

**Miami Township Trustees**  
Minutes of December 1, 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 Captain Nate Ayers, Zoning Administrator Bryan Lucas, and Recorder Cyndi Pauwels were in attendance.

*Yellow Springs News* Editor Lauren Shows, residents Lori Askeland, Peter Buswinka, Kate LeVesconte, Caroline Mullin, Fred Stockwell, and KellyAnn Tracy, plus some who did not sign in, were also present.

Trustee Mucher offered his **personal congratulations to Trustee-elect Lori Askeland** for her election to office.

**Adoption of Minutes**

Trustee Moir **moved to adopt the minutes** of November 17, 2025, as corrected (typo on page 3). Trustee Hollister seconded, and the **motion carried unanimously**.

Trustee Moir **moved to adopt the minutes** of the Special meeting November 20, 2025, as presented (agenda date in error). Trustee Hollister **seconded**, and the **motion carried unanimously**. Trustee Moir noted that in addition to passing **Resolution 2025-34 Amendment to Permanent Appropriations**, Fire Chief Cannell also made a presentation on the **proposed MTFR 2026 budget**. (*see the meeting video on YouTube for the complete presentation: <https://www.youtube.com/watch?v=03CEZvsV-Tw>*)

**Payment of Accounts**

Trustee Moir **moved** and Trustee Hollister **seconded to pay bills** in the amount of **\$87,271.00**:

- General Fund – \$6,904.89
- Cemetery – \$8,051.66
- Fire Fund – \$61,269.14
- Road – \$11,045.31
  - 2021 – \$7,866.86
  - 2031 – \$3,178.45

**The motion carried unanimously.**

**Correspondence**

The Trustees received no correspondence that needed further discussion.

**Public Comment on Agenda Items**

No comments

## **Fire Department Report**

In Chief Cannell's absence, Captain Ayers reported November run totals of **65 EMS and 17 fire**, with **full 100% coverage**.

He then presented Chief Cannell's request for **approval to contract with accounting consultant Deborah Watson** for December 1-31, 2025, in an amount not to exceed \$7,500, noting the Chief needs complete, accurate account totals (currently lacking) to adequately budget for 2026.

Extensive discussion was held, with **Trustee Mucher raising questions** as to her actual position title – consultant or Assistant Fiscal Officer, UAN access, legalities under the ORC, and possible bonding. He also questioned who was hiring Ms. Watson: Chief Cannell or Ms. GunderKline as Fiscal Officer.

**Trustee Moir explained her understanding of Chief Cannell's budgetary concerns** and that, because of those urgent MTRF accounting needs, the request originally came from him. **Captain Ayers** added his comments from the Chief as well.

**Trustee Hollister** said he felt Ms. Watson's services were needed, and agreed with **Ms. Askeland's suggestion** to approve the hire while working out the legalities/fund to be charged later, with any modifications as needed.

Discussion was also held on a recent **Revenue Fund report**, with Trustee Moir noting it was "ironic" for Trustee Mucher to express concerns on that report while hesitating to approve someone to help correct the situation.

Trustee Moir then **moved to approve a contract with accounting consultant Deborah Watson** for December 1-31, 2025, in an amount not to exceed \$7,500. Trustee Hollister **seconded**, and **the motion carried 2-1**, with **Trustee Mucher voting no** due to his concerns. Trustee Moir asked if he would research the issues he had raised; he agreed to do so.

## **Cemetery and Road Report**

### **Cemetery:**

No report in Mr. Gochenouer's absence while he preps for the coming winter storm.

### **Roads:**

Trustee Mucher presented a **request from the Greene County Engineer**, with response due by December 5, and asked for a motion to approve **Resolution 2025-35 Annual Report of Township Roads for 2025**. Trustee Moir so **moved**, and Trustee Hollister **seconded**. **The motion carried unanimously**. Trustee Mucher will forward it to Greene County.

Trustee Mucher detailed the **State's permissive tax/motor vehicle license tax process** in which a portion of those **funds are held by Greene County in Miami Township's name for use in road repair (~\$2,500/year)**. He noted the Township has not requested those funds in several years. He has asked Mr. Gochenouer to contact Greene County to determine the Township's fund balance and submit necessary paperwork to received those monies.

Trustee Mucher reported the Greene County Engineer advised him the previously-approved **Greene County 2026 grant submission for Harbison Road repair** through the Ohio Public Works Commission (OPWC) was being switched to Governor DeWine's **Small Township Grant Fund** where the request had a better chance of being approved. After he clarified Trustee Moir's concern if **the previously signed agreement with Greene County would still be in effect**, he said the **awards should be announced by the end of 2025**.

### **Fiscal Officer's Report**

**Ms. Tracy asked about Ms. GunderKline's absence**, noting the Trustees had requested her presence at each meeting through the end of the year. Trustee Moir explained Ms. GunderKline had informed them of a conflict with her son's basketball game tonight, and that she would be present next meeting.

Trustee Mucher reported that while reviewing Township financial reports, he had discovered invoices showing **\$775 paid in State sales tax that should have been exempted**. He noted "everyone is guilty and everyone is responsible" for the oversight. Trustee Moir said she had not submitted any bills with sales tax, and he agreed that, in that case, she was not guilty.

Trustee Mucher added **department heads should review each payment**, the **Fiscal Officer should review each payment**, and the funds be reclaimed. He presented a stack of invoice copies from the Road Department, from the Fire Department, and "others" that he will distribute to each department head and to Ms. GunderKline for review.

After scanning the invoice copies, Trustee Moir noted this issue is apparently another **area lacking in Ms. GunderKline's training** that Ms. Watson will help correct.

**US Bank checking balance: \$42,383.00**

### **Zoning Administrator's Report**

Mr. Lucas reported **6 permits** were issued since his last report.

The **BZA** has not met; however, **Amy Achor's term expires at the end of 2025** and she is not interested in continuing on the Board for personal reasons. No alternates are available to fill the slot. Mr. Lucas **urged any resident from the unincorporated areas of Miami Township to apply for the open seat or as an alternate**.

The **Zoning Commission** met and addressed three text amendments in November: **Short-term Rentals, Accessory Dwelling Units (ADUs), and Bed & Breakfasts**. The section on B&Bs was eliminated and those regulations included under Short-term Rentals.

The Commission is waiting to hear back from RPCC about **an extra December meeting** to finish the remaining proposed text amendments under the grant program before the end of the year.

**Jenifer Adams' Zoning Commission term expires at the end of the year** (she was appointed to serve out an unexpired term), and she would like to continue to serve if the Trustees so approve at their January meeting.

Mr. Lucas presented **proposed zoning fee schedule revisions for 2026** for the Trustees to approve in January, noting he researched other townships in Greene County and set the suggested fees accordingly.

**Ms. Askeland** asked for an explanation of the listed **“Work Along or Across Township Roads”** category. Mr. Lucas said that covers things such as running fiber optic lines along the roadway.

**Mr. Stockwell** asked if the proposed **\$50 fee for that category was by a set distance or per job**. Mr. Lucas said it is for each project as a whole.

In response to Trustee Moir's query re: the **BZA hearing fees** running lower than County average, Mr. Lucas said he felt it was unfair to charge more for conditional uses/hearings when the Township requires them.

At Trustee Mucher's suggestion, the **“Rezoning/Change to the Zoning Resolution”** category will be amended to add “map or text.”

The Trustees will **review the proposed changes and vote on the schedule at the January organizational meeting**.

After describing the RPCC process for zoning changes (which includes legal review), Trustee Mucher asked Mr. Lucas about the **higher-than-usual legal fees** from his office's inquiries to the Township's Columbus law firm and **questioned the appearance of redundancy**. Mr. Lucas reported those **calls were in reference to the ORC conflicts with the administration of junk vehicle and debris issues** addressed at earlier meetings. The calls took place after the Township's Greene County Prosecutor's Office contact had resigned and before a new contact was assigned.

## **New Business**

Trustee Mucher offered the **traditional request to present gift cards to the members of the Zoning Commission and BZA in appreciation for their service**. After a brief

discussion, Trustee Moir **moved to present \$100 gift cards** to those members in appreciation for their service, and Trustee Hollister **seconded**. The **motion carried unanimously**.

Trustee Mucher addressed the topic of **reimbursement for the OTA's 2026 Winter Conference** and asked for formal requests by each official attending. Trustee Moir reviewed the GSA limits for such reimbursement (registration fee, \$131 per overnight required, meals at \$20/\$22/\$33, plus mileage). She then **moved to approve expenses not to exceed the GSA limits for all participating staff and elected officials, including incoming Trustee Askeland**. Trustee Hollister **seconded**, and the **motion carried unanimously**.

### **Old Business**

Executive Director Mullin from the Yellow Springs Senior Center offered their formal **request for budgeted funding assistance** from the Township now that the Village has committed to \$32,000 annually. (*see the September 3, 2025, meeting for the initial discussion*)

Trustee Mucher reiterated his belief that **Township funding for local services should be proportional to the Village**. He stated the Township budget is 10% of the Village budget.

Trustee Moir expressed her support for the YSSC, noting she is “excited” about the work they do; however, she added that until the Township’s finances are better understood, **she does not believe they are in a position to commit to a new budget item**. When the **2025 year-end report is finalized (due February 28, 2026)**, the data will be available to decide if funds are there over and above what the Township needs to meet its obligations. She added that while preliminary discussions have been held, **no policy is in place to handle community funding requests**.

Trustee Hollister noted that while he will no longer be a voting member in 2026, he believes the YSSC is a **worthy cause** and hopes the Township will find a way to support their efforts.

Trustee Mucher **asked for a motion to add the YSSC to the 2026 budget** as requested, and **none was made**. The **matter will be reviewed again after the end-of-year reports**.

### **Adjournment**

The meeting was adjourned at 6:12 p.m., with the next meeting scheduled for **Monday, December 15, 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