

Miami Township Trustees
Greene County, Ohio
Minutes of November 17, 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 Supervisor Dan Gochenouer, and Recorder Cyndi Pauwels were in attendance.

Yellow Springs News Editor Lauren Shows and residents Peter Buswinka, Fred Stockwell, and Kathy Stockwell were also present.

Trustee Mucher offered his **personal congratulations to Trustee Moir and Trustee-elect Lori Askeland** for their elections to office. Trustee Moir thanked him for his comments, noting a historical correction she had learned: in c. 1818, Hillary Livingstone became the first female Miami Township Trustee; Trustee Moir was the second (not the first as someone had said); and Ms. Askeland will be the third.

Adoption of Minutes

Trustee Mucher noted a correction to the draft minutes from November 3, 2025 (Trustee Mucher shared the listed OTARMA correspondence, not Trustee Moir). Trustee Hollister **moved to adopt the minutes** as corrected. Trustee Moir **seconded**, and the **motion carried unanimously**.

Payment of Accounts

Trustee Hollister **moved** and Trustee Moir **seconded to pay bills** in the amount of **\$269,576.93**:

- General Fund – \$59,745.61
- Cemetery – \$3,581.12
- Fire Fund – \$37,412.88
- Road – \$11,769.84
 - 2021 – \$7,656.09
 - 2031 – \$4,113.75
- General Bond Retirement (Building) 3101 – \$157,067.48

After Ms. GunderKline noted the higher-than-usual General Fund expenditure contained the **\$50,000 Tecumseh Land Trust donation**, the **motion carried unanimously**.

Correspondence

Trustee Moir reported on correspondence from **Jurgensen re: their outstanding invoice for road paving**. Ms. GunderKline will confirm payment.

Trustee Moir reported on communication with the Greene County Auditor's Office re: the **General Bond Retirement**; all checked out okay.

Trustee Mucher reported on a request from the Greene County Engineer's Office for the **history of repairs made to Harbison Road** for the current grant project. He sent them a list of half a dozen such repairs since 2000.

Public Comment on Agenda Items

No comments

Fire Department Report

After Chief Cannell outlined a change in contracts, Trustee Hollister **moved to confirm the resignation of Dr. Lynn Bailey** as the MTRF Medical Director and **the appointment of Dr. Alyssa Gans as their new Medical Director**. Trustee Moir **seconded**, and the **motion carried unanimously**. Chief Cannell said Dr. Gans, who also serves Fairborn Fire Department in that capacity, will offer more hands-on assistance including continuing education trainings.

Chief Cannell requested the Trustees' presence at a **public working session for the MTRF 2026 budget on Thursday, November 20, 2026, at 9 a.m.** Consultant Kauser and Trustee Moir will attend. Trustee Mucher will make plans to attend; Trustee Hollister may have a conflict.

Chief Cannell reported the department **staffing numbers for November were at 100%** with a minimum of 3 staffers each shift, and with full paramedic coverage.

All **"front line" equipment is in service** following a complete safety inspection, and are now on a preventative maintenance schedule. Engine 81 will remain out of service until first-quarter 2026. Tanker 81 is in service but with minor issues that will be addressed in first-quarter 2026.

During a necessary dishwasher replacement in the firehouse, additional **plumbing and electrical issues** were repaired.

Required **information has been submitted to the grant writer**, and the next grant cycle requests are planned.

The **tech room** is being cleaned out and organized, and **Clifton Firehouse** will be emptied by Thanksgiving. Lt. Turner is coordinating the Clifton process. Trustee Hollister asked what would become of the **Township's old fire trucks** currently stored there. Chief Cannell said **Clifton plans to open a fire museum** and would like to display them. The Trustees all agreed. Ms. GunderKline will hold off until January on transferring utilities for the building from the Township to Clifton.

Cemetery and Road Report

Cemetery:

Mr. Gochenouer reported **5 burials** at Glen Forest: 2 ashes, 3 full (2 in the prairie).

Three bases (headstone foundations) remain to be poured. At Trustee Moir's inquiry, he verified the cost is included in the burial and headstone expense.

A **columbarium** invoice has been received and the door will need to be installed.

Roads:

Trustees Moir and Mucher reported on a Zoom meeting they attended with **Altafiber and the Greene County Engineer's Office**, noting audio quality was poor. There have been **numerous complaints from other jurisdictions re: cut culverts and utilities, no notice to property owners, etc., during the installation of fiber optic lines**. Altafiber reps insist that while they are over budget and short of meeting the deadline(s), all regulations are being followed. Since Miami Township is at the end of the list (late 2026?), Trustees hope any problems will be resolved by then.

Fiscal Officer's Report

Ms. GunderKline reported there are **funds to be certified to the Greene County Auditor** (MTFR vehicle sales, \$1,465 opioid fund settlement). She asked where the Trustees felt the **opioid monies should be deposited**; they agreed to add them to the **2281 EMS funds**.

She noted funds will need to be added to the **2042 Cemetery fund** to pay outstanding credit card bills. **Extended discussion was held as to the Cemetery balances:**

Trustee Moir noted the Cemetery's **Contracted Services line item has been "maxed out,"** and that while **\$10,000 had been appropriated to Operating Supplies, \$10,900 has been spent**. She added **Cemetery expense have topped \$80,000 for the year**, understanding the cost of the new pine forest walkway areas, but said she hoped that was "not a trend."

Trustee Mucher reported that while **the Township spends ~\$45,000 per year just for mowing**, and that cost "keeps going up," **revenue from the east side of the cemetery was \$90,000 this year**. He will **share the latest revenue report** received from Ms. GunderKline with the other Trustees.

Ms. GunderKline added that she would also provide a cemetery **expense report**.

Trustee Moir noted that while they are working hard to get all the expenses into the UAN system in a timely manner, she has also been

working with Mr. Kauser to create a **spending/appropriation system that will help with such issues.** They hope to have it completed in December.

Ms. GunderKline asked the Trustees when she might expect the **planned audit** to begin, and how long it could last. Trustee Mucher said “early spring through fall.” He also noted that **the Township pays for the independent auditor assigned by the State.**

Ms. GunderKline will process MTRF salaries with a **reallocation of the 2281 fund.**

She noted **registration is open for the OTA Conference.** That will be addressed later.

Trustee Moir reported she learned the **Township does not have to wait for the final report for 2025 to be finished before making permanent appropriations** for 2026 (rather than temporary until the spring deadline). She suggested it was worth looking into, as then Ms. GunderKline only has to run one set of vouchers. Further consideration will be given as the year wraps up.

An extended discussion was held on the **Capital Funds status** Trustee Moir reported on last meeting. Trustee Mucher offered a brief history of the old firehouse sale and several funds transfers that may have led to the mix-up under the previous Fiscal Officer. Trustee Moir will continue working to correct the matter.

US Bank **checking balance as of 11/13/25:** \$376,215

StarOhio **investment account balance 10/31/25:** \$1,455,082

Zoning Administrator’s Report

Mr. Lucas offered an update on the Ohio Zoning Grant text amendments (draft versions reviewed by the Zoning Commission) for **Section 519 Cemeteries** and **Article 6 Off-street Parking/Loading/Driveways.** *(see link on the Township website under Zoning Resolution for complete text of each pending amendment)*

Re: **Section 519 Cemeteries:** After extended discussion, Mr. Lucas will research and report back on the proposed **10-acre minimum in 519.2**, which the Trustees felt was too large, and the **perpetual care requirement in 519.5**, which Trustee Mucher says is unnecessary/improper. He stated such “perpetual care” does not come into consideration until all existing grave sites are sold, and that the State picks up maintenance of the cemetery if the Township becomes unable to do so.

Trustee Mucher also questioned the definition in **202**, **“used for the internment of human and animal remains,”** noting that co-mingling of human and animal remains is not allowed. The text was changed to read “or” instead of “and.”

Trustee Mucher introduced legislation suggested by Mr. Lucas at an earlier meeting, **Resolution 2025-33 Administration of ORC 505.871 (Junk Vehicles)**, and asked for a motion to adopt same in order for the Zoning Administrator to enforce those regulations. Trustee Moir so **moved**, and Trustee Hollister **seconded**. The **motion carried unanimously**.

Standing Committee Reports

- Miami Valley Regional Planning Commission (MVRPC): Trustee Moir reported they discussed **“age-friendly communities”** along the line of what Councilperson Housh presented at an earlier Township meeting. There are grants available to implement relevant programs. She noted that while the Township has some compatible ideas in progress (accessory dwelling units, community paramedic), she is not able to take on any such project. **Trustee Hollister expressed interest**. He noted AARP launched the concept several years ago, and that he had shared videos on it with all the Trustees.
- Greene County Regional Planning & Coordinating Commission (RPCC): Trustee Mucher reported the Executive meeting was brief, and the **full Commission meeting was postponed**.
- Clifton-Union Cemetery Board: Trustee Hollister had no report, but Trustee Moir expressed her **appreciation of Clerk Linda Parsons** who has “quietly gone to extraordinary lengths” to bring their accounts into order *and* handle an audit. However, Trustee Mucher noted the Clerk reports to the Cemetery Board, not the Trustees, so no formal action could be taken. At Trustee Moir’s query, Trustee Hollister explained the jurisdictional, statutory ownership of the cemetery.
- YS Development Corporation (YSDC): Trustee Moir reported there would be a **public meeting on Tuesday, November 18, 2025, at 7 p.m., in the John Bryan Center re: the group’s pending purchase of the old hardware/current toy store building downtown**.
- Ohio Township Association (OTA): Trustee Moir reported **RSVPs are due at midnight for the holiday party**.
- YS Active Transportation Committee: Trustee Moir reported the **Short Street surveys** and **grant activities** continue.

New Business

Trustee Mucher and Trustee Moir reported on a meeting they attended in Xenia with a State Senator, two State Representative, and representative from OTA re: the **citizens’ initiative to eliminate real estate (property) taxes**. Trustee Moir noted the initiative **does not offer a plan to replace that funding** for local government, schools, fire departments, etc., if those taxes are eliminated.

If the initiative were to make it to the ballot and pass, the **Ohio legislature would have six weeks to find a way to fill that gap – most likely with sales tax/income tax increases**. Trustee Mucher noted those increases would need to be ~20% to cover the loss in funding. Several bills are pending in committees in Columbus to try to get ahead of the initiative.

The initiative's backers **need ~400,000 signatures to make the ballot**; they currently have ~1,400.

Old Business

Trustee Moir presented a **revised Public Records Policy**. The revision is based on the Ohio Attorney General's Model Policy. Discussion was held re: **copy costs**, which she suggested be set at **\$.15/page**. Trustee Mucher said actual costs must be determined based on the age/depreciation of the copy machine, cost of ink, and cost of paper. Ms. Pauwels, who researched and revised the policy now based on **the Attorney General's model template**, stated that was an impossible task as those numbers are constantly changing. She will continue to research the matter.

Trustee Moir **moved to adopt the revised Public Records Policy as presented, with copy costs at \$.15/page**, and Trustee Hollister **seconded**. The **motion carried 2-1**, with Trustee Mucher voting "no" due to the cost.

Trustee Moir introduced the **confidential Cybersecurity Policy**. It was due to the State by September 30, but needed legal review first. The Township has until **July 2026 to fully implement a cybersecurity policy**. She then **moved** to adopt the proposed policy, and Trustee Hollister **seconded**. The **motion carried unanimously**.

Adjournment

The meeting was adjourned at 6:48 p.m., with the next meeting scheduled for **Monday, December 1, 2025**, at 5 p.m.

Chairperson _____ Attest _____

*Acronyms:

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

/clp