



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

- I. **CALL TO ORDER** Time: 6:01 PM Presiding: Trustee Reese
 Roll call: Administrator Smith: Present Fire Chief Cahill: Absent Fiscal Officer Ross: Present
 Trustee vanHaaren: Present Trustee Reese: Present Trustee Dick: Present
- II. **PLEDGE OF ALLEGIANCE** was recited.
- III. **APPROVAL OF MINUTES**
 A. 2025-06-24 workshop meeting
 2025-07-01 regular business meeting and budget public hearing
 2025-07-15 special business meeting and zoning public hearing
 Motioned by Trustee Dick Seconded by Trustee vanHaaren
 Vote: Trustee Dick: YES Trustee vanHaaren: YES Trustee Reese: YES
- IV. **STAFF REPORTS**
 A. No report from **Miami County Sheriff's Deputy**
 B. Report from **Fire Department** – Ben Cahill, Fire Chief

Incident Type	Alarm Date	Aided Agency Name
Mutual aid given		
EMS call, excluding vehicle accident with injury	7/5/2025 3:44:06 PM	Bethel Twp Fire Dept Clark Co.
EMS call, excluding vehicle accident with injury	7/9/2025 7:01:36 PM	Huber Heights Fire Division
EMS call, excluding vehicle accident with injury	7/10/2025 3:39:33 PM	Huber Heights Fire Division
Emergency medical service incident, other	7/25/2025 6:46:42 PM	Huber Heights Fire Division
Dispatched & canceled en route	7/27/2025 11:36:53 AM	Tipp City Fire/EMS
Mutual aid received		Aiding Agency Name
Motor vehicle accident with no injuries	7/2/2025 8:12:09 PM	Tipp City Fire/EMS
Motor vehicle accident with no injuries	7/2/2025 8:12:09 PM	Elizabeth Township Fire Department
EMS call, excluding vehicle accident with injury	7/4/2025 10:55:42 PM	Tipp City Fire/EMS
EMS call, excluding vehicle accident with injury	7/6/2025 8:39:50 PM	Huber Heights Fire Division
Good intent call, other	7/7/2025 8:35:09 PM	Huber Heights Fire Division
EMS call, excluding vehicle accident with injury	7/8/2025 2:20:44 AM	Huber Heights Fire Division
Motor vehicle accident with injuries	7/8/2025 3:08:58 PM	New Carlisle Fire Division (City of)
Alarm system activation, no fire - unintentional	7/13/2025 9:24:24 PM	Huber Heights Fire Division
EMS call, excluding vehicle accident with injury	7/19/2025 12:48:29 PM	Tipp City Fire/EMS
EMS call, excluding vehicle accident with injury	7/20/2025 4:58:24 PM	Huber Heights Fire Division
EMS call, excluding vehicle accident with injury	7/20/2025 10:16:08 PM	New Carlisle Fire Division (City of)
Motor vehicle accident with injuries	7/24/2025 4:12:35 PM	Huber Heights Fire Division
EMS call, excluding vehicle accident with injury	7/25/2025 7:39:26 AM	Huber Heights Fire Division
Motor vehicle accident with injuries	7/26/2025 10:29:20 PM	Huber Heights Fire Division
EMS call, excluding vehicle accident with injury	7/27/2025 1:29:04 AM	Huber Heights Fire Division
EMS call, excluding vehicle accident with injury	7/27/2025 7:32:51 AM	Huber Heights Fire Division
EMS call, excluding vehicle accident with injury	7/27/2025 11:36:16 AM	Huber Heights Fire Division

Motor vehicle accident with injuries	7/30/2025 12:43:07 PM	Huber Heights Fire Division
EMS call, excluding vehicle accident with injury	7/31/2025 2:20:39 PM	New Carlisle Fire Division (City of)
EMS call, excluding vehicle accident with injury	7/31/2025 2:40:07 PM	Tipp City Fire/EMS

Month	Mutual Aid Given	Mutual Aid Received
July	5	16

Incident Type Details	2025-06-01	Total
320 - Emergency medical service incident, other	1	1
321 - EMS call, excluding vehicle accident with injury	36	36
322 - Motor vehicle accident with injuries	5	5
324 - Motor vehicle accident with no injuries.	1	1
500 - Service Call, other	1	1
600 - Good intent call, other	1	1
611 - Dispatched & canceled en route	1	1
745 - Alarm system activation, no fire - unintentional	2	2
Total...	48	48



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

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

ZC-24-25	4664 E STATE ROUTE 571	POOL
ZC-25-25	7975 PISGAH RD	ACCESSORY BUILDING
ZC-26-25	5150 WESTLAND DR	POOL
ZC-27-25	8436 STATE ROUTE 201	ACCESSORY BUILDING
ZC-28-25	7114 US 40 E	POOL

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

Cases: V-17, 18, 19, 20-25: A request from George E. Hardy for the property located at 9415 S. Mann Rd, Tipp City, OH 45371, for four variances needed to bring the non-conforming parcel into compliance with the present Bethel Township zoning resolution. The parcel is 1.439 acres zoned R-3. Miami County Parcel Number: A01-013500.

- V-17-25: A variance to allow for a 30' front yard setback. *Bethel Township Zoning Resolution Section 5.05-Minimum Front Yard Setback 50'*
- V-18-25: A variance to allow for a 19.7' side yard setback. *Section 5.05-Minimum Side Yard Setback 20'*
- V-19-25: A variance to allow for a 1.439 R-1AAA parcel. *Section 5.05: Residential/Septic - 3 Acre lot minimum Single Family Dwelling*
- V-20-25: A variance to allow for 176' of road frontage. *Section 5.05- Minimum Lot Width and Frontage-200 feet (contiguous)*

Since the last Zoning Commission (ZC) report, there are two applications in process

Case ZA-04-25: A request from David Baumgardner, 7114 E US 40, New Carlisle, OH 45344 to re-zone Miami County Parcel ID# A01-052250 to B-2 Office/Residential District. This is a 1.87 acre parcel, currently zoned I-1 Light Industrial.

Case ZA-05-25: A request from George E. Hardy, 9415 S. Mann Rd, Tipp City, OH 45371 to re-zone Miami County Parcel ID# A01-013500 to R-1AAA Residence District. This is a 1.439 acre parcel, currently zoned R-3 Multi-Family Residential District

YEAR TO DATE (2025):

Certificates issued in 2025.	28	
Declarations received in 2025.	2	
Variances requested in 2025.	20	
Variances approved in 2025.	14	
Conditional Use requested in 2025.	3	
Conditional Use approved in 2025.	1	
Zoning Amendments requested in 2025. . .	5	(case ZA-02-25 is on hold per the applicant)
Zoning Amendments approved in 2025. . .	1	

BOARDS & COMMISSIONS

MIAMI COUNTY PLANNING COMMISSION:

August 19, 2025 at 7:00PM. Bethel Twp will have at least two cases on the agenda.

BETHEL TOWNSHIP BOARD OF ZONING APPEALS (BZA):

August 28, 2025 at 6:30 p.m. There will be at least one case on the agenda.

BETHEL TOWNSHIP ZONING COMMISSION (ZC):

August 28, 2025 at 7:30 p.m. There will be at least one case on the agenda.

BETHEL TOWNSHIP BOARD OF TRUSTEES:

There are no cases for August.

2025 ZONING ENFORCEMENT (YTD):

	Junk/Debris	High Grass	Construction Related	Health Referrals	Other	Total Enforced	Total Cleared
Month	1	0	0	0	1	2	1
YTD	6	14	3	1	9	33	16

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.

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

There are 10 resolutions on the agenda this evening:

- The first three are to appoint Gia Alvarez, Scott Grigsby, and Brittany Alexander to the Bethel Twp Fire Dept.
- Next is to adopt amended appropriations at program level.
- Next are three resolutions to pay for road repairs and pay the balance due to Five Rivers MetroParks for the Siler property land acquisition.
- Following that is a resolution to employ a company to analyze our Township roads and recommend a maintenance plan in order to extend the life of our pavement.
- Next is a resolution to purchase a new tractor and side mower.
- The last resolution is to record the electronic payments and warrants for June.

Reminder of upcoming events in the Township:

- Historical Society meets here tomorrow, Wednesday August 6th, starting at 6pm – they meet on the first Wednesday of each month.
- Miami County Fair starts this Friday, August 8th and runs through Thursday, August 14th.

V. **TRUSTEE REPORTS**

- A. Trustee vanHaaren - no report
B. Trustee Reese
C. Trustee Dick

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

A. Credit card detail: Statements 6/25/25 and 7/25/25

Stmnt Date	By	Tx Date	Description	Amount
6/25/25	Schiebrel	5/23/25	Window washer fluid	\$37.00
6/25/25	Schiebrel	6/20/25	DigitalSpace - web hosting	\$44.93
6/25/25	Cahill	6/1/25	Amazon - EMS pants for new hire Chris Scott	\$113.98
6/25/25	Ross	5/25/25	Adobe - Dreamweaver software monthly fee - maintain website	\$64.19
6/25/25	Ross (Reese)	6/2/25	Postage to send grant application for shelter/pickleball courts	\$11.26
6/25/25	Ross (Reese)	6/18/25	Amazon - stamps for fiscal office for making mobile deposits	\$32.08
6/25/25	Smith	6/2/25	Postage to send cemetery deeds to Jay family	\$8.84
6/25/25	Smith	6/6/25	Postage for zoning violation notices	\$14.55
6/25/25		6/22/25	Late fee for June bill	\$59.35
7/25/25	Schiebrel	7/2/25	Amazon - Sea Foam bug cleaner	\$64.00
7/25/25	Schiebrel	7/2/25	Amazon - Blood glucose strips \$24.36 Rust Oleum cleaner degreaser \$19.97 Blue Painters tape \$26.37 Traffic Paint \$35.07	\$176.47
7/25/25	Schiebrel	7/15/25	Lee's Famous Recipe Catering for Miami County Fire and Emergency Services Chief's Association monthly meeting	\$274.99
7/25/25	Schiebrel	7/20/25	DigitalSpace - web hosting	\$44.93
7/25/25	Ross	6/25/25	Adobe - Dreamweaver software monthly fee - maintain website	\$64.19
7/25/25	Ross (Reese)	6/30/25	Postage to send resolutions needed for grant application for shelter/pickleball courts	\$9.90
7/25/25	Ross (Reese)	7/17/25	Big Mike's - water and ice for board retreat meeting	\$8.88
7/25/25	Ross (Smith)	7/18/25	Tipp Center - meeting room for board retreat meeting	\$85.50
7/25/25	Ross (Reese)	7/18/25	Bodega - lunch at board retreat meeting	\$82.03
7/25/25	Smith	7/24/25	Rural King - Peak Blue Def Fluid 5 jugs	\$69.95
7/25/25		7/16/25	Reversal of late fee for June bill	(\$59.35)
7/25/25		7/22/25	Late fee for July bill	\$39.00
			Purchases...	\$1,246.67

B. Receipt report: 7/1/2025 to 7/31/2025

Post	Tx Date	Type	Number	Source	Total	Status	Purpose
7/9/25	7/15/25	STD	220-2025	Richards, Raff & Dunbar Memorial Home	\$687.50	O	Open & closing for Nancy Lynch, Check# 1033
7/9/25	7/15/25	STD	221-2025	Richard & Marsha Heck Jr.	\$200.00	O	Zoning fees for case# V-16-25, Check# 2168
7/9/25	7/15/25	STD	222-2025	Heather Wynkoop	\$100.00	O	Zoning fees for case# ZC-26-25, Cash \$100.00
7/9/25	7/15/25	STD	223-2025	Chris & Brenda Flannagan	\$100.00	O	Zoning fees for case# ZC-24-25, Check# 4075
7/9/25	7/15/25	STD	224-2025	Miami Co Municipal Court	\$710.00	O	Criminal / Traffic fines, Check# 35788
7/9/25	7/15/25	STD	225-2025	Richard & Marsha Heck Jr.	\$100.00	O	Zoning fees for case# ZC-25-25, Check# 2167
7/15/25	7/15/25	STD	226-2025	Stan & Judith Landes	\$200.00	O	Zoning fees for case# ZC-29-25, Check# 5640
7/15/25	7/15/25	STD	227-2025	Whispering Creek LLC	\$500.00	O	Zoning fees for case# ZA-04-25, Check# 6278
7/17/25	7/21/25	STD	228-2025	MIAMI COUNTY AUDITOR	\$16,215.04	O	JUNE 2025 Local Govt Supplement \$568.95 Local Govt \$3985.21 Gas excise tax \$9888.35 Cents per gallon \$1772.53
Total Revenue...					\$18,812.54		

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

C. Auditor is coming to meet with Fiscal Officer Ross.

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

- A. Donna Hughes – Liquor license for Big Mike’s; grocery store on 202
- B. Jeff Maddingly – Dollar General on 40 by cell tower

VIII. **DISCUSSION ITEMS**

- A. Liquor license for Big Mike’s Gas N Go, LLC to allow Sunday sales – No opposition

IX. **ACTION ITEMS**

- A. **RESOLUTION #25-08-061:** A RESOLUTION APPOINTING GIA ALVAREZ TO THE BETHEL TOWNSHIP FIRE DEPARTMENT AUTHORIZED UNDER THE AUTHORITY OF SECTION 505.38 OF THE OHIO REVISED CODE
 Motioned by Trustee Dick Seconded by Trustee vanHaaren
 Vote: Trustee Dick: YES Trustee vanHaaren: YES Trustee Reese: YES
- B. **RESOLUTION #25-08-062:** A RESOLUTION APPOINTING SCOTT GRIGSBY TO THE BETHEL TOWNSHIP FIRE DEPARTMENT AUTHORIZED UNDER THE AUTHORITY OF SECTION 505.38 OF THE OHIO REVISED CODE
 Motioned by Trustee Dick Seconded by Trustee vanHaaren
 Vote: Trustee Dick: YES Trustee vanHaaren: YES Trustee Reese: YES
- C. **RESOLUTION #25-08-063:** A RESOLUTION APPOINTING BRITTANY ALEXANDER TO THE BETHEL TOWNSHIP FIRE DEPARTMENT AUTHORIZED UNDER THE AUTHORITY OF SECTION 505.38 OF THE OHIO REVISED CODE
 Motioned by Trustee Dick Seconded by Trustee vanHaaren
 Vote: Trustee Dick: YES Trustee vanHaaren: YES Trustee Reese: YES

D. **RESOLUTION #25-08-064:** A RESOLUTION AMENDING THE PERMANENT APPROPRIATIONS FOR YEAR 2025 AS PRESENTED BY THE FISCAL OFFICER AND PRESCRIBED BY SECTION 5705.38 OF THE OHIO REVISED CODE AND DELIVERING THE APPROPRIATE INFORMATION TO THE COUNTY AUDITOR OF MIAMI COUNTY

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

E. **RESOLUTION #25-08-065:** A RESOLUTION AUTHORIZING ADDITIONAL REPAIRS TO WEST CHARLESTON ROAD BY DURST BROS EXCAVATING AT A COST OF \$11,825

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

F. **RESOLUTION #25-08-066:** A RESOLUTION AUTHORIZING FINAL PAYMENT TO FIVE RIVERS METROPARKS FOR BETHEL TOWNSHIP'S SHARE OF THE GRANT MATCH TO ACQUIRE THE SILER PROPERTY AS PART OF THE PARK

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

G. **RESOLUTION #25-08-067:** A RESOLUTION AUTHORIZING PAYMENT FOR EMERGENCY SINKHOLE REPAIRS ON SCARFF ROAD BY DURST BROS EXCAVATING AT A COST OF \$9,860

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

H. **RESOLUTION #25-08-068:** A RESOLUTION AUTHORIZING ANALYSIS OF ALL BETHEL TOWNSHIP MAINTAINED ROADS BY NATIONAL PAVEMENT ANALYSIS, LLC AT A COST OF \$3,500

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

I. **RESOLUTION #25-08-069:** A RESOLUTION AUTHORIZING THE PURCHASE OF A TRACTOR AND SIDE MOWER AT A COST NOT TO EXCEED \$160,000

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

J. **RESOLUTION #25-08-070:** 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: NONE

XI. **ANNOUNCEMENTS (6:50 pm)**

August	6	Historical Society Meeting, Township Meeting Room, 6:00pm
August	7	BZA/ZC workshop to discuss zoning text revisions, Township Meeting Room, 6:00pm
August	8-14	Miami County Fair, Troy Fairgrounds
August	19	County Planning Commission Mtg. in Troy, 7:00pm, Bethel Twp cases on the agenda
August	26	Trustee Workshop Meeting, Township Meeting Room, 6:00pm
August	28	BZA Meeting 6:30pm*/Zoning Commission 7:30pm*
August	28	BZA/ZC workshop to discuss zoning text revisions, Township Meeting Room, following BZA/ZC meeting(s)
September	1	Labor Day observed, Township offices closed
September	2	Trustee Business Meeting, Township Meeting Room, 6:00pm
September	3	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, 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.

Motioned by Trustee Dick

Seconded by Trustee vanHaaren

Vote: Trustee Dick: YES

Trustee vanHaaren: YES

Trustee Reese: YES

Time in Executive Session: 6:51 pm

Return to regular session time: 7:27 pm

XIII. **ADJOURNMENT** motioned by Trustee Dick Seconded by Trustee vanHaaren

Vote: Trustee Dick: YES

Trustee vanHaaren: YES

Trustee Reese: YES


Time: 7:28 pm

XIV. **ATTACHMENTS**

A. Signed resolutions.

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

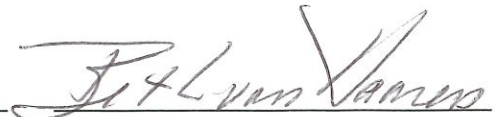
Minutes prepared by Trustee Reese



Julie Reese, Trustee, President



Kama Dick, Trustee, Vice President



Beth van Haaren, Trustee



Rhonda Ross, Fiscal Officer