir **seconded**. The **motion carried unanimously**.

Trustee Mucher questioned **why the following account balances are noted as "pending"**:

- US Bank checking balance **pending**
- StarOhio investment account balance **pending**

Ms. Pauwels noted the **US Bank balance was provided last meeting**, but no other updates.

Zoning Administrator's Report

Mr. Lucas shared three draft **letters formalizing the process for handling Township zoning violations**: a warning, a final warning, and an official violation, noting the timeline for each. He explained the current \$100/day fee for each violation is out of date since it was changed in the ORC and is pending update by the Zoning Commission to \$500/day. The **Trustees will be notified** via his monthly report of each step in the process.

He then explained the different procedures that must be followed for **handling junk vehicles and the abatement of garbage** as those do not, per the ORC (Sec. 505.871, 505.173, and 505.87A) fall under the Zoning Resolution. He shared three draft letters that **must be issued by a staff member designated by the Trustees**, and asked for a Resolution assigning that task to the Zoning Administrator. After a discussion, Trustee Mucher agreed he would prepare a Resolution for next meeting.

Mr. Lucas then presented the Trustees with a comprehensive **update on the grant-funded Zoning text amendments and the timeline**, specifically Section 504 Architectural Projections Into Required Yards, Section 506 Swimming Pools, and Section 505 Parking of Rec. Vehicles, Trailers & Mobile Homes. (*see link on the Township website under Zoning Resolution for complete text of each pending amendment*)

An extended discussion was held re: the **overall timeline of the grant process**. Trustee Moir expressed **concerns with the expedited procedure** that will result in ~18 amendments being addressed at one time in the scheduled public hearings (January and April 2026), questioning how residents are being informed.

Mr. Lucas reported that, as requested when the timeline was first presented, each proposed text amendment is available **on the Township website**, and those to be addressed by the Zoning Commission meeting are specified on the meeting announcement on the home page.

Ms. LeVesconte suggested that those items to be discussed could be included in the ***Yellow Springs News Community Calendar***.

Trustee Moir and Mr. Lucas will **discuss the options further**.

Trustee Mucher asked Mr. Lucas about a **property on Clifton Road** where a temporary residence was to have been removed after the primary was completed. Mr. Lucas explained the owners had decided to use the structure to house horses rather than remove it. After a non-decision BZA appeal, the plan was reworked to fall under an **agricultural exemption**.

Standing Committee Reports

- Miami Valley Regional Planning Commission (MVRPC): **no report**
- Greene County Regional Planning & Coordinating Commission (RPCC): **no report**
- Clifton-Union Cemetery Board: **no report**, but Trustee Moir noted receipt of an **auditor's request to the committee**. Trustee Hollister said it has been **forwarded to their clerk**, Linda Parsons.
- YS Development Corporation (YSDC): Trustee Moir reported the **Township's second rep on the committee**, Steven Wirrig, is stepping down and will **need to be replaced**. She also reported on their **"Business First"** initiative, where committee members visit local businesses to discuss their needs and resources.
- Greene County Township Association (GCTA): **no report**
- YS Active Transportation Committee: Trustee Moir had no report except to remind residents of the **community survey available online** to gather information for future grant opportunities.

New Business

After thanking the Miami Township Firefighters Association, Lori Askeland, and KellyAnn Tracy for their work on the upcoming fire department levy vote, Trustee Moir shared an opportunity reserved by Trustee Hollister for a **levy fact sheet insert in the *Yellow Springs News* prior to the election**. Following a brief discussion as to its purpose and legality, she **moved** to proceed with the newspaper insert at a cost of \$405, and Trustee Hollister **seconded**. The **motion carried unanimously**.

A brief discussion was also held on the purpose of the **Township's Election fund account**. Trustee Mucher said it is to be used for Greene County fees to the Township at election time, not for inserts. Trustee Moir said the inserts expense could then fall under Advertising.

Old Business

Trustee Mucher asked for clarification on the status of the **State's new cybersecurity requirements under HB 96**, noting communication not only from the State but also from MVECA, OTARMA, and the Township's contracted Tech Advisors.

Trustee Moir shared an invitation to **MVECA's community cohort initiative** on the matter. She will attend the October 30, 2025, meeting to get more details and will report back.

Adjournment

The meeting was adjourned at 7 p.m., with the next meeting scheduled for **Monday, November 3, 2025**, at 5 p.m.

Chairperson _____ **Attest** _____

***Acronyms:**

- GCTA: Greene County Township Association
- GFNB: Glen Forest Natural Burial Committee
- MTFR: Miami Township Fire & Rescue
- MVECA: Miami Valley Educational Computer Association
- MVRPC: Miami Valley Regional Planning Commission
- OTA: Ohio Township Association
- OTARMA: Ohio Township Association Risk Management Authority
- RPCC: Greene County Regional Planning & Coordinating Commission
- YSDC: Yellow Springs Development Corporation

/clp