

Miami Township Trustees
Minutes of February 2, 2026
**see acronym glossary following minutes*

Call to Order

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

MTFR Captain Nate Ayers, 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, Jane Sweet, and KellyAnn Tracy were also present.

Trustees Agenda Approval

Trustee Moir **moved** to add 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” under the Fiscal Officer report. Trustee Askeland **seconded**, and **the motion carried unanimously**.

Adoption of Minutes

Trustee Askeland **moved** to **adopt the minutes** of January 21, 2026, as presented. Trustee Mucher **seconded**, and **the motion carried unanimously**.

Trustee Askeland **moved** to **adopt the minutes** of the January 29, 2026, Work Session with correction noted for the spelling of Consultant **Deborah** Watson’s name. Trustee Mucher **seconded**, and **the motion carried unanimously**.

Payment of Bills

Trustee Askeland **moved** and Trustee Mucher **seconded** to **pay bills** in the amount of **\$131,966.83**:

- General Fund – \$16,764.06
- Cemetery – \$1,407.50
- Fire Fund – \$94,864.55
- Road – \$18,930.72
 - 2011 MVL: \$876.01
 - 2021: \$10,225.68
 - 2031: \$7,829.03

Trustee Moir noted the amounts were higher than usual because they covered an annual insurance premium plus the entire month of January instead of the normal two weeks between meetings. **The motion carried unanimously**.

Correspondence

Trustee Moir shared an email from a resident on East Enon Road near the high school. She was concerned about speeding vehicles on that stretch of road, and asked for who to

contact with a formal complaint. Trustee Mucher had responded to her with advice to contact the Greene County Engineer since it is a county road.

Citizen Concerns

No comments

Fire Department Report

In Chief Cannell's absence, Captain Ayers reported **68 runs for January**, including three (3) structure fires (as opposed to two (2) structure fires for all of 2025). All shifts were covered with three (3) staffers.

Engine 81 is back in service after brake repair, available on stand-by.

The **Community Paramedic Program is slated to begin March 1, 2026**. They are already taking calls to establish a client list and are working with Central Dispatch to assign call numbers, etc.

Buckeye Power Sales will be in to deal with the **generator issue**. Trustee Moir noted the Township insurance policy does include power surges, so repairs may be covered.

Koorsen Fire & Security has been scheduled to address the **smoke detector problems**.

Trustee Moir presented a **proposal for an additional (final?) six (6)-month professional consulting contract with Frederick Kauser at a total of \$18,000**. She noted the list of items to be addressed is "ambitious"; some of them may be able to be handled in-house, allowing Mr. Kauser to focus on levy planning and budgeting. After a brief discussion, it was agreed to **postpone a vote until next meeting** so those issues as well as the billing division could be clarified.

Cemetery and Road Report

Cemetery:

Mr. Gochenouer reported two (2) **burials** in Oak Grove, one on a tree plot. Another is scheduled for tomorrow in the prairie.

He plans to **plow open the remaining areas including Clifton** if the weather holds.

Trustee Mucher reported he has been working with Mr. Gochenouer to **compile a complete 2024-25 sales report** so all records are coordinated. Current numbers show **~110 plots were sold in 2025**: eight (8) in Glen Forest West, and remaining in the various areas East.

Roads:

Mr. Gochenouer reported they continue working on **snow removal**, dealing now with "someplace to put it."

Trustee Mucher **moved** 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 Askeland **seconded**, and the meeting recessed at 5:16 p.m.

Trustee Moir reconvened the open meeting at 5:28 p.m. with **no action** to be taken.

Fiscal Officer’s Report

In Ms. GunderKline’s absence, Trustee Moir presented **Resolution 2026-03 Setting Township Purchasing Policy**. She explained the Township has never had a written policy to control and track spending, and outlined the discussion held at the January 29th work session when the policy was drafted. After a brief discussion, Trustee Askeland **moved** to adopt Resolution 2026-03, and Trustee Mucher **seconded**. The **Resolution was adopted unanimously, with an effective date of April 1, 2026**.

Trustee Moir presented and formally accepted **Ms. GunderKline’s resignation from office, effective March 31, 2026, in order to focus on personal priorities**. The emailed letter was received by the Trustees late on January 29, 2026. Transition plans are underway.

Trustee Moir then asked for a motion to **increase Ms. Pauwels’ Fiscal Officer Assistant work hours by 10/week during the transition period**. Trustee Askeland so **moved**, and Trustee Mucher **seconded**. The **motion carried unanimously**.

Trustee Moir entertained a motion to **approve conference and travel reimbursement for Ms. Pauwels to attend the OTA conference** later in the week (Ms. GunderKline’s conference registration was transferred to Ms. Pauwels). Trustee Askeland so **moved**, and Trustee Mucher **seconded**. The **motion carried unanimously**.

Trustee Moir introduced the possibility of **moving the Township’s payroll processing to an outside firm**, something recommended early on by Mr. Kauser that got lost in the midst of more urgent issues. She asked for a **motion to proceed** in pursuing a contracted payroll service, noting she has already received calls from vendors. Any meetings scheduled to review proposals would be open to all Trustees, and a separate vote would be held to accept any contract.

Trustee Askeland so **moved**, noting Trustees would need to establish a scope of work to be covered (employee portal, payroll, W-2s, tax filing, etc.). Trustee Mucher **seconded**, and the **motion carried unanimously**.

Trustee Moir noted that, given the motions now approved, **the requested Executive Session would not be needed**.

Zoning Administrator’s Report

Mr. Lucas reported no permits were issued in the past month.

BZA has not met so far this year.

The **Zoning Commission** met as scheduled January 5, 2026. Contrary to Mr. Lucas' December report, at RPCC request, three (3) additional proposed text amendments were reviewed, bringing the total to fifteen (15).

RPCC will hold a public open house to review all proposed text amendments on **Thursday, February 5, at 6 p.m.**, prior to the Zoning Commission meeting. Mr. Lucas explained the expected process and **outlined the revised schedule** under the existing grant program:

- **February 5:** The Zoning Commission edits and finalizes the drafts of all fifteen (15) text amendments following residents' comments from the open house.
- **March 5:** The Zoning Commission holds a public hearing and officially sends the amendments to the RPCC Executive Board for recommendations. (In March, the RPCC Executive Board should approve the amendments and notify the Zoning Commission.)
- **April 2:** The Zoning Commission reviews the expected RPCC approval letter and officially forward an approved version of the text amendments to the Trustees for their review.
- **April 20:** The Trustees hold a public hearing to review and consider adopting the Ohio grant text amendments.

Extended discussion was held re: the process of **informing not only the public but the Trustees of the content of each proposed text amendment**. Given the RPCC requirement of a Trustees' public hearing within twenty (20) days of the approval letter, and the extensive content to be covered, **it may be better to break up the hearings into two (2) sessions, one April 6 and one April 20**. That matter will be decided at a later date.

Mr. Lucas reiterated **all fifteen (15) draft text amendments are available on the Township website for review**. He encouraged the Trustees to do so before the April meetings.

Mr. Lucas reported he looks forward to attending the **OTA Winter Conference** later this week with the Trustees.

Trustee Mucher reported the **RPCC has hired a new Executive Director – Tim Dawson from West Chester Township** in Butler County, with a start date of March 1, 2026. Trustee Askeland asked if there were other vacancies remaining at the RPCC. Trustee Mucher said the need is there, so it is possible. But that decision will be made by Mr. Dawson once he has started work.

Trustee Moir asked **if the Township needs to re-do its map given the East Enon Road annexation** that was approved last year. After a brief discussion, Mr. Lucas said RPCC, as keeper of the official maps, will simply print one on request; he will check to see if

there is a new version available, and noted additional changes will likely be made due to the proposed text amendments.

Old Business

Nothing to be discussed.

New Business

Nothing to be discussed.

Re: the Fiscal Officer transition, Ms. Shows asked if the Trustees would be **appointing a replacement**. Trustee Askeland noted that since Ms. GunderKline's resignation just came in late Thursday, discussions are still underway. Trustee Moir reported that the Township has **thirty (30) days** *(time frame clarified after the meeting)* **to appoint a replacement or the County will do so**. The appointment will cover the final two (2) years of Ms. GunderKline's term.

Adjournment

The meeting was adjourned at 6:10 p.m., with the next meeting scheduled for **Wednesday, February 18, 2026**, at 5 p.m., due to the Presidents' Day holiday. Trustee Moir will be out of town, so Vice Chair Mucher will preside.

Chairperson _____ **Attest** _____

***Acronyms:**

- MTFR: Miami Township Fire & Rescue
- MVRPC: Miami Valley Regional Planning Commission
- OTA: Ohio Township Association
- RPCC: Greene County Regional Planning & Coordinating Commission
- YSDC: Yellow Springs Development Corporation

/clp