



Bethel Township Board of Trustees
May 5, 2025
Regular Business Meeting Minutes

I. **CALL TO ORDER:** Time: 6:08 PM Presiding: Trustee Reese
Roll call: Administrator Smith: Present Fire Chief Cahill: Absent Fiscal Officer Ross: Absent
Assistant to the Fiscal Officer Fortunato: Present (6:15p)
Trustee Dick: Present Trustee Reese: Present Trustee vanHaaren: Present

II. **PLEDGE OF ALLEGIANCE**

III. **APPROVAL OF MINUTES**

- A. 2025-03-25 workshop meeting
2025-04-22 special meeting – public hearing, rezoning
2025-04-24 special meeting – trustees’ joint workshop with zoning boards
2025-04-29 workshop meeting
Motioned by Trustee Dick Seconded by Trustee vanHaaren
Vote: Trustee Dick: YES Trustee vanHaaren: YES Trustee Reese: YES
- B. 2025-04-01 business meeting
Motioned by Trustee Dick Seconded by Trustee Reese
Vote: Trustee Dick: YES Trustee vanHaaren: Abstain Trustee Reese: YES

IV. **STAFF REPORTS**

- A. No report from the **Miami County Sheriff’s Deputy**
- B. Report from **Fire Department** – Administrator Smith reporting on behalf of Ben Cahill, Fire Chief

Incident Type	Alarm Date	Aided Agency Name
Mutual aid given		
Dispatched & canceled en route	4/4/2025 4:28:23 PM	Huber Heights Fire Division
Dispatched & canceled en route	4/5/2025 2:12:46 AM	Tipp City Fire/EMS
EMS call, excluding vehicle accident with injury	4/5/2025 8:47:33 AM	New Carlisle Fire Division (City of)
EMS call, excluding vehicle accident with injury	4/5/2025 1:50:22 PM	New Carlisle Fire Division (City of)
EMS call, excluding vehicle accident with injury	4/5/2025 8:57:45 PM	New Carlisle Fire Division (City of)
EMS call, excluding vehicle accident with injury	4/17/2025 1:57:40 PM	Bethel Twp Fire Dept Clark Co.
Mutual aid received		Aiding Agency Name
Motor vehicle accident with injuries	4/1/2025 9:17:35 AM	Bethel Twp Fire Dept Clark Co.
EMS call, excluding vehicle accident with injury	4/2/2025 8:51:49 AM	Huber Heights Fire Division
EMS call, excluding vehicle accident with injury	4/3/2025 5:07:45 AM	Huber Heights Fire Division
EMS call, excluding vehicle accident with injury	4/7/2025 2:04:57 PM	Tipp City Fire/EMS
EMS call, excluding vehicle accident with injury	4/8/2025 5:06:22 PM	Tipp City Fire/EMS
EMS call, excluding vehicle accident with injury	4/13/2025 12:37:20 AM	Huber Heights Fire Division

Building fire	4/15/2025 10:22:44 AM	Tipp City Fire/EMS
Building fire	4/15/2025 10:22:44 AM	Huber Heights Fire Division
Building fire	4/15/2025 10:22:44 AM	Elizabeth Township Fire Department
EMS call, excluding vehicle accident with injury	4/20/2025 10:39:20 AM	Huber Heights Fire Division
EMS call, excluding vehicle accident with injury	4/20/2025 5:28:42 PM	Huber Heights Fire Division
Motor vehicle accident with injuries	4/21/2025 11:23:49 AM	Huber Heights Fire Division
Motor vehicle accident with injuries	4/21/2025 11:23:49 AM	Bethel Twp Fire Dept Clark Co
Overpressure rupture of boiler from air or gas	4/21/2025 9:26:36 PM	Huber Heights Fire Division
Overpressure rupture of boiler from air or gas	4/21/2025 9:26:36 PM	Casstown Fire
Overpressure rupture of boiler from air or gas	4/21/2025 9:26:36 PM	Elizabeth Township Fire Department
Overpressure rupture of boiler from air or gas	4/21/2025 9:26:36 PM	Tipp City Fire/EMS
EMS call, excluding vehicle accident with injury	4/25/2025 9:20:24 PM	New Carlisle Fire Division (City of)
EMS call, excluding vehicle accident with injury	4/26/2025 5:16:48 PM	Huber Heights Fire Division

Month	Mutual Aid Given	Mutual Aid Received
April	6	13

Incident Type Details	2025-04-01	Total
111 – Building fire	1	1
222 - Overpressure rupture of boiler from air or gas	1	1
321 - EMS call, excluding vehicle accident with injury	28	28
322 - Motor vehicle accident with injuries	2	2
554 - Assist invalid	2	2
600 - Good intent call, other	1	1
611 - Dispatched & canceled en route	4	4
622 - No incident found on arrival at dispatch address	1	1
Total	40	40



C. Report from **Planning & Zoning** – Cody Smith, Planning & Zoning Director

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

ZC-07-25	6765 BETHELVILLE	ACCESSORY STRUCTURE
ZC-08-25	5355 WESTLAND	ACCESSORY STRUCTURE
ZC-09-25	7945 NEWBURY	ACCESSORY STRUCTURE
ZC-10-25	4423 US 40 E	SIGN
ZC-11-25	7285 DAY-BRANDT	ACCESSORY STRUCTURE

Since the last Board of Zoning Appeals (BZA) report, one application has been received

Case CU-02-25: A request from Derek Fink (Owner) and the Association of Islamic Charitable Projects (Applicant), located at 7045 US 40 E Tipp City, OH 45371 for a Conditional Use as a Religious Place of Worship, contingent upon the sale of the property to the applicant. There is currently a Conditional Use permit for a Religious Place of Worship; however, *Bethel Township Zoning Resolution section 2.06 a Conditional Use Permit shall cease to be valid at such time as the premises for which it was issued is no longer occupied by the holder of said permit or a change of ownership has occurred.*

Since the last Zoning Commission (ZC) report, there are no applications in process

YEAR TO DATE (2025):

Certificates issued in 2025.	11
Declarations received in 2025.	1
Variances requested in 2025.	9
Variances approved in 2025.	7
Conditional Use requested in 2025.	2
Conditional Use approved in 2025.	1
Zoning Amendments requested in 2025. ...	1
Zoning Amendments approved in 2025. ...	0

BOARDS & COMMISSIONS

MIAMI COUNTY PLANNING COMMISSION:

May 20, 2025 at 7:00PM. Bethel Twp has no cases on the agenda.

BETHEL TOWNSHIP BOARD OF ZONING APPEALS (BZA):

Meeting May 22, 2025 at 6:30 p.m. There is currently one case on the agenda.

BETHEL TOWNSHIP ZONING COMMISSION (ZC):

There are currently no cases on the agenda.

BETHEL TOWNSHIP BOARD OF TRUSTEES:

There are currently no cases for the Board of Trustees.

D. Report from the Township Administrator – Cody Smith, Township Administrator

There are 4 resolutions on the agenda this evening:

- The first is to replace the no parking signs in Wiley Industrial Park.
- Next is to discontinue cemetery burial site sales in Bethel Township maintained cemeteries.
- Then is a resolution to hire an attorney other than the prosecuting attorney to help primarily with zoning cases.
- The final resolution is to record the electronic payments and warrants for April.

Reminder of the upcoming events in the Township:

- Historical Society meets Wednesday May 7th, starting at 6pm – they meet on the first Wednesday of each month.
- Voting is tomorrow, May 6th, 6:30am – 7:30pm. All precincts vote at Bethel Schools, enter the building around the back at the Hive entrance.

V. TRUSTEE REPORTS

A. Trustee vanHaaren

- Trustee vanHaaren is working on drainage improvements for West Charleston Rd, met with contractor on Friday with Administrator Smith.

B. Trustee Reese

- Trustee Reese gave a summary of meetings attended on behalf of the Township: Bethel School Facilities Committee; Miami County Comprehensive Plan meeting; Bethel School Board of Education work session and regular business meetings; MVRPC zoom meeting to discuss changing the lines for the Facility Planning Area to give the 296 annexed acres to the company who services Huber Heights; OTA training sessions for What HB315 Means to Zoning and New Community Authorities (NCAs); joint meeting with the zoning boards to begin review/updates to the Township's zoning code text; and went to the Columbus Statehouse to give proponent testimony for HB113 to change annexation laws.
- She thanked our Representative Newman and co-sponsor Representative Bird for introducing House Bill 113 and getting it this far along. She also thanked Commissioner Wade Westfall, the Farm Bureau folks, and the Bethel Township citizens who took their time to go and testify or submit written testimony to support the bill.

C. Trustee Dick

- Trustee Dick gave a thorough update on the Winterhill drainage project and how she and Administrator Smith are working with the County Engineers to develop a solution.

VI. FINANCIAL REPORTS – Assistant to the Fiscal Officer Fortunato

A. Receipt report: 4/1/2025 to 4/30/2025

Post	Tx Date	Type	Number	Source	Total	Status	Purpose
4/3/25	4/19/25	STD	54-2025	MIAMI COUNTY AUDITOR	\$344.16	O	2024 IRP excell compensation dist. twp. road \$344.16
4/15/25	4/19/25	STD	55-2025	Matt Witt	\$100.00	O	Zoning fees for case# ZC-07-25 - Cash
4/15/25	4/19/25	STD	56-2025	Dennis Kolb	\$300.00	O	Zoning fees for case# V-09-25 – Cash
4/15/25	4/19/25	STD	57-2025	Miami County Municipal Court	\$275.00	O	Fines
4/15/25	4/19/25	STD	58-2025	Stoltz Memorials LLC	\$300.00	O	Cemetery monument for Barbara Williams - Check #1353
4/30/25	4/30/25	STD	61-2025	BETHEL TOWNSHIP	\$307.23	O	reimbursement from ARPA funds for 2024 capital purchases in General Fund
Total Revenue...					\$1,626.39		

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. Winterhill drainage

- Catch basins feed into drainage.
- Pipe under drive should be at least 12".
- Trustee Reese asked how we get residents to stop filling in the culverts and asked if a cistern had ever been considered.
- Trustee vanHaaren suggested googling usgs stream stats to get the lay of the land and the direction of the water flow.

B. Health Insurance - answers to previous healthcare insurance were provided by Assistant to the Fiscal Officer Fortunato:

- Stop-loss policy prevents us from paying if claim costs are more. If claim costs are less than the estimated claim costs collected, the Township gets a percentage of the monies.
- Molly @ SEBO is willing to research if employee individual doctors are covered.
- There is no open enrollment period, per se, that limits us changing providers during the year, but we do have to give 30 day notice to the current provider. Quoted prices are typically good for one year.
- By switching to Aetna, the Township would save \$10,957.40 over a 12-month period with the potential for thousands more at the end of 12 months.

VIII. **PUBLIC COMMENTS** on items on the Agenda:

Those that signed up elected not to speak as their comments were related to the Winterhill drainage. There was some wrap-up discussion on the topic during this agenda item.

IX. **ACTION ITEMS**

A. **RESOLUTION #25-05-042:** A RESOLUTION TO REPLACE NO PARKING SIGNS IN WILEY INDUSTRIAL PARK

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

B. **RESOLUTION #25-05-043:** A RESOLUTION TO DISCONTINUE SALES OF BURIAL SITES IN BETHEL TOWNSHIP CEMETERIES

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

NOTE: the audio recording of the meeting stopped during the discussion of #25-05-043.

C. **RESOLUTION #25-05-044:** A RESOLUTION EMPLOYING THE TOWNSHIP'S ATTORNEYS ON AN ANNUAL BASIS FOR THE YEAR 2025

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

D. **RESOLUTION #25-05-045:** A RESOLUTION TO RECORD ELECTRONIC PAYMENTS AND WARRANTS

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

X. **PUBLIC COMMENTS** on any topic

- A. Sharon Jones – burned out property on Ross Rd. Asked what could be done to get it cleaned up. Trustee Dick explained that she had been working on it since she took office in January of 2024. There are legal steps that she and the Township are following.

XI. **ANNOUNCEMENTS**

May	6	Election Day, Bethel Schools, 6:30am-7:30pm
May	7	Historical Society Meeting, Township Meeting Room, 6:00pm
May	20	County Planning Commission Mtg. in Troy, 7:00pm – no Bethel Township cases
May	22	BZA Meeting 6:30pm*/ Zoning Commission 7:30pm*
May	26	Memorial Day observed, Township offices closed
May	27	Trustee Workshop Meeting, Township Meeting Room, 6:00pm
June	3	Trustee Business Meeting, Township Meeting Room, 6:00pm
June	4	Historical Society Meeting, Township Meeting Room, 6:00pm

* indicates a meeting will be held only if needed

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

Motion to enter executive session, (1) which is necessary to protect the possible investment or expenditure of public funds to be made in connection with the economic development project, for the purpose to consult with an attorney regarding negotiations with other political subdivisions respecting requests for economic development assistance and (2) for the purpose to consider the employment or discipline of a public employee or official.

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

Time in Executive Session: 7:39 PM
Return to regular session time: 8:31 PM

XIII. **ADJOURNMENT**

Motioned by Trustee Dick Seconded by Trustee vanHaaren
Vote: Trustee Dick: YES Trustee vanHaaren: YES Trustee Reese: YES
Time: 8:31 PM

XIV. **ATTACHMENTS**

- A. Signed resolutions and contract.
- B. Digital audio recording (partial) 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