

3025 Johnsville-Brookville Road, Brookville, Montgomery County, Ohio 45309 Office: 937-833-3045 | 937-833-6491 • Fax: 937-833-5219

BOARD OF TRUSTEES MEETING MINUTES

July 8, 2025 @ 6:00 p.m. Location: Administrative Building 3025 Johnsville Brookville Rd, Brookville, OH 45309

Meeting was called to order by President Trustee Music @ 6:00 p.m.

Pledge of Allegiance

Roll Call:

Vote:	Yes	No	Abstain	Absent
Trustee Music	X			
Trustee Warner			Harris Alexander San Harris Al	X
Trustee Johnston	Х			

Attendance was as follows:

Elected Officials	Title	Present	Absent
Zachariah Music	President Trustee	X	
Boyd Warner	Trustee		
Hayes Johnston	Trustee	X	
Jamie Evans	Fiscal Officer	X	
Department Heads	Title	Present	Absent
Caleb Hoops	Roads & Cemeteries		Х
Erica Barga	Police Chief		
Albert Acker	Zoning Administrator	X	

Consent Agenda: Matters listed under the Consent Agenda are considered to be routine and will be enacted by one motion and one vote of consent. There will be no separate discussion of these items. If a discussion is desired, that item will be removed from the Consent Agenda and considered separately.

- Acceptance of the following Minutes:
 - o June 10 Regular Board of Trustees Meeting
 - o June 27, 2025 Special Meeting
 - o July 1, 2025 Special Meeting
- Approval of the following bills paid:
 - o Check numbers 38983 through 39007
 - o Electronic warrant numbers 328-2025 through 382-2025
- Approval of Blanket Certificates:
 - Blanket Certificate 139-2025 through 1-2025

Trustee Music made a motion to accept the consent agenda; motion seconded by **Trustee Warner**; Motion passed.

Vote:	Yes	No	Abstain	Absent
Trustee Music	Х			
Trustee Warner				X

Trustee Johnston	X	

Fiscal Officer Report:

- Fiscal Officer Evans stated she has received several large public records requests she is working through. She stated the Township's internet has been down for a few weeks which has made it difficult to get the majority of the requests filled due to the requests being for documents stored in the fiscal office. She stated she is still waiting on the Trustees' responses for a few of the items.
- Fiscal Officer Evans thanked Trustee Johnston for bringing in his T-Mobile internet device today in order for Jess and herself to get work done without having to use their cellular hotspots.
- Fiscal Officer Evans stated she wanted to address some outstanding requests she has received questions about. She stated Jason Hartshorn submitted some questions to the Board at the 3/11/25 meeting then emailed the questions after the meeting. She asked if anyone ever responded to those.
- Trustee Music stated he doesn't think so.
- Fiscal Officer Evans stated she printed them out and will get them to him.
- **Fiscal Officer Evans** asked if the email that Fred Garber submitted that was read at the same meeting by Trustee Warner had ever been answered.
- Trustee Music said you will have to ask Trustee Warner.
- Fiscal Officer Evans stated Dale Seim submitted a question at the March 11th meeting and Trustee Warner advised he would get the answers so we will have to asked Trustee Warner that as well. She said it was about what Harrison and Jefferson Townships pay for Montgomery County Sheriff's Office services.
- **Fiscal Officer Evans** stated Dale Mears asked the Board at the 5/13/25 meeting what the present police coverage in the Township is as far as police coverage.
- Fiscal Officer Evans stated these are all outstanding questions from the residents.
- **Fiscal Officer Evans** stated June financials are complete. She welcomed Jess and said she is doing a fabulous job.
- Fiscal Officer Evans stated she submitted the grant application to Wendy French with OTARMA and has not heard anything back yet. She stated she will send a follow-up email.
- **Fiscal Officer Evans** stated she copied all Trustees in on an email she sent to Speedway Superfleet and asked if they had seen it regarding the issues with the rebate files and the discrepancy on the most recent invoice.
- Fiscal Officer Evans stated she received a credit application from Caleb for
 Preble County Ace Hardware. She asked the
 Board to entertain a motion to allow
 her to complete and submit this. She stated Caleb used to purchase from
 Lewisburg Ace Hardware but they have gone out of business so Caleb will need
 this.
- Trustee Music made a motion to approve the application; motion seconded by Trustee Johnston; motion passed.

Vote:	Yes	No	Abstain	Absent
Trustee Music	X			
Trustee Warner				X
Trustee Johnston	X			

- Trustee Johnston stated that card won't be consistent with outs.
- Fiscal Officer Evans stated it is not a card. It is a line of credit and they will invoice the Township.

Roads and Cemeteries Report:

- Trustee Johnston said they didn't have much going on.
- **Trustee Johnston** stated the there were 2 full burials at Pyrmont, 1 full burial at Pleasant Hill, 1 full burial at Eversole, and 2 cremations at Pleasant Hill.
- **Trustee Johnston** stated they have been mowing road sides and continue to mow our properties.
- Trustee Johnston stated they are cutting back trees on Heeter Road and Steck Road right now.

- Trustee Johnston stated we still have 1 employee that has eye problems and can't drive but can work so we have been picking him up and giving him work, it's not too far away.
- Fiscal Officer Evans stated she apologizes; she had forgotten to add Colton Harris to her report. He had not submitted a resignation letter.
- Trustee Music asked if he has submitted a resignation letter.
- Fiscal Officer Evans said no.
- Trustee Music stated he needs to do that but he is no longer working.
- Fiscal Officer Evans stated it was the end of May, correct?
- Trustee Johnston stated yes.
- Fiscal Officer Evans stated that was a program through the school but she can't deactivate him in the UAN until there is an acceptance of his resignation in the minutes.
- **Trustee Music** said so his forthcoming resignation letter, he no longer works here, right?
- Fiscal Officer Evans stated she believes he was only hired with the intention of only working through the school year.
- Trustee Music made a motion to accept the end of his term; motion seconded by Trustee Johnston; motion passed.

Vote:	Yes	No	Abstain	Absent
Trustee Music	X			
Trustee Warner				Х
Trustee Johnston	Х			

- Trustee Johnston stated he will send Caleb and email and have him get that done.

Zoning Report:

- Zoning Administrator Acker stated he posted properties 4633 Sulphur Springs on 5/16/25 and 4629 Sulphur Springs on 6/30/25. He stated 7 days has elapsed so the Trustees can either make a motion or a resolution to have the road department start mowing that property.
- Zoning Administrator Acker stated 15011 Brookville Pyrmont, a nuisance letter
 has been sent to the property owner per the Montgomery County Auditor's page.
 He stated they have until 7/21/25 to either notify us or mow that property before
 we can post it as a nuisance property.
- Trustee Music asked if he needs a resolution today.
- **Zoning Administrator Acker** stated or a motion so Caleb can start mowing 4629. He stated he thinks that's how we did 4633.
- Trustee Johnston asked what about 15011 Brookville Pyrmont.
- Zoning Administrator Acker said they have until 7/21/25.
- **Trustee Music** made a motion to approve Resolution 25:35 authorizing the maintenance department to mow 4629 Sulphur Springs Road; motion seconded by **Trustee Johnston**; motion passed.

Vote:	Yes	No	Abstain	Absent
Trustee Music	Х			
Trustee Warner				X
Trustee Johnston	X		7.7	

- Zoning Administrator Acker stated that for the month of July there was 1 building permit issued for a pond and 1 for an agricultural building, for the month of June there was 1 issued for an accessory building, there was 1 issued for a porch and 1 for an agricultural building.
- **Zoning Administrator Acker** stated that from 01/01/25 07/08/25 there have been a total of 14 permits, total paid was \$2,200.
- Zoning Administrator Acker stated there have been no BZAs in a couple months; there are a couple in the works but he hasn't actually had the residents come in and pay and decide exactly what they want to do.
- Zoning Administrator Acker stated the Zoning Commission Board has had 1 meeting; they will have another meeting on 7/17/25 and that is already posted on the Perry township webpage.

- Zoning Administrator Acker stated there was a residence issue that concerned the property at 3622 Johnsville Brookville Road. He stated on 3/26/25, Allison Manning from Area 4 Program Specialists, Division of Soil and Water had done a site visit. He stated the complaint email was sent to the Dayton ombudsman organization, Kimberly Conner. He stated on 7/1/25 he had a call with the ombudsman and there were 3 issues that were discussed. He said 1 was chickens and chicken coops. He said he explained to Kimberly Conner that nowhere in the zoning regulation does it say anything about chickens or chicken coops, there's not even a definition in the zoning text about chicken coops. He stated the second one was in reference to nuisance. He stated he talked to her about Article 7 Agricultural Nuisance Disclaimer and he explained that to her. He said she was happy with that explanation. He stated he just read that right out of the regulation. He said the third one was Section 702 of Article 7 Accessory Uses on Roadside Stands, basically a business. He stated the individual at that property currently has a stand and they are within zoning regulations. He stated he told Kimberly Conner that we at the Township are more than happy to listen to any questions, concerns and future meetings. He stated she said that may happen or it may not.
- Trustee Johnston asked if that property is zoned agricultural.
- Zoning Administrator Acker said no that property is zoned residential; it is 4.99 acres.
- Trustee Music asked as far as the septic inspection, it is his understanding that
 is a Board issue that they have to address or
 they have to address?
- Trustee Warner have been out there numerous times and they took a resident in the Township who is an excavator who offered to do free work for the resident if they thought it needed it. He stated there is not currently an issue with the Township as far as septic and well and again, that is Montgomery County Health Department that would run with that.
- **Trustee Music** stated so what you are saying is that if there is a problem with the well or the septic, we have no say in that.
- Zoning Administrator Acker stated we don't, that would go to Montgomery County Health. He said they have had an inspector out there, Chris Duncan, he's been out there twice, at least once when he and Trustee Warner were out there and there were no issues found. He stated as of right now we have no issues and he spoke with the ombudsman. He stated she understood what we were talking about with the nuisance disclaimer and the fact that you live in an agricultural area and farmers are going to use fertilizer whether it is natural or commercial and some of that you just have to live with and that's just part of being in an agricultural district.

Police Department Report:

- Trustee Music stated we continue to have significant gaps in coverage. He stated he would like to thank Montgomery County Sheriff's Office for their assistance with filling in some of those gaps.
- Trustee Music stated calls for service for June 1 to June 30, we had 52 calls for service, 46 traffic stops, 9 citations, 28 warnings, and 6 motor vehicle accidents.
- Trustee Music stated as far as staffing goes, Officer Wynn submitted his resignation and his last shift worked will be 7/16/25. He stated department staff will be Chief Barga and 2 part-time officers. He stated we have lost 5 full-time officers since September of 2024.
- Trustee Music stated the continued staffing shortages within the Police Department have reached a critical point significantly affecting the ability to provide a level of service and safety our residents deserve. He stated these challenges have been exacerbated by a lack of consistent engagement. He stated the absence of proactive leadership and collaborative effort has hindered our department's progress and more importantly compromised public trust and officer morale.
- Trustee Music stated at the last meeting we accepted the position of another officer
- Trustee Johnston stated contingent on the interview.
- **Trustee Music** stated he is not here. He stated it is his understand he is going to pull his application for employment which leaves us in a precarious position with

Officer Wynn leaving only having 1 full-time officer which is Chief. He stated it is not a great situation.

- Trustee Johnston asked if we have advertisement out in Indeed.
- **Trustee Music** stated he believes it is still out there, whether it was pulled down at what point he doesn't remember. He stated it may be down right now.
- Fiscal Officer Evans stated she can check really quick. She stated it was pulled down.
- Trustee Music stated the problem we have now is we have hit a point of putting someone through FTO training and no one to do it other than the Chief herself and someone has to sign off on that training. He asked who is going to sign off on that training? He said perhaps a supervisor can sign off on that. He stated he knows that he is not a law enforcement office so he wouldn't know if what they would be doing would be correct anyway. He stated he is not sure where we go from here on that. He stated he did reach out to the Sheriff and talked to him about the situation and he let him know that at nearly double our rate of pay he is struggling to find officers. He stated it is not going to be a good situation for the residents, for the Township. He stated it is something to look at in the future to see where we go in the future.
- Fiscal Officer Evans stated there is no listing on Indeed.

Old Business:

- Handbook Policy changes
 - Trustee Music stated we have 4 new policies to enact. He stated the policies have been vetted by OTARMA and our legal counsel.
 - Trustee Music made a motion to pass Resolution 25:31 to accept the Perry Township Sexual Harassment Policy; motion seconded by Trustee Johnston; motion passed.

Vote:	Yes	No	Abstain	Absent
Trustee Music	Х			
Trustee Warner	***************************************			Х
Trustee Johnston	Х			

 Trustee Music made a motion to pass Resolution 25:32 to accept the Perry Township Driving Policy; motion seconded by Trustee Johnston; motion passed.

Vote:	Yes	No	Abstain	Absent
Trustee Music	Х			
Trustee Warner				Х
Trustee Johnston	Х			

 Trustee Music made a motion to pass Resolution 25:33 to accept the Perry Township Anti-Bullying Policy; motion seconded by Trustee Johnston; motion passed.

Vote:	Yes	No	Abstain	Absent
Trustee Music	Х			
Trustee Warner				Х
Trustee Johnston	Х			

 Trustee Music made a motion to pass Resolution 25:34 to accept the Perry Township Spending Policy; motion seconded by Trustee Johnston; motion passed.

Vote:	Yes	No	Abstain	Absent
Trustee Music	Х			
Trustee Warner				Х
Trustee Johnston	Х			
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o Trustee Johnston stated we will not be going into Executive Session.

New Business:

Resignation of Officer Anthony Wynn

 Trustee Music made a motion to accept the resignation of Officer Anthony Wynn; motion seconded by Trustee Johnston; motion passed.

Vote:	Yes	No	Abstain	Absent
Trustee Music	Х			
Trustee Warner				X
Trustee Johnston	Х			80 10

- Trustee Music stated as far as the vacation payout, we will table that until further clarification of legal counsel and UAN to make sure we fall in correct payout of that.
- Fiscal Officer Evans stated we need to have an effective date on the resignation.
- o Trustee Music stated the effective date is the last in-person shift, the 16th.
- Trustee Johnston stated he has old cases that he has got to complete or they lose those cases so he needs to go to July 17th but everything after that is tabled. He stated his last day is his last day.
- Trustee Music made a motion to accept Anthony Wynn's resignation effective 7/16/25 as his last in-person shift; motion seconded by Trustee Johnston; motion passed.

Vote:	Yes	No	Abstain	Absent
Trustee Music	X			
Trustee Warner				Х
Trustee Johnston	X			

Public Comments:

- Debbie Brumback:

- Friends of Perry Township are still thriving. Will be at the Brookville Picnic and will have a tent up there and will have a tent at the Day in the Park in New Lebanon. We have 121 members now.
- Fiscal Officer Evans said she knows the Brookville Picnic is July 24 through the 26 and asked for the date for the Day in the Park.
- Ms. Brumback stated it is August 9. She said they start early, she thinks at 7:00. She said we are asking for volunteers for all 3 places. She said all the Friends of Perry Township members have taken 1 or 2 spots so 1 of us will be at the events. She said there is a 5K run at the park that starts at 9:00 in the morning but you can register online for a Day in the Park.
- Trustee Music asked if that is in New Lebanon.
- o Ms. Brumback said it is.

- Cheri Simon:

- With the police situation, is there any idea of disbanding this police department and taking it to Brookville and New Lebanon? Speaking as a resident and not someone who is on the Boards here, everyone has problems in their neighborhood and we're not different than that because there is a situation out on Keener Road and someone was hit over the weekend and it took the Sheriff's Department to get there. There was another call on Air Hill around a month ago that a person was crawling around on the road. It has been said that his person is not going to harm anyone but he is going to harm himself. If we are not able to manage our safety, can that be split to New Lebanon and Brookville instead of waiting on Montgomery County?
- Trustee Music said he talked to the Sheriff the other day and he knows that Boyd will be calling him just to talk because when he answered his phone call he said he has been busy all morning and he's sure that was the issue he was talking about.

- Cheri said it took a while for them to get there and it seems that we could get quicker responses maybe from Brookville and New Lebanon.
- Trustee Music said there are other options but he is not saying those are being discussed.

Dale Seim:

- Talking about the Police Department, Friday before, there were 3 officers on 1 traffic stop. There's one thing right there. Why don't we space them out? They had the driveway to his farm blocked. He doesn't want them on his them as of now, with the corruption and stuff he's seen out of this department.
- As far as the Sheriff's Department, has the Board sat down with the Sheriff and asked what this would actually cost?
- Trustee Music said he brought that to the Board.
- Was it brought up that we are different? We have no bars, no gas stations, how many businesses do we have? We don't even have a commercial grain elevator in this area. The problem areas are not out here. Why couldn't the Sheriff's Department use this as an outpost? If anything important happens it's the Sheriff's Department dealing with it. If they need help they can pull people from another area.
- Somebody's playing around with bogus emails. He had a situation with some personal banking stuff and they advised him to talk to the police department. He wouldn't talk to the corrupt police department about it. Now somebody has his email and is sending bogus stuff to him and you can tell it is somebody connected to this police department. They've got problems with everything but the police department. That's the one thing I hear problems about. Everybody talks about the police department. I don't understand why you don't just say that's it, we're disbanding this thing, and we're done. He doesn't get it. Tina Waymire is fussing about things that she wants removed off her record. He has things he wants removed off his record that she put on there over lies. She's done plenty of things out here that were wrong. Our Chief that we got right now, she was going to take care of and nothing was investigated. We've had people in this Township that could never get police reports on stolen items and they've come to the meetings and said that nobody has been out. The police department said they were out and nobody was home. They didn't leave a card in the door, that's pretty normal procedure. There's been more stuff happen here with this police department as far as corruption that doesn't get dealt with and I don't understand why the Trustees don't do something about it. We used to in the past when I was a Trustee. It just gets bigger and bigger and worse and worse and now there's no control over it. You are getting some resignations. I guess you're down to a Chief and I don't know what for. You might as well let her go. It's kind of like having somebody watch after your dog when you don't have a dog. You've got a Police Chief for what? You don't have a police department. We've got cars. Everybody talks about that. I thought we were going to get rid of some of them.

Hank Gebhart:

Life-long resident and former employee of the police department which somebody thinks so highly of. He thanked the Board, the Trustees and everybody in here that has a voice and opinion on all the matters the Township faces. He left to pursue a job at the Sheriff's Office because he has a family. With the police department and all the issues that the prior Chief left to the current Chief, it is what it is. As Trustee Music was saying, big departments are hurting for people. Small departments can't pay enough and can't make the adjustments needed. He has been a cop for 17 years now. Part of that time was here and then the Sheriff's Office. As far as the idea of New Lebanon and Brookville splitting, that would make reasonable sense, however, as the Trustees and residents don't look at that means you've got 2 different Chiefs making different decisions. That takes away from the Trustees and from the people. Yes, Sheriff's Office is his bread and butter and yes, the Sheriff's Office will respond out here and ves, it's going to take a while because just like everybody else they are hurting for people. Are they talking with the Sheriff and everything like that? You just heard him say he was and that's something they have to work out. What it means to the people of Perry Township, that's the important part,

getting coverage out here. Is Brookville going to respond out here when something happens, yes. Are they going to care as much as the people that patrol out here, no. Just adding my two cents and if anybody has questions about the Sheriff's Office I would unofficially be happy to help you with those questions. He doesn't speak for the Sheriff, he speaks for himself, his knowledge.

Trustee Music said this is harder than he thought it was going to be. He stated, today he and his wife signed papers on a new house outside of the Township and will be working the next couple weeks to transition down that move. He stated he is officially resigning tonight effective 11:59 PM as a Trustee of the Township. He thanked everyone that has supported him. He stated he appreciates them. He thanked everyone that has not supported him. He said they have taught him more about himself than he realized was even possible. He stated it has been an honor to serve and he hopes he has done some good. He thanked Missy Mears for getting him into this. He said he wishes the Township luck; he knows they have some troubles coming ahead and he hates to not be a part of that. He stated he did check the new Board of Elections, there are 4 people running and he wishes them luck in the upcoming election.

Motion to adjourn:

MOVED BY: President Trustee Music

SECOND: Trustee Johnston

ROLL CALL:

Vote:	Yes	No	Abstain	Absent
Trustee Music	Х			22
Trustee Warner				X
Trustee Johnston	Х			

Motion Passed Time: 6:38 pm

Jamie Evans, Fiscal Officer

Boyd Warner, Trustee

Name	Address	Would you like to speak	? Yes	No_
Debbie Brumb	cert		1	
Al Acker				
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KhondaDehnKe	いっていか、Ka			
HERI SIMON	Hir Hill,		emayo	ie
RODIN LLEWD	Cranford R	d	Lass	
Lean r & Lewis	1111			
11/1224 BJEAR	15599 Providen	il	mayor	
Dale Moure	10 10			
CRERESHOUR	4190 CILAY-	TON	<i>S</i> •	
Brian Johnson	13359 Breeku	lle Kemont		
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Vale Sein	Little RIC	nond Rd	×.	
Farry Korill	Sulphor Spr	ing		X
Charity Ball	Sulphur-Spai	ngs Kol		V
HANK CEBHART	4905 CRAWFORD	0	4	
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Fiscal Officer Report – July 8, 2025

- Public records requests several large requests have been received and I am working through those the Township's internet has been down for a few weeks, which has made it difficult since the majority of the requests are for documents stored in the Fiscal Office, still waiting on Trustees' responses for some of these items as well thank you to Trustee Johnston for bringing in your T-mobile internet device today so that Jess and I could get some work done without using our cell phone hotspots
- Outstanding requests & questions to the Board:
 - Jason Hartshorn submitted to the Board on 3/11/2025 (attached)
 - Fred Garber submitted via email to Trustee Warner prior to the 3/11/2025 meeting, read by Trustee Warner during public comment, email stated "this is for the Trustees"
 - Dale Seim submitted a question at the 3/11/2025 meeting Trustee Warner advised he would get the answer (What do Harrison and Jefferson Townships pay for Montgomery County Sheriff's Office services)
 - Dale Mears asked the board at the 5/13/2025 meeting what the present police coverage is in the Township as far as day-to-day operations
- June financials are complete
- Welcome Jess, she is doing a great job!
- Submitted the grant application to Wendy French with OTARMA have not heard anything back
- I copied all Trustees in on an email sent to Speedway Superfleet regarding the issues with the rebate files and the discrepancy on the most recent invoice
- I received a credit application from Caleb for Preble County Ace Hardware –
 I'd like to ask the Board to entertain a motion to allow me to complete this
 and submit Caleb used to purchase from Lewisburg Ace Hardware, but
 they have closed

J.evans@perrytownship-mcoh.org

From:

Jason Hartshorn < jhartshorn@hotmail.com>

Sent:

Tuesday, March 11, 2025 10:04 PM

To:

h.johnston@perrytownship-mcoh.org; b.warner@perrytownship-mcoh.org;

zach.music@perrytownship-mcoh.org

Cc:

j.evans@perrytownship-mcoh.org

Subject:

Jason Hartshor. Questions from March 11, 2025 Meeting

I have several questions that I would like to ask the trustees. I am not expecting any answers this evening, but I would appreciate answers being provided by the trustees during their trustee reports next month.

When Chief Littleton was fired in early 2023, a statement was made to the news that there was a going to be a reorganization of the police department. This seems to have never happened. What's the status of the reorganization?

How many officers have left the police department since the current Chief has been in place?

What metrics are being collected to show the work the police department accomplishes every month?

When the current police chief was being discussed to be hired as a part-time officer, it was not easily accepted. That said, what exactly made her the perfect choice for police chief?

And how do you justify a salary so much higher than the last police chief?

While most of the internet connectivity has been paid for out of the police budget for some time, the police department is not in charge of it. Who empowered the police chief to block people from using the township network like the fiscal officer?

Why have the trustees not done anything to manage the current police chief? She is an employee of the township and her actions towards elected officials is severely out of line. This is not a "personality issue" it is an insubordinate employee.

Can you explain why the police chief believes that she does not need to provide invoices and receipts to the fiscal officer?

Do you think it is legal to collect a police levy and not provide 24/7 police coverage?

I have heard the Fiscal Officer state a few times now in meetings of the impending fiscal emergency the township is getting closer to every day. How many fiscal emergency conditions is Perry Township now experiencing according to ORC 118.03?

On two separate occasions I have hand delivered passwords and accounts for everything created and managed during my time as trustee to the fiscal officers. Why has it been stated several times in meetings and conversations that I took all the accounts and passwords with me when I resigned?

Respectfully, Jason Hartshorn



PERRY TOWNSHIP POLICE DEPARTMENT

Chief Erica Barga

Police Department Report

Date of Meeting: July 8, 2025

I. Department Overview

We continue to have significant gaps in coverage. Thank you to the Montgomery County Sheriff's Office for their assistance.

II. Calls for Service

June 1 through June 30, 2025 (report attached)

Total Calls for Service: 52

• Traffic Stops: 46

Traffic Citations Issued: 9

• Traffic Warnings Issued: 28

Motor Vehicle Accidents: 6

III. Staffing

- Officer Wynn has submitted his resignation and his last shift worked will be July 16, 2025. (attached)
- Department staff will be the Chief and 2 part-time officers.
- We have lost 5 full-time officers since September of 2024.
- \$237,861.18 was appropriated and approved by the Trustees for full-time officer salaries and as of 06/30/2025 we have spent \$45,688.75.

IV. Closing Remarks

The continued staffing shortages within the Police Department have reached a critical point, significantly affecting our ability to provide the level of service and safety our residents deserve. These challenges have been exacerbated by a lack of consistent engagement and support from the Board of Trustees. The absence of proactive leadership and collaborative effort has hindered our department's progress and, more importantly, compromised public trust and officer morale.



Perry Township Police Department Call Statistics

The Month of:		June 2025
Total Calls for the month	52	

	Calls for Service	·e
Abandoned Vehicle	1	The second and Mark the second and second an
Accident	6	
Alarm	5	
Animal	1	
Dog Bite	· 1	
Criminal	1	
Dead Body	1	
Disabled Vehicle	1	
DUI	1	
Fire Assist	5	
Follow Up	3	
Juvenile Complaint	1	
Medic Assist	12	
Miscellaneous	2	
Peace Officer	2	
Public Service	1	
Suicide	2	
Suspicious Vehicle	1	
Traffic Complaint	2	
Theft	1	
Well Check	2	

	Traffic Stops	
Traffic Stops	46	
Warnings	28	
Citations	9	в в потром в таки (мет) и по в ста доставления условня на поводинення в подоставления доставления доставления

The statistics presented in this report were prepared using data provided by the Montgomery County Regional Dispatch Center. These figures reflect initial call information and may not represent final case dispositions or outcomes. All data is subject to revision as further information becomes available.



3025 Johnsville-Brookville Road, Brookville, Montgomery County, Ohio 45309 Office: 937-833-3045 | 937-833-6491 • Fax: 937-833-5219

Perry Township Sexual Harassment Policy

Adopted: 7/8/2025 Resolution No.:

Supersedes: Personnel Policies & Procedures Manual - revised 04/02/2001

I. Purpose

Perry Township is committed to maintaining a workplace and community environment free from sexual harassment. Sexual harassment, whether occurring in the workplace, during township-sponsored events, or in any other context related to township activities, is strictly prohibited. The purpose of this policy is to provide clear guidance on the definition of sexual harassment, how it will be addressed, and the procedures for reporting and investigating complaints.

II. Scope

This policy applies to all employees, elected officials, contractors, volunteers, and residents participating in activities or events organized by Perry Township. It covers all interactions that occur in any context related to the township's work or activities, including but not limited to:

- · Township offices and facilities
- Public meetings and events
- Online or virtual environments (e.g., emails, social media)
- Any township-sponsored gatherings or outreach programs

III. Definition of Sexual Harassment

Sexual harassment is defined as unwelcome, inappropriate, or offensive behavior of a sexual nature that creates an intimidating, hostile, or

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Perry Township Board of Trustees

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offensive environment. It includes, but is not limited to, the following types of conduct:

- Unwanted sexual advances or requests for sexual favors
- Verbal or written comments of a sexual nature, including jokes or derogatory comments
- Physical conduct of a sexual nature, including touching or other inappropriate physical contact
- Display of sexually explicit material or inappropriate gestures
- Any other conduct of a sexual nature individual's ability to work, participate in township activities, or feel comfortable in the community

IV. Responsibilities

- Township Employees and Officials: All employees, elected officials, and contractors are responsible for maintaining a respectful, professional environment engaging in or tolerating sexual harassment.
- Supervisors and Managers: Supervisors and managers are responsible for ensuring that this policy is upheld within their departments and for promptly addressing any complaints or concerns raised by employees or residents.
- Township Residents and Visitors: All residents and visitors
 participating in township programs or
 themselves in a manner that promotes a safe and respectful
 environment.

V. Reporting Procedures

Any individual who believes they have been subjected to sexual harassment or even a witness to sexual harassment should report the incident as soon as possible. The following procedures should be followed:

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- 1. Report to Supervisor or Department comfortable, immediately report the supervisor or manager.

 Head: If you feel incident to your direct supervisor or manager.
- Report to Township Board of Trustees: If you are not comfortable reporting the matter to your supervisor or if the supervisor is involved in the harassment, report the matter directly to the Perry Township Board of Trustees.
- 3. You always have an option of filing a charge of discrimination with the EEOC to complain about the harassment. There are specific time limits for filing a charge (180 or 300 days, depending on where you work), so contact EEOC promptly. See EEOC's How to File a Charge of Employment Discrimination. You can also meet with EEOC to discuss your situation and your options. This conversation is confidential. Note: federal employees and job applicants have a different complaint process and different time limits.
- 4. Township Attorney: If the alleged offender is the Trustee or another elected official, employees should report the behavior in writing to the Township Attorney, who then will refer the matter to another elected official to investigate.

VI. Investigation and Resolution

All reported complaints of sexual harassment will be taken seriously and investigated promptly. Perry Township will ensure confidentiality to the extent possible under the law during the investigation process, while also providing transparency and fairness. Investigations may become subject to Ohio's Public Records law and be required to be released.

1. **Investigation**: Once a complaint is received, an impartial investigation will be conducted, which may include interviews, document reviews, and other relevant actions to gather information.

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2. Resolution: Upon completion of the investigation, Perry Township will take appropriate action based on include disciplinary action up to and including termination, depending on the severity of the harassment.

3. **Retaliation**: Retaliation against any individual for reporting sexual harassment or for participating in an investigation is strictly prohibited. Any such retaliation will be treated as a violation of this policy and may result in disciplinary action.

VII. Preventative Measures

Perry Township will take steps to prevent sexual harassment, including:

- Education and Training:
 - Annual training for employees, volunteers, and officials on identifying and addressing sexual harassment.
 - Creating and distributing educational materials on sexual harassment and how to report it.
- Clear Expectations:
 - Clear communication of the sexual harassment policy during onboarding, orientation, and community events.
- · Support Resources:
 - Providing support services to individuals affected by sexual harassment, including counseling and conflict resolution resources.
- Community Engagement:
 - Ensuring that this policy is easily accessible and well communicated to all township staff and residents.

VIII. Consequences for Violations

Any employee, contractor, or volunteer who violates this policy will be subject to appropriate disciplinary action, which may include counseling, written warnings, suspension, termination, or other action as deemed necessary based on the nature of the violation.



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IX. Acknowledgment

All employees, volunteers, contractors, and officials are required to acknowledge their receipt and understanding of this policy upon employment or engagement with Perry Township. Acknowledgment should be provided by signing the attached form and returning it to the Department Head, Board of Trustees and the Fiscal Officer.

Signed,
Signed, [Name]
[Title]
Perry Township
Date:



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Perry Township Driving Policy

Adopted: 7/8/2025 Resolution No.:

1. Purpose

The purpose of this policy is to ensure that all employees who operate township vehicles do so safely and in compliance with applicable laws. This policy establishes driver acceptability standards, outlines personal use of township vehicles, and specifies take-home vehicle guidelines.

2. Driver Acceptability Standards

All employees who drive on behalf of Perry Township must meet the following standards:

a. Valid Driver's License

Employees must maintain a valid driver's license for the class of vehicle they operate. The license must be free of restrictions that would prevent safe operation of township vehicles.

b. Driving Record

Employees are required to submit their driving record to Fiscal Officer and Board of Trustees at the time of employment and annually thereafter. Acceptability will be determined based on the following:

- No more than one moving violation in the past 12 months.
- No DUI or DWI offenses in the past five years.
- No major violations, including reckless driving or vehicular manslaughter, on record.
- Employees with a suspended, revoked, or expired license are not permitted to drive township vehicles.

c. Medical Fitness

Employees must be physically fit to operate township vehicles. Any condition that impairs driving ability (e.g., vision impairment, medical condition affecting motor skills) must be reported immediately to the Fiscal Office and Board of Trustees.

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d. Drug and Alcohol Policy

Employees must adhere to the township's drug and alcohol policy, which prohibits the use of alcohol or controlled substances while operating township vehicles. Random drug testing may be conducted, and employees are expected to comply with all testing requests.

e. Training and Certification

Employees must complete any required driver safety training programs, and may be required to undergo additional certification based on the vehicle type (e.g., large trucks, emergency vehicles).

3. Personal Use of Township Vehicles

Perry Township vehicles are primarily for official township business. However, employees may be permitted limited personal use under the following conditions:

a. Authorization Required

Employees must receive written approval from the Board of Trustees for any personal use of a township vehicle.

b. Limitations on Personal Use

- Personal use is restricted to off-duty hours and should not interfere with the performance of official duties.
- Township vehicles are not to be used for any personal activities that conflict with the township's interests, including but not limited to: commercial activities, personal business, or any unlawful activities.

c. Personal Use Restrictions

Employees are prohibited from using township vehicles for:

- Personal errands or travel unrelated to township business.
- Towing personal trailers or vehicles.
- Transporting non-township employees or passengers, unless authorized by the Board of Trustees.

Any misuse of township vehicles for personal reasons may result in disciplinary action.



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4. Take-Home Vehicle Policy

Take-home vehicles are assigned to certain employees based on the needs of their job function. This policy sets forth the guidelines for employees who are authorized to take township vehicles home:

a. Eligibility

Employees eligible for take-home vehicles include those who:

- Are on-call or have responsibilities requiring regular use of the vehicle after hours (e.g., emergency responders, maintenance supervisors).
- Have job functions that necessitate travel to multiple locations during non-work hours.

b. Conditions for Take-Home Use

- Employees must ensure that township vehicles are maintained in good working condition, clean, and free of personal items.
- Vehicles must be driven only for work-related purposes when off duty (unless specifically authorized for personal use).
- Personal use of take-home vehicles is subject to the guidelines set forth under the **Personal Use of Township Vehicles** section.

c. Vehicle Maintenance and Reporting

Employees must ensure that the vehicle is properly maintained, including checking fluid levels, tire pressure, and any other routine upkeep. Any vehicle issues must be reported to the appropriate department for resolution.

d. Vehicle Security

Employees are responsible for securing the vehicle at all times when not in use. Vehicles should be parked in a secure, designated area, and keys should not be left in the vehicle overnight.

e. Tax Implications

Employees who take vehicles home may be subject to taxes related to the personal use of a township vehicle. Perry Township will comply with applicable federal and state tax regulations. Employees will be informed

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of any tax-related obligations, and the township will ensure proper reporting.

5. Violations and Disciplinary Actions

Employees who violate this policy may be subject to disciplinary action, including but not limited to:

- Suspension or revocation of driving privileges.
- Suspension or termination of employment.
- Reimbursement for any damage caused by improper use of township vehicles.

Violations may include, but are not limited to:

- Driving under the influence of alcohol or drugs.
- Using township vehicles for unauthorized personal use.
- Failing to report accidents, damage, or violations promptly.

6. Accident Reporting and Procedure

In the event of an accident, employees must:

- 1. Notify their supervisor and Board of Trustees immediately.
- 2. Report the accident to the appropriate law enforcement authorities if required.
- 3. Complete all necessary paperwork, including accident reports and vehicle damage documentation.
- 4. Cooperate with insurance investigations.

Failure to follow accident reporting procedures may result in disciplinary action.

7. Policy Review and Amendments

Perry Township reserves the right to periodically review and amend this policy to ensure it meets operational needs and complies with changes in applicable laws and regulations.



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Acknowledgment

I have read and understand the Perry Township Driving Policy, including the sections on Driver Acceptability Standards, Personal Use, and Take-Home Vehicle Guidelines. I agree to comply with all provisions outlined in this policy.

Employee Name:	
Signature:	
Date:	



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Perry Township Anti-Bullying Policy

Adopted: 7/8/2025 Resolution No.:

I. Purpose

Perry Township is committed to fostering a safe, respectful, and inclusive environment for all employees, residents, students, and visitors. Bullying, whether occurring in the sponsored events, public spaces, or during township-related activities, will not be tolerated. The purpose of this policy is to define bullying, outline how to report it, and describe the steps Perry Township will take to address and prevent bullying.

II. Scope

This policy applies to all individuals involved in Perry Township activities, including:

- Township employees
- Elected officials
- Volunteers
- Students (in township-operated schools or programs)
- Residents and visitors attending township events or engaging in township-related activities

III. Definition of Bullying

For purposes of this policy, **bullying** is defined as repeated, intentional, harmful behavior directed at an individual or group that creates a hostile, intimidating, or offensive environment. Bullying may include verbal, physical, emotional, or psychological abuse. Examples of bullying include, but are not limited to:

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- Verbal Bullying: Name-calling, teasing, spreading rumors, making threats or derogatory comments
- Physical Bullying: Hitting, pushing, shoving, tripping, or any other physical aggression
- Social Bullying: Excluding someone from activities, spreading rumors, or encouraging others to exclude an individual
- Cyberbullying: Using electronic communication (social media, text messages, etc.) to send hurtful or harmful messages
- Relational Bullying: Deliberately undermining someone's relationships, status, or group membership
- Workplace Bullying: Undermining or sabotaging a person's work or causing undue stress or anxiety related to work tasks

IV. Responsibilities

- Employees and Officials: All employees, elected officials, volunteers, and contractors are responsible for contributing to a respectful, professional environment and for not engaging in or tolerating bullying.
- Supervisors and Managers: Supervisors and managers are specifically responsible for ensuring a bully-free environment within their departments, promptly addressing any complaints, and taking corrective actions if bullying occurs.
- Students and Residents: All students and residents participating in township programs, events, or activities are responsible for maintaining a positive, respectful atmosphere and for adhering to this policy.

V. Reporting Procedures

Any individual who believes they have been subjected to bullying or has witnessed bullying should report the incident as soon as possible. Perry Township will address all complaints promptly and with care. The reporting process includes the following steps:

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1. Immediate Reporting:

- o If you are comfortable, speak directly with the individual involved and request that the behavior stops.
- Report the incident to your immediate supervisor or department head.

2. Reporting to Township Board of Trustees:

- If the bullying involves an employee, or if a supervisor is not able to address the issue, the matter should be reported to the Township Board of Trustees.
- 3. You always have an option of filing a charge of discrimination with the EEOC to complain about the harassment. There are specific time limits for filing a charge (180 or 300 days, depending on where you work), so contact EEOC promptly. See EEOC's How to File a Charge of Employment Discrimination. You can also meet with EEOC to discuss your situation and your options. This conversation is confidential. Note: federal employees and job applicants have a different complaint process and different time limits.
- 4. **Township Attorney**: If the alleged offender is the **Trustee** or another **elected official**, employees should report the behavior in writing to the Township Attorney.

VI. Investigation and Resolution

Once a complaint is received, Perry Township will take the following steps:

1. Investigation:

An impartial investigation will be conducted promptly. This may involve interviews with the complainant, the accused individual, and witnesses, as well as a review of any relevant documentation or communications.

2. Confidentiality:



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To the extent possible under the law, all reports and investigations will remain confidential. However, full confidentiality cannot always be guaranteed, particularly when disclosure is necessary to conduct an investigation to take corrective action or respond to a properly make public records request.

3. Corrective Action:

Following the investigation, appropriate disciplinary action will be taken based on the severity and nature of the bullying. This may range from counseling or training to suspension or termination of employment, expulsion from school, or removal from township programs or events.

4. Retaliation:

 Retaliation against anyone who participates in an investigation, behavior is strictly prohibited. Any individual found to be retaliating against a complainant will face disciplinary action.

VII. Preventative Measures

Perry Township is committed to preventing bullying through education, awareness, and proactive measures. These may include:

Education and Training:

- Annual training for employees, volunteers, and officials on identifying and addressing bullying.
- Workshops and educational campaigns for residents and students on respect, kindness, and inclusivity.

Clear Expectations:

 Clear communication of the anti-bullying policy during onboarding, orientation, and community events.

Support Resources:

 Providing support services to individuals affected by bullying, including counseling and conflict resolution resources.



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Community Engagement:

 Encouraging residents and students to participate in township-sponsored programs promoting respect and inclusion.

VIII. Consequences for Violations

Any individual found to have engaged in bullying, either directly or indirectly, will be subject to appropriate disciplinary action, which may include:

- **Counseling**: Providing education or conflict mediation to address the behavior.
- **Verbal or Written Warnings**: Issuing formal warnings regarding the inappropriate behavior.
- Suspension or Removal: Temporary suspension or removal from township programs, activities, or events.
- Termination or Expulsion: In cases of termination of employment or expulsion from school or other township services may be necessary.



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IX. Acknowledgment

All employees, volunteers, contractors, and residents are required to acknowledge receipt and understanding of this policy by signing the attached form. Acknowledgments should be submitted to the Department Head, Board of Trustees and Fiscal Officer.

Name of the Control o	
Signed,	
[Name]	
[Title]	
Perry Township	
Date:	



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PERRY TOWNSHIP SPENDING POLICY

Montgomery County, Ohio

Adopted: 7/8/2025

Resolution No.:

Section 1 - Purpose

The purpose of this policy is to define and regulate the expenditure of Perry Township funds in accordance with the Ohio Revised Code (ORC), promote financial accountability, and establish procedures that ensure all spending is appropriate, legal, and in the best interest of the public.

Section 2 – Statutory Authority

This policy is enacted under the authority of the Ohio Revised Code, including but not limited to:

- ORC §505.262 Contracting authority of township trustees
- ORC $\S 505.60$ through $\S 505.605$ Employee benefits and reimbursements
- ORC §507.11 Fiscal Officer duties
- ORC §5705.41(D) Certificate of availability of funds
- ORC §9.21 Limitations on the use of public funds
- Auditor of State Bulletins and guidance

Section 3 - General Provisions

1. Public Purpose Requirement

All expenditures must serve a proper public purpose directly related to the functions and duties of Perry Township. Use of Township funds for personal gain or non-public purposes is strictly prohibited.

2. Budget Compliance

All spending must be in accordance with the Township's approved annual appropriations and be supported by available funds.

- 3. Authorized Expenditures
- Operational needs and services



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- Equipment and materials
- Infrastructure improvements
- Emergency services
- Employee training and legal compliance
- Other purposes approved by the Board of Trustees

Section 4 - Purchase Order Requirement

In compliance with ORC §5705.41(D):

1. Purchase Order Required Before Obligation
No contract, order, or obligation involving the expenditure of money shall be made unless a certificate of the Fiscal Officer is attached indicating that funds have been lawfully appropriated and are available.

- 2. Blanket and Then-and-Now Certificates
- Blanket Certificates may be used for recurring operational expenses.
- "Then-and-Now" Certificates may only be issued in strict compliance with the Ohio Revised Code, subject to approval by resolution of the Board of Trustees if exceeding \$3,000.
- 3. No Payment Without Certification

The Township shall not pay any invoice or bill that was incurred without a valid purchase order unless it qualifies under the limited exceptions provided by law.

Section 5 - Credit Card Use Policy

1. Use Authorization

Township credit cards may only be used for Township business purposes, including emergency or essential purchases when no viable alternative exists.

- 2. Limitations
- No personal purchases are permitted under any circumstance.
- All credit card expenditures must be supported by a certified purchase order.
- Receipts and justification must be submitted to the Fiscal Officer within two business days of the transaction.
- 3. Oversight and Controls

The Fiscal Officer shall maintain oversight of credit card usage and provide monthly reconciliations for Board review. Cards must be secured when not in use.

Section 6 - Emergency Expenditures

In case of an emergency that requires immediate action:

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- 1. A verbal authorization may be given by at least one Trustee and the Fiscal Officer (for purposes to verify funds availablity?)
- 2. A confirming purchase order and documentation must be submitted as soon as practicable following the emergency.
- 3. Emergency expenditures must be reported to the Board at the next regular meeting.

Section 7 - Vendor Selection, Contracts and Competitive Pricing

- 1. Township employees and officials must exercise sound judgment and stewardship in vendor selection.
- 2. For purchases exceeding thresholds outlined in the ORC, competitive bidding or quotation processes must be followed.
- 3. Trustees may adopt additional procurement thresholds by resolution.
- 4. Only the Board of Trustees can enter into contracts, no other person is authorized to enter into a contract
- 5. The fiscal officer should keep a record of all contracts and term dates. An annual review of contracts should be performed by the board of Trustees.

Section 8 – Violations and Accountability

Any person found to have willfully violated this policy may be subject to disciplinary action, reimbursement of unauthorized expenditures, and potential referral to the Auditor of State or law enforcement authorities.

Section 9 - Annual Review and Amendments

This policy shall be reviewed annually by the Fiscal Officer and Board of Trustees and may be amended by resolution of the Board as needed to remain compliant with Ohio law and Township priorities.



Perry Township Board of Trustees
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Adopted by the Perry Township Board of Trustees this 7^{th} day of July 2025

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BOARD	OF TRUSTEE
Trustee	
Trustee	
 Trustee	



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To the Perry Township Board of Trustees:

Please accept this letter as my formal resignation from the office of Township Trustee for Perry Township, Montgomery County, Ohio, effective July 8, 2025, at 11:59 p.m.

It has been an honor to serve the residents of Perry Township and to work alongside my fellow trustees, staff, and community partners. I am proud of the work we've accomplished together and the progress we've made on behalf of the township.

This decision has not been made lightly, but it is the right time for me to step away and allow others the opportunity to continue serving our Township with dedication and vision.

I will do everything I can to ensure a smooth transition and remain available to assist as needed.

With sincere gratitude,

Zach Music