



Perry Township Board of Trustees

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

BOARD OF TRUSTEES MEETING MINUTES

December 9, 2025 @ 6:00 p.m.

Location: Administrative Building

3025 Johnsburg Brookville Rd, Brookville, OH 45309

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

Pledge of Allegiance

Meeting called to order by Trustee Boyd Warner

Attendance was as follows:

Township Officials	Title	Present	Absent
Boyd Warner	President Trustee	X	
Hayes Johnston	Trustee	X	
Blaine Heeter	Trustee	X	
Amy Hoover	Fiscal Officer	X	

Approval of Consent Agenda

Motion: Trustee Warner moved to accept the Consent Agenda. Trustee Heeter 2nd
Roll Call:

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

Result: Motion carried.

Fiscal Officer's Report: Amy Hoover

- Working on reconciling township checking accounts; reconciliation is nearly complete.
- Reported that **Patrick** (IT) repaired a printer and offered a **free consultation** on:
- Cybersecurity needs
- Cleaning up/strengthening Wi-Fi
- Providing an estimate within budget

Trustees agreed to proceed with the free consultation, to be scheduled around 8-9 AM on Friday (exact time to be set by Amy).

- Public records requests: 5 completed, 4 outstanding.
- Credit cards: Still waiting on new **Huntington** credit cards; expected this week.

Roads and Cemetery Report: Trustee Hayes Johnston

Brad Performed snow plowing on the recent snow day.

- Two burials conducted.
- Truck issues:
- Cemetery truck (2002):
 - Brake issues under load despite new brake pads; truck taken to shop. Suspected master cylinder or related component. Awaiting estimate/report.
- Plow truck (2012 International):
 - Initially had an electrical harness issue (repaired).
 - Subsequently experienced a transmission problem (stayed in first gear); warning light later cleared and truck operated normally.
 - Suspected clogged filter or sensor, not full transmission failure.
- Still seeking a Roads and Cemetery Supervisor; position remains advertised/open.

Zoning Administrator Report: Trustee Warner

- Due to Zoning Administrator Acker's resignation, there was no regular zoning report.
- Trustees received an application and resume for the Zoning Administrator position.
- Candidate background: Electrical engineer with experience in research & development, customer relations, and data analysis; strong attention to detail.
- Next steps:
 - Trustees to review the resume and provide feedback to Trustee Warner.
 - Trustee Warner will contact the candidate to determine availability for an interview and will inform the Board.

Police Department Report: Trustee Blaine Heeter

- Presented the November Police Report (highlights only; full report on file):
 - 36 incidents
 - 60 incident assists
 - 15 traffic stops
 - 3 other moving violations
 - 27 vacant house checks
 - 5 crash reports
 - 1 misdemeanor arrest
- Notable incidents:
 - Welfare check on Pyrmont Road: Elderly male located nearly a mile from his residence and returned home.
 - Old Dayton Road: Fraud/identity theft involving a credit card application.
 - Runaway juvenile (15-year-old male) located and transported to the Juvenile Justice Center, then returned to his mother.
- Community issues:
 - Ongoing enforcement efforts regarding Amity Road traffic complaints.
 - Working on several public records requests, including older requests from a previous chief, now that additional information is available.

Old Business

Well Sealing in Pyrmont – Trustee Warner

- Trustee Warner addressed a **misunderstanding from the prior meeting about well sealing on two Pyrmont properties recently demolished.
- Clarified that the **Public Health Department (Public Health – Dayton & Montgomery County) has issued inspection notices confirming the private water systems (wells) were properly sealed.
- Copies of the certificates are to be provided to Dale Seim after the meeting.
- Trustee Warner apologized for earlier comments made after the prior meeting that were not captured on the record.

Roads and Cemetery Contract / Hiring Proposal – Trustee Johnston

- Trustee Johnston updated the Board on:
- A written proposal for hiring a cemeteries and roads person, including multiple options, anticipating it may take 1–2 months to fill the role.
- Revisions to the roads and cemetery contract based on resident input.
- The updated contract and materials will be posted; coverage has been extended through December 31, 2025.

New Business

Vendor Billing vs. Credit Card Use – Trustee Johnston

- Trustee Johnston is reviewing all township accounts/vendors to determine which can move to billing/invoicing instead of credit card use.
- A list is being compiled of:
 - Vendors who can bill the township directly; and
 - Vendors who require a credit card.
- For those that require credit cards, the Board may need to decide whether to retain or change vendors.
- Currently the township does not have an active credit card

Upcoming Meetings and Budget

- Trustee Warner proposed:
- Pre-organizational meeting: Tuesday, December 23, 2025 at 5:00 PM (subject to confirmation of trustees' schedules and notification to Amy).
- January organizational meeting: January 6, 2026 at 5:00 PM.
- The 2026 budget will be discussed as part of the December 23 meeting agenda.
- An agenda will be prepared and published.

Public Comment

Rhonda Behnken

- Asked Trustee Hayes Johnston if he has completed Sunshine Law training for his current term and whether he will complete it before the term ends.

- Trustee Johnston indicated he would complete it.
- Rhonda requested that proof of completion be emailed to her.
- Asked whether purchase orders (POs) will be issued for repairs to:
 - The 2002 cemetery truck, and
 - The 2012 International truck.
- Trustee Johnston indicated a PO was obtained when he went to pick up one of the trucks and that he verified funds were available in the relevant account as a trustee.

Dale Seim

- Acknowledged receipt of information regarding the Pyrmont wells and thanked the Board for confirming compliance.
- Asked whether there had been any follow-up on a visitor's complaint about trash on 35 raised at the last meeting.
- Trustee Warner indicated there had been an update and that information would be provided to Dale.
- Raised concerns about:
 - Lead issues in a township building; he has discussed it with Mr. Heeter previously and offered to help obtain someone to address it.
 - Restrictions on his property use due to an **unpermitted building** in a flood zone on adjacent lots and potential violations of **Ohio Administrative Code 1501.46** regarding shooting/trapping near buildings.
 - Alleged irregular/illegal lot splits and construction that did not go through proper zoning or meeting review.
- Expressed that, in his view:
 - The township has not enforced zoning or pursued penalties despite provisions in the zoning resolution allowing it.
 - His repeated questions have not been fully answered.
- Urged the Board to:
 - Pursue full investigations into zoning and lot split issues.
 - Correct any past wrongs rather than simply "move forward."

Adjourn

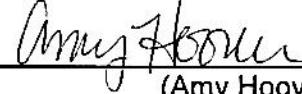
- Trustee Warner moved to adjourn the meeting. Trustee Heeter 2nd.

Roll Call:

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

Adjourned 6:22


(Boyd Warner, President)


(Amy Hoover, Fiscal Officer)

Fiscal Officer Report December 9, 2025

- I am working on reconciling the checking accounts. I believe I am close to being done.
- Patrick was in today to fix a printer and offered to come in Friday morning to do a free consultation of our needs, cyber security, cleaning up wifi (we don't have strong signals). He will give us an estimate and work within our budget if that is ok.
- We have worked on public records requests, we have completed 5 and we have 4 outstanding.
- Still waiting on credit cards for Boyd and myself.

MONTGOMERY COUNTY SHERIFF

345 W. Second Street, Dayton, Ohio 45422-2427 • www.mcohiosheriff.org • (937) 225-HELP (4357)



Sheriff Rob Streck

To: Trustee Blaine Hester

From: Chief Jeremy Roy

Date: December 5, 2025

Subject: Perry Twp November 2025 LE Report

Deputies with the Montgomery County Sheriff's Office began working the Perry Township contract on October 21, 2025. 2 Deputies are assigned to Perry Township and are scheduled to work a rotating 12-hour shift from 0800 hours to 2000 hours with approximately 4 Kelly days (various hours for 8 hours a day) per month to share the coverage.

Policing:

Activity Totals By District

Montgomery County Sheriff's Office - Rob Streck, Sheriff

Confidential - Not for Distribution

Report Printed: 12/3/2025 10:00:25 AM

District Totals For: 11/1/2025 and 11/30/2025

District Activities 11/1/2025 - 11/30/2025	Venue(s)	Operations Total
All Reports	9	9
Crime Prevention / COP Activities	139	139
Hours Worked	316	316
Incident Assists	36	36
Incidents	60	60
Detail	162	162
Traffic Stops	15	15
Other Moving Violation Warnings	3	3
Evidence Reports	5	5
Vacant House Check	27	27
Foot Patrols	1	1
Crash Reports	5	5
Other Moving Violations Citations	4	4
Field Interviews	4	4
Misdemeanor Arrests	1	1

MEMORANDUM

Calls for Service of Significance:

On November 13, Deputies were dispatched to the 14000 block of Brookville Pyrmont Rd reference to a welfare check. He located an elderly male who was lost and was nearly a mile from his residence. The Deputy provided a ride back to the male's address where he was safely brought back to his family.

On November 16, Deputies were dispatched to the 12000 block of Old Dayton Rd reference to a fraud. Upon arrival, he met with the victim who relayed that an unknown suspect applied for credit cards in her name. The Deputy provided the victim with an "Identify Fraud" pamphlet and the victim was able to contact the credit card fraud departments before there was any loss.

On November 16, Deputies were dispatched to the 5000 block of Diamond Mill reference to a runaway Juvenile. Deputies learned that a 15-year-old male had ran away from home. Deputies checked numerous addresses to include New Lebanon and eventually located the male who admitted to running away. The Juvenile was taken to the Juvenile Justice Center and charged with being unruly to be ultimately returned to his mother.

It should be noted that Deputies handled numerous traffic crashes with reports and citations on Nov 7, Nov 10, Nov 14, Nov 20, Nov 22 and on Nov 26. One of the crashes occurred in the 12000 block of Westbrook where a car struck a house and another one in the 400 block of Sulphur Springs where a car struck a pole and also struck a house.

Community Concerns:

- Request for traffic enforcement on Amity Road is ongoing
- PRR for historical Police Report Completed
- PRR for July Traffic stop body worn camera is still pending

Goals and Objectives:

- Inventory of Radio System, both mobile and portable, is complete
- Gained control of camera system at PD
- Access to Perry Twp Historical Reports through State system has been granted
- We now have administrative access to Perry Twp BWC historical data with Motorola
- Access given to Perry Township though OPOTA Portal to update LE status

- Working on current 3-year MOU language and cost estimates for 2026 through 2028 for MCSO to provide limited LE services to Perry Township. This should be completed this week to present to the Perry Twp Board of Trustees for review

Financials:

Perry Township was invoiced \$96,711 in October for the remaining contract estimated costs through 12/31/2025. Through 11/30/25, the actual operating costs were estimated at \$52,316, leaving an estimated balance of \$44,395 for the month of December.

Respectfully Submitted,



Jeremy Roy
Chief of Staff
Montgomery County Sheriff's Office

FROM THE DESK OF...
RONALD E. FLETCHER, OFE
DIRECTOR OF FIRE / FIRE CHIEF



December 8, 2025

TO: Perry Township Trustees
CC: Jack Kuntz, City Manager
FROM: Ronald Fletcher, Fire Chief
REF: Operations Report for November 2025

We followed up a very busy October with an even busier November. Personnel responded to **193 EMS calls** and **33 non-EMS calls** for service in November. For the fourth time in 2025, the department has set a new monthly high for EMS incidents.

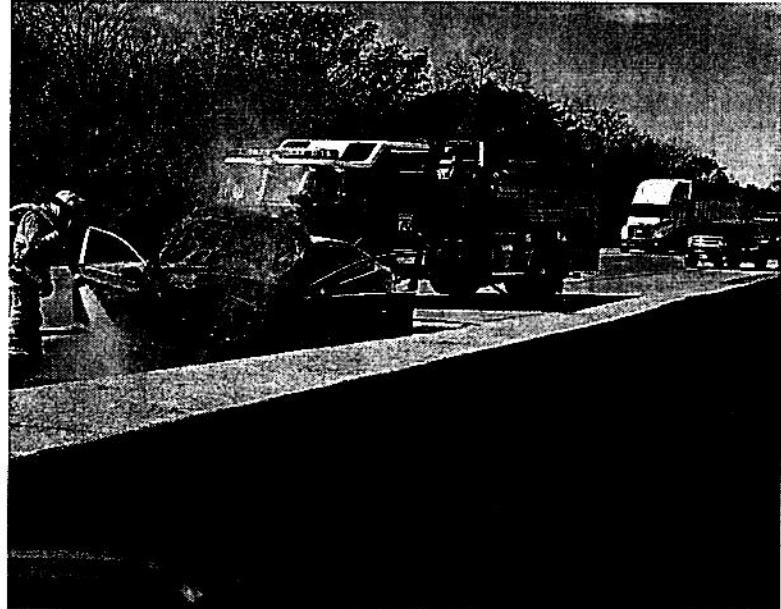
All statistical categories are up, and well as activity in the various alarm boxes we have our area broken into geographically.

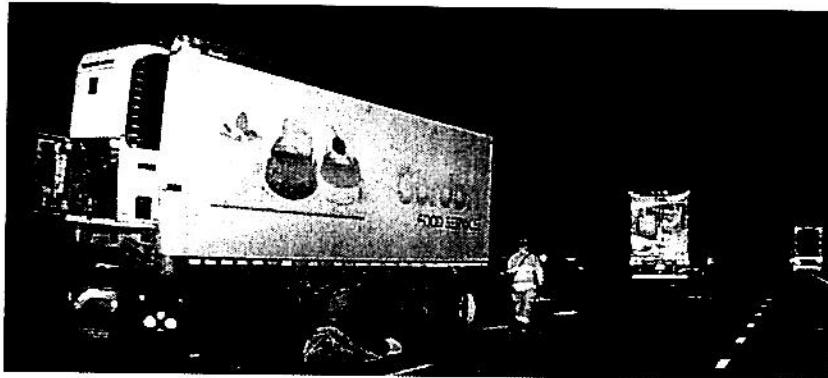
Despite the call load, our personnel continue to provide service at a high level while completing all of the continuing educational requirements necessary to function in the modern fire and EMS service.

This has truly been an extraordinary year.

A vehicle fire during the morning rush on November 4, 2025, caused traffic to back up.

This occurred on eastbound Interstate 70 just east of Diamond Mill Road.





The area's first real winter precipitation struck heavier than expected on November 10, 2025.

A jackknifed tandem semi crossed from the eastbound lanes and collided with another semi in the westbound lanes of Interstate 70 just west of Arlington Road.



Immediately after the initial crash, a passenger vehicle spun on the same icy overpass and nearly struck the truck drivers who were out of their vehicles surveying the damage.

Shortly after FD arrival, yet another vehicle spun crossing the overpass and crashed.

Calls for the Month by District - 226

City of Brookville 142 total; 125 EMS Incidents; 17 Fire Incidents

Incorporated Clay Twp 128 total; 114 EMS Incidents; 14 Fire Incidents

Incorporated Perry Twp 14 total; 11 EMS Incidents; 3 Fire Incidents

Unincorporated Clay Township 44 total; 35 EMS Incidents; 9 Fire Incidents

Unincorporated Perry Township 25 total; 23 EMS Incidents; 2 Fire Incidents

Mutual Aid Given: 15 total; 10 EMS Incidents; 5 Fire Incidents

Calls for the Year by District – 2,235 (1,908 – 2024 total)

Brookville 1,461 total (1,320 – '24); 1,266 EMS Incidents (1,135 - '24); 195 Fire Incidents (185 – '24)

Incorporated Clay Twp 1,298 total (1,197 – '24); 1,127 EMS Incidents (1,033 – '24); 171 Fire Inc. (164 – '24)

Incorporated Perry Twp 163 total (123 – '24); 139 EMS Incidents (102 – '24); 24 Fire Incidents (21 – '24)

Unincorp. Clay Twp 367 total (288 – '24); 291 EMS Incidents (225 – '24); 76 Fire Incidents (63 – '24)

Unincorp. Perry Twp 189 total (161 – '24); 152 EMS Incidents (126 – '24); 37 Fire Incidents (35 – '24)

Mutual Aid: 218 total (139 – 2024); 105 EMS Incidents (76 – 2024); 113 Fire Incidents (63 – 2024)

REGULAR MEETING SIGN-IN SHEET

Date: December 09, 2025 @ 6:00 P.M.