



Bethel Township Board of Trustees
July 29, 2025
Workshop Meeting Minutes

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

PUBLIC COMMENTS on item on the agenda or any:

1. Sharon Jones – burned out house on Ross Rd
2. Dave Foley – barn sales

NEW BUSINESS:

Road Dept/Cemeteries

1. Speed bumps on Eastland stolen
 - a. Administrator Smith to report theft to Sheriff and follow-up with a letter to residents on Eastland and Westland.
2. Scarff Rd sink hole
 - a. A resolution will be on the upcoming business meeting agenda for consideration of approval to pay emergency repairs invoice.
 - b. Administrator Smith to immediately obtain quotes so that repairs can be completed before winter weather arrives.
3. Wiley Industrial Park storm sewer system issues
 - a. Administrator Smith to obtain quotes.
4. Fence to shield dirt pile from public view
 - a. Administrator Smith to work with road crew to install a fence.

Fiscal Office

5. Meeting minutes: 6/24/2025 workshop, 7/1/2025 regular business meeting, 7/15/2025 special meeting
 - a. Will be on upcoming business meeting agenda for consideration of approval.
6. Amend appropriations to program level
 - a. A resolution will be on upcoming business meeting agenda for consideration of adoption.
7. Payment to Five Rivers Metro Park
 - a. A resolution will be on upcoming business meeting agenda for consideration of approval.
8. Cost savings:
 - a. Assistant to the Fiscal Officer Fortunato has re-negotiated the Waste Management contract from \$630.18/month to \$101/month for a yearly savings of \$6,350.16 (\$7562.16 vs \$1212).

OLD BUSINESS:

Administration

1. Budget – 5 year plan – need to create a document.
2. Board retreat – July 18th 1-5 pm at the Tipp Center – completed.
3. Walnut Street dead end – Administrator Smith waiting on Atty Lopez.
4. Archive Social – on hold, will be removed from agenda, can be added in the future if there is a need.

Zoning

5. Hook up GIS computer to the network, update GIS – Administrator Smith working with the County - no new updates.
6. Updates to zoning resolution text – going well, the group split up the articles to divide and conquer rather than reviewing through them sequentially by the entire group.
7. Legacy / spot zoning changes
 - a. Identify and send letter letting resident know that we waive the fee to re-zone to come into compliance with current zoning regulations.
 - b. Trustees agree that we are only offering to waive the fee, not that we are telling anyone to change their zoning. It will be up to each property owner to decide if they want to re-zone.

Fire/EMS

8. Training program for new recruits.
9. Expired helmets – waiting on County prosecutor for waiver – no new news.
10. Surplus equipment sales – list is prepared
11. Fire Dept discussion with Elizabeth Twp

Road Dept/Cemeteries

12. National Pavement Analysis
 - a. A resolution will be on upcoming business meeting agenda for consideration of hiring National Pavement Analysis to review all of our roads and recommend a maintenance and repair plan.
13. West Charleston Road repairs
 - a. A resolution will be on upcoming business meeting agenda for consideration of payment for change orders to original repair plan.
14. Seasonal workers/contractors for tree trimming
 - a. A resolution will be on upcoming business meeting agenda for consideration to approve funds for a new tractor and side mower.
 - b. Road department will continue research to potentially buy new tractor and/or side mower and will obtain at least one additional quote.
15. No parking signs for Lisa and Gibson
 - a. Vehicles are parking in right-of-way.
 - b. Administrator Smith to obtain legal advice as to how to proceed.
16. Surplus equipment sales – old mowers – will work with Fire Dept to create a complete list – no new news.
17. Friendship Park digital mapping – potentially work with Five Rivers Metro Park to complete mapping.

Fiscal Office

18. Healthcare insurance – switch to Aetna is complete, effective date August 1, 2025.

Trustee Items

19. Short-term rental lodging tax
 - a. Ohio Township Association (OTA) has a briefing about the House Bill affecting short-term rentals.
 - b. OTA suggests making short-term rentals a conditional use in the zoning regulations in order to track the rentals within the Township.
20. Meeting room / shelter – no updates.
21. House Bill 113 – amend ORC regarding annexation and add section 3311.222
 - 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.
22. Position for an anti-annexation employee – no new news.
23. Trustee goals and objectives – no new news.
24. Review/update our Personnel Policies and Procedures Manual – no updates at this time.

OTHER DISCUSSION TOPICS:

1. Cybersecurity
 - a. New law requires local governments to adopt a cybersecurity program appropriate for their needs.
 - b. Administrator Smith to research and document our current methodology and potentially update.
2. Alley Street access to house on 40 (East of 1st Street)
 - a. Can maintain it but cannot vacate it because it would be divided between North and South property owners rather than the owner East of the alley.
 - b. Administrator Smith to research driveway access on 40. If driveway access exists, the property owner will be expected to use it.

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: 8:04 pm
Return to regular session time: 9:12 pm

ADJOURNMENT motioned by Trustee vanHaaren Seconded by Trustee Dick
Vote: Trustee Dick: YES Trustee vanHaaren: YES Trustee Reese: YES
Time: 9:12 pm

ATTACHMENTS

1. Digital audio recording of the meeting containing discussion and public comments.

Minutes prepared by Trustee Reese


Julie Reese, Trustee, President


Kama Dick, Trustee, Vice President

Beth van Haaren, Trustee


Rhonda Ross, Fiscal Officer