



**Bethel Township Board of Trustees
January 9, 2024
Regular Business Meeting Minutes**

I. **CALL TO ORDER:** 7:00 PM Presiding: Zoning Director Arnold, Trustee Reese
 Roll call: Zoning Director Arnold: Present Int Fire Chief Schiebrel: Present Fiscal Officer Ross: Present
 Trustee vanHaaren: Present Trustee Reese: Present Trustee Dick: Present

II. **PLEDGE OF ALLEGIANCE**

III. **STAFF REPORTS**

- A. Report from Soil and Water
- B. Report from Miami County Sheriff's Deputy
- C. Report from Fire Department – Josh Schiebrel, Interim Fire Chief

Incident Type		Alarm Date	Aided Agency Name
Mutual aid given			
	EMS call, excluding vehicle accident with injury	11/24/2023 1:51 PM	Tipp City EMS Division
	Dispatched & canceled en route	11/25/2023 9:09 AM	Elizabeth Township Fire Department
	Dispatched & canceled en route	11/25/2023 11:49 AM	Dispatch Error
	Dispatched & canceled en route	11/29/2023 6:06 PM	New Carlisle Fire Division (City of)
	Dispatched & canceled en route	12/12/2023 12:09 PM	Elizabeth Township Fire Department
	Dispatched & canceled en route	12/13/2023 4:27 PM	Huber Heights Fire Division
	EMS call, excluding vehicle accident with injury	12/26/2023 11:03 AM	Bethel Twp Fire Dept Clark Co.
	EMS call, excluding vehicle accident with injury	12/28/2023 3:56 PM	Huber Heights Fire Division
Mutual aid received			Aiding Agency Name
	Building fire	11/30/2023 5:00 AM	Tipp City EMS Division
	Building fire	11/30/2023 5:00 AM	New Carlisle Fire Division (City of)
	Building fire	11/30/2023 5:00 AM	Bethel Twp Fire Dept Clark Co.
	EMS call, excluding vehicle accident with injury	12/31/2023 2:37 PM	Tipp City EMS Division

Incident Type Details	2023-11-01	2023-12-01	Total
322 - Motor vehicle accident with injuries	3	1	4
500 - Service Call, other	1	0	1
138 - Off-road vehicle or heavy equipment fire	1	0	1
300 - Rescue, EMS incident, other	1	1	2
611 - Dispatched & canceled en route	5	3	8
321 - EMS call, excluding vehicle accident with injury	14	36	50
132 - Road freight or transport vehicle fire	1	0	1
151 - Outside rubbish, trash or waste fire	1	0	1
100 - Fire, other	1	0	1
320 - Emergency medical service incident, other	1	1	2
111 - Building fire	1	0	1
324 - Motor vehicle accident with no injuries.	1	1	2
311 - Medical assist, assist EMS crew	0	1	1
600 - Good intent call, other	0	2	2
746 - Carbon monoxide detector activation, no CO	0	1	1
Total	31	47	78

Month	Mutual Aid Given	Mutual Aid Received
November	3	1
December	4	1

D. Report from Planning & Zoning – Mike Arnold, Zoning Director

Since the last Trustee meeting, the following zoning certificate applications have been received
N/A

Since the last Board of Zoning Appeals (BZA) meeting, the following application is in process
V-01-24: A variance request from Rob Hull at 8180 Palmer Rd, New Carlisle, OH 45344, for a 2,000sf accessory structure. Miami County Parcel # A01-053700.

Since the last Zoning Commission (ZC) meeting, following zoning amendment applications are in process
N/A

YEAR TO DATE (2024):

Certificates issued in 2024: 0
Declarations received in 2024: 0
Variances requested in 2024: 1
Variances approved in 2024: TBD
Conditional Use requested in 2024: 0
Conditional Use approved in 2024: 0

Zoning Amendments requested in 2024: 0

Zoning Amendments approved in 2024: 0

BOARDS & COMMISSIONS

MIAMI COUNTY PLANNING COMMISSION:

January 16, 2024, at 7:00PM

BETHEL TOWNSHIP BOARD OF ZONING APPEALS (BZA):

January 25, 2024, at 6:30PM

BETHEL TOWNSHIP ZONING COMMISSION (ZC)

N/A

E. Report from the Township Administrator – Mike Arnold, Assistant to the Township Administrator

There are 18 resolutions on the agenda this evening.

The first two resolutions set the board President and Vice-President.

The next resolution appoints an assistant to the Fiscal Officer and the following approves the President of the Board to be the acting Township Administrator.

The next two resolutions set the salaries for the Trustees and Fiscal Officer for 2024 and the meeting dates for 2024.

The next one sets our insurance company and authorizes to pay their invoice.

The next eight are organizational items for 2024 including MVRPC membership and reps, County Council Reps, debris sites and managers, and various duties of the Trustees, Fiscal Officer and Staff.

Following that is a resolution to change the Health Savings Account (HSA) payment schedule, a resolution to authorize updating Ohio Checkbook more frequently, and a resolution to appoint an annexation liaison.

IV. **TRUSTEE REPORTS** – Trustee vanHaaren – Trustee Reese – Trustee Dick

V. **DISCUSSION ITEMS**

A. Visiting Fiscal Officer (see resolution #24-01-021)

B. Eliminate Administrative Assistant to the Fire Chief position (see resolution #24-01-022)

C. Electronic payments and warrants

VI. **PUBLIC COMMENTS** on items on the Agenda

A. Josh Schiebrel

B. Don Black

VII. ACTION ITEMS

- A. **RESOLUTION #24-01-003:** A RESOLUTION ELECTING JULIE REESE PRESIDENT OF THE BOARD OF TRUSTEES OF BETHEL TOWNSHIP, MIAMI COUNTY
 Motioned by Trustee Dick Seconded by Trustee Reese
 Vote: Trustee vanHaaren NO Trustee Reese YES Trustee Dick YES
- B. **RESOLUTION #24-01-004:** A RESOLUTION ELECTING KAMA DICK VICE PRESIDENT OF THE BOARD OF TRUSTEES OF BETHEL TOWNSHIP, MIAMI COUNTY
 Motioned by Trustee Reese Seconded by Trustee Dick
 Vote: Trustee vanHaaren NO Trustee Reese YES Trustee Dick YES
- C. **RESOLUTION #24-01-005:** A RESOLUTION TO APPOINT CATHY FORTUNATO AS ASSISTANT TO THE FISCAL OFFICER AS AUTHORIZED BY SECTION 507.021 OF THE OHIO REVISED CODE
 Motioned by Trustee Dick Seconded by Trustee Reese
 Vote: Trustee vanHaaren NO Trustee Reese YES Trustee Dick YES
- D. **RESOLUTION #24-01-006:** A RESOLUTION TO APPOINT 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 Dick Seconded by Trustee Reese
 Vote: Trustee vanHaaren NO Trustee Reese YES Trustee Dick YES
- E. **RESOLUTION #24-01-007:** A RESOLUTION ESTABLISHING THE SALARIES FOR THE TRUSTEES AND FISCAL OFFICER FOR YEAR 2024, IN ACCORDANCE WITH SECTION 505.24 AND SECTION 507.09 OF THE OHIO REVISED CODE
 Motioned by Trustee Dick Seconded by Trustee Reese
 Vote: Trustee vanHaaren YES Trustee Reese YES Trustee Dick YES
- F. **RESOLUTION #24-01-008:** A RESOLUTION SETTING THE TIMES, DATES, AND PLACES FOR MEETINGS OF THE BOARD OF TRUSTEES OF BETHEL TOWNSHIP, MIAMI COUNTY, FOR CALENDAR YEAR 2024
 Motioned by Trustee Dick Seconded by Trustee Reese
 Vote: Trustee vanHaaren NO Trustee Reese YES Trustee Dick YES
- G. **RESOLUTION #24-01-009:** A RESOLUTION SELECTING OTARMA AS THE INSURANCE CARRIER AND PLAN FOR THE TOWNSHIPS LIABILITY, AUTOMOBILE LIABILITY, WRONGFUL ACTS COVERAGE, AUTOMOBILE PHYSICAL AND PROPERTY COVERAGE FOR 2024, AS WELL AS AUTHORIZING THE EXPENDITURE OF TOWNSHIP FUNDS FOR SAID PLAN AND AUTHORIZING THE ADMINISTRATOR TO EXECUTE ALL DOCUMENTS ASSOCIATED WITH THE PLAN ON BEHALF OF THE BOARD OF TRUSTEES
 Motioned by Trustee Dick Seconded by Trustee Reese
 Vote: Trustee vanHaaren YES Trustee Reese YES Trustee Dick YES
- H. **RESOLUTION #24-01-010:** A RESOLUTION AUTHORIZING THE PAYMENT OF DUES TO THE MIAMI VALLEY REGIONAL PLANNING COMMISSION IN ACCORDANCE WITH SECTION 505.70 OF THE OHIO REVISED CODE AT A COST OF \$2521.74
 Motioned by Trustee vanHaaren Seconded by Trustee Dick
 Vote: Trustee vanHaaren YES Trustee Reese YES Trustee Dick YES

- I. **RESOLUTION #24-01-011:** A RESOLUTION APPOINTING TRUSTEE REESE AS REPRESENTATIVE AND TRUSTEE DICK AS ALTERNATE TO THE MIAMI VALLEY REGIONAL PLANNING COMMISSION
Motedioned by Trustee Dick Seconded by Trustee vanHaaren
Vote: Trustee vanHaaren YES Trustee Reese YES Trustee Dick YES
- J. **RESOLUTION #24-01-012:** A RESOLUTION APPOINTING MIKE ARNOLD AS REPRESENTATIVE TO THE TECHNICAL ADVISORY COMMITTEE OF THE MIAMI VALLEY REGIONAL PLANNING COMMISSION
Motedioned by Trustee vanHaaren Seconded by Trustee Dick
Vote: Trustee vanHaaren YES Trustee Reese YES Trustee Dick YES
- K. **RESOLUTION #24-01-013:** A RESOLUTION APPOINTING TRUSTEE DICK AS REPRESENTATIVE AND TRUSTEE REESE AS ALTERNATE REPRESENTATIVE TO THE MIAMI COUNTY COUNCIL
Motedioned by Trustee vanHaaren Seconded by Trustee Dick
Vote: Trustee vanHaaren YES Trustee Reese YES Trustee Dick YES
- L. **RESOLUTION #24-01-014:** A RESOLUTION APPOINTING TRUSTEE VANHAAREN AND TRUSTEE DICK AS REPRESENTATIVES TO THE BETHEL TOWNSHIP VOLUNTEER FIRE FIGHTERS' DEPENDENTS FUND
Motedioned by Trustee vanHaaren Seconded by Trustee Dick
Vote: Trustee vanHaaren YES Trustee Reese YES Trustee Dick YES
- M. **RESOLUTION #24-01-015:** A RESOLUTION DESIGNATING BETHEL WEST CEMETERY AND FRIENDSHIP PARK AS THE DESIGNATED DEBRIS COLLECTION SITES FOR BETHEL TOWNSHIP AS REQUIRED BY THE MIAMI COUNTY DEBRIS MANAGEMENT PLAN
Motedioned by Trustee Dick Seconded by Trustee vanHaaren
Vote: Trustee vanHaaren YES Trustee Reese YES Trustee Dick YES
- N. **RESOLUTION #24-01-016:** A RESOLUTION DESIGNATING MIKE ARNOLD AS THE DEBRIS MANAGER FOR BETHEL TOWNSHIP AS REQUIRED BY THE MIAMI COUNTY DEBRIS MANAGEMENT PLAN
Motedioned by Trustee vanHaaren Seconded by Trustee Dick
Vote: Trustee vanHaaren YES Trustee Reese YES Trustee Dick YES
- O. **RESOLUTION #24-01-017:** A RESOLUTION ASSIGNING VARIOUS DUTIES FOR TRUSTEES AND STAFF FOR THE YEAR 2024
Motedioned by Trustee Dick Seconded by Trustee vanHaaren
Vote: Trustee vanHaaren YES Trustee Reese YES Trustee Dick YES
- P. **RESOLUTION #24-01-018:** A RESOLUTION AUTHORIZING A CHANGE TO THE HEALTH SAVINGS ACCOUNT PAYMENT SCHEDULE
Motedioned by Trustee Dick Seconded by Trustee vanHaaren
Vote: Trustee vanHaaren YES Trustee Reese YES Trustee Dick YES
- Q. **RESOLUTION #24-01-019:** A RESOLUTION AUTHORIZING THE FISCAL OFFICER TO UPDATE THE OHIO CHECKBOOK ON A MONTHLY BASIS TO ENSURE TIMELY TRANSPARENCY OF EXPENDITURES FOR THE TAXPAYERS
Motedioned by Trustee Dick Seconded by Trustee Reese
Vote: Trustee vanHaaren YES Trustee Reese YES Trustee Dick YES

R. **RESOLUTION #24-01-020:** A RESOLUTION APPOINTING TRUSTEE DICK AS LIAISON FOR THE PURPOSE OF ANNEXATION DISCUSSIONS WITH THE CITY OF HUBER HEIGHTS

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

S. **RESOLUTION #24-01-021:** A RESOLUTION AUTHORIZING THE TRUSTEES TO ENTER INTO A CONTRACT WITH RICHARD FORD FOR THE PURPOSES OF PREPARING FINANCIAL DOCUMENTS AND PROVIDING TRAINING FOR THE BETHEL TOWNSHIP FISCAL OFFICER AND ASSISTANT TO THE FISCAL OFFICER AT AN HOURLY RATE OF \$75/HR NOT TO EXCEED AN OVERALL COST OF \$2,000

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

T. **RESOLUTION #24-01-022:** A RESOLUTION ELIMINATING THE POSITION OF ADMINISTRATIVE ASSISTANT TO THE FIRE CHIEF

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

VIII. **PUBLIC COMMENTS** on any topic

IX. **ANNOUNCEMENTS**

- January 10 Deadline to apply for open Zoning Board seats – send an email to mike.arnold@betheltownship.org indicating your interest
- January 15 Township Offices will be closed in observance of the Martin Luther King Holiday
- January 25 BZA Meeting 6:30pm*/~~Zoning Commission at 7:30pm~~
- January 30 Trustee Workshop Meeting, Township Meeting Room, 7:00pm
- February 6 Trustee Regular Business Meeting, Township Meeting Room, 7:00pm
- February 7 Historical Society Meeting, Township Meeting Room, 7:00pm
- February 22 BZA Meeting 6:30pm*/Zoning Commission at 7:30pm*
- February 27 Trustee Workshop Meeting, Township Meeting Room, 7:00pm

* indicates a meeting will be held only if needed

X. **MOTION TO ENTER INTO EXECUTIVE SESSION**

A. Motion for the purpose of compensation of a public employee or official.

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

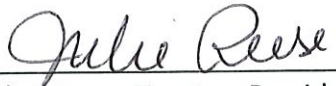
Time in Executive Session: 8:41 PM
Return to regular session time: 9:15 PM

XI. **ADJOURNMENT** motioned by Trustee Dick Seconded by Trustee vanHaaren
Vote: Trustee vanHaaren YES Trustee Reese YES Trustee Dick YES
Time: 9:16 PM

XII. **ATTACHMENTS:**

- A. Signed resolutions.
- B. Digital audio recording of the meeting containing reports, discussion, and public comments, if any.

Minutes prepared by Trustee Reese



Julie Reese, Trustee, President



Kama Dick, Trustee, Vice President



Beth van Haaren, Trustee



Rhonda Ross, Fiscal Officer