



**Bethel Township Board of Trustees**  
**May 28, 2024**  
**Workshop Meeting Agenda**

**CALL TO ORDER:** Time: \_\_\_\_\_ Presiding: \_\_\_\_\_  
Roll call: Int Fire Chief Schiebrel \_\_\_\_\_ Fiscal Officer Ross \_\_\_\_\_  
Trustee vanHaaren \_\_\_\_\_ Trustee Reese \_\_\_\_\_ Trustee Dick \_\_\_\_\_

**PUBLIC COMMENTS** on items on the Agenda

**ADMINISTRATION ITEMS:**

1. Budget planning
2. Boat Storage Facility – next steps
3. Increase fees for permits?
4. Office Phone System contract
5. Ohio Dept of Transportation (ODOT) proposes to replace 3 existing culverts
  - a. They welcome your questions and comments by June 15, 2024 – see attachment
6. Annual yard sale at Friendship Park is Saturday, June 1, 2024 from 8 AM – 3 PM
  - a. Coincides with the Route 40 yard sale - spots are free for residents
  - b. See Bethel Township website for more information

**FIRE DEPT ITEMS**

1. Surplus equipment sales – status update
2. VFDF annual certification – status update
3. Potential increase in FF/EMT pay
4. Fire Department Open House – pick date

**ROAD DEPT ITEMS**

1. Dump truck lighting package – status update
2. Gravel
3. Township Road Dept building – outer service doors
4. New lawnmower?
5. Playground equipment for Friendship Park
6. Salt at a discount, storage building
7. Cemetery gates
8. Cemetery 2” border requirement for headstone
9. Repair work on culverts

**FISCAL OFFICER ITEMS:**

1. Financial or status updates

**TRUSTEE ITEMS:**

1. Potential pay-out of accrued vacation and sick leave
  - a. Update our Personnel Policies and Procedures Manual
2. Resolution banning/limiting recreational marijuana operators resolution at next meeting
3. Fire Dept discussion with Elizabeth Twp – status update
4. Outside counsel – procedure to utilize and disperse resulting information – see attachment
5. Annexation Atty meeting – status update
6. Walnut Street dead end
7. Massage Parlors zoning wording
  - a. Public Hearings to be held June 4, 2024 and July 2, 2024 starting at 6:30 PM
  - b. See Bethel Township website for resolution containing proposed wording
8. Posting Twp Admin/Planning & Zoning Administrator, Fire Chief positions
  - a. Job descriptions
  - b. Interview committee
  - c. Questions to ask
  - d. Hiring procedure
9. Woodward Hill waterline extension – questions on this project
10. West Charleston gravity sewer – questions on this project
11. West Charleston Road repairs – status update and quotes
12. Position for an anti-annexation employee

**OLD BUSINESS:**

1. Board retreat – on hold
2. Joint meeting with zoning boards – on hold
3. Huber Heights annexation
  - a. Meeting representation
4. Archive Social
  - a. Further consideration?
5. Friendship Park mapping
6. Ball fields at Friendship Park
7. ARPA purchase update
  - a. Radios – back ordered
8. Tree removal on Singer Rd. – status update
9. Road Paving – status update
10. Backhoe repairs, mower repairs, DOT inspections – status update

11. Trustee goals and objectives for 2024 and beyond

- a. Contact list update
- b. New meeting recording equipment
- c. Outstanding minutes

<i>Meeting Date</i>	<i>Type</i>	<i>Meeting Date</i>	<i>Type</i>	<i>Meeting Date</i>	<i>Type</i>
11/15/2022	Ws	4/4/2023	ws	1/2/2024	ws
11/22/2022	Reg	4/11/2023	hearing- reg	1/9/2024	reg
1/18/2023	land use	4/18/2023	ws	1/23/2024	spcl
2/7/2023	Ws	4/24/2023	land use	1/30/2024	ws
2/10/2023	spcl	4/25/2023	hearing- reg	2/5/2024	spcl
2/14/2023	reg	7/25/2023	land use	2/6/2024	reg
2/21/2023	ws	9/19/2023	ws	2/27/2024	ws
2/24/2023	emer	10/3/2023	ws	3/5/2024	ws
2/28/2023	reg	12/6/2023	ws	3/26/24	reg
3/7/2023	ws	12/12/2023	hearing-reg	4/3/24	hearing-reg
3/21/2023	ws	12/19/2023	ws	4/30/24	Ws
3/28/2023	reg	12/26/2023	reg	5/7/24	reg

**OTHER DISCUSSION TOPICS:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**MOTION TO ENTER INTO EXECUTIVE SESSION**

1. Pursuant to Ohio Revised Code Section 121.22(G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the public employee, official, licensee, or regulated individual requests a public hearing. Except as otherwise provided by law, no public body shall hold an executive session for the discipline of an elected official for conduct related to the performance of the elected official's official duties or for the elected official's removal from office.

Motion for the purpose: to consider dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

Motioned by \_\_\_\_\_ seconded by \_\_\_\_\_  
 Vote: Trustee vanHaaren \_\_\_\_\_ Trustee Reese \_\_\_\_\_ Trustee Dick \_\_\_\_\_

Time in Executive Session: \_\_\_\_\_  
 Return to regular session time: \_\_\_\_\_

**ADJOURNMENT** motioned by \_\_\_\_\_ seconded by \_\_\_\_\_  
 Vote: Trustee vanHaaren \_\_\_\_\_ Trustee Reese \_\_\_\_\_ Trustee Dick \_\_\_\_\_  
 Time: \_\_\_\_\_

## **Culvert Replacements on US 40 and State Route 202 in Bethel Township – ADDITIONAL INFO**

The Ohio Department of Transportation (ODOT) proposes to replace three existing culverts in Bethel Township, Miami County. The project is necessary to address deterioration of the culverts. Construction is expected to be undertaken in Summer 2026. At each location, construction could require up to one month. The affected roadways will be closed at the culverts during construction; signed detours will be provided. Minor temporary and/or permanent acquisition may be needed for construction and future maintenance.

As you are a nearby property owner/occupant (or other interested party), we wish to inform you regarding this project. We welcome your questions and comments. Issues you may wish to comment on include, but are not limited to, the effect of the project on local residents, air quality, the local economy, floodplains and historic or cultural resources. Comments are requested by June 15, 2024, to ensure your comments may be considered in the project development.

Please be aware that, at this stage in project development, it will not be possible to provide you with specific information regarding potential real estate acquisition. If right-of-way acquisition is necessary from your property, personnel with the District 7 Real Estate office will contact you directly at a later date, to discuss the right-of-way needs, the acquisition process, and your rights under that process.

Questions or comments? Please contact Tricia Bishop at 937-497-6721 or [tricia.bishop@dot.ohio.gov](mailto:tricia.bishop@dot.ohio.gov)

## **Outside Law Firm Usage Guidelines for Bethel Township Trustees and Fiscal Officer – OPTIONS**

If a trustee or the Fiscal Officer determines it is beneficial to employ the services of the outside legal firm that the township has agreed to use, the following steps must be followed:

1. Any trustee or the fiscal officer is authorized to request a legal opinion from the law firm.
2. Such requests must be submitted to the law firm in writing.
3. Upon making a request for legal services, the requesting party must promptly inform the other trustees and the fiscal officer.
4. The other trustees and the fiscal officer must be provided with the exact content of the request as it was submitted.
5. The law firm's response to the requestor must also be copied to the other trustees and the fiscal officer.

OR

1. Before making a request for a legal opinion from the law firm, the request must be discussed in an executive session at a workshop or regular meeting, with all three trustees and fiscal officer present.
2. After discussion, the trustee or fiscal officer can request a legal opinion from the law firm
3. Such requests must be submitted to the law firm in writing.
4. Upon making a request for legal services, the requesting party must promptly inform the other trustees and the fiscal officer.
5. The other trustees and the fiscal officer must be provided with the exact content of the request as it was submitted.
6. The law firm's response to the requestor must also be copied to the other trustees and the fiscal officer.