

AGENDA

MIAMI TOWNSHIP TRUSTEES Greene County, Ohio

September 21, 2026, at 5 p.m.

1. Call to Order

2. Trustees Agenda Approval

3. Adoption of the Minutes: September 9, 2026

4. Correspondence

- OTARMA's EmbarkSafety monitoring program (Pauwels)

5. Citizen Concerns

6. Fire Department Report

- Approve acting lieutenant pay increase to fulltime FF/Paramedic Cassady Brewer

7. Cemetery Report

8. Road Report

9. Fiscal Officer's Report

- Presentation of **current payment listing: 9/5-18/2026: \$90,120.04**

10. Standing Committee Reports

- Miami Valley Regional Planning Commission
- Greene County Regional Planning & Coordinating Commission
- Clifton-Union Cemetery
- YS Development Corporation
- Greene County Township Association
- YS Active Transportation Committee

11. Old Business

- Board Communications Policy (Askeland)
- Proposed cemetery interment fee schedule, Rules & Regulations (Resolution?), Pine Forest "Additional Considerations" from Mr. Lucas' report last meeting

12. New Business

- Executive Session also under ORC Section 121.22(G)(1) to consider the appointment and compensation of a public employee (Moir)
- Resolution to Expand the Zoning/Admin Assistant Position into Full-Time Township Administrator/Zoning Position

13. Adjournment...next meeting scheduled for **Monday, October 5, 2026, at 5 p.m.**

*To receive the Trustees' agenda packet on Fridays before meeting night, email
cpauwels@miamitownshipGCOH.gov*

Miami Township Trustees
Greene County, OH
Minutes of September 9, 2026
**see acronym glossary following minutes*

Call to Order

The meeting was called to order at 5 p.m. by Chairperson Moir, with Trustee Askeland present. Trustee Mucher was absent due to a family conflict.

Fire Chief James Cannell, Fiscal Officer Cyndi Pauwels, and Zoning Administrator Bryan Lucas were in attendance.

Yellow Springs News Editor Lauren Shows and residents Fred Stockwell and Jane Sweet were also present.

Trustees Agenda Approval

Trustee Moir asked to **postpone** the second of two (2) requested Executive Sessions under New Business, given Mr. Mucher's absence.

Trustee Askeland asked to **postpone** the discussion under Old Business re: the proposed Board communications policy and the Tech Committee update under New Business (noting the next **IT meeting/mandatory training for Friday, September 18, 2026**) given Mr. Mucher's absence.

Trustee Moir **moved** to accept the changes as presented. Trustee Askeland **seconded**, and **the motion carried unanimously**.

Adoption of Minutes

Trustee Moir **moved** to **adopt the minutes** of August 17 and of the September 1 budget work session as presented. Trustee Askeland **seconded**, and the **motion carried unanimously**.

Correspondence

Ms. Pauwels presented a letter from **Home, Inc., re: Cascades Phase II project** – comments due 9/20/26.

Ms. Pauwels presented a letter from **MVRPC re: grant monies available**. The letter will be in the Trustees' correspondence basket for their review.

Trustee Moir noted an upcoming **OTA webinar on cemetery operations**; she will attend.

Citizen Concerns

No comments

Public Hearing

Trustee Askeland **moved** to open the **public hearing re: Zoning Resolution Text Amendment 2026-003-T (Section 509/Farm Stands, Farm Markets and Farmers' Markets)**. Trustee Moir **seconded**, and the hearing opened at 5:12 p.m.

Mr. Lucas **shared the process of the text amendment** from the Zoning Commission to Greene County RPC (June 5), back to the Zoning Commission with approval (7/29), and forwarded by the Zoning Commission to the Trustees on August 5, 2026, for tonight's public hearing.

He then **presented the text of the full amendment for Section 509**, with explanation and reasonings from the Zoning Commission's review, and answered Trustees' questions. After Mr. Stockwell contributed proofreading comments, Trustee Moir **moved** to close the public hearing, and Trustee Askeland **seconded**. The **hearing was closed at 5:40 p.m.**

Trustee Moir moved to **adopt Resolution 2026-34 Zoning Resolution Text Amendment 2026-003-T (Section 509/Farm Stands, Farm Markets and Farmers' Markets)**. Trustee Askeland **seconded**, and the **motion carried unanimously**.

Fire Department Report

Chief Cannell presented his **regular staff report** (below), highlighting:

- Staffing levels have remained a **three (3) or four (4) personnel 100% of the time**.
- 892 calls for service as of August 31; **928 for year to date**
- The **new pick-up is now in service** and available to follow crews to a call. This makes it possible for staff to **return to the station and respond to a second call**.

After outlining **the current vehicle changes/upgrades**, Chief Cannell noted, "Apparatus **repair costs should decrease significantly** for the remainder of the year," and that the department remains **on track for a balanced budget** at end-of-year.

Cemetery and Road Report

Cemetery:

No report in Mr. Gochenouer's absence.

Roads:

In Mr. Gochenouer's absence, Trustee Moir provided an update on the **Harbison Road project**. While the road is **closed for the next five (5) to six (6) weeks**, Greene County will keep MTRF and Cedarville Fire updated as to exact location of the closures.

Fiscal Officer's Report

Current payment listing: **8/15-9/4/2026: \$92,027.44**

Ms. Pauwels presented **Resolution 2026-35 to Amend Permanent Appropriations** and asked for its approval. Trustee Moir so **moved**, and Trustee Askeland **seconded**. The **Resolution was adopted unanimously**.

Ms. Pauwels reported Perry & Associates **auditors have been approved for an extended deadline of October 3, 2026, to finish the Township's 2024-2025 audit** due to its complexity. While the firm is "losing money" on it because of the State's cap on fees, an additional supplemental report may be required that could increase Township payout.

Zoning Administrator/Administrative Assistant's Report

Mr. Lucas presented his **regular staff report** (below), highlighting:

- Five (5) **zoning permits** were issued in July, and two (2) in August.
- Three (3) **zoning complaints** were received in July, and two (2) in August; he explained his response(s) and the status of each.
- Proposed **cemetery interment fee schedule** with slight increases explained with comparison to similar jurisdictions. A **vote was deferred** until next meeting* (see below).
- Proposed **cemetery interment application form** – After review and discussion, Trustee Askeland **moved** to accept the form as modified, and Trustee Moir **seconded**. The **motion carried unanimously**.
- *In order to expedite the opening of the **Pine Forest section**, Trustee Askeland **moved** to set the **interment fee for that section only at \$800** as suggested for a one-year period. Trustee Moir **seconded**, and the **motion carried unanimously**.
- Proposed **cemetery rules and regulations – to be reviewed with vote deferred to next meeting**. Trustee Askeland asked if the rules needed to be set by Resolution. No consensus was reached.
- Update on **opening of the Pine Forest section** – Mr. Lucas explained he spread all of the pine needles on hand as suggested at last meeting. After extended discussion, Trustee Askeland **moved** to approve the **purchase of a half order (four hundred (400) bales) of pine needles/mulch** pending a quality check/decision by Trustee Moir from either Southern Pickup or Cincinnati Pine Mulch, **not to exceed \$5,000**. Trustee Moir **seconded**, and the **motion carried unanimously**. She will visit both firms to check the pine materials offered (needles vs mulch). With a one-week lead time after order, the mulch/needles could be spread the first two (2) weeks of October on the proposed portion of the Pine Forest section for a November 1st opening.
 - **Additional considerations** re: the Pine Forest mentioned in Mr. Lucas' report will be **discussed further at the next meeting**.

Old Business

No items.

New Business

Trustee Askeland reported on the **Tech Committee meeting** held August 21, 2026.

- She reminded the Trustees of the **mandatory cybersecurity training set for Friday, September 18, at 2:30 p.m.**, in the Township meeting room.
- She **moved** to contact three (3) specified and previously discussed tech firms for **quotes to consolidate/update the three (3) Township websites to meet HB 96 and ADA requirements**. Trustee Moir **seconded**, and the motion carried **unanimously**. Trustee Askeland will also contact the Township's current webmaster at By Design.
- Ms. Pauwels reported on the **IT issues still being addressed re: the archiver tool** the Township pays a monthly fee for that has not been able to provide the email search need to fulfill a **pending Public Records request**.

Executive Session:

Trustee Moir **moved** for an **Executive Session** pursuant to ORC 121.22(G)(1) to review an "investigation of complaint or charges against a public employee." Trustee Askeland **seconded**. They requested Chief Cannell join the session. The meeting recessed at 7:12 p.m., and reconvened at 8:15 p.m. with **no action being taken at this time**.

Adjournment

The meeting was adjourned at 8:16 p.m., with the next meeting scheduled for **Monday, September 21, 2026**, at 5 p.m.

Chairperson _____ Attest _____

*Acronyms:

- MTFR: Miami Township Fire & Rescue
- MVRPC: Miami Valley Regional Planning Commission
- OTA: Ohio Township Association
- RPCC: Greene County Regional Planning & Coordinating Commission
- YSDC: Yellow Springs Development Corporation

/clp

Miami Twp. Trustee Meeting- Fire Chief Report

Personnel/Staffing

- Staffing levels have remained at three and four personnel, 100% of the time, from the last meeting through the end of this week.
- New personnel continue to be successfully onboarded.
- Teresa Hines and David Hamilton have started and completed their first shifts.
- The 48/96-hour rotation schedule continues to be favorable and well received by the team.

Operations

- 892 calls for service as of August 31. Please see the month-to-month call breakdown for additional details.
- 928 calls for service year-to-date, averaging approximately 3.66 calls per day.
- The Apparatus Deployment Matrix continues to function well, with improved understanding and consistency among personnel.
- We missed one EMS transport on September 8 due to the backup Medic being out of service.

Building

- The kitchen hood system has been repaired, and the stove is back in service.

Apparatus/Vehicles/Equipment

- The Chief's vehicle is back in service and operating normally.
- The new pickup truck is now in service. The upfit and graphics are complete, and the truck looks great. One minor issue with the locks is currently being addressed.
- The new Medic is now in service with department graphics applied.
- Rescue 81 has been sold and removed from the fleet.
- Old M81 has been sold and removed from the fleet as of September 10.
- The Engine 82 ladder rack has been repaired and is functioning normally.
- M82 has been dropped off at Ambulance Maintenance in Norwood for installation of the Stryker stretcher system and repair of an oxygen leak. We hope to have M82 back in service by early next week.
 - Once back in service, M82 will be utilized for second medical calls when two personnel are available back at quarters.
 - Steffinie, our Community Paramedic, will be utilized as one of the two personnel when available.
- We anticipate that apparatus repair costs should decrease significantly for the remainder of the year.

Miscellaneous

- We are still waiting for word from FEMA regarding our grant applications.
- The department budget remains on track for a balanced 2026 year-end budget

September 9, 2026

MIAMI TOWNSHIP FIRE-RESCUE

2026 CALLS FOR SERVICE MONTH TO MONTH

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG
EMS	37	42	65	62	69	71	76	67
FIRE	14	14	33	22	25	26	16	18
MVC	3	2	2	3	2	13	9	3
LIFT	8	3	7	1	12	10	11	4
COMM. PARAMEDICINE	0	3	14	18	8	8	4	5
MISC.	9	6	7	17	12	6	7	18
MONTHLY TOTAL	71	70	128	123	128	134	123	115
MA RECEIVED	9	12	7	13	13	7	9	9
MA GIVEN	4	0	0	1	4	2	3	3

YTD TOTAL AS OF 08/31/2026: 892 CALLS FOR SERVICE



Miami Township Trustees
Zoning Administrator Staff Report
July 2026

- **Zoning Permits Issued: 5**
 - Dwelling (Snyppe Rd – home rebuild from a fire this past winter)
 - Accessory Structure (Wilberforce-Clifton Rd)
 - Deck (SR 343)
 - Sign (Dayton YS)
 - Agriculture Exemption (Dayton YS)
- **Zoning Commission:**
 - Did not hold meeting since last Trustee meeting
- **Board of Zoning Appeals:**
 - Did not meet this month
- **Zoning Violations:**
 - Received 2 complaints regarding the property at 1150 Grinnell Drive. Complaints had concerns that the property is abandon, in disrepair and worried that the property was unsafe. I inspected the property and found no zoning violations, nor would I recommend any action from the Trustees.
 - Received a complaint regarding the property at 108 Yellow Springs Fairfield Rd. Complaint had concerns about junk vehicles. I have inspected the property and will be contacting the resident concerning their junk vehicles.
- **Additional Information to Report:**
 -

Miami Township Trustees

Zoning Administrator Staff Report

Aug 2026

- **Zoning Permits Issued: 2**
 - Dwelling (SR 343)
 - Detached Garage (Grinell Rd)
- **Zoning Commission:**
 - Held a public hearing for Text Amendment 2026-003-T Section 509 (Farm Stands, Farm Markets and Farmers' Markets) and voted to forward to Trustees for approval.
 - Started discussion on next text amendment for Article 4 (Zoning Districts)
- **Board of Zoning Appeals:**
 - Did not meet this month
- **Zoning Violations:**
 - Received complaint regarding the property at 387 N. Enon. Individual believes that the property owner is using the property for his business and is building a fenced in area with lighting as a motor pool area for his business vehicles. This property is zoned agriculture and there is no permit in the zoning office that approved any type of home occupation. I will be inspecting the property to see if there are zoning violations.
 - Received a complaint regarding the property at 2671 S. River Rd. Individual raised concerns of junk vehicles and other debris in yard. I am aware of the property and will need to document any zoning violations.
- **Additional Information to Report:**
 - Submitting the creation of a township fee schedule for cemetery interment for discussion and board approval. Also have provided a side by side comparison fee chart with other Greene County cemetery and other local cemeteries outside of the county that carry similar services.
 - Submitting the creation of a township cemetery plot interment application for discussion and board approval.
 - Submitting an updated Miami Township Glen Forest Cemetery Rules and Regulations Form for discussion. This is still a working copy as I gather input to update this document. We currently have 2 different printed versions of our rules and a set on our cemetery website. All 3 of these documents are

different and I am attempting to consolidate into one set of rules that can be officially adopted by the Trustees.

- Update on opening Pine Forest Cemetery Section. See attached document.

Opening of Pine Forest Cemetery Section

(1) Clear Weeds

- Clear weeds from entire cemetery section including gravel path and redefine boundaries of the cemetery. Completion date July 24

(2) Add Additional Pine Needles/Straw

- Cover floor with pine needles (40,000 sf) – roughly 700-800 bales.
- Show photos of one bale spread in pine forest section.
- Local and Regional Quotes:
 - Considered quote
 - * Southern Pickup – Franklin (\$7,570) 740 bales at \$10/bale. Delivery fee \$85 x 2. First delivery would be 465 bales (first load = \$4,725). Willing to give option of second delivery bale count after confirming how much the first load covered. South Carolina long pine needles.
 - * Cincinnati Pine Mulch (\$6,600) for 800 bales x \$8.25. Free delivery. Could also purchase half (400 bales x \$8.35) for \$3,340.
 - Previous quotes
 - * Siebenthalers (750 x \$14 = \$10,500) local pick up
 - * Custom Pine Straw (\$7,931)– full truck load, 1540 bales delivered at \$5.15/bale Includes delivery
 - * Creech's Lawn and Landscape – Lebanon (\$11,700) 24 skids of 48 bales – totaling 1,152 bales. \$450 per skid. Delivery is \$900.
 - * Dean's Eco Green Recycling - Fairborn Do not carry pine mulch.
 - * Champion Mulch and Landscaping Supply – SW Ohio (\$14,716) plus \$350 delivery. Mulch that resembles pine needles.
- Need 1 week lead time after order is placed. With approval, delivery could happen last week of September, with the spreading during first two weeks of October.

(3) Gravel Lane Border

- Establish weed barrier & gravel border north and south of front edge of pine forest pavilion.
- Width similar to walking paths in this section.
- Cost under \$100. Can be completed by Road Dept by October 15th

(4) Establish Standards, Rules and Pricing for Cemetery

- Rules
 - Submitted updated rules & regulations for all of GF Cemetery sections
- Pricing
 - Submitted new cemetery fee schedule

(5) Open Pine Forest Cemetery

- Start selling plots once fees and rules are adopted
- Tentative date: October 15th.

(6) Other Considerations

- **Plan for fencing boards**
 - There is approximately 300+ feet of fencing purchased and available
 - Suggestion:
 - * Use 220 feet to fill gap in Oak Grove between existing trees and newly built fence on eastside of cemetery
 - * Use 30-40 feet to fill gap at traditional – prairie line between existing trees
 - * Road Dept. can build during the Fall of 2026 with anticipated completion date by end of 2026
 - Would not need to be completed to open Pine Forest Cemetery Section
- **Adding additional pine trees**
 - Still need to add an additional 8-10 trees to fill in back section of cemetery. Cost @ \$200/tree = (\$1,600 - \$2,000)
 - Cost is a factor, but the sooner the trees are planted – the sooner they reach maturity to create shaded canopy.
 - Would not need to be completed to open Pine Forest Cemetery Section

Payment Listing

9/5/2026 to 9/18/2026

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
668-2026	09/09/2026	09/06/2026	EP	NATHANIEL T AYERS	\$1,819.43	O
669-2026	09/09/2026	09/06/2026	EP	CASEY BREWER	\$302.20	O
670-2026	09/09/2026	09/06/2026	EP	CASSADY R BREWER	\$1,415.68	O
671-2026	09/09/2026	09/06/2026	EP	Steffinie M Brewer	\$2,082.60	O
672-2026	09/09/2026	09/06/2026	EP	James R. Cannell	\$2,524.96	O
673-2026	09/09/2026	09/06/2026	EP	PAYTON COOPER	\$833.24	O
674-2026	09/09/2026	09/06/2026	EP	Samuel J Delfino	\$1,485.84	O
675-2026	09/09/2026	09/06/2026	EP	Casey N Flora	\$1,777.47	O
676-2026	09/09/2026	09/06/2026	EP	RYAN FOSS	\$536.11	O
677-2026	09/09/2026	09/06/2026	EP	EVAN FRANTZ	\$104.43	O
678-2026	09/09/2026	09/06/2026	EP	DANIEL E. GOCHENOUER	\$1,543.21	O
679-2026	09/09/2026	09/06/2026	EP	David Hamilton	\$186.06	O
680-2026	09/09/2026	09/06/2026	EP	Ross M Higbee	\$752.87	O
681-2026	09/09/2026	09/06/2026	EP	CHARLES C KLINE	\$1,971.33	O
682-2026	09/09/2026	09/06/2026	EP	Jax Michael Lawrence	\$960.74	O
683-2026	09/09/2026	09/06/2026	EP	Bryan D Lucas	\$874.20	O
684-2026	09/09/2026	09/06/2026	EP	BRANDON MORRIS	\$1,336.25	O
685-2026	09/09/2026	09/06/2026	EP	MARK MURPHY	\$1,098.58	O
686-2026	09/09/2026	09/06/2026	EP	Andrew J Reichert	\$1,485.10	O
687-2026	09/09/2026	09/06/2026	EP	Zion Robinson	\$1,174.55	O
688-2026	09/09/2026	09/06/2026	EP	Ashlynn D Stamper	\$1,047.48	O
689-2026	09/09/2026	09/06/2026	EP	JUSTIN P TURNER	\$2,069.19	O
691-2026	09/09/2026	09/06/2026	EW	IRS	\$5,643.73	O
692-2026	09/09/2026	09/09/2026	EW	BMS	\$428.07	O
693-2026	09/10/2026	09/10/2026	EW	TREASURER STATE OF OHIO	\$1,944.46	O
694-2026	09/10/2026	09/10/2026	EW	SCHOOL DISTRICT INCOME TAX	\$446.02	O
695-2026	09/10/2026	09/10/2026	EW	RITA	\$1,241.05	O
696-2026	09/10/2026	09/10/2026	EW	CCA - Municipal Income Tax	\$88.75	O
697-2026	09/15/2026	09/15/2026	EW	PERS	\$4,768.40	O
698-2026	09/15/2026	09/15/2026	EW	OHIO POLICE & FIRE PENSION FUND	\$14,989.76	O
699-2026	09/16/2026	09/16/2026	CH	DCS TECHNOLOGIES	\$162.00	O
700-2026	09/17/2026	09/17/2026	CH	TechAdvisors,LLC	\$825.00	O
701-2026	09/17/2026	09/17/2026	CH	TechAdvisors,LLC	\$359.30	O
703-2026	09/17/2026	09/17/2026	CH	AT&T MOBILITY	\$70.00	O
56462	09/09/2026	09/06/2026	PR	Teresa A Himes	\$406.90	V
56462	09/09/2026	09/09/2026	PR	Teresa A Himes	-\$406.90	V
56463	09/09/2026	09/09/2026	PR	Teresa A Himes	\$406.90	O
56464	09/09/2026	09/09/2026	AW	BREATHING AIR SYSTEMS DIVISION	\$908.66	O
56465	09/09/2026	09/09/2026	AW	Bureau of Workers Compensation	\$6,971.75	O
56466	09/09/2026	09/09/2026	AW	CITY OF XENIA	\$6,250.00	O
56467	09/09/2026	09/09/2026	AW	DanCo Lettering	\$1,765.00	O
56468	09/09/2026	09/09/2026	AW	Eagle Engraving, Inc.	\$47.20	O
56469	09/09/2026	09/09/2026	AW	FIRE APPARATUS SERVICE	\$1,782.88	O
56470	09/09/2026	09/09/2026	AW	AT&T MOBILITY	\$876.47	O
56471	09/09/2026	09/09/2026	AW	FISHER'S SHOP INC.	\$874.96	O
56472	09/09/2026	09/09/2026	AW	LOGICAL SOLUTIONS	\$90.00	O

Payment Listing

UAN v2026.3

9/5/2026 to 9/18/2026

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
56473	09/09/2026	09/09/2026	AW	Mercy Health - Occupational Health	\$97.00	O
56474	09/09/2026	09/09/2026	AW	MVTCG	\$475.00	O
56475	09/09/2026	09/09/2026	AW	NAPA	\$248.77	O
56476	09/09/2026	09/09/2026	AW	Office Depot	\$129.78	O
56477	09/09/2026	09/09/2026	AW	VERIZON WIRELESS	\$73.56	O
56478	09/09/2026	09/09/2026	AW	Village of Yellow Springs	\$2,086.00	O
56479	09/14/2026	09/14/2026	AW	AES OHIO	\$194.07	O
56480	09/14/2026	09/14/2026	AW	AIRGAS	\$75.76	O
56481	09/14/2026	09/14/2026	AW	BOUND TREE MEDICAL, INC.	\$552.88	O
56482	09/14/2026	09/14/2026	AW	FIRE APPARATUS SERVICE	\$2,228.33	O
56483	09/14/2026	09/14/2026	AW	AT&T MOBILITY	\$50.98	O
56484	09/14/2026	09/14/2026	AW	OHIO TREASURER OF STATE	\$915.00	O
56485	09/14/2026	09/14/2026	AW	PHOENIX SAFETY OUTFITTERS	\$1,888.63	O
56486	09/14/2026	09/14/2026	AW	Ulmer's Norwood LLC	\$1,757.40	O
56487	09/17/2026	09/17/2026	AW	Grant Source Professionals LLC	\$1,025.00	O
Total Payments:					\$90,120.04	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$90,120.04	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, 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

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.



First reading: 9/21/2026

Second reading: _____

**MIAMI TOWNSHIP
GREENE COUNTY, OHIO**

RESOLUTION NO. 2026-_____

**RESOLUTION TO EXPAND THE ZONING/ADMIN ASSISTANT POSITION
INTO FULL-TIME TOWNSHIP ADMINISTRATOR/ZONING POSITION**

WHEREAS, the ORC 505.31(A)(1) grants Ohio township Boards of Trustees the authority to appoint a township administrator to conduct the administrative business of the township; and

WHEREAS, the Miami Township recognizes the Township has a critical need for an administrator to effectively manage and oversee the daily operations of the Township, to reform and update specific Township operations, and to conduct the administration of the Zoning Office of the Township; and

WHEREAS, the ORC 505.032 grants the Board of Trustees the authority to assign specific operational duties to the Township Administrator to maximize the efficiency and coordination of township services to be performed under the direction and supervision of the Board of Trustees; and

WHEREAS, our current half-time zoning administrator Bryan Lucas has proven to be skillful in organizational process and project management; has a collaborative approach to problem solving; and is an outcomes-oriented, self-directed manager; and

WHEREAS, the Board of Trustees has carefully budgeted the financial expenditure necessary for this expanded position;

NOW THEREFORE BE IT RESOLVED that the Miami Township Board of Trustees, Greene County, Ohio:

Section 1. Hereby appoints Bryan Lucas as the Township Administrator/Zoning Administrator effective November 5, 2026, responsible for the duties outlined in the attached job description.

Section 2. Compensation shall be paid on a bi-weekly basis, with the hourly wage set at \$28 per hour. Benefits shall include sick leave, vacation leave, participation in the Ohio Public Employees Retirement System (OPERS), and the option of participating in employee health plan benefits.

Section 3. Effective upon the date of this appointment, the Township Road Department (including the Road Superintendent) and the Township Cemetery Department (including the Cemetery Sexton) shall report directly to, and operate under the administrative supervision and direction of, the Township Administrator.

Section 4. As mandated by law, the Township Administrator shall be under the direction and supervision of the Board of Trustees.

Section 5. All formal actions of this Board concerning and relating to the adoption of this resolution were conducted in an open meeting of this Board, and deliberations of this Board that resulted in this formal action were in meetings open to the public in compliance with all legal requirements.

October 5, 2026

Ms. Askeland _____

Ms. Moir _____

Mr. Mucher _____

_____ Date: _____
Chair, Board of Trustees

Attest:

_____ Date: _____
Fiscal Officer