

**Miami Township Trustees**  
**Greene County, OH**  
Minutes of May 4, 2026

*\*see acronym glossary following minutes*

**Call to Order**

The meeting was called to order at 5:00 p.m. by Chairperson Moir, with Trustee Mucher and Trustee Askeland present.

Fire Chief James Cannell (arrived after Public Hearing noted below), Fiscal Officer Cyndi Pauwels, and Zoning Administrator Bryan Lucas were in attendance.

RPCC representative Michelle Hudnell, *Yellow Springs News* Editor Lauren Shows, and residents Peter Buswinka, Fred Stockwell, Jane Sweet, KellyAnn Tracy, and Steve Wirrig were also present.

**Trustees Agenda Approval**

Trustee Moir asked to **add a full-time firefighter/EMT hire** under the Fire Department Report. Trustee Askeland so **moved**, and Trustee Mucher **seconded**. The **motion carried unanimously**.

**Adoption of Minutes**

Trustee Askeland **moved** to **adopt the minutes** of April 20, 2026, as presented. Trustee Mucher **seconded**, and the **motion carried unanimously**.

**Correspondence**

Nothing to share.

**Citizen Concerns**

KellyAnn Tracy announced **EMS Appreciation Week May 17-23, 2026**, with a **barbecue at the fire station on Wednesday, May 12 at 12:30 p.m.**, and asked the Trustees to consider financial support. It was agreed to take the strong likelihood of reimbursement under advisement for a vote at the next meeting.

Trustee Moir then resumed **the public hearing re: proposed Zoning Resolution text amendments**. Mr. Lucas presented an overview of the third set of **fifteen (15) proposed changes** (*all proposed text amendments are available online at [miamitownship.net/zoning](http://miamitownship.net/zoning)*) including the following sections:

- Section 521 Accessory Dwelling Units  
The Trustees asked for clarifications on different points. Ms. Hudnell and Mr. Lucas answered their questions in detail. There was no public comment.
- Section 512 Short-Term Rentals  
Ms. Hudnell said she “applauds the unique combination” used in Short-term Rentals which **incorporated the previous stand-alone Bed and Breakfast section**.

The Trustees asked for clarifications on different points. Ms. Hudnell and Mr. Lucas explained a **conditional use transfers with the property** as long as the use continues with less than a two (2)-year lapse.

Mr. Lucas added he hopes to contact owners of existing short-term rentals/B&Bs to gather **emergency contact information** required under the new amendment, but not for those grandfathered in.

Trustee Askeland asked about a **lodging tax** such as the Village imposes. Mr. Lucas said he has been looking into the matter, but it's hard to find answers. Ms. Hudnell explained the Trustees would **need a Resolution to impose the allowed 3% tax**, which would be paid to Greene County for distribution.

Mr. Wirrig asked if there was a **room limit on short-term rentals** as in the current code. Mr. Lucas said that had been deleted, with Ms. Hudnell clarifying the owners must obtain an occupancy permit from the Health Department, which covers that concern.

- Section 510 Home Occupations

The Trustees asked for clarifications on different points. Ms. Hudnell and Mr. Lucas answered their questions in detail.

Ms. Tracy asked if farmers/ranchers fall under this section. Mr. Lucas explained that agricultural uses are exempt from zoning code. Ms. Hudnell said that exemption was a state law.

Mr. Lucas then addressed issues brought up at the earlier portions of the public hearing, including a letter from Chris Rolitsky and Mr. Buswinka, via Attorney Derek Muncy, re: **Use Variances**, which he read into the record (copy attached) – specifically **comparing the current Article 10, 1003.6B to the proposed 1004.5**.

In response, Mr. Lucas and Ms. Hudnell stated that, **while they are rare, the Township must allow for a use variance**; there is state-court precedent requiring same. Mr. Lucas added there was no intent to make an area variance easier.

Trustee Moir concurred that, in comparing the current variance regulations with the proposed amendments, she did not see anything making the process easier. She noted the amendment simply corrects an existing error.

Mr. Buswinka had no additional comment.

Mr. Lucas then addressed a concern from Mr. Wirrig re: the **Section 513 Temporary Use** discussed earlier. There was extended discussion re: **the timing of applications and the definition of “public event.”**

While Mr. Wirrig appreciated the efforts to address an issue he’s grappled with for a number of years, he asked, **“What problem are we trying to solve?”**

Ms. Hudnell noted any Township **zoning regulation must consider the “health, safety, and general welfare” of the community**, adding that the code is always a “living document.”

After further discussion, it was agreed the Trustees could pass the proposed amendments as written, and then issue a **separate Resolution requesting the Zoning Commission reexamine Article 10, public events, and Trustee Askeland’s concerns re: “permeable surfaces” (under Driveways)**; said Resolution will be prepared for next meeting.

There being no further comments, Trustee Mucher **moved to close the public hearing**, and Trustee Askeland **seconded**. The hearing was **closed at 6:30 p.m.**

Trustee Askeland then **moved to adopt Resolution 2026-17 Ohio Grant Zoning Reform Text Amendments**, to take effect June 4, 2026, and Trustee Mucher **seconded**. The **Resolution was adopted unanimously**. Ms. Hudnell noted that, per ORC 519.12, zoning Resolutions adopted after a public hearing do not require a second reading.

Words of **thanks and appreciation** were exchanged between Mr. Lucas and Ms. Hudnell, and from the Trustees, for all the hard work involved in undertaking this monumental task under the time constraints imposed by the State grant.

### **Fire Department Report**

Chief Cannell shared his **written report** (attached below). He highlighted two (2) busy shifts with nine (9) separate incidents as a result of the recent windstorm.

Quotes for the approved self-contained breathing apparatus (**SCBA**) **purchase are on hold until the pending grant season opens** as they are a good candidate for outside funding.

After a brief discussion as to whether or not a Resolution was needed to hire a full-time firefighter (not used in the past), Chief Cannell requested approval to **hire Zion Robinson as a part-time FF/EMT effective immediately**, and to **move part-time FF/EMT Daniel Watt to full-time beginning May 11, 2026** (replacing full-time FF/EMT Brian Burnett who is moving to part-time on the same date). Trustee Mucher so **moved**, and Trustee Askeland **seconded**. **The motion carried unanimously.**

### **Cemetery and Road Report**

#### **Cemetery:**

In his approved absence, Mr. Gochenouer had advised Trustee Moir earlier there were **no burials since last meeting**.

### **Roads:**

Trustee Mucher reported that after all the **tree clean-up following the windstorm**, the roads are all passable.

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

Current payment listing 4/18-30/2026: **\$59,596.99**

Ms. Pauwels presented **Resolution 2026-18 to Amend Permanent Appropriations** covering Greene County tax collection fees and asked for its adoption. Trustee Askeland so **moved**, and Trustee Mucher **seconded**. The **Resolution was adopted unanimously**. She noted that with that approval, she could now finish the outstanding deposits and payments in order to complete the March bank reconciliation.

Ms. Pauwels then presented her report on office activities:

- The **2024 Hinkle report** has been refiled so the **2024-2025 audit** can now be scheduled. She's waiting to hear from Perry & Associates as to when that might happen.
- **Township tax-exemption status** has been submitted ATT; still waiting for confirmation from CenterPoint Energy.
- At Ms. Pauwels' request, Trustee Mucher agreed to go to US Bank and add her as an authorized name to access the **Township's safety deposit box**.
- After a brief discussion during which Trustee Mucher reviewed the history of the current lease arrangement between the Township and Glen Helen for the Grinnell Mill, the Trustees agreed to **keep Glen Helen's rent payment for Grinnell Mill on a monthly basis** for now. Ms. Pauwels will notify them, and also ask for a copy of their insurance policy as provided in the lease.
- While moving the old table from the Administration office as discussed earlier, Ms. Pauwels found a **Sony Dictator/Transcriber BM-87DST (c. 2007)**. Trustee Mucher said it had been used to record Zoning Commission meetings in the past and is now outdated. After a brief discussion, Trustee Askeland **moved to declare the item obsolete**, and Trustee Mucher **seconded**. The **motion carried unanimously**. Trustee Moir then **moved to donate** the Dictaphone to the *Yellow Springs News* (as Ms. Shows expressed interest in it) in return for their service to the community. Trustee Mucher **seconded**, and the **motion carried unanimously**.

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

Mr. Lucas presented a review of his written report (attached below).

He then asked the Trustees to **appoint Township resident Michael Vincent to the BZA** to fill the seat left open when Amy Achor declined to be reappointed in January. His term would run through December 31, 2030. Trustee Moir so **moved**, and Trustee Askeland **seconded**. The **motion carried unanimously**.

### **Old Business**

Following a second reading of **Resolution 2026-16 to Expand an Employee Position to a Dual Role of Zoning Administrator and Administrative Assistant**, Trustee Askeland

**moved** for adoption, and Trustee Mucher **seconded**. The **Resolution was adopted unanimously**.

**New Business**

Trustee Askeland presented a report on the recent **IT/Cybersecurity Committee** meeting. She reviewed the outstanding recommendations to be met for **compliance with HB96**, one of which is to **move the Township domain from .net to .gov, effective June 1, 2026**. The Committee had agreed to announce the move as widely as possible, including on the website, in the *Yellow Springs News*, on existing email signatures, and through a postcard mailing to all residents. After sharing one estimate and noting a second was pending, she then **moved to proceed with the postcard mailing at a cost not to exceed \$2,000**. Trustee Moir **seconded**, and the **motion carried unanimously**.

Mr. Stockwell asked if this move would be a **security upgrade**, and she said yes, as well as more credible than a widely-available .net domain. He also asked if all **website documents would migrate to the new site**. The move will only change the URL of the site, not the contents.

Ms. Tracy noted that an **auto-reply** **remail can be set up in Outlook** to help spread the new email addresses as well.

The committee will meet again on **Monday, May 11, 2026, at 1p.m.** in the Township meeting room.

**Adjournment**

After a motion by Trustee Askeland, seconded by Trustee Moir, the meeting was adjourned by acclamation at 7:15 p.m., with the next meeting scheduled for **Monday, May 18, 2026**, at 5 p.m.

**Chairperson** \_\_\_\_\_ **Attest** \_\_\_\_\_

**\*Acronyms:**

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

/clp

## MTFR Report

### Personnel/Staffing-

- Maintaining our staffing goal of (3) personnel on duty 24/7
- Nate Ayers started 40 hours light duty due to medical issue, Cassidy Brewer selected as acting Lt in Nates absence
- Brian Burnett - Resignation from fulltime effective May 11, requests to stay on part time
- Zion Robinson - Recommendation to hire part time. Columbus Resident, recent graduate of the Columbus Fire Cadet program.
- Dan Watt - Recommendation for full-time hire, upgrade from part time effective 5/11/26

### Operations-

- 412 runs year-to-date (see run/staffing report)
- Two busy shifts resulted from the storm that came through Friday night into Saturday

### Building-

- Air compressor out of service, getting quotes for fix or replacement

### Apparatus/Vehicles/Equipment-

- Still waiting on upfits for new chief car and pick-up truck
- Quotes in for SCBA's, waiting on grant application before purchase. Turnout gear selected, Lion gear from Phoenix in Springfield
- TIC camera arrived and on truck

### Misc.-

- Notified by American Fire Grants application period to open soon and will be short window for filing, SCBA's will be top priority

**Zoning Administrator Staff Report**  
Apr 2026

- **Zoning Permits Issued: 3**
  - (1) Detached shed on SR 343
  - (1) Sign on Dayton Yellow Springs Rd
  - (1) Access to Township Rd – Snypp Rd
- **Board of Zoning Appeals:**
  - Recommendation to Trustees to add Michael Vincent (Meredith Rd Resident) to the BZA, which will bring the board back to full with 5 members.
- **Zoning Commission:**
  - No meeting since last monthly report