

Miami Township Trustees
Minutes of November 3, 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.

Fiscal Officer Jeanna GunderKline, Fire Chief James Cannell, Zoning Administrator Bryan Lucas, Road Department employee Dan Gochenouer, and Recorder Cyndi Pauwels were in attendance.

Yellow Springs News Editor Lauren Shows, three MTRF staffers, and residents Lori Askeland, Kate LeVesconte, Fred Stockwell, Jane Sweet, and KellyAnn Tracy were also present.

Adoption of Minutes

Trustee Moir **moved to adopt the minutes** of October 20, 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 **\$62,885.03**:

- General Fund – \$2,788.97
- Cemetery – \$6,886.23
- Fire Fund – \$45,003.04
- Road – \$8,206.79
 - 2021 – \$4,232.67
 - 2031 – \$3,974.12

The motion carried unanimously.

Correspondence

Trustee Mucher noted a reminder from **OTARMA re: insurance for newly elected officials** will be needed.

Public Comment on Agenda Items

No comments

Fire Department Report

Chief Cannell requested approval to **hire Casey Brewer as part-time firefighter/EMT at the current rate of \$18.54/hr.** Trustee Moir so **moved**, and Trustee Hollister **seconded**. The **motion carried unanimously**. Trustee Moir welcomed Mr. Brewer back to MTRF.

Chief Cannell reported **95 total runs for the month of October**, with **885 for the year so far**. He noted they maintained **97% 3-person coverage for the month**, and 30 of 31

days with paramedic coverage, which exceeded expectations. This improvement remains a department goal with the new staffing model and new hires.

Significant events:

- Assisted with a working house fire in Cedarville on October 24th
- Successful Halloween activities in Yellow Springs and in Clifton
- Sunday, November 2, saw MTRFR respond to 9 incidents – 4 within a 2-hour span. Chief reminded Trustees of his continued concerns about second runs while a first is in progress, and detailed the 4 staffers' response, noting they did an "excellent job."

Equipment maintenance:

- **Medic 81** and **Medic 82** are back in service following expensive repairs, with more to be done, noting maintenance is "piling up."

Chief Cannell has begun **compling information for the grant writer** approved last meeting.

During recent **vehicle extraction** exercises, the equipment (hydraulic pump comoponent) broke and was repaired in short order; however, **the back-up cannot be repaired, and both units are obsolete**. Trustee Hollister asked about the cost of a replacement. Chief estimates **\$60,000**, with higher prices after the first of the year. He explained the new units are self-contained and do not have the separate hydraulic pump and hoses which the department uses now. He will be looking for ways to purchase a new unit in the next year.

He expects feedback this week from the company on **proposed changes submitted for the medic** on order.

Back-up batteries in the tech room have been replaced, which should prevent Internet interruptions during weekly generator tests.

Cleaning out the Clifton Fire House (following the end of the Township's lease) should be completed by Thanksgiving week.

Cemetery and Road Report

Cemetery:

Mr. Gochenouer reported **1 burial** since last meeting, with 3 scheduled this Friday and 1 on Saturday.

Of the 20 **headstone foundations** scheduled to be laid, only 5 remain to be finished.

Mr. Gochenouer told Trustee Mucher the **trees he requested will be planted soon**.

Trustee Mucher reported he'd asked Ms. GunderKline for a list of cemetery deposits so names/deeds could be double-checked against the **cemetery database** before closing out the year.

Roads:

Mr. Gochenouer reported they will begin a final round of **mowing the ditches** for the season. They will also **fill potholes** when coldpatch is available.

Trustee Mucher asked when **salt spreaders** will be attached to the dump trucks. Mr. Gochenouer said that will be done before Thanksgiving. The Township has **~35 ton of salt on hand**, with another ~16 ton at Bath Township, who will be ordering more for both townships soon.

Mr. Gochenouer said he will be **taking 1-2 days off per week through the end of the year** to use up vacation hours. He will remain available as needed.

Fiscal Officer's Report

Ms. GunderKline noted the **financial reports** she'd emailed Trustees prior to the meeting did not contain this week's payroll. She also said **end-of-year processes** are beginning.

Trustee Moir reported an invoice has been received from **Techumseh Land Trust for the \$50,000 donation** approved in May, as the land in question has a sale and easement agreement in process.

Mr. Gochenouer asked if an invoice from **Valley Asphalt for Clifton** had been received/paid, and then a bill sent to Clifton. Ms. GunderKline will check.

Trustee Moir shared the results of her investigation into the Greene County Auditor's query about the Township's **capital fund numbering discrepancy**. She reiterated **no funds are missing**; the **accounts are simply misnumbered**. The \$336,000 "2023 Capital Fund" created by Resolution 2023-47 for the purchase of a new medic appears on Township records as "4904 Capital Fund" created by the previous Fiscal Officer, Margaret Silliman; the County has no record of that number. They show that fund's \$336,000 balance in Fund 4902 which is the Grinnell Mill maintenance fund according to the Township. The County lists the Grinnell Mill fund as 4901 (established in July 2022):

Fund	Miami Twp UAN	Greene Cty Auditor
4902	\$52,080	\$336,027
4901	\$0	\$51,006
4904	\$336,000	does not exist

In response to Trustee Moir's question as to **whether that new fund was legally established**, Trustee Mucher said that would have been the responsibility of Ms. Silliman.

Trustee Moir will **continue working to correct the situation**.

A brief discussion was held re: the **Grinnell Mill, its ownership, and the maintenance fund**. According to Trustee Mucher, **Glen Helen owns the land and the Township holds the deed to the building**. The nominal \$275/month Glen Helen pays the Township is to cover maintenance and taxes, which the Glen pays and then bills the Township for each year.

Trustee Moir reported on her findings re: **current fund balances in preparation for budgeting/end-of-the-year reporting** which must be finalized by February 28, 2026. After the \$160,000 spent to date from the General Fund, with the added non-discretionary bills to be paid (payroll, insurance, etc.) and barring any other discretionary/emergency spending, the **total General Fund expenditure will be ~\$210,000**. Adding in the **TLT \$50,000 invoice** noted earlier, that brings the total to **\$260,000**. **Revenue** totals for the year are **\$252,000**. She noted this difference is simply deficit spending; the Township is not in the red.

She also emphasized **records are in much better shape now than last year**, and is confident that trend will continue.

US Bank checking balance: \$681,766.00

Zoning Administrator's Report

Mr. Lucas reported **0 permits** were issued since last meeting, but several are in the works.

No BZA meeting, no **Zoning Commission** meeting; however they will meet this **Thursday, November 6th**. Their **December meeting has been moved** to Wednesday, **December 3rd**, to accommodate RPCC staff.

The Zoning section of the **website has been updated** with new/revised application forms and an updated Work Alongside Township Roads Permit form.

Mr. Lucas met with Glen Helen's Executive Director Nick Boutis to discuss a **potential new Conservation/Recreation Zoning District**.

He will be meeting with *Yellow Springs News* Editor Shows to discuss **better ways to inform the public about the ongoing Zoning Resolution amendment process**.

Trustee Mucher introduced the legislation suggested last meeting, **Resolution 2025-32 Administration of ORC 505.87A (Abatement, Control or Removal of Vegetation, Garbage, Refuse or Other Debris)** and asked for a motion to adopt same in order for the Zoning Administrator to enforce those regulations.

Ms. Askeland noted this was **not on the agenda** or in the distributed packet. Ms. Pauwels said that, because of its late delivery, she included it by default in the Zoning Administrator's Report.

Trustee Hollister **moved** for **adoption of Resolution 2025-32**, and Trustee Mucher **seconded**. The **motion carried unanimously**.

New Business

Nothing new to be discussed.

Old Business

Trustee Moir shared from the Village newsletter that **MVECA has merged with the Miami Valley Communications Council (MVCC)** and will have ~50 employees at the 888 Dayton Street location.

She then reported on her attendance at the **MVECA Cybersecurity Cohort Framework Information Session re: HB 96**. There will be 44 weekly cohort sessions offered by the non-profit Filament Information Systems, at a cost of \$5,000, to help local governments design and implement compliance with the new regulations.

Trustee Moir noted these cohort sessions are a good fit for those jurisdictions that have an in-house IT staff. Because Miami Township has contracted with **Tech Advisors** for those services, that company **will handle compliance matters** instead. She added that, since Trustee Hollister had requested the Township's April 2025 contract be for one year only in order to evaluate the outcomes, that may need to be revised.

Ms. Tracy asked who in the Township would be the **lead for this project**. Trustee Moir said Tech Advisors would handle the training, etc., as they know Township staff and set-up.

Adjournment

The meeting was adjourned at 5:58 p.m., with the next meeting scheduled for **Monday, November 17, 2025**, at 5 p.m.

Chairperson _____ **Attest** _____

***Acronyms:**

- GCTA: Greene County Township Association
- GFNB: Glen Forest Natural Burial Committee
- MTRF: Miami Township Fire & Rescue
- MVC: motor vehicle collision
- 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