

**February 12, 2013**

**PUBLIC HEARING ZONING CASE ZA-01-13, 6:30P.M.**

Recess until 7:00pm

The Board of Trustees of Bethel Township, Miami County met in regular session on February 12, 2013 at the Bethel Township Meeting Room, 8735 South Second Street, Brandt. Members in attendance were Mrs. Vanhaaren, Mr. Hirt and Mr. Wray.

**CALL TO ORDER**

Pledge of allegiance was taken.

**APPROVAL OF THE MINUTES**

A motion to approve the minutes of the January 15, 2013 Regular Meeting, January 22, 2013 Regular Meeting Minutes, January 8, 2013 Workshop Meeting and January 22, 2013 Workshop Meeting Minutes, by Trustee Hirt, seconded by Trustee Wray.

**THE VOTE BEING TAKEN AS FOLLOWS:**

Mr. Wray	Yes
Mr. Hirt	Yes
Mrs. Vanhaaren	Yes

**STAFF REPORTS**

**SHERIFF**

None

**FIRE**

**Emergency Responses:**

Runs from January 19, 2013 thru February 8, 2013

**EMS- 17**

**FIRE- 2**

Total Runs for 2013

**EMS- 44**

**FIRE- 4**

Mutual Aid Responses

**None**

Training:

**EMS: Standing Orders Practicals**

**FIRE: Customer Service**

**ZONING**

Since the last meeting no zoning applications have been received and none issued.

**YEAR TO DATE (2013):**

Certificates Received this year: 3  
Certificates Issued this year: 3  
  
Declarations received this year: 0  
  
Variances received this year: 2  
  
Conditional Use applied for this year: 2  
  
Zoning Amendments applied for this year: 1  
Zoning Text Amendments applied for this year: 0

**BOARDS & COMMISSIONS:**

**MIAMI COUNTY PLANNING COMMISSION:**

Miami County Planning Commission will meet on February 19, 2013. Bethel Township has no cases for their review.

**BETHEL TOWNSHIP ZONING COMMISSION:**

The Bethel Township Zoning Commission (ZC) will not meet for the month of February, 2013.

**BETHEL TOWNSHIP BOARD OF ZONING APPEALS:**

The Bethel Township Board of Zoning Appeals (BZA) will meet on February 28, 2013 to hear the following case:

CU-02-13: A request from Justin Powell 8315 State Route 722, for conditional use approval to construct a 20' by 8' billboard sign on the property located at 7080 US Route 40 (on the State Route 201 frontage) located in an Agricultural, A-2 Zoning District.

**2013 ZONING ENFORCEMENT:**

	Junk Cars	High Grass	Construction Related	Health Referrals	Other	Cleared
Current	5	0	0	4	2	0
YTD	5	0	0	5	2	0

**ADMINISTRATORS REPORT**

**PUBLIC COMMENT FOR ITEMS ON AGENDA**

NONE

**ACTION ITEMS**

**RESOLUTION #13-02-027**

**A RESOLUTION AMENDING THE ZONING FOR MIAMI COUNTY PARCEL ID #A01-008390, A 0.72 ACRE PARCEL ZONED A-2 GENERAL AGRICULTURE LOCATED AT 4270 GIBSON DRIVE TO R-1AAA RESIDENTIAL DISTRICT**

WHEREAS, THE BOARD OF TRUSTEES OF BETHEL TOWNSHIP, MIAMI COUNTY ON DECEMBER 19, 2012, RECEIVED AN APPLICATION FOR A ZONING AMENDMENT FROM THERESA WILEY, REQUESTING RE-ZONING OF A 0.72 ACRE PARCEL LOCATED AT 4270 GIBSON DRIVE, PARCEL NUMBER # A01-008390, SECTION 25, TOWN 2, RANGE 9, FROM A-2 GENERAL AGRICULTURE TO I-1 LIGHT INDUSTRIAL DISTRICT, AND

WHEREAS, THE APPLICANT PROPOSES TO REZONE A .072 ACRE TRACT OF LAND ZONED A-2 GENERAL AGRICULTURE TO I-1 LIGHT INDUSTRIAL DISTRICT, AND

WHEREAS, THE BOARD OF TRUSTEES OF BETHEL TOWNSHIP, MIAMI COUNTY ARE PERMITTED UNDER SECTION 519.12 OF THE OHIO REVISED CODE TO AMEND THE ZONING DESIGNATIONS OF PROPERTY, AND

WHEREAS, THE MIAMI COUNTY PLANNING COMMISSION RECOMMENDED APPROVAL OF THE REQUESTED ZONING AMENDMENT ON JANUARY 15, 2013 IN ACCORDANCE WITH SECTION 519.12 OF THE OHIO REVISED CODE, AND

WHEREAS, THE BETHEL TOWNSHIP ZONING COMMISSION RECOMMENDED DENIAL OF THE REQUESTED ZONING AMENDMENT ON JANUARY 24, 2013 IN ACCORDANCE WITH SECTION 519.12 OF THE OHIO REVISED CODE, AND

WHEREAS, THE BOARD OF TRUSTEES OF BETHEL TOWNSHIP, MIAMI COUNTY HELD A PUBLIC HEARING, IN ACCORDANCE WITH SECTION 519.12 OF THE OHIO REVISED CODE ON FEBRUARY 12, 2013 AND THE BOARD OF TRUSTEES ARE REQUIRED TO RENDER A DECISION ON THE APPLICATION NO LATER THAN MARCH 14, 2013, AND

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF BETHEL TOWNSHIP, MIAMI COUNTY THAT THE ZONING FOR MIAMI COUNTY PARCEL ID #A01-008390, A 0.72 ACRE PARCEL ZONED A-2 GENERAL AGRICULTURE LOCATED AT 4270 GIBSON DRIVE TO I-1 LIGHT INDUSTRIAL DISTRICT.

THE ABOVE RESOLUTION WAS MOVED BY MR. WRAY AND SECONDED BY MR. HIRT AND THE VOTE BEING TAKEN AS:

MR. HIRT	YES
MR. WRAY	YES
MRS. VANHAAREN	YES

**RESOLUTION #13-02-028**

**A RESOLUTION DIRECTING THE PLANNING & ZONING DEPARTMENT TO INITIATE THE REZONING IN THE HEILMAN ROAD AREA TO THE MOST APPROPRIATE ZONING CLASSIFICATION**

WHEREAS, THE BETHEL TOWNSHIP PLANNING & ZONING DEPARTMENT HAS RECOMMENDED THAT A REZONING BE INITIATED IN THE HEILMAN ROAD AREA TO THE MOST APPROPRIATE ZONING CLASSIFICATION FOR EACH INDIVIDUAL LOT ON THAT ROAD, AND

WHEREAS, STAFF RECOMMENDS THAT THIS BE DONE TO RECTIFY PAST ZONING INACURACIES, AND

WHEREAS, STAFF HAS MADE PUBLIC THE INTENTION TO REZONE THE HEILMAN ROAD AREA AND HAS GIVEN NOTICE BY MAIL TO EACH PROPERTY HOLDER ON THE STREET THAT AN INITIAL PUBLIC MEETING WOULD BE HELD ON JANUARY 24, 2013 TO DISCUSS THIS WITH THEM PRIOR TO INITIATING THIS REQUEST, AND

WHEREAS, PROPERTY OWNERS PRESENT AT THAT MEETING DID NOT VOICE ANY NEGATIVE COMMENTS ON THE PROPOSED PLAN, AND

WHEREAS, THE BOARD OF TRUSTEES OF BETHEL TOWNSHIP, MIAMI COUNTY ARE PERMITTED UNDER SECTION 519 OF THE OHIO REVISED CODE TO INITIATE A REZONING ACTION, THEREFORE

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF BETHEL TOWNSHIP, MIAMI COUNTY THAT THE PLANNING & ZONING DEPARTMENT INITIATE THE PROCESS OF REZONING THE HEILMAN ROAD AREA TO THE MOST APPROPRIATE ZONING CLASSIFICATION BASED ON LOT SIZE AND USE.

THE ABOVE RESOLUTION WAS MOVED BY MR. HIRT AND SECONDED BY MR. WRAY AND THE VOTE BEING TAKEN AS:

MR. HIRT	YES
MR. WRAY	YES
MRS. VANHAAREN	YES

**RESOLUTION #13-02-029**

**TO AUTHORIZE THE TOWNSHIP ADMINISTRATOR TO SUBMIT A GRANT REQUEST TO THE OHIO DIVISION OF EMS FOR A PRIORITY 1 TRAINING AND EQUIPMENT GRANT FOR FISCAL YEAR 2013 FOR THE PURPOSES OF TRAINING AND ACQUISITION OF NECESSARY EMS EQUIPMENT**

**WHEREAS**, the Ohio Division of EMS has grant monies available for training and equipment; and,

**WHEREAS**, the Bethel Township Board of Trustees desires financial assistance with EMS training and equipment acquisition with no matching grant monies required;

**THEREFORE BE IT RESOLVED**, that the Bethel Township Board of Trustees:

1. Is supportive of any grant application that fiscally sound that benefits the Bethel Township-Miami County Community.
2. That the Township Administrator is authorized to apply for and execute on behalf of the Board of Trustees of Bethel Township, Miami County, Ohio,

any and all documents associated with this application and its potential awards.

THE ABOVE RESOLUTION WAS MOVED BY MR. WRAY AND SECONDED BY MR. HIRT AND THE VOTE BEING TAKEN AS:

MR. HIRT	YES
MR. WRAY	YES
MRS. VANHAAREN	YES

**RESOLUTION #13-02-030**

**TO AUTHORIZE TOWNSHIP STAFF TO SUBMIT A GRANT FROM THE OHIO DEPARTMENT OF COMMERCE DIVISION OF STATE FIRE MARSHALL FOR THE “2013 FIRE DEPARTMENT EQUIPMENT GRANT APPLICATION PACKAGE” FOR FISCAL YEAR 2013 FOR THE PURPOSES OF ACQUISITION OF NEW HOSE**

**WHEREAS**, the Ohio Department of Commerce Division of State Fire Marshall 2013 Fire Department Equipment Grant’s for 2013 has grant monies available for equipment; and,

**WHEREAS**, the Bethel Township Board of Trustees desires financial assistance with equipment acquisition and personal protective equipment with no matching grant monies required; and

**WHEREAS**, if the Ohio Department of Commerce Division of State Fire Marshall 2013 Fire Department Equipment is awarded to the Bethel Township Fire Department in the amount of \$14,917.35 there would be no expenditure required of the Township;

**THEREFORE, BE IT RESOLVED**, that the Bethel Township Board of Trustees,

1. Is supportive of any grant application that fiscally sound that benefits the Bethel Township-Miami County Community.
2. That the Township Administrator, or his designee, is authorized to apply for the grant and sign any necessary paperwork to submit the grant and/or accept the grant on behalf of the Bethel Township Board of Trustees.
3. That the Bethel Township Board of Trustees has no monetary match that required to satisfactorily complete the proposed project and become eligible under the terms and conditions of the grant program.

THE ABOVE RESOLUTION WAS MOVED BY MR. HIRT AND SECONDED BY MR. WRAY AND THE VOTE BEING TAKEN AS:

MR. HIRT	YES
MR. WRAY	YES
MRS. VANHAAREN	YES

**RESOLUTION #13-02-031**

**A RESOLUTION TO APPOINT ANNA CAMPBRILL TO THE BETHEL TOWNSHIP FIRE DEPARTMENT, PENDING THE RESULTS OF A BACKGROUND CHECK AUTHORIZED UNDER SECTION 505.381 OF THE OHIO REVISED CODE, UNDER THE AUTHORITY OF SECTION 505.38 OF THE OHIO REVISED CODE**

WHEREAS, ANNA CAMPBRILL, HAS REQUESTED TO BECOME A MEMBER OF THE BETHEL TOWNSHIP FIRE DEPARTMENT, AND

WHEREAS, HER APPLICATION HAS BEEN RECOMMENDED BY THE PUBLIC SAFETY DIRECTOR OF THE BETHEL TOWNSHIP, AND

WHEREAS, SECTION 505.38 OF THE OHIO REVISED CODE AUTHORIZES THE BOARD OF TRUSTEES OF BETHEL TOWNSHIP, MIAMI COUNTY TO ESTABLISH THE CONDITIONS OF MEMBERSHIP OF THE BETHEL TOWNSHIP FIRE DEPARTMENT, THEREFORE,

BE IT RESOLVED THAT ANNA CAMPBRILL SHALL BE APPOINTED AS A VOLUNTEER MEMBER OF THE BETHEL TOWNSHIP FIRE DEPARTMENT ON THE CONDITION OF A SATISFACTORY BACKGROUND CHECK AUTHORIZED UNDER SECTION 505.381 OF THE OHIO REVISED CODE.

THE ABOVE RESOLUTION WAS MOVED BY MR. WRAY AND SECONDED BY MR. HIRT AND THE VOTE BEING TAKEN AS:

MR. HIRT	YES
MR. WRAY	YES
MRS. VANHAAREN	YES

#### **RESOLUTION #13-02-032**

#### **A RESOLUTION AMENDING THE PERSONNEL POLICIES AND PROCEDURES APPENDICIES OF THE BETHEL TOWNSHIP PERSONNEL POLICIES AND PROCEDURES MANUAL EFFECTIVE FEBRUARY 22, 2013**

WHEREAS, THE BOARD OF TRUSTEES OF BETHEL TOWNSHIP THROUGH RESOLUTION #180-04, ADOPTED THEIR CURRENT PERSONNEL POLICIES AND PROCEDURES MANUAL, AND

WHEREAS, THE BOARD OF TRUSTEES OF BETHEL TOWNSHIP, MIAMI COUNTY FINDS IT NECESSARY TO MAKE AN AMENDMENT TO SAID MANUAL, THEREFORE

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF BETHEL TOWNSHIP, MIAMI COUNTY TO AMEND THE PERSONNEL POLICIES AND PROCEDURES-APPENDICIES SECTION OF THE PERSONNEL POLICIES AND PROCEDURES MANUAL TO READ AS FOLLOWS:

#### ***PERSONNEL POLICIES AND PROCEDURES-APPENDICIES***

#### ***APPENDIX C:***

***Position Title: Fire Chief***

***Department: Fire***

***February 2013***

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***Employment Status: Part-time***

***GENERAL NATURE OF WORK: This is highly-skilled, administrative, technical, and supervisory work in planning, directing, and coordinating the activities, personnel, and resources of the Bethel Township Fire Department. An employee in this class is***

responsible for the total operations of the Department, including direct supervision of those in command of the following Fire Department divisions: Administration, Operations/Firefighting, Fire Prevention and Education, Fire Inspection, and Facility Maintenance. Duties are performed under the direction of the Township Trustees and the Township Administrator.

**EQUIPMENT & JOB LOCATION:** Equipment used includes a variety of both firefighting and emergency medical equipment as well as standard office equipment, including fire vehicles, saws, fans, hoses, ladders, generators, rescue equipment, self-contained breathing apparatus, hand tools, and computers. The primary work site is the Township House Building, Township Fire Station, and includes a variety of areas throughout Bethel Township and may require occasional travel throughout Ohio.

**ESSENTIAL FUNCTIONS – EXAMPLES OF DUTIES:**

Any one position may not include all of the duties listed nor do the listed examples include all duties that may be found in all positions in this class.

- Responsible for the overall administration of all Fire Department operations and functions, including fire control, public service, fire prevention, building inspections, fire investigations and public education.
- Responsible for overall administration of Fire Department support activities, including department personnel and payroll functions, training, staffing, maintenance, supply and budgeting.
- Has direct responsibility for ensuring that all stations are maintained, staffed, and equipped for immediate response.
- Responsible for the protection of lives and property of citizens due to fire, panic and related incidents.
- Shall respond to all fires when able to do so and shall be notified when a death or serious injury has occurred to a member of the department or civilian population as soon as possible.
- May assume command at large-scale incidents.
- Coordinates with other Fire Chiefs within Miami County and local fire networks.
- Serves as a source of information to the Township Trustees and Township Administrator by providing updates and progress reports; must notify Township Administrator when absence from the Township will exceed more than a few days.
- Coordinates with other department heads within the township.
- Communicates directly with the public – citizens, visitors, and business owners/operators - regarding fire prevention, fire protection and emergency medical services.

**ADDITIONAL EXAMPLES OF WORK PERFORMED:**

- Responsible for administration of personnel functions associated with fire department operations.
- Delivers public education programs.
- Prepares reports as necessary and required.
- Receives and handles inquiries from the public, business community, vendors, etc.
- Performs other duties as assigned.

**DESIRABLE KNOWLEDGE, SKILLS, AND ABILITIES:**

- Ability to establish and maintain effective working relationships with township officials, fellow employees, other township employees, and the general public.
- Comprehensive knowledge of the occupational hazards and corresponding safety precautions necessary for the safe performance of assigned duties.

- *Skill in dealing firmly, tactfully, and courteously with the general public and township employees.*
- *Ability to operate equipment necessary to fulfill the essential functions of the position.*
- *Ability to understand and execute oral and written directions.*
- *Ability to handle confidential information, including but not limited to employment applications, payroll information, medical records of staff and victims, and information shared from the Miami County Sheriff's office.*
- *Ability to work under the limited direction of the Township Trustees and Township Administrator.*

**DESIRABLE TRAINING AND EXPERIENCE:**

- *Graduation from a standard high school, or the equivalent; supplemented by considerable, progressively responsible supervisory experience in firefighting, fire suppression, and fire safety; or any combination of training and experience which provides the desired knowledge, skills, and abilities.*

**NECESSARY SPECIAL REQUIREMENTS:**

- *Possession of, or ability to obtain promptly, a valid Ohio Driver's License.*
- *Possession of, or ability to obtain promptly, a valid Certified Emergency Vehicle Operations (CEVO) Driver Certification.*
- *Possession of, or ability to obtain promptly, a valid Firefighter Level 1 Certification (minimum).*
- *Must be in good physical condition, i.e. ability to pass all required physical exams and drug testing as required by the State of Ohio and/or Bethel Township.*
- *Ability to work other than normal working hours.*

THE ABOVE RESOLUTION WAS MOVED BY MR. HIRT AND SECONDED BY MR. WRAY AND THE VOTE BEING TAKEN AS:

MR. HIRT	YES
MR. WRAY	YES
MRS. VANHAAREN	YES

**RESOLUTION #13-02-033**

**A RESOLUTION ACCEPTING THE RESIGNATION OF MICHAEL GEBHART, TOWNSHIP ADMINISTRATOR, EFFECTIVE FEBRUARY 22, 2013**

WHEREAS, MICHAEL GEBHART SERVED AS THE TOWNSHIP ADMINISTRATOR OF BETHEL TOWNSHIP, MIAMI COUNTY FROM JANUARY 16, 2009 TO FEBRUARY 22, 2013 AND

WHEREAS, MICHAEL GEBHART HAS SUBMITTED HIS RESIGNATION EFFECTIVE FEBRUARY 22, 2013, THEREFORE,

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF BETHEL TOWNSHIP, MIAMI COUNTY THAT:

SECTION 1. THE BOARD OF TRUSTEES ACCEPTS THE RESIGNATION OF MICHAEL GEBHART AS TOWNSHIP ADMINISTRATOR

SECTION 2. THE BOARD OF TRUSTEES SHALL DIRECT THE FISCAL OFFICER OF BETHEL TOWNSHIP, MIAMI COUNTY TO FORWARD A COPY OF THIS RESOLUTION TO MR. GEBHART UPON APPROVAL OF THIS RESOLUTION.

THE ABOVE RESOLUTION WAS MOVED BY MR. WRAY AND SECONDED BY MR. HIRT AND THE VOTE BEING TAKEN AS:

MR. HIRT	YES
MR. WRAY	YES
MRS. VANHAAREN	YES

**RESOLUTION #13-02-034**

**A RESOLUTION ELEVATING ANDY EHRHART TO THE PART-TIME POSITION OF FIRE CHIEF OF THE BETHEL TOWNSHIP FIRE DEPARTMENT AT AN ANNUAL STIPEND SALARY OF \$10,000 EFFECTIVE FEBRUARY 23, 2013.**

WHEREAS, RESOLUTION 10-07-096 AMENDED THE POSITION OF CHIEF OF THE BETHEL TOWNSHIP FIRE DEPARTMENT TO PART-TIME STATUS; AND,

WHEREAS, RESOLUTION 10-08-105 HAS ESTABLISHED THE CONTRACTED STATUS OF EMPLOYMENT FOR ALL OFFICERS OF THE BETHEL TOWNSHIP FIRE DEPARTMENT; AND,

WHEREAS, ASSISTANT FIRE CHIEF ANDY EHRHART, A TWENTY-FIVE PLUS YEAR VETERAN OF FIRE SERVICE WAS OFFERED AND HAS ACCEPTED THE POSITION OF CHIEF OF THE BETHEL TOWNSHIP FIRE DEPARTMENT , THEREFORE,

BE IT RESOLVED, THAT THE BOARD OF TRUSTEES OF BETHEL TOWNSHIP, MIAMI COUNTY HIRE ANDY EHRHART TO THE POSITION OF CHIEF OF THE BETHEL TOWNSHIP FIRE DEPARTMENT, EFFECTIVE FEBRUARY 23, 2013 AT AN ANNUAL STIPEND SALARY OF \$10,000 TO BE PAID IN EQUAL PARTS OVER TWENTY SIX PAY PERIODS.

**ANNOUNCEMENTS**

February 18- Township Offices closed in observance of the Presidents Day Holiday

February 19- Trustee Workshop Meeting, Township Meeting Room, 8:30AM

February 21- Board of Zoning Appeals Meeting, Township Meeting Room, 6:00PM (if needed)  
Zoning Commission Meeting, Township Meeting Room, 7:30PM (if needed)

February 26- Board of Trustee Meeting, Township Meeting Room, 7:00PM

An \* indicates a meeting will be held only if needed.

**PUBLIC COMMENTS ON ANY TOPIC**

None

**MOTION TO RECORD PAYMENT OF WARRANTS**

**RESOLUTION 12-12-172  
A RESOLUTION TO RECORD WARRANTS  
46142 TO 46206**

BE IT RESOLVED, BY THE BOARD OF TRUSTEES OF BETHEL TOWNSHIP, MIAMI COUNTY THAT THE PAYMENT OF WARRANTS NO. 46142 THROUGH NO. 46206 BE RECORDED THROUGH THE REQUEST OF THE FISCAL OFFICER.

THE ABOVE RESOLUTION WAS MOVED BY MR. HIRT AND SECONDED BY MR. WRAY AND THE VOTE BEING TAKEN AS:

MR. HIRT	YES
MR. WRAY	YES
MRS. VANHAAREN	YES

**PAYMENTS**

**RECEIPTS**

Meeting Adjourned 7:22pm

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Beth Vanhaaren- Chair

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Cliff Wray, Vice Chair

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Jerome Hirt- Trustee

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Mrs. Deborah Watson, Fiscal Officer