



Bethel Township Board of Trustees
December 30, 2025
Workshop Meeting Minutes

CALL TO ORDER Time: 6:00 pm

Roll call:

Trustee vanHaaren: Absent

Presiding: Trustee Reese

Fire Chief Cahill: Absent

Trustee Reese: Present

Fiscal Officer Ross: Present

Trustee Dick: Present

PUBLIC COMMENTS on agenda items:

1. Kim Brandenburg - Newbury/Windham drainage

NEW BUSINESS:

Administration & Zoning

1. The Trustees agreed to post the Zoning Inspector position as soon as possible.

Fire/EMS

2. Fire Chief Cahill and Battalion Chief Arnold set to resign end of the year
 - a. Trustee Reese thanked them for their service over the many, many years they were at Bethel Twp.
 - b. Fiscal Officer Ross read letters on behalf of Trustee vanHaaren thanking them for their service and outlining their histories at the Township.
 - c. Trustee Dick thanked them for their service.
3. **RESOLUTION #25-12-112:** A RESOLUTION APPOINTING TERRY WELDON INTERIM FIRE CHIEF OF THE BETHEL TOWNSHIP FIRE DEPARTMENT
Motioned by Trustee Dick Seconded by Trustee Reese
Vote: Trustee Dick: YES Trustee vanHaaren: Absent Trustee Reese: YES
4. **RESOLUTION #25-12-113:** A RESOLUTION AUTHORIZING THE EMERGENCY PURCHASE AND INSTALLATION OF A NEW HVAC SYSTEM FOR THE BETHEL TOWNSHIP FIRE DEPARTMENT
Motioned by Trustee Dick Seconded by Trustee Reese
Vote: Trustee Dick: YES Trustee vanHaaren: Absent Trustee Reese: YES
5. **RESOLUTION #25-12-114:** A RESOLUTION AUTHORIZING THE REIMBURSEMENT FOR PARAMEDIC TRAINING TO CODY TEEGARDEN
Motioned by Trustee Dick Seconded by Trustee Reese
Vote: Trustee Dick: YES Trustee vanHaaren: Absent Trustee Reese: YES
6. **RESOLUTION #25-12-115:** A RESOLUTION ACCEPTING THE RESIGNATION OF FIREFIGHTER ANDREW KOPP FROM THE BETHEL TOWNSHIP FIRE DEPARTMENT
Motioned by Trustee Dick Seconded by Trustee Reese
Vote: Trustee Dick: YES Trustee vanHaaren: Absent Trustee Reese: YES

Road Dept/Cemeteries

7. Trustee Reese stated she had been contacted by a couple of citizens who were willing to plow snow should we need temporary help.

Fiscal Office

8. OTARMA insurance was discussed. Trustee Dick asked what the increase will be – Fiscal Officer Ross will look it up and let the Trustees know. There will be a resolution for consideration to approve at the upcoming business meeting.

Trustee Items

9. Times, dates, and places for meetings for 2026 & first mtg of 2027 were reviewed, the normal schedule of the last (workshop) and first (business) Tuesdays will again be in place excepting polling days where the meeting will be moved to the previous Monday. There will be a resolution for consideration to approve the meeting schedule at the upcoming business meeting.
10. Trustee and office staff assignments for 2026 were discussed. Trustee Reese will check with Zoning Secretary Fortunato about some of the administrative assignments. There will be a resolution for consideration to approve the assignments at the upcoming business meeting.
11. No zoning board appointments, only Josh Wilkerson expiring.
12. Ag easements – Trustee Reese mentioned that she has been contacted about agriculture easements and wanted to consider using some of our 3.8 mill levy proceeds to potentially fund ag easements to help thwart annexation. This would be one duty for the Special Projects Coordinator – Anti-Annexation & Policy Advocacy position. The Trustees agreed to post the job position as soon as possible for a 1 year trial period. The trial period will allow for review to determine the effectiveness of the position and whether or not to continue the position.
13. The Trustees agreed to sponsor one \$25 door prize for the OTA conference.
14. Trustee Reese proposed adding cell phone stipends for the Office Manager, Special Projects Coordinator/Anti-Annexation and Policy Advocacy, and Zoning Inspector positions prior to when they may be needed. The Trustees and Fiscal Officer agreed this was a good idea. There will be a resolution for consideration to approve the stipends at the upcoming business meeting.
15. Constitution Boot Camp – Trustee Reese mentioned that when we are sworn in we swear to uphold the Constitution and there is a 1 day boot camp offered January 24 from 8:30a-3p. Citizen Donna Hughes stated that it is a good opportunity to learn about the constitution.

OLD BUSINESS:

Administration

1. Cybersecurity policy – Trustee Reese will follow-up on this.
2. Budget – 5 year plan – no new news.
3. Inventory – Trustee Dick will follow-up on this.
4. Group home moratorium – no new news.
5. Short-term rental lodging tax – no new news.

Zoning

6. GIS updates – no new news.
7. Updates to zoning resolution text – Trustee Reese to ask Zoning Secretary Fortunato if she would like to lead these meetings.
8. Nuisance cases – Trustee Dick will oversee existing cases, Trustee Wilkerson will take new cases.
9. Offering zoning compliance for legacy zoning/spot zoning – on hold until zoning text is updated

Fire/EMS

10. Training program for new recruits – no new news.
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 – no new news.

Road Dept/Cemeteries

14. Newbury & Windham drainage – Trustee Dick will follow-up with Miami County Engineering.

15. Trustee Dick will follow-up on the items in this section for the next meeting: Scarff Rd sink hole; Wiley Industrial Park storm sewer system; Fence at West Charleston & Bethel West cemeteries; Tractor and side mower; Wiley Industrial Park tire issue, dismantled vehicles – EPA involved; Surplus equipment sales; Friendship Park digital mapping.

Fiscal Office

16. None

Trustee Items

17. Meeting room / shelter – ODNr contract has been received and sent to Atty for signature.
18. House Bill 113 – amend ORC regarding annexation and add section 3311.222 – no new news.
19. Trustee goals and objectives – no new news.
20. Review/update our Personnel Policies and Procedures Manual – no updates at this time.

OTHER DISCUSSION TOPICS:

1. None

PUBLIC COMMENTS on any topic:

1. David Marsh – truck parking
2. De Dawson – corner of 40 & Wildcat

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 Dick

Seconded by Trustee Reese

Vote: Trustee Dick: YES

Trustee vanHaaren: absent

Trustee Reese: YES

Time in Executive Session: 7:32 pm

Return to regular session time: 9:47 pm

ADJOURNMENT motioned by Trustee Dick

Seconded by Trustee Reese

Vote: Trustee Dick: YES

Trustee vanHaaren: absent

Trustee Reese: YES

Time: 9:48 pm

ATTACHMENTS

1. Digital audio recording of the meeting containing discussion.
2. Resolutions

Minutes prepared by Trustee Reese


Julie Reese, Trustee, President


Kama Dick, Trustee, Vice President

Beth van Haaren, Trustee


Rhonda Ross, Fiscal Officer