



Bethel Township Board of Trustees
February 4, 2025
Regular Business Meeting Minutes

I. **CALL TO ORDER: 6:00 PM**
 Roll call: Administrator Smith: Present
 Trustee vanHaaren: Present

Presiding: Trustee Reese
 Fire Chief Cahill: Present
 Trustee Reese: Present

Fiscal Officer Ross: Present
 Trustee Dick: Absent

II. **PLEDGE OF ALLEGIANCE**

III. **APPROVAL OF MINUTES**

A. 2025-01-07 regular business meeting

Motioned by Trustee vanHaaren

Seconded by Trustee Reese

Vote: Trustee Dick: Absent

Trustee vanHaaren: YES

Trustee Reese: YES

IV. **STAFF REPORTS**

A. No report from the **Miami County Sheriff's Deputy**

B. Report from **Fire Department** – Ben Cahill, Fire Chief

Incident Type		Alarm Date	Aided Agency Name
Mutual aid given			
	Dispatched & canceled en route	1/5/2025 12:40:05 PM	Huber Heights Fire Division
	EMS call, excluding vehicle accident with injury	1/5/2025 12:48:44 PM	Huber Heights Fire Division
	Dispatched & canceled en route	1/6/2025 6:38:30 AM	Tipp City Fire/EMS
	Dispatched & canceled en route	1/10/2025 5:53:12 PM	New Carlisle Fire Division (city of)
	EMS call, excluding vehicle accident with injury	1/13/2025 8:44:44 AM	Bethel Twp Fire Department Clark Co.
	EMS call, excluding vehicle accident with injury	1/15/2025 6:16:28 PM	Bethel Twp Fire Department Clark Co.
	EMS call, excluding vehicle accident with injury	1/15/2025 7:38:57 PM	Huber Heights Fire Division
	EMS call, excluding vehicle accident with injury	1/17/2025 12:48:17 PM	Huber Heights Fire Division
	EMS call, excluding vehicle accident with injury	1/17/2025 3:31:41 PM	Bethel Twp Fire Department Clark Co,
	EMS call, excluding vehicle accident with injury	1/21/2025 10:39:44 AM	Huber Heights Fire Division
	Dispatched & cancelled en route	1/21/2025 10:51:33 PM	Huber Heights Fire Division
	Building fire	1/24/2025 2:26:40 PM	Bethel Twp Fire Department Clark Co.
	Building fire	1/31/2025 10:26:53 AM	Bethel Twp Fire Department Clark Co.
Mutual aid received			Aiding Agency Name
	Building fire	1/2/2025 11:52:09 AM	Tipp City Fire/EMS
	Building fire	1/2/2025 11:52:09 AM	New Carlisle Fire Division (City of)

Building fire	1/2/2025 11:52:09 AM	Huber Heights Fire Division
Building fire	1/2/2025 11:52:09 AM	Bethel Twp Fire Department Clark Co.
EMS call, excluding vehicle accident with injury	1/8/2025 12:28:13 PM	New Carlisle Fire Division (City of)
EMS call, excluding vehicle accident with injury	1/8/2025 2:04:44 PM	New Carlisle Fire Division (City of)
Alarm system activation, no fire - unintentional	1/13/2025 1:41:28 PM	Bethel Twp Fire Dept Clark Co.
EMS call, excluding vehicle accident with injury	1/14/2025 2:01:43 PM	New Carlisle Fire Division (City of)
EMS call, excluding vehicle accident with injury	1/18/2025 3:31:38 PM	Huber Heights Fire Division
EMS call, excluding vehicle accident with injury	1/20/2025 4:28:33 PM	Huber Heights Fire Division
Building fire	1/23/2025 6:34:14 PM	Tipp City Fire/EMS
Building fire	1/23/2025 6:34:14 PM	New Carlisle Fire Division (City of)
Building fire	1/23/2025 6:34:14 PM	Huber Heights Fire Division
Building fire	1/23/2025 6:34:14 PM	Bethel Twp Fire Dept Clark Co.
EMS call, excluding vehicle accident with injury	1/26/2025 8:55:46 AM	Huber Heights Fire Division
EMS call, excluding vehicle accident with injury	1/26/2025 10:32:13 PM	New Carlisle Fire Division (City of)
EMS call, excluding vehicle accident with injury	1/30/2025 10:40:53 PM	Huber Heights Fire Division

Month	Mutual Aid Given	Mutual Aid Received
January	13	10

Incident Type Details	2025-01-01	Total
111 – Building fire	3	3
321 - EMS call, excluding vehicle accident with injury	49	49
322 - Motor vehicle accident with injuries	2	2
324 - Motor vehicle accident with no injuries.	2	2
511 - Lock-out	1	1
611 - Dispatched & canceled en route	8	8
671 - HazMat release investigation w/no HazMat	1	1
700 - False alarm or false call, other	2	2
735 - Alarm system sounded due to malfunction	1	1
745 - Alarm system activation, no fire – unintentional	1	1
Total	70	70



Fire Chief Cahill reminded folks to “Close before you Doze” – close your interior bedroom doors before going to sleep at night. He remarked that he recently saw evidence of this safety measure proven to be effective at an active fire scene. Please see his article on this topic in the 1Q 2025 newsletter which is available on the website.

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

Since the last Trustee meeting, no zoning certificate applications have been received

Since the last Board of Zoning Appeals (BZA) meeting, there are two applications in process
V-05/06-25 7283 SR 201 Sq. footage overage and 3rd accessory building

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

YEAR TO DATE (2025):

Certificates issued in 2025: 3
Declarations received in 2025: 1
Variances requested in 2025: 6
Variances approved in 2025: 4
Conditional Use requested in 2025: 0
Conditional Use approved in 2024: 0
Zoning Amendments requested in 2025: 0
Zoning Amendments approved in 2025: 0

BOARDS & COMMISSIONS

MIAMI COUNTY PLANNING COMMISSION:
February 18, 2025 at 7:00PM. The Township has no cases.

BETHEL TOWNSHIP BOARD OF ZONING APPEALS (BZA):
Meeting February 27, 2025 at 6:30 p.m.

BETHEL TOWNSHIP ZONING COMMISSION (ZC):
No meeting in February

BETHEL TOWNSHIP BOARD OF TRUSTEES:
No meeting in February

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

There are 3 resolutions on the agenda this evening:

- The first is to continue our membership in the Miami County Township Association, thereby also continuing our membership in the Ohio Township Association.
- The next is to set the cell phone reimbursement rate.
- The final resolution is to record the electronic payments and warrants.

Reminder of the upcoming events in the Township:

- Historical Society meets Wednesday, March 5th starting at 6pm – they meet on the first Wednesday of each month.
- Township is looking for Zoning Board volunteers – send email to the Zoning Director.

V. **TRUSTEE REPORTS** – Trustee vanHaaren – Trustee Reese

VI. FINANCIAL REPORTS – Fiscal Officer Ross

A. Credit card detail: Statement 1/23/2025

Stmt Date	By	Tx Date	Description	Amount
1/23/25	Schiebrel	1/2/25	HSI emergency care sol – CPR class	\$15.24
1/23/25	Schiebrel	1/15/25	Amazon – diesel exhaust fluid	\$81.99
1/23/25	Schiebrel	1/17/25	Amazon – flood lights & a light bar for the engine	\$240.58
1/23/25	Schiebrel	1/20/25	DigitalSpace - web hosting	\$41.82
1/23/25	Cahill	1/9/25	Amazon – EMS pants x2	\$83.96
1/23/25	Ross		Fraudulent charges refunded	(\$600.00)
1/23/25	Ross	12/31/24	Adobe - Dreamweaver software monthly fee after 3 free months - used to maintain/update website	\$32.09
1/23/25	Ross (Smith)	1/4/25	OTA education registration fee for Administrator Smith	\$170.00
1/23/25	Ross (Fortunato)	1/5/25	OTA education registration fee for Assistant to the Fiscal Officer Fortunato	\$130.00
1/23/25	Ross (Smith)	1/13/25	Business cards for Fire Chief Cahill and Administrator Smith	\$59.98
Purchases...				\$855.66

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

Post Date	Tx Date	Type	Number	Source	Total	Status	Purpose
1/10/25	2/1/25	STD	1-2025	Eugene & Linnea Simonalle	\$400.00	O	Zoning fees for case# V-03/04-25
1/10/25	2/1/25	STD	2-2025	Keith & Angela Trumbauer	\$300.00	O	Zoning fees for case# V-05/06-25
1/28/25	2/1/25	STD	3-2025	Johnny and Elizabeth Taylor	\$687.50	O	Cemetery open & closing for Taylor; check# 1759
1/28/25	2/1/25	STD	4-2025	Miami County Municipal Court	\$525.00	O	Criminal / Traffic fines Check# 035539
1/28/25	2/1/25	STD	5-2025	Marker & Heller	\$687.50	O	Cemetery open & closing for Hampton; Check #48441
1/28/25	2/1/25	STD	6-2025	Newcomer	\$687.50	O	Open and closing for Williams; Check# 33712
1/21/25	2/1/25	STD	7-2025	MIAMI COUNTY AUDITOR	\$15,211.84	O	DECEMBER Local govt supplement \$568.95 Local govt dist \$3248.32 Cents per gallon \$1867.40 Gasoline excise tax \$9527.17
1/21/25	2/1/25	STD	8-2025	MIAMI COUNTY AUDITOR	\$6,244.70	O	DECEMBER Auto reg twps \$763.38 Auto reg twp levy/perm tax \$4459.07 Auto reg twp perm ORC 4504.16 \$1022.25
Total Revenue...					\$24,744.04		

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. Fiscal Officer Ross discussed the progress of the audit and thanked “Auditor Nina” for being so helpful.

VII. DISCUSSION ITEMS: NONE

VIII. PUBLIC COMMENTS on items on the Agenda: NONE

IX. **ACTION ITEMS**

A. **RESOLUTION #25-02-011:** <skipped this resolution number>

B. **RESOLUTION #25-02-012:** A RESOLUTION FOR ANNUAL MEMBERSHIP TO THE MIAMI COUNTY TOWNSHIP ASSOCIATION

Motioned by Trustee van Haaren

Seconded by Trustee Reese

Vote: Trustee Dick: Absent

Trustee vanHaaren: YES

Trustee Reese: YES

C. **RESOLUTION #25-02-013:** A RESOLUTION AUTHORIZING THE STANDARD CELL PHONE REIMBURSEMENT RATE FOR SELECT TOWNSHIP EMPLOYEES UTILIZING THEIR OWN PERSONAL CELL PHONES TO CONDUCT BUSINESS OF THE TOWNSHIP

Motioned by Trustee van Haaren

Seconded by Trustee Reese

Vote: Trustee Dick: Absent

Trustee vanHaaren: YES

Trustee Reese: YES

D. **RESOLUTION #25-02-014:** A RESOLUTION TO RECORD ELECTRONIC PAYMENTS AND WARRANTS

Motioned by Trustee van Haaren

Seconded by Trustee Reese

Vote: Trustee Dick: Absent

Trustee vanHaaren: YES

Trustee Reese: YES

X. **PUBLIC COMMENTS** on any topic

A. Jeff Morford – annexation

XI. **ANNOUNCEMENTS**

February 5 Historical Society Meeting, Township Meeting Room, 6:00pm

February 17 Presidents' Day observed, Township offices closed

February 18 County Planning Commission Mtg. in Troy, 7:00pm – No cases for Bethel Township

February 25 Trustee Workshop Meeting, Township Meeting Room, 6:00pm

February 27 BZA Meeting 6:30pm*/~~Zoning Commission 7:30pm*~~

March 4 Trustee Regular Business Meeting, Township Meeting Room, 6:00pm

March 5 Historical Society Meeting, Township Meeting Room, 6:00pm

* indicates a meeting will be held only if needed

XII. **ADJOURNMENT** motioned by Trustee van Haaren Seconded by Trustee Reese

Vote: Trustee Dick: Absent

Trustee vanHaaren: YES

Trustee Reese: YES

Time: 6:25 PM

XIII. **ATTACHMENTS:**

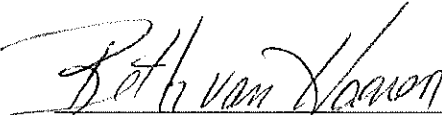
A. Signed resolutions.

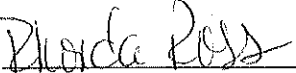
B. Digital audio recording of the meeting containing reports, discussion, and public comments, if any.

Minutes prepared by Trustee Reese


Julie Reese, Trustee, President

Kama Dick, Trustee, Vice President


Beth van Haaren, Trustee


Rhonda Ross, Fiscal Officer