



Bethel Township Board of Trustees
November 25, 2025
Workshop Meeting Minutes

CALL TO ORDER Time: 6:03 pm

Presiding: Trustee Reese

Roll call:

Fire Chief Cahill: Absent

Fiscal Officer Ross: Present

Trustee vanHaaren: Present

Trustee Reese: Present

Trustee Dick: Absent

PUBLIC COMMENTS on item on the agenda or any: **NONE**

Administration & Zoning

1. Mr. Smith resigned to become Zoning Director for the City of Riverside, effective Nov 21, 2025
 - a. Will be on next Tuesday's business agenda.

Fire/EMS

2. Resolution to fix phone stipends for battalion chiefs between their promotion date and the latest phone stipend resolution
 - a. The phone stipend was overlooked when the Battalion Chief positions were created and filled.
 - b. Will be on next Tuesday's business agenda.
3. Fire Chief Cahill and Battalion Chief Arnold set to resign end of the year
 - a. Will be on next Tuesday's business agenda.

Road Dept/Cemeteries

4. None

Fiscal Office

5. Appropriation of funds for the Sanitary Engineering Dept (Repaving Agreement)
 - a. Move \$11,424.90 to 1000-820-132-0000 (Principal Payments)
 - b. This is for a 20 year loan from the County and is needed because in the past the loan has been incorrectly repaid from the Capital Outlay account. Auditor suggested using the correct account going forward.
 - c. Will be on next Tuesday's business agenda.
6. Appropriation of funds for Zoning Secretary work
 - a. Move \$750.00 to 1000-130-132-0000 (Zoning Administrator's Staff)
 - b. This is needed since we recently created a new position for a Zoning Secretary and we must appropriate funds to pay the associated per-meeting stipend.
 - c. Will be on next Tuesday's business agenda.
7. 2026 temporary appropriations
 - a. As is typically done, the temporary appropriations that will be in effect until March 31, 2026 at the latest will be set to the 2025 final appropriations.
 - b. Will be on next Tuesday's business agenda.

Trustee Items

8. Telecommunications Tower on Palmer
 - a. No objections at this time mostly because there is nothing we can do to prevent it per the Ohio Revised Code Section 519.211 Limits on township zoning power – telecommunications towers.

9. Reimbursement limits for the OTA conference
 - a. This will be on next Tuesday's business agenda.
10. Peter Griggs updated rates for 2026
 - a. This will be on next Tuesday's business agenda to hire him for 2026 at the new rates.
11. Reduction of inside millage from .20 mills to .16 mills
 - a. Designed to give taxpayers a little relief as the 2025 re-evaluation has produced increased property values of an approximate average of 28%.
 - b. This will be on next Tuesday's business agenda to support the reduction.

OLD BUSINESS:

Administration

1. Cybersecurity policy – the analysis company has not yet been contacted.
2. Budget – 5 year plan – no new news.
3. Inventory – new new news.
4. Group home moratorium – no new news.
5. Short-term rental lodging tax – no new news.

Zoning

6. GIS updates – no updates were provided by Admin Smith before he exited.
7. Updates to zoning resolution text – meetings continue to review all of the zoning regulations.
8. Nuisance cases – no updates were provided by Admin Smith before he exited.
9. Offering zoning compliance for legacy zoning/spot zoning – on hold until zoning text is updated.

Fire/EMS – Fire Chief Cahill absent, so skipped this section

10. Training program for new recruits
11. Expired helmets – waiting on County prosecutor for waiver
12. Surplus equipment sales – medic is on hold, may donate to County rescue program
13. Fire Dept discussion with Elizabeth Twp

Road Dept/Cemeteries

14. Newbury & Windham drainage – waiting on Miami County Engineer's Office.
15. Scarff Rd sink hole – all set to go, waiting to get in the schedule by Durst Bros.
16. Wiley Industrial Park storm sewer system – obtain quotes, ask County Eng Dept. – no updates were provided by Admin Smith before he exited.
17. Fence at West Charleston & Bethel West cemeteries
 - a. Get rid of brush and limbs – brush and limbs have been cleaned up.
 - b. Fence only around dirt needed for grave sites – Road Dept is going to decide what would be best.
18. Tractor and side mower – have been ordered, lead time on mower is 18-20 weeks.
19. Wiley Industrial Park tire issue, dismantled vehicles – EPA involved – no new news.
20. Surplus equipment sales – old mowers – will work with Fire Dept to create a complete list – no new news.
21. Friendship Park digital mapping – Admin Smith to contact Metro Parks – no updates were provided by Admin Smith before he exited.

Fiscal Office

22. None

Trustee Items

23. Meeting room / shelter – we have received correspondence regarding the grant stating they will send a contract for us to sign and to hold of starting work until the contract is executed.
24. House Bill 113 – amend ORC regarding annexation and add section 3311.222 – no new news.
 - a. Introduced Feb 18, 2025, refer to committee Feb 26, 2025
 - b. Proponent testimony provided April 30, 2025.
 - c. Opponent testimony provided June 11, 2025.
 - d. Bill is in process of being modified.

25. Position for an anti-annexation employee – working on position description.
26. Trustee goals and objectives – no new news.
27. Review/update our Personnel Policies and Procedures Manual – no updates at this time.

OTHER DISCUSSION TOPICS:

1. None

PUBLIC COMMENTS on any topic: **NONE**

MOTION TO ENTER INTO 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 vanHaaren

Seconded by Trustee Reese

Vote: Trustee Dick: Absent

Trustee vanHaaren: YES

Trustee Reese: YES

Time in Executive Session: 6:22 pm

Return to regular session time: 7:01 pm

ADJOURNMENT motioned by Trustee vanHaaren

Seconded by Trustee Reese

Vote: Trustee Dick: Absent

Trustee vanHaaren: YES

Trustee Reese: YES

Time: 7:02 pm

ATTACHMENTS

1. Digital audio recording of the meeting containing discussion.

Minutes prepared by Trustee Reese


Julie Reese, Trustee, President


Kama Dick, Trustee, Vice President


Beth van Haaren, Trustee


Rhonda Ross, Fiscal Officer