



Bethel Township Board of Trustees
December 2, 2025 at 6:00 P.M.
Regular Business Meeting Agenda

I. **CALL TO ORDER** Time: _____ Presiding: _____
 Roll call: Fire Chief Cahill: _____ Fiscal Officer Ross: _____
 Trustee vanHaaren: _____ Trustee Reese: _____ Trustee Dick: _____
 Assistant to the Fiscal Officer Fortunato: _____

II. **PLEDGE OF ALLEGIANCE**

III. **APPROVAL OF MINUTES**

- A. 2025-07-18 Special Meeting – Board Retreat
 2025-08-05 Regular Business Meeting

Motioned by Trustee _____ Seconded by Trustee _____
 Vote: Trustee Dick: _____ Trustee vanHaaren: _____ Trustee Reese: _____

- B. 2025-11-25 Workshop Meeting

Motioned by Trustee _____ Seconded by Trustee _____
 Vote: Trustee Dick: Abstain Trustee vanHaaren: _____ Trustee Reese: _____

IV. **STAFF REPORTS**

- A. Report from **Miami County Sheriff's Deputy** (if available)
 B. Report from **Fire Department** – Ben Cahill, Fire Chief

	Incident Type	Alarm Date	Aided Agency Name
Mutual aid given			
	321- EMS call excluding vehicle accident with injuries	11/02/2025 11:30:47	Tipp City Fire/EMS
	321- EMS call excluding vehicle accident with injuries	11/03/2025 12:56:15	
	300- Rescue, EMS incident other	11/05/2025 17:19:59	Huber Heights Fire Division
	111- Building fire	11/05/2025 18:15:20	Tipp City Fire/EMS
	111- Building fire	11/11/2025 23:57:54	Tipp City Fire/EMS
	320- Emergency medical service incident, other	11/12/2025 14:42:49	Huber Heights Fire Division
	611- Dispatched & canceled en route	11/13/2025 18:15:38	Tipp City Fire/EMS
	611- Dispatched & canceled en route	11/17/2025 10:54:00	Tipp City Fire/EMS
	611- Dispatched & canceled en route	11/17/2025 21:55:01	Tipp City Fire/EMS
	611- Dispatched & canceled en route	11/19/2025 09:16:23	Huber Heights Fire Division
Mutual aid received			
	324- Motor vehicle accident with no injuries	11/04/2025 07:21:14	Huber Height Fire Division
	322- Motor vehicle accident with injuries	11/04/2025 12:29:05	Vandalia Fire Division
	322- Motor vehicle accident with injuries	11/04/2025 12:29:05	Huber Heights Fire Division
	321- EMS call excluding vehicle accident with injuries	11/04/2025 20:39:15	
	424- Carbon monoxide incident	11/08/2025 12:05:13	Tipp City Fire/EMS
	321- EMS call excluding vehicle accident with injuries	11/09/2025 11:32:56	Bethel TWP Fire Dept Clark Co.
	321- EMS call excluding vehicle accident with injuries	11/09/2025 11:32:56	New Carlisle Fire Division
	311- Medical assist, assist EMS crew	11/10/2025 08:11:50	Huber Heights Fire Division
	311- Medical assist, assist EMS crew	11/10/2025 12:59:57	Huber Heights Fire Division
	311- Medical assist, assist EMS crew	11/23/2025 01:00:31	New Carlisle Fire Division (City of)
	443- Breakdown of light ballast	11/24/2025 12:23:08	New Carlisle Fire Division (City of)

443- Breakdown of light ballast	11/24/2025 12:23:08	Bethel Twp Fire Dept Clark Co.
443- Breakdown of light ballast	11/24/2025 12:23:08	Casstown Fire
443- Breakdown of light ballast	11/24/2025 12:23:08	Tipp City Fire/ EMS
321- EMS call excluding vehicle accident with injuries	11/28/2025 11:02:13	Huber Heights Fire Division
111- Building fire	11/29/2025 10:08:10	Bethel Twp Fire Dept Clark Co.
111- Building fire	11/29/2025 10:08:10	Casstown Fire
111- Building fire	11/29/2025 10:08:10	Elizabeth Township Fire Department
111- Building fire	11/29/2025 10:08:10	Huber Heights Fire Division
111- Building fire	11/29/2025 10:08:10	New Carlisle Fire Division (City of)
111- Building fire	11/29/2025 10:08:10	Tipp City Fire/EMS
111- Building fire	11/30/2025 07:45:57	Tipp City Fire/EMS

Month	Mutual Aid Given	Mutual Aid Received
November	10	22

Incident Type Details	2025-11-01	Total
300- Rescue, EMS incident, other	1	1
311- Medical assist, assist EMS Crew	3	3
320- Emergency medical service incident, other	1	1
321- EMS call, excluding vehicle accident with injuries	23	23
322- Motor vehicle accident with injuries	1	1
324- motor vehicle accident with no injuries	5	5
424- Carbon monoxide incident	1	1
443- Breakdown of light ballast	1	1
611- Dispatched & canceled en route	4	4
736- CO detector activation due to malfunction	2	2
Total...	47	47



Report from Battalion Chief Weldon: On 11/29 Bethel crews along with Tipp City, Huber, New Carlisle, Casstown, Elizabeth Twp, Bethel Clark, Fletcher Fire, and Christiansburg were dispatched for a barn fire on state route 202 just after 10 am. Huber medic and safety 25 arrived on scene first to a 60 by 30 barn well involved. Tipp City tanker and Bethel engine arrived within 1 minute of Huber crews arriving both pieces deployed lines and started to attack the fire. With the amount that was involved, multiple tankers were asked for. Crews were able to knock the bulk of the fire down within 45 minutes of arrival. With large amounts of hay in the barn it was decided to contact Bethel Township trustees to see if we could get the backhoe out to help take down some of the walls on the north and west side of the structure to help open and remove some of the hay. That was a success.

On the morning of 11/30 Bethel engine was called back out for some hot spots. Fire on the west side of the building. Crews needed additional water, so Tipp City fire was called to provide a tanker to help extinguish.

All crews did a fantastic job.

Water used break down:

Incident Date: 11/29/2025
Incident Time: 10:08:59 AM
Incident Address: 6830 State Route 202

Water Supply Report

Unit	Community	Capacity in Gallons	# of Drops	Total Gallons
T31	Tipp City	3000	1	3000
E40	Bethel (Miami)	1000	1	1000
E85	Casstown	600	1	600
T32	Tipp City	1500	5	7500
T85	Casstown	2100	5	10500
T94	Fletcher	2000	4	8000
T40	Bethel (Miami)	3000	3	9000
T35	Christiansburg	2000	2	4000
T54	Bethel Clark	2000	0.5	1000
Total				44600

C. Report from **Planning & Zoning** – Trustee Reese

Since last reported, the following zoning certificate applications have been received

ZC-44-25 9865 WILDCAT RD NEW CONSTRUCTION-INDUSTRIAL

Since the last Board of Zoning Appeals (BZA) report, these applications have been received/reviewed:

Case V-21-25: A request from Adams Home Construction Services, of 6655 Bethelville Dr, Tipp City, OH 45371, for a Variance to allow a 40' front-yard setback. *Per Bethel Township Zoning Resolution section 5.05, minimum front yard setback shall be 50'.* This is a .846 acre parcel zoned R-1AAA Residence District. Miami County Parcel ID# A01-084527. **APPROVED 4-0 11/20/25**

Case CU-08-25: A request from Bryan and Kelly Casto for a Conditional Use for a Secondary Single-Family Dwelling located at 6344 Scarff Rd, New Carlisle, OH 45344. This is a 12.06 acre parcel zoned A-2 General Agriculture. Miami County Parcel ID# A01-024942. **APPROVED UNANIMOUSLY 9/25/25**

Case CU-09-25: A request from Hemi Properties LTD for a Conditional Use for a Retail Business located at 7114 US 40, Tipp City, OH 45371. This is a 1.979 acre parcel zoned B-2 Office/Residential District. Miami County Parcel ID# A01-052250. **APPROVED 4-0 11/20/25**

Case V-22-25: A request from Jarod & Mari Wenrick, 5090 Ross Rd, Tipp City, OH 45371, for a zero frontage Variance to split a property in half and create a drive for farm equipment. *Per Bethel Township Zoning Resolution section 16.05, minimum lot width and frontage shall be 200' contiguous.* This is a 48.28 acre parcel zoned A-2 General Agriculture District. Miami County Parcel ID# A01-042604.

Since the last Zoning Commission (ZC) report, no applications have been received/reviewed

YEAR TO DATE (2025):

Certificates issued in 2025.	44	Conditional Use requested in 2025	9
Declarations received in 2025.	3	Conditional Use approved in 2025.	7
Variances requested in 2025.	21	Zoning Amendments requested in 2025. . .	7
Variances approved in 2025	19	(case ZA-02-25 is on hold per the applicant)	
		Zoning Amendments approved in 2025 . . .	4

BOARDS & COMMISSIONS

MIAMI COUNTY PLANNING COMMISSION:

December 16, 2025 at 7:00PM. Bethel Twp will have no cases on the agenda.

BETHEL TOWNSHIP BOARD OF ZONING APPEALS (BZA):

December 18, 2025 at 6:30 p.m. There will be at least one case on the agenda.

BETHEL TOWNSHIP ZONING COMMISSION (ZC):

Will not meet in December as there are no applications.

BETHEL TOWNSHIP BOARD OF TRUSTEES:

Will not meet in December as there are no cases.

2025 ZONING ENFORCEMENT (YTD):

	Junk/Debris	High Grass	Construction Related	Health Referrals	Other	Total Enforced	Total Cleared
Month	0	1	0	0	4	5	1
YTD	9	15	3	3	19	49	20

Just a reminder that the Zoning Boards are continuing their review of the current zoning regulations and will be proposing changes to the text. These discussions are open to the public and your input is wanted – would what you like to see changed? The current zoning regulations can be found on the website for review or drop by the office to discuss. Review meetings will pick up in January – keep an eye on the website and social media for Meeting notices.

D. Report from the **Township Administrator** – Trustee Reese

There are 17 resolutions on the agenda this evening:

- The first two are resignation requests from the Bethel Township's Fire Department Fire Chief Ben Cahill and Battalion Chief Mike Arnold. We would like to thank them for their service and dedication to Bethel Township.
- Next is a resignation request from the Township Administrator and Planning & Zoning Director Cody Smith.
- Following is a resignation request from Zoning Commission Chairman Josh Wilkerson who is resigning in preparation for becoming a Township Trustee.
- Next is a resolution to appoint the Board of Trustee's President as the acting Township Administrator.
- Following is a resolution to set phone stipends for Battalion Chiefs retroactively. This was overlooked when the positions were created and two of our Captains were promoted to Battalion Chiefs. A resolution is required to provide authorization to the Fiscal Officer to continue to pay the stipends to Battalion Chiefs as was intended.
- The next two resolutions are to authorize supplemental appropriations to ensure payments are made from the appropriate accounts. The paving agreement has been paid from an incorrect account in the past and the Zoning Secretary is a newly created position so an account must be established in order to pay the secretary's stipend.
- Next is a resolution outlining the method to be used to appropriate funds as we begin 2026. This will be temporary until the permanent appropriations are defined.
- Then is a resolution re-hiring an attorney who is an expert in annexation law for 2026. We must re-hire outside attorneys each year.
- The next three provide for one-time employee bonuses and cost of living salary increases for 2026.
- Following are two resolutions to create new positions in the Township: Office Manager and Special Projects Coordinator – Anti-Annexation & Policy Advocacy. We will be advertising to fill these positions shortly.
- Then is a resolution to support a tax rate reduction in inside millage of 0.04 mills to save the taxpayers from having to pay an additional \$10,180.84 for tax year 2025 (payable in 2026). This is to provide relief from the re-evaluation which on average increased property values by 28%. The 0.04 millage reduction will mean that taxpayers will pay about the same in inside millage for 2025 as they did for 2024.
- The last resolution is to record the electronic payments and warrants for November.

Reminder of upcoming events in the Township:

- Historical Society is meeting tomorrow, December 3rd, at 6 pm at the Halderman Mustang Museum to celebrate their 25th anniversary. Light refreshments will be served and there will be some interesting artifacts displayed. Everyone is welcome!

V. **TRUSTEE REPORTS**

- A. Trustee vanHaaren
- B. Trustee Reese
- C. Trustee Dick

VI. **FINANCIAL REPORTS** – Fiscal Officer Ross

A. Credit card detail: the November statement is not yet available – it will be included in next month’s agenda.

B. Receipt report: 11/1/2025 to 11/30/2025

Post	Tx Date	Type	Receipt#	Source	Total	Status	Purpose
11/4/25	11/4/25	STD	337-2025	DIRECTV	\$30.60	O	DIRECTV franchise fees Check# 86821054
11/4/25	11/4/25	STD	338-2025	Adams Home Construction Services LLC	\$300.00	O	Zoning fees for case# V-21-25 Check# 7156
11/6/25	11/6/25	STD	339-2025	Miami Co Municipal Court	\$522.00	O	Criminal / Traffic fines Check# 035958
11/11/25	11/11/25	STD	359-2025	Whispering Creek LLC	\$300.00	O	Zoning fees for case# CU-09-25 Check# 6445
11/6/25	11/12/25	STD	360-2025	MIAMI COUNTY AUDITOR	\$569.15	O	2025 MFG Homestead reimbursement \$569.15
11/18/25	11/18/25	STD	362-2025	Bright Now Signs	\$96.20	O	Zoning fees for case# ZC-43-25 Check# 3853
11/13/25	11/18/25	STD	363-2025	MIAMI COUNTY AUDITOR	\$4,185.47	O	OCTOBERd: Local govt \$3616.52 Local govt supplement \$568.95
11/20/25	11/25/25	STD	364-2025	MIAMI COUNTY AUDITOR	\$18,963.44	O	OCTOBER 2025: Cents per gallon \$2649.24 Gasoline excise tax \$10116.23 Auto reg twp levy / perm tax \$4316.00 Auto reg twp perm ORC 4504.16 \$996.00 Auto reg twps \$885.97
11/21/25	11/25/25	STD	365-2025	Jarod & Mary Wenrick	\$300.00	O	Zoning fees for case# V-22-25 Cash \$300.00
11/25/25	11/25/25	STD	366-2025	Anro Builders, LLC	\$400.00	O	Zoning fees for case# ZC-44-25 Check# 13280
Total Revenue...					\$25,666.86		

Type: STD - Standard Receipt, INT - Interest Receipt, MEMO - Memo Receipt, GAIN - Capital Gain, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation
Status: O - Outstanding, C - Cleared, V - Voided, B – Batch

VII. **DISCUSSION ITEMS**

A. None

VIII. **PUBLIC COMMENTS** on items on the agenda

IX. **ACTION ITEMS**

A. **RESOLUTION #25-12-095:** A RESOLUTION ACCEPTING THE RESIGNATION OF CHIEF BEN CAHILL FROM THE BETHEL TOWNSHIP FIRE DEPARTMENT

Motioned by Trustee _____ Seconded by Trustee _____
Vote: Trustee Dick: _____ Trustee vanHaaren: _____ Trustee Reese: _____

B. **RESOLUTION #25-12-096:** A RESOLUTION ACCEPTING THE RESIGNATION OF BATTALION CHIEF MIKE ARNOLD FROM THE BETHEL TOWNSHIP FIRE DEPARTMENT

Motioned by Trustee _____ Seconded by Trustee _____
Vote: Trustee Dick: _____ Trustee vanHaaren: _____ Trustee Reese: _____

C. **RESOLUTION #25-12-097:** A RESOLUTION ACCEPTING THE RESIGNATION OF CODY SMITH FROM BETHEL TOWNSHIP

Motioned by Trustee _____ Seconded by Trustee _____
Vote: Trustee Dick: _____ Trustee vanHaaren: _____ Trustee Reese: _____

D. **RESOLUTION #25-12-098:** A RESOLUTION ACCEPTING THE RESIGNATION OF JOSH WILKERSON FROM THE BETHEL TOWNSHIP ZONING COMMISSION

Motioned by Trustee _____ Seconded by Trustee _____
Vote: Trustee Dick: _____ Trustee vanHaaren: _____ Trustee Reese: _____

- E. **RESOLUTION #25-12-099:** A RESOLUTION APPOINTING THE PRESIDENT OF THE BOARD OF TRUSTEES AS ACTING TOWNSHIP ADMINISTRATOR AS AUTHORIZED BY SECTION 505.031 OF THE OHIO REVISED CODE
Motioned by Trustee _____ Seconded by Trustee _____
Vote: Trustee Dick: _____ Trustee vanHaaren: _____ Trustee Reese: _____
- F. **RESOLUTION #25-12-100:** A RESOLUTION SETTING THE STANDARD CELL PHONE REIMBURSEMENT RATE RETROACTIVELY FOR FIRE DEPARTMENT BATTALION CHIEFS UTILIZING THEIR OWN PERSONAL CELL PHONES TO CONDUCT BUSINESS OF THE TOWNSHIP
Motioned by Trustee _____ Seconded by Trustee _____
Vote: Trustee Dick: _____ Trustee vanHaaren: _____ Trustee Reese: _____
- G. **RESOLUTION #25-12-101:** A RESOLUTION AUTHORIZING A SUPPLEMENTAL APPROPRIATION OF \$11,424.90 TO THE 2025 PERMANENT APPROPRIATIONS TO BE USED TO PAY THE REPAVING AGREEMENT
Motioned by Trustee _____ Seconded by Trustee _____
Vote: Trustee Dick: _____ Trustee vanHaaren: _____ Trustee Reese: _____
- H. **RESOLUTION #25-12-102:** A RESOLUTION AUTHORIZING A SUPPLEMENTAL APPROPRIATION OF \$750 TO THE 2025 PERMANENT APPROPRIATIONS TO BE USED TO PAY THE ZONING SECRETARY STIPENDS FOR 2025
Motioned by Trustee _____ Seconded by Trustee _____
Vote: Trustee Dick: _____ Trustee vanHaaren: _____ Trustee Reese: _____
- I. **RESOLUTION #25-12-103:** A RESOLUTION ADOPTING THE PERMANENT APPROPRIATIONS FOR 2025 AS THE TEMPORARY APPROPRIATIONS FOR 2026 AS PERMITTED THROUGH SECTION 5705.38 OF THE OHIO REVISED CODE
Motioned by Trustee _____ Seconded by Trustee _____
Vote: Trustee Dick: _____ Trustee vanHaaren: _____ Trustee Reese: _____
- J. **RESOLUTION #25-12-104:** A RESOLUTION EMPLOYING THE TOWNSHIP'S ATTORNEYS ON AN ANNUAL BASIS FOR THE YEAR 2026
Motioned by Trustee _____ Seconded by Trustee _____
Vote: Trustee Dick: _____ Trustee vanHaaren: _____ Trustee Reese: _____
- K. **RESOLUTION #25-12-105:** A RESOLUTION AUTHORIZING A ONE-TIME PAY SUPPLEMENT TO THE BETHEL TOWNSHIP FIRE DEPARTMENT STAFF
Motioned by Trustee _____ Seconded by Trustee _____
Vote: Trustee Dick: _____ Trustee vanHaaren: _____ Trustee Reese: _____
- L. **RESOLUTION #25-12-106:** A RESOLUTION AUTHORIZING A ONE-TIME PAY SUPPLEMENT TO BETHEL TOWNSHIP CURRENT EMPLOYEES
Motioned by Trustee _____ Seconded by Trustee _____
Vote: Trustee Dick: _____ Trustee vanHaaren: _____ Trustee Reese: _____
- M. **RESOLUTION #25-12-107:** A RESOLUTION AUTHORIZING COST OF LIVING SALARY ADJUSTMENTS TO THE BETHEL TOWNSHIP EMPLOYEES
Motioned by Trustee _____ Seconded by Trustee _____
Vote: Trustee Dick: _____ Trustee vanHaaren: _____ Trustee Reese: _____
- N. **RESOLUTION #25-12-108:** A RESOLUTION CREATING THE POSITION OF OFFICE MANAGER
Motioned by Trustee _____ Seconded by Trustee _____
Vote: Trustee Dick: _____ Trustee vanHaaren: _____ Trustee Reese: _____
- O. **RESOLUTION #25-12-109:** A RESOLUTION CREATING THE POSITION OF SPECIAL PROJECTS COORDINATOR – ANTI-ANNEXATION & POLICY ADVOCACY
Motioned by Trustee _____ Seconded by Trustee _____
Vote: Trustee Dick: _____ Trustee vanHaaren: _____ Trustee Reese: _____

P. **RESOLUTION #25-12-110:** A RESOLUTION SUPPORTING THE REDUCTION AMOUNT BY 0.04 MILLS OF THE INSIDE MILLAGE AS RECOMMENDED BY THE MIAMI COUNTY AUDITOR IN CONJUNCTION WITH THE MIAMI COUNTY BUDGET COMMISSION

Motioned by Trustee _____ Seconded by Trustee _____
Vote: Trustee Dick: _____ Trustee vanHaaren: _____ Trustee Reese: _____

Q. **RESOLUTION #25-12-111:** A RESOLUTION TO RECORD ELECTRONIC PAYMENTS AND WARRANTS

Motioned by Trustee _____ Seconded by Trustee _____
Vote: Trustee Dick: _____ Trustee vanHaaren: _____ Trustee Reese: _____

X. **PUBLIC COMMENTS** on any topic

XI. ANNOUNCEMENTS

December	6	BZA/ZC workshop to discuss zoning text revisions, Township Meeting Room, 6:00pm
December	3	Historical Society 25 th Anniversary Celebration, Halderman Museum, 6:00pm
December	16	County Planning Commission Mtg. in Troy, 7:00pm
December	18	BZA Meeting 6:30pm*/ Zoning Commission 7:30pm*
December	25	Christmas observed, Township offices closed
December	30	Trustee Workshop Meeting, Township Meeting Room, 6:00pm
January	1	New Year's Day observed, Township offices closed
January	6	Trustee Business Meeting, Township Meeting Room, 6:00pm

* indicates a meeting will be held only if needed

XII. MOTION TO ENTER INTO EXECUTIVE SESSION

A. 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.

B. Pursuant to Ohio Revised Code Section 121.22(G)(8) To consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiations with other political subdivisions respecting requests for economic development assistance, provided that both of the following conditions apply:

(a) The information is directly related to a request for economic development assistance that is to be provided or administered under any provision of Chapter 715., 725., 1724., or 1728. or sections 701.07, 3735.67 to 3735.70, 5709.40 to 5709.43, 5709.61 to 5709.69, 5709.73 to 5709.75, or 5709.77 to 5709.81 of the Revised Code, or that involves public infrastructure improvements or the extension of utility services that are directly related to an economic development project.

(b) A unanimous quorum of the public body determines, by a roll call vote, that the executive session is necessary to protect the interests of the applicant or the possible investment or expenditure of public funds to be made in connection with the economic development project.

If a public body holds an executive session to consider any of the matters listed in divisions (G)(2) to (8) of this section, the motion and vote to hold that executive session shall state which one or more of the approved matters listed in those divisions are to be considered at the executive session.

Motion to enter executive session, (1) for the purpose to consider the appointment, employment, or compensation of a public employee or official, and, (2) which is necessary to consider negotiations with other political subdivisions respecting requests for economic development assistance.

Motioned by Trustee _____ Seconded by Trustee _____
Vote: Trustee Dick: _____ Trustee vanHaaren: _____ Trustee Reese: _____

Time in Executive Session: _____

Return to regular session time: _____

XIII. **ADJOURNMENT** motioned by Trustee _____ Seconded by Trustee _____

Vote: Trustee Dick: _____ Trustee vanHaaren: _____ Trustee Reese: _____

Time: _____



RESOLUTION #25-12-095

**A RESOLUTION ACCEPTING THE RESIGNATION OF CHIEF BEN CAHILL
FROM THE BETHEL TOWNSHIP FIRE DEPARTMENT**

The Bethel Township Board of Trustees, Bethel Township, Miami County, Ohio met in regular session on the 2nd day of December, 2025 with the following Trustees being present: Kama Dick, Julie Reese, and Beth van Haaren.

Trustee _____ **moved for the adoption** of the following resolution:

WHEREAS, Ben Cahill, Fire Chief of the Bethel Township Fire Department, submitted a letter of resignation on November 15, 2025 for his position in the Bethel Township Fire Department effective January 1, 2026. **THEREFORE**

BE IT RESOLVED by the Board of Trustees of Bethel Township, Miami County that the resignation of Ben Cahill from the Bethel Township Fire Department is accepted and he is thanked for his service as a firefighter and as our Fire Chief.

Trustee _____ **seconded** the motion and the Board voted as follows upon roll call:

Vote:	Trustee Kama Dick	_____	_____
	Trustee Julie Reese	_____	_____
	Trustee Beth vanHaaren	_____	_____

Attest: _____
Rhonda Ross, Fiscal Officer
Bethel Township, Miami County, Ohio



RESOLUTION #25-12-096

**A RESOLUTION ACCEPTING THE RESIGNATION OF BATTALION CHIEF MIKE ARNOLD
FROM THE BETHEL TOWNSHIP FIRE DEPARTMENT**

The Bethel Township Board of Trustees, Bethel Township, Miami County, Ohio met in regular session on the 2nd day of December, 2025 with the following Trustees being present: Kama Dick, Julie Reese, and Beth van Haaren.

Trustee _____ **moved for the adoption** of the following resolution:

WHEREAS, Mike Arnold, Battalion Chief of the Bethel Township Fire Department, submitted a letter of resignation on November 20, 2025 for his position in the Bethel Township Fire Department effective December 31, 2025. **THEREFORE**

BE IT RESOLVED by the Board of Trustees of Bethel Township, Miami County that the resignation of Mike Arnold from the Bethel Township Fire Department is accepted and he is thanked for his service as a firefighter and as a Battalion Chief.

Trustee _____ **seconded** the motion and the Board voted as follows upon roll call:

Vote: Trustee Kama Dick _____
Trustee Julie Reese _____
Trustee Beth vanHaaren _____

Attest: _____
Rhonda Ross, Fiscal Officer
Bethel Township, Miami County, Ohio



RESOLUTION #25-12-097
A RESOLUTION ACCEPTING THE RESIGNATION OF
CODY SMITH FROM BETHEL TOWNSHIP

The Bethel Township Board of Trustees, Bethel Township, Miami County, Ohio met in regular session on the 2nd day of December, 2025 with the following Trustees being present: Kama Dick, Julie Reese, and Beth van Haaren.

Trustee _____ **moved for the adoption** of the following resolution:

WHEREAS, Cody Smith, Township Administrator and Planning & Zoning Director, submitted a letter of resignation on November 7, 2025 for his positions in Bethel Township effective November 21, 2025. **THEREFORE**

BE IT RESOLVED by the Board of Trustees of Bethel Township, Miami County that the resignation of Cody Smith from Bethel Township as Township Administrator and Planning & Zoning Director is accepted.

Trustee _____ **seconded** the motion and the Board voted as follows upon roll call:

Vote: Trustee Kama Dick _____
Trustee Julie Reese _____
Trustee Beth vanHaaren _____

Attest: _____
Rhonda Ross, Fiscal Officer
Bethel Township, Miami County, Ohio



RESOLUTION #25-12-098

A RESOLUTION ACCEPTING THE RESIGNATION OF JOSH WILKERSON
FROM THE BETHEL TOWNSHIP ZONING COMMISSION

The Bethel Township Board of Trustees, Bethel Township, Miami County, Ohio met in regular session on the 2nd day of December, 2025 with the following Trustees being present: Kama Dick, Julie Reese, and Beth van Haaren.

Trustee _____ **moved for the adoption** of the following resolution:

WHEREAS, Josh Wilkerson was elected to the position of Bethel Township Trustee, Miami County, at the most recent election in November for a 4 year term commencing January 1, 2026; **AND**

WHEREAS, Josh Wilkerson, Chairman of the Zoning Commission, submitted a letter of resignation on December 1, 2025 for his position on the Bethel Township Zoning Commission effective January 1, 2026. **THEREFORE**

BE IT RESOLVED by the Board of Trustees of Bethel Township, Miami County that the resignation of Josh Wilkerson from the Bethel Township Zoning Commission is accepted.

Trustee _____ **seconded** the motion and the Board voted as follows upon roll call:

Vote:	Trustee Kama Dick	_____	_____
	Trustee Julie Reese	_____	_____
	Trustee Beth vanHaaren	_____	_____

Attest:

Rhonda Ross, Fiscal Officer
Bethel Township, Miami County, Ohio



RESOLUTION #25-12-099

A RESOLUTION APPOINTING THE PRESIDENT OF THE BOARD OF TRUSTEES AS
ACTING TOWNSHIP ADMINISTRATOR AS AUTHORIZED BY SECTION 505.031 OF THE OHIO REVISED CODE

The Bethel Township Board of Trustees, Bethel Township, Miami County, Ohio met in regular session on the 2nd day of December, 2025 with the following Trustees being present: Kama Dick, Julie Reese, and Beth van Haaren.

Trustee _____ **moved for the adoption** of the following resolution:

WHEREAS, Cody Smith has retired from the position of Bethel Township Administrator, effective November 21, 2025; **AND**

WHEREAS, Ohio Revised Code section 505.031 allows for the President of the Board, with the approval of the Board, to act as Township Administrator; **AND**

WHEREAS, the acting Township Administrator shall perform or delegate performance of all duties of such township office, until such time as the Board appoints a new Township Administrator to fill the vacancy; **AND**

WHEREAS, the President of the Board shall receive zero (\$0.00) salary as compensation for acting as Township Administrator. **THEREFORE**

BE IT RESOLVED, by the Board of Trustees of Bethel Township, Miami County, that the Board of Trustees approves Trustee Reese to act as Township Administrator until such time as a new Township Administrator is appointed to fill the vacancy or an alternate solution is adopted.

Trustee _____ **seconded** the motion and the Board voted as follows upon roll call:

Vote: Trustee Kama Dick _____
Trustee Julie Reese _____
Trustee Beth vanHaaren _____

Attest: _____
Rhonda Ross, Fiscal Officer
Bethel Township, Miami County, Ohio



RESOLUTION #25-12-100

**A RESOLUTION SETTING THE STANDARD CELL PHONE REIMBURSEMENT RATE RETROACTIVELY
FOR FIRE DEPARTMENT BATTALION CHIEFS UTILIZING THEIR OWN PERSONAL CELL PHONES
TO CONDUCT BUSINESS OF THE TOWNSHIP**

The Bethel Township Board of Trustees, Bethel Township, Miami County, Ohio met in regular session on the 2nd day of December, 2025 with the following Trustees being present: Kama Dick, Julie Reese, and Beth van Haaren.

Trustee _____ **moved for the adoption** of the following resolution:

WHEREAS, the Board of Trustees of Bethel Township, Miami County has historically provided cell phones or cell phone stipends for the Township Administrator, Planning & Zoning Director, Road Superintendent, Road Worker, and Command Staff of the Fire Department to conduct township business; **AND**

WHEREAS, the Board of Trustees has discontinued the practice of providing cell phones but has continued the practice of providing monthly cell phone stipends for staff’s use of their personal cell phones; **AND**

WHEREAS, resolution #23-05-051 promoted two Fire Department Captains to Battalion Chief on June 23, 2023; **AND**

WHEREAS, the position of Battalion Chief was newly created in 2023 and was not specifically listed as qualifying for phone reimbursement in resolution #11-08-117 from 2011 which established the cell phone reimbursement rates and listed the Fire Department Command Staff positions that existed at that time; **AND**

WHEREAS, the intent was not to eliminate the phone reimbursement for the newly created Battalion Chief position which is, in fact, a Fire Department Command Staff position. **THEREFORE**

BE IT RESOLVED, that the Board of Trustees of Bethel Township, Miami County sets the standard reimbursement rate at twenty-five dollars (\$25.00) per month for the position of Battalion Chief effective June 23, 2023 retroactively and authorizes the Township Fiscal Officer to issue the reimbursement commensurate with the payroll schedule so long as the reimbursement does not exceed the monthly rate.

Trustee _____ **seconded** the motion and the Board voted as follows upon roll call:

Vote: Trustee Kama Dick _____
Trustee Julie Reese _____
Trustee Beth vanHaaren _____

Attest: _____
Rhonda Ross, Fiscal Officer
Bethel Township, Miami County, Ohio



RESOLUTION #25-12-101

A RESOLUTION AUTHORIZING A SUPPLEMENTAL APPROPRIATION OF \$11,424.90 TO THE 2025 PERMANENT APPROPRIATIONS TO BE USED TO PAY THE REPAVING AGREEMENT

The Bethel Township Board of Trustees, Bethel Township, Miami County, Ohio met in regular session on the 2nd day of December, 2025 with the following Trustees being present: Kama Dick, Julie Reese, and Beth van Haaren.

Trustee _____ **moved for the adoption** of the following resolution:

WHEREAS, the Township has a long standing repaving agreement (loan) with Miami County; **AND**

WHEREAS, in the past the loan has been paid incorrectly from the Capital Outlay account; **AND**

WHEREAS, the Auditor recommends that from here forward we move to correctly pay the loan from the Note Principal Payment account; **AND**

WHEREAS, this will require a supplemental appropriation of \$11,424.90 to the 1000-820-820-0000 Note Principal Payment account and the Board of Trustees must approve the supplemental appropriation. **THEREFORE**



RESOLUTION #25-12-103

A RESOLUTION ADOPTING THE PERMANENT APPROPRIATIONS FOR 2025 AS THE TEMPORARY APPROPRIATIONS FOR 2026 AS PERMITTED THROUGH SECTION 5705.38 OF THE OHIO REVISED CODE

The Bethel Township Board of Trustees, Bethel Township, Miami County, Ohio met in regular session on the 2nd day of December, 2025 with the following Trustees being present: Kama Dick, Julie Reese, and Beth van Haaren.

Trustee _____ **moved for the adoption** of the following resolution:

WHEREAS, the Board of Trustees of Bethel Township, Miami County, are required through section 5705.38 of the Ohio Revised Code to adopt appropriations for the disbursement of Township funds; **AND**

WHEREAS, the Board of Trustees of Bethel Township, Miami County adopted permanent appropriations for calendar year 2025 through resolution #25-03-030 and have approved supplemental appropriations via resolutions #25-06-051, #25-12-099, and #25-12-100; **AND**

WHEREAS, the Board of Trustees of Bethel Township, Miami County are permitted through section 5707.38 of the Ohio Revised Code to adopt the permanent appropriations for 2025 as the temporary appropriations for the period ending March 31, 2026. **THEREFORE**

BE IT RESOLVED, by the Board of Trustees of Bethel Township, Miami County that the 2025 permanent appropriations are the temporary appropriations for the period ending March 31, 2026, in accordance with section 5705.38; **AND**

BE IT FURTHER RESOLVED, by the Board of Trustees of Bethel Township, Miami County that the 2026 permanent appropriations be adopted by the Board of Trustees of Bethel Township, Miami County by April 1, 2026, in accordance with section 5705.38.

Trustee _____ **seconded** the motion and the Board voted as follows upon roll call:

Vote:	Trustee Kama Dick	_____	_____
	Trustee Julie Reese	_____	_____
	Trustee Beth vanHaaren	_____	_____

Attest: _____
Rhonda Ross, Fiscal Officer
Bethel Township, Miami County, Ohio



RESOLUTION #25-12-104

**A RESOLUTION EMPLOYING THE TOWNSHIP'S ATTORNEYS
ON AN ANNUAL BASIS FOR THE YEAR 2026**

The Bethel Township Board of Trustees, Bethel Township, Miami County, Ohio met in regular session on the 2nd day of December, 2025 with the following Trustees being present: Kama Dick, Julie Reese, and Beth van Haaren.

Trustee _____ **moved for the adoption** of the following resolution:

WHEREAS, the Bethel Township Board of Township Trustees ("Board") is authorized by Section 309.09(B) of the Revised Code to employ attorneys on an annual basis other than the prosecuting attorney to represent the Township and its officers, boards, and commissions in their official capacities and to advise them on legal matters; **AND**

WHEREAS, Section 309.09(B) of the Revised Code provides that no such attorney may be employed except on the order of the Board, duly entered upon its Journal, in which the compensation to be paid for the attorney's legal services shall be fixed; **AND**

WHEREAS, the Board finds it necessary to appoint attorneys to counsel and represent the Township on an annual basis for calendar year 2026 in such matters as the Board or its designee may refer to them. **AND**

WHEREAS, the Board has appropriated the sum of \$25,000.00 for legal services for 2026. **THEREFORE**

BE IT RESOLVED, by the Board of Trustees of Bethel Township, Miami County, that:

SECTION 1. Peter N. Griggs, Esq., of Brosius, Johnson & Griggs, LLC and the law firm of Brosius, Johnson & Griggs, LLC, are hereby employed on an annual basis for calendar year 2026 as the Township's legal counsel to represent the Township and its officers, boards, and commissions in their official capacities. And to advise them in connection with such matters as may be referred to said Counsel by or on behalf of the Board or its designee. The Township Administrator or a designee appointed by the Board of Trustees of Bethel Township, Miami County shall serve as the direct contact point between legal counsel and the Board.

SECTION 2. The compensation for such counsel during 2026 shall be paid as follows: \$205.00 per hour attorney time; \$120.00 per hour law clerk time; and \$105.00 per hour legal assistant time; plus out-of-pocket expense reimbursements; provided that the total compensation shall not exceed five thousand dollars and zero cents (\$5,000.00) without further action by this Board.

SECTION 3. The attorneys may be discharged at any time by majority vote of the Board.

SECTION 4. The Township Fiscal Officer is directed to send a copy of this Resolution to the law firm.

SECTION 5. It is found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal actions were in meetings open to the public in compliance with all legal requirements including, without limitation, Section 121.22 of the Revised Code.

SECTION 6. This Resolution shall take effect and be in force from and after the date of its adoption for calendar year 2026.

Trustee _____ **seconded** the motion and the Board voted as follows upon roll call:

Vote:	Trustee Kama Dick	_____	_____
	Trustee Julie Reese	_____	_____
	Trustee Beth vanHaaren	_____	_____

Attest: _____
Rhonda Ross, Fiscal Officer
Bethel Township, Miami County, Ohio



RESOLUTION #25-12-105

**A RESOLUTION AUTHORIZING A ONE-TIME PAY SUPPLEMENT TO
THE BETHEL TOWNSHIP FIRE DEPARTMENT STAFF**

The Bethel Township Board of Trustees, Bethel Township, Miami County, Ohio met in regular session on the 2nd day of December, 2025 with the following Trustees being present: Kama Dick, Julie Reese, and Beth van Haaren.

Trustee _____ **moved for the adoption** of the following resolution:

WHEREAS, Bethel Township is very appreciative of our fire fighters; **AND**

WHEREAS, the Bethel Township Trustees have determined that one-time pay supplements shall be given to fire fighters for their service to Bethel Township for the year of 2025; **AND**

WHEREAS, the Bethel Township Trustees would like to see the bonuses be fair and equitable. **THEREFORE**

BE IT RESOLVED, by the Board of Trustees of Bethel Township, Miami County, that one-time pay supplements be given as follows:

SECTION 1. Part-time Fire Chief, Assistant Chief, Battalion Chiefs, Captains, Lieutenants, and Firefighters shall be rewarded with the amounts listed for each month worked for the specified hours:

Fire Chief	73 or more hours	\$160.00	(\$1,920.00 maximum)
	48-72 hours	\$150.00	
Assistant Chief	73 or more hours	\$135.00	(\$1,620.00 maximum)
	48-72 hours	\$125.00	
Battalion Chief	73 or more hours	\$110.00	(\$1,320.00 maximum)
	48-72 hours	\$100.00	
Captain	73 or more hours	\$ 95.00	(\$1,140.00 maximum)
	48-72 hours	\$ 87.50	
Lieutenant	73 or more hours	\$ 85.00	(\$1,020.00 maximum)
	48-72 hours	\$ 75.00	
Fire Fighter	73 or more hours	\$ 60.00	(\$720.00 maximum);
	48-72 hours	\$ 50.00	

SECTION 2. If the fire fighter held two positions in an eligible month, the amount is determined to be that of the position held for the majority hours of said month and each month is only eligible for one bonus amount.

SECTION 3. The fire fighter must be employed by the Township on the date the payment occurs.

SECTION 4. In order to determine eligibility for the month of December, the bonus shall be paid on or around the last business day of the year.

Trustee _____ **seconded** the motion and the Board voted as follows upon roll call:

Vote: Trustee Kama Dick _____
Trustee Julie Reese _____
Trustee Beth vanHaaren _____

Attest: _____
Rhonda Ross, Fiscal Officer
Bethel Township, Miami County, Ohio



RESOLUTION #25-12-106

**A RESOLUTION AUTHORIZING A ONE-TIME PAY SUPPLEMENT TO
BETHEL TOWNSHIP CURRENT EMPLOYEES**

The Bethel Township Board of Trustees, Bethel Township, Miami County, Ohio met in regular session on the 2nd day of December, 2025 with the following Trustees being present: Kama Dick, Julie Reese, and Beth van Haaren.

Trustee _____ **moved for the adoption** of the following resolution:

WHEREAS, Bethel Township is very appreciative of our staff; **AND**

WHEREAS, the Bethel Township Trustees have determined that one-time pay supplements shall be given to employees for their service to Bethel Township for the year of 2025; **AND**

WHEREAS, the Bethel Township Trustees would like to see the bonuses be fair and equitable. **THEREFORE**

BE IT RESOLVED, by the Board of Trustees of Bethel Township, Miami County, that one-time pay supplements be given as follows:

SECTION 1. Bonuses given to the following employees in the amounts prescribed by the Bethel Township Trustees:

1. The Road Worker who was employed as of January 1, 2025, shall receive the amount of \$600.
2. The Road Worker who began employment at the Township January 2, 2025 or later, shall receive \$50 for each month worked as a full-time employee (\$550 maximum).
3. The Assistant to the Fiscal Officer shall receive the amount of \$150.

SECTION 2. If the Road Worker employee held two positions in an eligible month, the amount is determined to be that of the position held for the majority hours of said month and each month is only eligible for one bonus amount.

SECTION 3. The employee must be employed by the Township on the date the payment occurs.

SECTION 4. In order to determine eligibility for the month of December, the Road Worker who became employed January 2, 2025 or later shall be paid on or around the last business day of the year; otherwise the bonus may be paid any day following passage of this resolution.

SECTION 5. The Assistant to the Fiscal Officer bonus may be paid any day following passage of this resolution.

Trustee _____ **seconded** the motion and the Board voted as follows upon roll call:

Vote:	Trustee Kama Dick	_____	_____
	Trustee Julie Reese	_____	_____
	Trustee Beth vanHaaren	_____	_____

Attest:

Rhonda Ross, Fiscal Officer
Bethel Township, Miami County, Ohio



RESOLUTION #25-12-107

A RESOLUTION AUTHORIZING COST OF LIVING SALARY ADJUSTMENTS TO THE BETHEL TOWNSHIP EMPLOYEES

The Bethel Township Board of Trustees, Bethel Township, Miami County, Ohio met in regular session on the 2nd day of December, 2025 with the following Trustees being present: Kama Dick, Julie Reese, and Beth van Haaren.

Trustee _____ **moved for the adoption** of the following resolution:

WHEREAS, periodically Bethel Township needs to adjust the pay rate of employees to maintain a competitive wage and to adjust for cost of living increases; **AND**

WHEREAS, the Trustees have reviewed the cost of living adjustment (COLA) for 2026 as awarded to Social Security recipients, which has been set at 2.8%. **THEREFORE**

BE IT RESOLVED, by the Board of Trustees of Bethel Township, Miami County, that the pay scales of the following employees be adjusted as stated and direct the Bethel Township Fiscal Officer to make the necessary hourly/salary adjustments and to make these adjustments effective the first full pay period of January, 2026:

SECTION 1. The hourly salary for the Road Worker be increased by three percent (3.0%) per hour.

SECTION 2. The hourly salary for the Assistant to the Fiscal Officer be increased by three percent (3.0%) per hour.

Trustee _____ **seconded** the motion and the Board voted as follows upon roll call:

Vote:	Trustee Kama Dick	_____	_____
	Trustee Julie Reese	_____	_____
	Trustee Beth vanHaaren	_____	_____

Attest: _____
Rhonda Ross, Fiscal Officer
Bethel Township, Miami County, Ohio



RESOLUTION #25-12-108

A RESOLUTION CREATING THE POSITION OF OFFICE MANAGER

The Bethel Township Board of Trustees, Bethel Township, Miami County, Ohio met in regular session on the 2nd day of December, 2025 with the following Trustees being present: Kama Dick, Julie Reese, and Beth van Haaren.

Trustee _____ **moved for the adoption** of the following resolution:

WHEREAS, Bethel Township, Miami County has recently experienced the loss of its Township Administrator; **AND**

WHEREAS, the Bethel Township Board of Trustees, Bethel Township, Miami County would like to provide an option for administrative assistance. **THEREFORE**

BE IT RESOLVED by the Board of Trustees of Bethel Township, Miami County that:

SECTION 1. The position of Office Manager shall be created to assist the Trustees with administrative duties.

SECTION 2. The Office Manager position description shall be as follows:

General Nature of Work and Overview

This Bethel Township, Miami County Office Manager position is responsible for administrative duties to assist the Trustees, overseeing the day-to-day operations of the office and ensuring efficient office processes. This role requires a proactive individual with strong attention to detail skills.

The position reports directly to the Township Trustees. The position is part-time and shall not exceed an average of 30 hours per week. The position offers a competitive salary based on experience and qualifications, plus benefits such as paid time off.

Equipment and Job Location

The job site is the Bethel Township building, 8735 South Second Street (Brandt). Equipment used includes general office equipment including a personal computer, copier, fax machine, telephone, and filing cabinets.

Essential Functions and Key Responsibilities

- Receive, sort, and direct Township mail.
- Field and log phone calls, emails, walk-in customers, and referrals from initiation to final resolution.
- Prepare requisitions for purchases.
- Organize files, invoices, purchase orders, and receipts.
- Schedule and organize meetings and events, including posting notices on the website and social media, and creating necessary agendas.
- Negotiate and re-negotiate contracts.
- Seek out waste and make recommendations on how to eliminate.
- Post notices and information on social media.
- Perform website maintenance and improvements.
- Coordinate or prepare annual inventory.
- Check and maintain office supplies by organizing and ordering as needed.
- Ensure technology updates are completed and cybersecurity measures are being followed.
- Create and maintain "how to" documents for processes and procedures.
- Grant research and submittal.

- Advise and participate in yearly budget creation.
- Keep the Trustees informed of status of issues, projects, concerns, etc.
- Perform other duties as directed.

Skills, Knowledge, Abilities, and Qualifications

- Stellar attention to detail. All tasks will be expected to be performed in a timely and accurate fashion.
- Ability to establish and maintain an effective working relationship with township officials, supervisory personnel, fellow employees, other township employees, and the general public.
- Ability to maintain records efficiently and accurately.
- Ability to communicate effectively both orally and in writing, and to prepare reports in a neat concise, and accurate manner.
- Proficiency in Microsoft Office and ability to use software to maintain the website and social media sites.
- Exceptional listening skills and professionalism.
- Demonstrated success in cost control and budget management.
- Associate degree supplemented by some experience in computer technology.
- Must hold and maintain a valid driver's license issued by the State of Ohio, with no serious violations during the last five years.

SECTION 3. The Office Manager position description shall be added to the Personnel Policies and Procedures Manual in an appropriate appendix.

Trustee _____ **seconded** the motion and the Board voted as follows upon roll call:

Vote: Trustee Kama Dick _____
 Trustee Julie Reese _____
 Trustee Beth vanHaaren _____

Attest: _____
 Rhonda Ross, Fiscal Officer
 Bethel Township, Miami County, Ohio



RESOLUTION #25-12-109

**A RESOLUTION CREATING THE POSITION OF
 SPECIAL PROJECTS COORDINATOR – ANTI-ANNEXATION & POLICY ADVOCACY**

The Bethel Township Board of Trustees, Bethel Township, Miami County, Ohio met in regular session on the 2nd day of December, 2025 with the following Trustees being present: Kama Dick, Julie Reese, and Beth van Haaren.

Trustee _____ **moved for the adoption** of the following resolution:

WHEREAS, Bethel Township, Miami County has recently experienced a great deal of annexation of its farmland; **AND**

WHEREAS, the Bethel Township Board of Trustees, Bethel Township, Miami County would like to have an employee dedicated to the task of thwarting additional annexation, preserving farmland, and managing other projects that may aide in protecting and maintaining our residents' quality of life within the Township. **THEREFORE**

BE IT RESOLVED by the Board of Trustees of Bethel Township, Miami County that:

SECTION 1. The position of Special Projects Coordinator – Anti-Annexation & Policy Advocacy shall be created.

SECTION 2. The Special Projects Coordinator – Anti-Annexation & Policy Advocacy position description shall be as follows:

General Nature of Work and Overview

This Bethel Township, Miami County Special Projects Coordinator – Anti-Annexation & Policy Advocacy position is to lead strategic initiatives to protect township interests, with a primary focus on anti-annexation efforts. This role requires a proactive individual with strong project management skills, proven cost-control experience, and the ability to influence policy through engagement with governmental bodies and stakeholders. The successful candidate will also spearhead community outreach programs to educate and engage residents on township priorities while maintaining the highest standards of transparency and accountability.

The position reports directly to the Trustees. The position is part-time and shall not exceed an average of 30 hours per week. The position offers a competitive salary based on experience and qualifications, plus benefits such as paid time off.

Equipment and Job Location

The job site is the Bethel Township building, 8735 South Second Street (Brandt), but can be performed off-site at the discretion of the coordinator. Equipment used includes general office equipment including a personal computer, copier, fax machine, and telephone.

Essential Functions and Key Responsibilities

- Anti-Annexation Strategy:
 - Develop and implement strategies to prevent annexation of township land.
 - Monitor annexation petitions and respond with appropriate legal and policy measures.
- Governmental Engagement:
 - Attend city, county, and state governmental meetings to represent township interests.
 - Build relationships with elected officials, agencies, and community leaders to advocate for township priorities.
- Policy Influence:
 - Analyze proposed legislation and regulations impacting township governance.
 - Recommend policy changes to protect township autonomy.
- Community Outreach:
 - Develop communication materials (newsletters, social media updates, FAQs) on annexation issues and township projects to keep the community informed.
- Project Management:
 - Support township projects from planning through execution, ensuring timely delivery and adherence to budget.
 - Apply cost-control measures and financial oversight to optimize resource allocation.
 - Review, analyze and assist in negotiating contracts related to township projects and services.
 - Ensure alignment with township objectives.
 - Collaborate with vendors to secure favorable terms and mitigate risks.
 - Grant research and submittal.
- Transparency & Accountability:
 - Ensure all actions, communications, and decisions are documented and accessible to the public when appropriate.

- Maintain compliance with Ohio Sunshine Laws and township policies regarding open meetings and public records.
- Provide clear, accurate, and timely information to residents and stakeholders about township initiatives.
- Reporting & Communication:
 - Provide regular updates to township leadership on project status, policy developments, and outreach activities.
 - Draft public communications as needed.
- Advise and participate in yearly budget creation.
- Perform other duties as directed.

Skills, Knowledge, Abilities, and Qualifications

- Strong understanding of Ohio annexation laws.
- Demonstrated success in cost control and budget management.
- Ability to work independently and manage multiple priorities.
- Attention to detail. All tasks will be expected to be performed in a timely and accurate fashion.
- Ability to establish and maintain an effective working relationship with township officials, supervisory personnel, fellow employees, other township employees, governmental partners, community partners, and the general public.
- Ability to maintain records efficiently and accurately.
- Ability to communicate effectively both orally and in writing, and to prepare reports in a neat concise, and accurate manner.
- Listening skills, professionalism.
- Minimum 5 years of experience in project management and policy advocacy.
- Bachelor's degree in a related field.
- Must hold and maintain a valid driver's license issued by the State of Ohio, with no serious violations during the last five years.

Preferred Skills

- Familiarity with legislative processes and public policy development.
- Proficiency in project management tools and software.
- Familiarity with website updating and social media posting.

SECTION 3. The Special Projects Coordinator – Anti-Annexation & Policy Advocacy position description shall be added to the Personnel Policies and Procedures Manual in an appropriate appendix.

Trustee _____ **seconded** the motion and the Board voted as follows upon roll call:

Vote:

Trustee Kama Dick	_____	_____
Trustee Julie Reese	_____	_____
Trustee Beth vanHaaren	_____	_____

Attest: _____
 Rhonda Ross, Fiscal Officer
 Bethel Township, Miami County, Ohio



RESOLUTION #25-12-110

A RESOLUTION SUPPORTING THE REDUCTION AMOUNT BY 0.04 MILLS OF THE INSIDE MILLAGE AS RECOMMENDED BY THE MIAMI COUNTY AUDITOR IN CONJUNCTION WITH THE MIAMI COUNTY BUDGET COMMISSION

The Bethel Township Board of Trustees, Bethel Township, Miami County, Ohio met in regular session on the 2nd day of December, 2025 with the following Trustees being present: Kama Dick, Julie Reese, and Beth van Haaren.

Trustee _____ **moved for the adoption** of the following resolution:

WHEREAS, every 6 years, Ohio counties are required to perform a full reappraisal of all property with the county, which is known as a sexennial reappraisal – a triennial update of valuation on all property within Miami County based strictly on sales data was performed in 2022, thus making the 2025 revaluation a sexennial reappraisal; **AND**

WHEREAS, the reappraisal is resulting in an estimated average increase in property value of 28%; **AND**

WHEREAS, the County Auditor in conjunction with the Miami County Budget Commission is proposing to reduce the inside millage in order to provide tax relief to the citizens for tax year 2025 and a review of the reduction for subsequent tax years; **AND**

WHEREAS, Bethel Township inside millage for tax year 2024 was .20 mills, producing an estimated revenue of \$39,682.57; **AND**

WHEREAS, for Bethel Township, the proposed reduction of 0.04 mills will produce an estimated \$10,180.84 of revenue not collected from its residents, while still producing an estimated revenue for the Township of \$40,723.35 for tax year 2025; **AND**

WHEREAS, the Bethel Township Board of Trustees, Bethel Township, Miami County agrees with the reduction in millage to provide some tax relief to its citizens. **THEREFORE**

BE IT RESOLVED that the Board of Trustees of Bethel Township, Miami County agrees with and wholly supports the proposed reduction of 0.04 mills for general fund inside millage for tax year 2025, to be collected in 2026.

Trustee _____ **seconded** the motion and the Board voted as follows upon roll call:

Vote:	Trustee Kama Dick	_____	_____
	Trustee Julie Reese	_____	_____
	Trustee Beth vanHaaren	_____	_____

Attest: _____
Rhonda Ross, Fiscal Officer
Bethel Township, Miami County, Ohio



RESOLUTION #25-12-111

A RESOLUTION TO RECORD ELECTRONIC PAYMENTS AND WARRANTS

The Bethel Township Board of Trustees, Bethel Township, Miami County, Ohio met in regular session on the 2nd day of December, 2025 with the following Trustees being present: Kama Dick, Julie Reese, and Beth van Haaren.

Trustee _____ moved for the adoption of the following resolution:

BE IT RESOLVED, by the Board of Trustees of Bethel Township, Miami County that the payment of the electronic payments and warrants as listed below be recorded through the request of the Fiscal Officer.

BETHEL TOWNSHIP, MIAMI COUNTY

Payments

11/1/2025 to 11/30/2025

<i>Payment Advice#</i>	<i>Post Date</i>	<i>Tx Date</i>	<i>Type</i>	<i>Payee - purpose</i>	<i>Amount</i>	<i>Status</i>
936-2025	11/4/25	10/23/25	CH	AETNA	\$5,680.89	O
951-2025	11/7/25	11/4/25	EP	Brittany Alexander	\$1,007.24	O
952-2025	11/7/25	11/4/25	EP	Ben Allen	\$1,374.09	O
953-2025	11/7/25	11/4/25	EP	Tyler D Alliss	\$824.50	O
954-2025	11/7/25	11/4/25	EP	Gia Alvarez	\$457.20	O
955-2025	11/7/25	11/4/25	EP	Michael Arnold JR	\$218.20	O
956-2025	11/7/25	11/4/25	EP	Joseph M Bordas	\$1,159.88	O
957-2025	11/7/25	11/4/25	EP	Cyrus N Broyles	\$304.53	O
958-2025	11/7/25	11/4/25	EP	Ashlyn Buerk	\$316.65	O
959-2025	11/7/25	11/4/25	EP	Benjamin M Cahill	\$1,172.71	O
960-2025	11/7/25	11/4/25	EP	Eric Campbell	\$1,385.55	O
961-2025	11/7/25	11/4/25	EP	Cassandra Channell	\$605.91	O
962-2025	11/7/25	11/4/25	EP	Allan Davis	\$1,166.10	O
963-2025	11/7/25	11/4/25	EP	Cathryn Fortunato	\$118.36	O
964-2025	11/7/25	11/4/25	EP	Jesse Garcia	\$750.54	O
965-2025	11/7/25	11/4/25	EP	Scott D Grigsby	\$433.98	O
966-2025	11/7/25	11/4/25	EP	Austin Hoffman	\$102.34	O
967-2025	11/7/25	11/4/25	EP	Jace Justice	\$740.54	O
968-2025	11/7/25	11/4/25	EP	John Meyer	\$709.12	O
969-2025	11/7/25	11/4/25	EP	Miller Nicholas	\$332.62	O
970-2025	11/7/25	11/4/25	EP	Brayden W Peake	\$360.69	O
971-2025	11/7/25	11/4/25	EP	Taylor Phillippe	\$111.35	O
972-2025	11/7/25	11/4/25	EP	Joshua Scheibrel	\$728.62	O
973-2025	11/7/25	11/4/25	EP	Christopher M Scott	\$794.99	O
974-2025	11/7/25	11/4/25	EP	James R Sebastian	\$414.02	O
975-2025	11/7/25	11/4/25	EP	Alexander Segretto	\$1,013.61	O
976-2025	11/7/25	11/4/25	EP	Katherine Setich	\$1,019.88	O
977-2025	11/7/25	11/4/25	EP	Cody Smith	\$2,268.04	O
978-2025	11/7/25	11/4/25	EP	Cody TYLER Teegarden	\$643.07	O
979-2025	11/7/25	11/4/25	EP	Terrence W. Weldon JR.	\$959.60	O
980-2025	11/7/25	11/4/25	EP	Robert J Yocum	\$1,317.20	O
982-2025	11/15/25	11/5/25	CH	AFLAC	\$300.70	O
983-2025	11/5/25	11/5/25	CH	US BANK	\$353.47	O
984-2025	11/5/25	11/5/25	CH	AES Ohio	\$750.18	O
985-2025	11/5/25	11/5/25	CH	CHARTER COMMUNICATIONS	\$102.31	O
986-2025	11/5/25	11/5/25	CH	LOWES BUSINESS ACCOUNT	\$206.30	O

987-2025	11/6/25	11/6/25	CH	BUREAU OF WORKERS COMPENSATION	\$1,396.79	O
988-2025	11/6/25	11/6/25	CH	AQUA FALLS BOTTLED WATER	\$44.95	O
989-2025	11/15/25	11/6/25	CH	MIAMI COUNTY SANITARY ENGINEERING DEPT.	\$217.34	O
991-2025	11/10/25	11/10/25	EW	UNITY NATIONAL BANK	\$6,332.79	O
992-2025	11/10/25	11/10/25	EW	UNITY NATIONAL BANK	\$5,483.20	O
993-2025	11/10/25	11/10/25	EW	OHIO PUBLIC EMPLOYEES DEFERRED COMPENSAT	\$205.00	O
994-2025	11/10/25	11/10/25	EW	AFLAC	\$109.70	O
995-2025	11/11/25	11/11/25	CH	WASTE MANAGEMENT OF OHIO INC	\$101.64	O
996-2025	11/12/25	11/12/25	CH	VISION SERVICE PLAN - Clear Unpaid Withholding (105353) (DAVISA, 879-2025, DAVISA, 910-2025, REESEJ, 944-2025)	\$14.12	O
997-2025	11/17/25	11/17/25	EW	TREASURER OF STATE OF OHIO	\$1,735.39	O
998-2025	11/17/25	11/17/25	EW	SCHOOL DISTRICT INCOME TAX	\$215.25	O
999-2025	11/17/25	11/17/25	EW	PUBLIC EMPLOYEES RETIREMENT SYSTEM	\$4,948.20	O
1000-2025	11/17/25	11/17/25	EW	DELTA DENTAL	\$58.24	V
1000-2025	11/17/25	11/17/25	EW	DELTA DENTAL	-\$58.24	V
1003-2025	11/17/25	11/17/25	CH	AIRGAS	\$552.73	O
1004-2025	11/21/25	11/18/25	EP	Brittany Alexander	\$1,437.57	O
1005-2025	11/21/25	11/18/25	EP	Ben Allen	\$1,807.21	O
1006-2025	11/21/25	11/18/25	EP	Tyler D Alliss	\$345.63	O
1007-2025	11/21/25	11/18/25	EP	Gia Alvarez	\$304.47	O
1008-2025	11/21/25	11/18/25	EP	Michael Arnold JR	\$325.97	O
1009-2025	11/21/25	11/18/25	EP	Joseph M Bordas	\$788.55	O
1010-2025	11/21/25	11/18/25	EP	Cyrus N Broyles	\$891.62	O
1011-2025	11/21/25	11/18/25	EP	Ashlyn Buerk	\$217.98	O
1012-2025	11/21/25	11/18/25	EP	Benjamin M Cahill	\$976.06	O
1013-2025	11/21/25	11/18/25	EP	Eric Campbell	\$1,284.43	O
1014-2025	11/21/25	11/18/25	EP	Allan Davis	\$678.87	O
1015-2025	11/21/25	11/18/25	EP	Brandon Dietz	\$378.46	O
1016-2025	11/21/25	11/18/25	EP	Cathryn Fortunato	\$174.91	O
1017-2025	11/21/25	11/18/25	EP	Jesse Garcia	\$935.00	O
1018-2025	11/21/25	11/18/25	EP	Scott D Grigsby	\$415.91	O
1019-2025	11/21/25	11/18/25	EP	Austin Hoffman	\$257.48	O
1020-2025	11/21/25	11/18/25	EP	Jace Justice	\$568.41	O
1021-2025	11/21/25	11/18/25	EP	Abigail G Klemmensen	\$600.76	O
1022-2025	11/21/25	11/18/25	EP	Andrew Kopp	\$367.79	O
1023-2025	11/21/25	11/18/25	EP	John Meyer	\$963.28	O
1024-2025	11/21/25	11/18/25	EP	Brayden W Peake	\$144.92	O
1025-2025	11/21/25	11/18/25	EP	Taylor Phillippe	\$374.38	O
1026-2025	11/21/25	11/18/25	EP	Joshua Scheibrel	\$843.92	O
1027-2025	11/21/25	11/18/25	EP	Christopher M Scott	\$749.33	O
1028-2025	11/21/25	11/18/25	EP	James R Sebastian	\$414.02	O
1029-2025	11/21/25	11/18/25	EP	Alexander Segretto	\$628.75	O
1030-2025	11/21/25	11/18/25	EP	Katherine Settich	\$880.64	O
1031-2025	11/21/25	11/18/25	EP	Cody Smith	\$2,268.04	O
1032-2025	11/21/25	11/18/25	EP	Cody TYLER Teegarden	\$510.41	O
1033-2025	11/21/25	11/18/25	EP	Terrence W. Weldon JR.	\$1,175.51	O
1034-2025	11/21/25	11/18/25	EP	Robert J Yocum	\$1,328.53	O
1036-2025	11/18/25	11/18/25	CH	ACCENT BUSINESS COMMUNICATIONS	\$445.28	O
1038-2025	11/28/25	11/25/25	EP	Kama L. Dick	\$1,263.28	O
1039-2025	11/28/25	11/25/25	EP	Julie Reese	\$1,050.53	O
1040-2025	11/28/25	11/25/25	EP	Rhonda S. Ross	\$1,948.32	O
1041-2025	11/28/25	11/25/25	EP	Helen E Vanhaaren	\$1,290.58	O
1044-2025	11/28/25	11/25/25	EW	UNITY NATIONAL BANK	\$6,303.65	O
1045-2025	11/25/25	11/25/25	EW	OHIO PUBLIC EMPLOYEES DEFERRED COMPENSAT	\$180.00	O
1046-2025	11/25/25	11/25/25	EW	AFLAC	\$109.70	O
1047-2025	11/28/25	12/1/25	EW	DELTA DENTAL	\$58.24	O
55091	11/5/25	11/5/25	NEG REAL	Jesse Garcia - Charge to the correct account	-\$12.68	C
55091	11/5/25	11/5/25	POS REAL	Jesse Garcia - Charge to the correct account	\$12.68	C
55113	11/5/25	11/5/25	AW	Shipman, Dixon & Livingston	\$432.14	O
55114	11/5/25	11/5/25	AW	DURST BROS. EXCAVATING CO.	\$662.75	O
55115	11/5/25	11/5/25	WH	BETHEL FIRE ASSOCIATION	\$240.00	O

