



**Bethel Township Board of Trustees**  
**July 1, 2025**  
**Public Hearing & Regular Business Meeting Minutes**

- I. **CALL TO ORDER** Time: 6:00 PM Presiding: Trustee Reese  
 Roll call: Administrator Smith: Present Fire Chief Cahill: Present Fiscal Officer Ross: Present  
 Trustee vanHaaren: Present Trustee Reese: Present Trustee Dick: Present
- I. **PLEDGE OF ALLEGIANCE** was recited.
- II. **STAFF REPORTS**  
 A. Report from the **Miami County Sheriff's Deputy**: speeding on 40, West Charleston Rd, Wiley Industrial Park semi parking
- III. **PUBLIC HEARING** on Bethel Township's 2026 Tax Budget  
 A. Comments by public - **NONE**  
 B. Closure of public comments  
 C. Closure of the public hearing
- IV. **GUEST SPEAKER** Tim Herbst – National Pavement Analysis – gave a presentation on paving analysis that would produce a spreadsheet of the condition of all of the roads for which the Township is responsible and recommendations as to how best maintain them. Consensus was to go ahead with this service.
- V. **APPROVAL OF MINUTES**  
 A. 2025-06-03 regular business meeting  
 Motioned by Trustee Dick Seconded by Trustee vanHaaren  
 Vote: Trustee Dick: YES Trustee vanHaaren: YES Trustee Reese: YES
- VI. **STAFF REPORTS (continued)**  
 A. Report from **Fire Department** – Ben Cahill, Fire Chief

Incident Type	Alarm Date	Aided Agency Name
<b>Mutual aid given</b>		
Assist police or other governmental agency	6/10/2025 11:01:15 AM	Huber Heights Fire Division
Dispatched & canceled en route	6/19/2025 5:21:16 PM	Tipp City Fire/EMS
Overheated motor	6/20/2025 1:50:12 PM	Huber Heights Fire Division
<b>Mutual aid received</b>		<b>Aiding Agency Name</b>
Motor vehicle accident with injuries	6/1/2025 5:01:33 PM	New Carlisle Fire Division (City of)
Motor vehicle accident with injuries	6/1/2025 5:01:33 PM	Tipp City Fire/EMS
Swift water rescue	6/1/2025 7:35:18 PM	Huber Heights Fire Division
Swift water rescue	6/1/2025 7:35:18 PM	Tipp City Fire/EMS
Swift water rescue	6/1/2025 7:35:18 PM	Vandalia Fire Division
EMS call, excluding vehicle accident with injury	6/6/2025 7:54:27 AM	New Carlisle Fire Division (City of)
Medical assist, assist EMS crew	6/8/2025 6:25:48 AM	Huber Heights Fire Division
Medical assist, assist EMS crew	6/8/2025 7:14:14 AM	Huber Heights Fire Division

EMS call, excluding vehicle accident with injury	6/19/2025 9:23:06 PM	Huber Heights Fire Division
EMS call, excluding vehicle accident with injury	6/20/2025 8:20:54 PM	Huber Heights Fire Division
EMS call, excluding vehicle accident with injury	6/23/2025 4:20:22 PM	Tipp City Fire/EMS
Electrical wiring/equipment problem, other	6/25/2025 8:25:55 AM	Elizabeth Township Fire Department
Electrical wiring/equipment problem, other	6/25/2025 8:25:55 AM	Tipp City Fire/EMS
Electrical wiring/equipment problem, other	6/25/2025 8:25:55 AM	New Carlisle Fire Division (City of)
Outside rubbish fire, other	6/25/2025 9:30:39 AM	Huber Heights Fire Division
EMS call, excluding vehicle accident with injury	6/25/2025 6:48:58 PM	Huber Heights Fire Division
Motor vehicle accident with injuries	6/27/2025 2:13:29 PM	Tipp City Fire/EMS
Motor vehicle accident with injuries	6/27/2025 2:13:29 PM	Huber Heights Fire Division

Month	Mutual Aid Given	Mutual Aid Received
June	3	12

Incident Type Details	2025-06-01	Total
130 - Mobile property (vehicle) fire, other	1	1
150 - Outside rubbish fire, other	1	1
151 - Outside rubbish, trash or waste fire	1	1
311 - Medical assist, assist EMS crew	2	2
320 - Emergency medical service incident, other	1	1
321 - EMS call, excluding vehicle accident with injury	31	31
322 - Motor vehicle accident with injuries	3	3
324 - Motor vehicle accident with no injuries	1	1
357 - Extrication of victim(s) from machinery	1	1
363 - Swift water rescue	1	1
440 - Electrical wiring/equipment problem, other	1	1
442 - Overheated motor	1	1
445 - Arcing, shorted electrical equipment	1	1
551 - Assist police or other governmental agency	1	1
611 - Dispatched & canceled en route	2	2
622 - No incident found on arrival at dispatch address	1	1
631 - Authorized controlled burning	1	1
700 - False alarm or false call, other	1	1
736 - CO detector activation due to malfunction	1	1
<b>Total</b>	<b>53</b>	<b>53</b>



B. Report from **Planning & Zoning** – Cody Sith, Planning & Zoning Director

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

ZC-17-25	5140 EASTLAND DR	DECK
ZC-18-25	5226 SR 202	RESIDENTIAL ADDITION
ZC-19-25	5970 SR 201 S	DRIVEWAY ENTRANCE STRUCTURE
ZC-20-25	8866 SR 202 S	ACCESSORY STRUCTURE
ZC-21-25	2428 US RT 40	ACCESSORY BUILDING
ZC-22-25	5455 STUDEBAKER RD	ACCESSORY BUILDING
ZC-23-25	6165 SR 201	ACCESSORY BUILDING

**Since the last Board of Zoning Appeals (BZA) report, the following applications have been received**

**Case: V-10-25:** A request from Terry Maynard, located at 8436 State Route 201 S, Tipp City, OH 45371, for a variance to allow for 232 square feet of overage for a total of 3432 square feet in accessory buildings. Bethel Township Zoning Section 30.05, accessory buildings on a 5-10 acre lot are limited to 3200 square feet total area. The parcel is 6.125 acres zoned R-1AAA. Miami County Parcel Number: A01-049200. **APPROVED 5-0 June 26, 2025**



**Cases: V-11, 12, 13, 14, 15-2025:** A request from Donna Taylor for five variances needed to bring the non-conforming parcels located at 6384 E Heffner Rd, Tipp City, OH 45371 into compliance with the present Bethel Township zoning resolution. All variances must be approved for the rezoning case to be considered.

- **V-11-25:** A variance to allow for a 1.5 acre R-1AAA parcel. Bethel Township Zoning Resolution section 5.05: Residential/Septic - 3 Acre lot minimum Single Family Dwelling
- **V-12-25:** A variance to allow for 163' of road frontage. Section 5.05- Minimum Lot Width and Frontage- 200 feet (contiguous)
- **V-13-25:** A variance for a side setback of 11'. Section 5.05-Minimum Side Yard Setback 20'
- **V-14-25:** A variance for a residence of 1344 sq. ft. Section 5.05-Minimum Floor Area for Residential Uses- 1500 sq. ft.
- **V-15-25:** A variance to allow for an additional 1720 sq. ft. in overage for an accessory building. Section 30.05G-1.5 acre parcel 1400 sq. ft. maximum accessory building floor area

**APPROVED 4-1 June 26, 2025**

**Since the last Zoning Commission (ZC) report, no applications have been received**

**YEAR TO DATE (2025):**

Certificates issued in 2025. ....	23
Declarations received in 2025. ....	2
Variances requested in 2025. ....	15
Variances approved in 2025. ....	13
Conditional Use requested in 2025. ....	2
Conditional Use approved in 2025. ....	1
Zoning Amendments requested in 2025. ...	3 (case ZA-02-25 is on hold per the applicant)
Zoning Amendments approved in 2025. ...	0

**BOARDS & COMMISSIONS**

**MIAMI COUNTY PLANNING COMMISSION:**

July 15, 2025 at 7:00PM. Bethel Twp has no cases on the agenda.

**BETHEL TOWNSHIP BOARD OF ZONING APPEALS (BZA):**

July 24, 2025 at 6:30 p.m. There will likely be one case on the agenda.

**BETHEL TOWNSHIP ZONING COMMISSION (ZC):**

July 24, 2025 at 7:30 p.m. There are currently no cases on the agenda.

**BETHEL TOWNSHIP BOARD OF TRUSTEES:**

Date for Case ZA-03-25 TBD.

**2025 ZONING ENFORCEMENT (YTD):**

	<b>Junk/Debris</b>	<b>High Grass</b>	<b>Construction Related</b>	<b>Health Referrals</b>	<b>Other</b>	<b>Total Enforced</b>	<b>Total Cleared</b>
<b>Month</b>	1	4	0	0	2	7	0
<b>YTD</b>	5	14	3	1	8	32	6

A reminder was given 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 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.

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

There are 7 resolutions on the agenda this evening:

- The first two are to appoint Taylor Phillippe and Robert Patterson to the Bethel Twp Fire Dept.
- Next is to approve the 2026 budget.
- Then is a resolution to approve a salary increase for the Firefighters/EMTs.
- Following that is a resolution to enter into an agreement with the Miami County Commissioners and John R Jurgenson Company to have part of New Carlisle Road resurfaced.
- Next is a resolution to authorize payment for use of software used to manage Fire/EMS information.
- The last resolution is to record the electronic payments and warrants for June.

Reminder of the upcoming events in the Township:

- Historical Society meets here tomorrow, Wednesday July 2nd, starting at 6pm – they meet on the first Wednesday of each month.

VII. **TRUSTEE REPORTS**

- A. Trustee vanHaaren reported that West Charleston Road repairs are underway but have suffered rain delays. She also reported on the Scarff Road sink hole that was recently repaired. Administrator Smith also noted that there are two sink holes at Shroyer and 40 which are being repaired by the state.
- B. Trustee Reese noted that she had attended several meetings on behalf of the Township, including the Bethel Schools Board of Education's workshop, regular business meeting, and the facilities committee meeting. She also attended the quarterly Miami County Township Association meeting where the Recorder's Office discussed the free property fraud alert service, the Ohio Veteran's ID card program, and Century Farms; the Auditor's Office talked about the 6 year property reappraisal which is currently in process and the bill to eliminate inside millage. Pamphlets for the Property Fraud Alert service, the Ohio Veteran's ID Card, and the property reappraisal currently underway can be picked up at the Township Building. At the meeting, County Commissioner Westfall provided an update on House Bill 113 to reform annexation – opposition testimony was recently heard for the bill.
- C. Trustee Dick reported on semi-trailer businesses and noted that we are still waiting on the engineering study from the county for Newbury Road drainage. Trustee vanHaaren suggested to solicit vendors, such as Choice One, to see if they will quote the job and that residents are responsible for drainage on their property. Administrator Smith will contact Choice One to obtain a quote.

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

- A. Credit card detail: Statement 6/23/2025 has not arrived – information will be presented at next month's business meeting.
- B. Receipt report: 6/1/2025 to 6/30/2025

Post	Tx Date	Type	Number	Source	Total	Status	Purpose
6/3/25	6/3/25	VOID	102-2025	MIAMI COUNTY AUDITOR	-\$20,181.54	V	MARCH: Local govt \$2552.24 Local govt supplement \$568.95 Auto reg twps \$882.29 Gas excise tax \$8727.40 Cents per gallon \$1576.09 Auto reg twp levy/perm tax \$4777.32 Augo reg twp perm ORC 4504.16 \$1097.25
6/24/25	6/24/25	STD	154-2025	Brittany & Eric Henry	\$100.00	O	Zoning fees for case# ZC-22-25, Check# 1197
6/24/25	6/24/25	STD	155-2025	Cintas	\$102.85	O	refund for overpayment of rental mats
6/6/25	6/24/25	STD	156-2025	Jordan Cynthia Wakins	\$100.00	O	Zoning fees for case# ZC-14-25, \$100 Cash
6/6/25	6/24/25	STD	157-2025	Donna J Taylor	\$400.00	O	Zoning fees for case# ZA-03-25, \$400 Cash
6/6/25	6/24/25	STD	158-2025	Brad T. Kirkwood	\$200.00	O	Zoning fees for case# ZC-15-25, \$200 cash
6/6/25	6/24/25	STD	159-2025	Eric Nafziger	\$100.00	O	Zoning fees for case# ZC-17-25, cash \$100
6/13/25	6/24/25	STD	160-2025	James Durham	\$100.00	O	Zoning fees for case# ZC-20-25, Cash \$100

6/13/25	6/24/25	STD	161-2025	Ellis Tackett	\$100.00	O	Zoning fees for case# ZC-19-25, Cash \$100
6/13/25	6/24/25	STD	162-2025	Donna J Taylor	\$300.00	O	Zoning fees for case# V-11-15-25, Cash \$300
6/13/25	6/24/25	STD	163-2025	Miami County Municipal Court	\$1,067.00	O	Criminal/Traffic fines, Check# 35744
6/13/25	6/24/25	STD	164-2025	MIAMI COUNTY AUDITOR	\$500.00	O	CPR Certification (Fire Dept employees gave training)
6/13/25	6/24/25	STD	165-2025	Terry Maynard	\$300.00	O	Zoning fees for case# V-10-25, Check# 1489
6/13/25	6/24/25	STD	166-2025	BC/BS of Michigan	\$127.57	O	Medic runs, Check# 214406958
6/13/25	6/24/25	STD	167-2025	Honey Creek Builders	\$200.00	O	Zoning fees for case# ZC-18-25, Check# 4701
6/13/25	6/24/25	STD	168-2025	Sedgwick Claims Mgt Services	\$1,373.62	O	Claim settlement for D. Watson audit finding 2022-2023
6/13/25	6/24/25	STD	169-2025	Charter Communications	\$6,496.45	O	Cable Franchise Fees
Total Revenue...					-\$8,614.05		

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. A date of 7/15/25 at 6:00 PM was selected for the Special Trustee meeting which will include a Public Hearing for Zoning Case ZA-03-25 to rezone a parcel on Heffner Rd from I-1 to R-1AAA.
- B. Aetna rates have increased slightly as the previous quote provided expired. Assistant to the Fiscal Officer Fortunato is working with SEBO to keep the rates the same as quoted last quarter.

## VIII. PUBLIC COMMENTS on items on the Agenda: NONE

## IX. ACTION ITEMS

- A. **RESOLUTION #25-07-053:** A RESOLUTION TO APPOINT TAYLOR PHILLIPPE 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 #25-07-054:** A RESOLUTION TO APPOINT ROBERT PATTERSON 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 #25-07-055:** A RESOLUTION ADOPTING THE 2026 TAX BUDGET 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
- D. **RESOLUTION #25-07-056:** A RESOLUTION AUTHORIZING SALARY ADJUSTMENTS FOR THE BETHEL TOWNSHIP FIREFIGHTERS/EMTs  
Motioned by Trustee Dick Seconded by Trustee vanHaaren  
Vote: Trustee Dick: YES Trustee vanHaaren: YES Trustee Reese: YES
- E. **RESOLUTION #25-07-057:** A RESOLUTION AUTHORIZING THE BOARD OF TRUSTEES TO PARTICIPATE IN THE AGREEMENT BETWEEN THE BOARD OF MIAMI COUNTY COMMISSIONERS AND JOHN R. JURGENSON COMPANY FOR ASPHALT CONCRETE RESURFACING OF DESIGNATED ROADS  
Motioned by Trustee Dick Seconded by Trustee vanHaaren  
Vote: Trustee Dick: YES Trustee vanHaaren: YES Trustee Reese: YES
- F. **RESOLUTION #25-07-058:** A RESOLUTION AUTHORIZING PAYMENT FOR AN INTEGRATED SUITE OF SOFTWARE PRODUCTS FOR EMS AGENCIES AND FIRE DEPARTMENTS TO COLLECT, SHARE, REPORT, AND ANALYZE CRITICAL INFORMATION FROM ESO SOLUTIONS, INC  
Motioned by Trustee Dick Seconded by Trustee vanHaaren  
Vote: Trustee Dick: YES Trustee vanHaaren: YES Trustee Reese: YES



**G. RESOLUTION #25-07-059: A RESOLUTION TO RECORD ELECTRONIC PAYMENTS AND WARRANTS**

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

**X. PUBLIC COMMENTS on any topic**

A. **Donna Hughes** – 201 & Singer and Singer & Mann Rd on NW corner

**XI. ANNOUNCEMENTS**

July	2	Historical Society Meeting, Township Meeting Room, 6:00pm
July	4	Independence Day observed, Township offices closed
July	10	BZA/ZC workshop to discuss zoning text revisions, Township Meeting Room, 6:00pm
July	15	Trustee Special Meeting & Zoning Public Hearing, 6:00pm
July	17	County Planning Commission Mtg. in Troy, 7:00pm
July	24	BZA Meeting 6:30pm*/Zoning Commission 7:30pm*
July	24	BZA/ZC workshop to discuss zoning text revisions, Township Meeting Room, following BZA/ZC meeting(s)
July	29	Trustee Workshop Meeting, Township Meeting Room, 6:00pm
August	5	Trustee Business Meeting, Township Meeting Room, 6:00pm
August	6	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 appointment, employment, or compensation 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: 8:13 pm  
Return to regular session time: 9:06 pm

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

Vote:      Trustee Dick: YES      Trustee vanHaaren: YES      Trustee Reese: YES  
Time: 9:06 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