



Perry Township Board of Trustees

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

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

Location: Administrative Building

3025 Johnsville Brookville Rd, Brookville, OH 45309

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

Pledge of Allegiance

Roll Call:

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

Attendance was as follows:

Township Officials	Title	Present	Absent
Boyd Warner	President Trustee	X	
Hayes Johnston	Trustee	X	
Blaine Heeter	Trustee	X	
Jamie Evans	Fiscal Officer	X	
Township Staff	Title	Present	Absent
Caleb Hoops	Roads & Cemeteries		X
Erica Barga	Police Chief		X
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 August 12, 2025 – Regular Board of Trustees Meeting
 - o August 29, 2025 – Special Meeting
- Approval of the following bills paid:
 - o Check numbers 39023 through 39036
 - o Electronic warrant numbers 444-2025 through 485-2025
- Approval of Blanket Certificates:
 - o None Issued

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

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

Fiscal Officer Report:

- **Fiscal Officer Evans** stated that all public record requests received are completed. She said there was one that came back she emailed the Trustees about because the email address is now undeliverable. She said that request cannot be completed.
- **Fiscal Officer Evans** stated she has completed the August financials and in the drawer. She said she believes everyone has signed them and she will get them uploaded as soon as possible.
- **Fiscal Officer Evans** asked the Board if it would be possible to appoint a Records Retention Committee. She stated a lot of Townships do this and it assists the Township with purging old files and deciding what files to keep. She stated it would be extremely beneficial because it hasn't been done in so long and with the room being a mess, she believes it would be beneficial to have a group of people who would volunteer to assist with that.
- **Trustee Warner** asked for examples of who is doing this now, what Township or cities.
- **Fiscal Officer Evans** stated it was a suggestion from the Auditor.
- **Trustee Heeter** asked what the committee makeup usually looks like.
- **Fiscal Officer Evans** stated usually previous officials.
- **Trustee Heeter** said we have a few of those in the audience right now that would probably like to do that.
- **Fiscal Officer Evans** stated it is usually previous officials who are aware of public records policy and the records retention schedule or even residents who want to help out. She stated the Auditor also mentioned an audit committee which would assist the Fiscal Officer with preparing records for the audit, pulling records for the audit.
- **Trustee Heeter** asked if that would be previous officials also.
- **Fiscal Officer Evans** stated yes.
- **Trustee Johnston** asked if that would be a paid position.
- **Fiscal Officer Evans** stated it is all volunteer.
- **Trustee Johnston** said going through all that paper could be pretty intensive.
- **Fiscal Officer Evans** stated she had to have Brian come up and bring the boxes out to the meeting room for her because she couldn't lift them. She advised that everything audit-related is a public record, so there would be no private information shared.
- **Fiscal Officer Evans** stated that records retention would be super beneficial now because that room needs to be cleaned up and she would rather it be cleaned up before the end of the year so that it doesn't potentially become someone else's issue.
- **Trustee Warner** asked if that is something that we want to put out on the website and on Facebook to ask for volunteers.
- **Fiscal Officer Evans** stated yes. She stated she also does not have access to the maintenance building, which would be needed for the committee.
- **Trustee Johnston** said he inspected the lock on the door and it does have a lock, but they could not locate a key. He stated that with the key control policy he is working on, they are going to replace the lock.

Roads and Cemeteries Report:

- **Trustee Johnston** stated they are continuing to mow the properties. They have cut back the tree growth that was brought up.
- **Trustee Warner** asked if that includes the weeds too.
- **Trustee Johnston** stated he hasn't gone over to look at it yet, so he is not going to say yes or no. He just knows they went over there and started cutting some of the trees back so hopefully they cut some of the weeds back.
- **Trustee Johnston** said they started the 4th cut on the roadways.
- **Trustee Johnston** said the Amity Bridge project has started.
- **Trustee Johnston** said the trucks are being prepared now for the snow and ice season.
- **Trustee Johnston** said Choice One has completed the survey of Steck Road and we should be getting the final prints back in a couple months.
- **Trustee Warner** asked if there was a time frame on that.

- **Trustee Johnston** said it won't start until next year, but this is the engineering portion.
- **Trustee Johnston** said they will start working on the foundation orders for the cemeteries and lay out foundations in preparation to get them dug and poured in the next couple weeks.
- **Trustee Johnston** said fall clean-up day for the cemeteries is October 1. He said he knows everyone raises concern about flowers. Please if you want your flowers or anything that is on the headstones, go by and remove them prior to October 1st.

Zoning Report:

- **Zoning Administrator Acker** stated on 8/13/25 he attended the Montgomery County Zoning Alliance meeting. The speaker was Montgomery County Health Department.
- **Zoning Administrator Acker** said on 8/20/25 he attended the Montgomery County planning commission luncheon. He stated the topic was review of the number of districts in the county. The example was that you could feasibly have districts labeled R1, R2, R3 and there is very little difference. He said that some Townships have 10 R districts and they are looking at combining some of those. He said the time frame on this is now. He said they will be reaching out to the Townships to discuss what we currently have and how and if we are able to reduce what those districts are.
- **Zoning Administrator Acker** stated he sent out 2 courtesy notifications, 1 for debris and a mattress and the other for tires. He said they sent out thank you letters for both of those once the residents took care of the issues. He said there is a 3rd courtesy notification currently out referencing overgrown weeds but he has not heard back from that resident.
- **Zoning Administrator Acker** stated the property at 15011 Brookville Pymont Rd has been sent multiple letters to include 2 certified letters and all of them have been returned. He said there are no lienholders of record and at this point he would recommend to the Trustees to take whatever action they deem necessary to mow 15011 Brookville Pymont Rd.
- **Zoning Administrator Acker** said he received information that there is a slight chance that the 2 properties on Providence Rd could be added to the Land Bank list for demolition yet this year. The Board would need to commit to 12.5% matching funds. He said he reached back out to Julie Harris and she sent him back a note that said the estimated cost per parcel would be an estimate of \$30,000. Our committed matching funds would be an estimated amount of \$3,750. He said he is pretty sure the demolition out at 15011 Brookville Pymont Rd was quite a bit more than \$30,000 so that is the minimum that we would have to look at committing to. He said she was working on a different price order and was hoping to get it back to him today before the meeting but she was not able to.
- **Trustee Warner** asked if there was a hard deadline on commitment.
- **Zoning Administrator Acker** said he will reach out to her again before the end of the week to see what that timeline might be. He said she was just saying by the end of the year and he figured this meant December.
- **Trustee Johnston** asked **Fiscal Officer Evans** what Fund that comes out of.
- **Fiscal Officer Evans** advised the General Fund.
- **Trustee Johnston** advised that the nuisance mowing also comes out of the General Fund so we need to watch the General Fund and make sure that there is clearance to pay for all this.
- **Trustee Warner** said he is just bringing the information then it's up to us and then we can confirm with Jamie if and when we get to that point.
- **Fiscal Officer Evans** advised the last building cost was \$5,847.79, which was the one the Land Bank wrote off.
- **Zoning Administrator Acker** asked that was for 15011?
- **Trustee Warner** answered yes.
- **Fiscal Officer Evans** stated no, that was for the property at 4633 Sulphur Springs Rd.
- **Zoning Administrator Acker** stated there is a Board of Zoning Appeals meeting tomorrow, 9/10/25, for John Muncy on Diamond Mill for a lot split.
- **Zoning Administrator Acker** gave a reminder that he will not be available from 9/29/25 to 10/3/25.

Police Department Report:

- **Trustee Heeter** said he has identified 3 of the cruisers that will be excess for govdeals and that will be happening, hopefully, within the next couple of weeks. He stated he actually has somebody interested in those.
- **Trustee Heeter** stated he has been in contact with the Sheriff's Office to maintain coverage of our Township during the current shortage of officers for Perry Township. He said he has also had some residents offer up some ideas which he is definitely considering.
- **Trustee Heeter** stated he is accessing the current indeed account for the applicants that have applied for the job that is listed.
- **Trustee Heeter** said he is working on a plan and a process for the future of the Township police coverage. He stated that he can not speak on that until he gets more information, but there are a couple different things to be considered for police coverage for our Township, so stay tuned to that one.
- **Trustee Johnston** asked if he said we have 1 ad out.
- **Trustee Heeter** said yes, and he would like to expand that.
- **Trustee Johnston** asked if it was current.
- **Trustee Heeter** answered yes, it is current.
- **Fiscal Officer Evans** advised the Police Department has a separate website too, that he could possibly advertise on that as well.
- **Trustee Heeter** said that he will do that, that way it is more accessible.
- **Fiscal Officer Evans** advised she doesn't know who has access to it.
- **Trustee Heeter** said he will get it.
- **Fiscal Officer Evans** stated she could put some on the main Township website as well.

Old Business:

- **T-Mobile**
 - o **Trustee Johnston** stated we have our new internet, separating the admin section from the police section is one of the suggestions we had from OTARMA.
 - o **Trustee Johnston** stated that at the MCTA meeting that he and **Fiscal Officer Evans** attended, there was a cybersecurity team in attendance that recommends we totally separate IT and cybersecurity. He stated he printed off the cyber program through T-Mobile and they are going to donate the router, which is a high-security router that the government uses. We are receiving the high-speed, unlimited data for government and a security suite only runs \$60 a month. They are giving us an 18% discount which brings our total cost down to \$49.20. He stated that this will run is \$507.20 for 12 months. He stated on the cybersecurity end of it, T-Mobile has reached out to their cybersecurity experts to provide assistance to us based off the new state law. He stated we only have 4 months to become compliant within the law.
 - o **Trustee Warner** asked if this is something he was wanting to do here.
 - o **Trustee Johnston** stated we already approved this.
 - o **Fiscal Officer Evans** said the Resolution was passed at the August meeting.
 - o **Trustee Johnston** said this is just the data going forward; we are saving what, \$100 a month? \$200 a month?
 - o **Fiscal Officer Evans** advised we are saving \$200.
 - o **Trustee Johnston** stated another thing that came out of that meeting was a reminder to read the legislation coming up. He said we just got a flyer in our boxes about that. He said the video on there talks about the points how this will affect the Township. He said it is only 5 minutes and he suggest the other Trustees watch it.
- **Trash Bills**
 - o **Trustee Warner** gave a reminder that trash bills will be going out soon and Jamie put on the website that they will be on green cardstock.
- **Policies**
 - o **Trustee Warner** said he started working on the policies talked about at the last work session. He hasn't had time to finalize the few rough drafts he is

working on. He said he has most of the policies he was assigned from the OTARMA list.

- **Trustee Warner** asked **Trustee Johnston**, since he mentioned he is doing the cybersecurity policy if he wants to write that.
- **Trustee Johnston** stated that last Monday the new law went into effect and they have given us 4 months to come into compliance with cybersecurity. He said he is already working on it.
- **Trustee Johnston** said he is also working on the performance management evaluation and appraisal system as well as key control.
- **Trustee Heeter** said if you need any assistance on any of those, please let him know.
- **Trustee Warner** asked the pay scales and time sheets, is that something you want to work on in conjunction with the evaluation?
- **Trustee Heeter** stated he would be happy to do that.
- **Trustee Johnston** said with getting into all this and working on all the other stuff, he doesn't know how much time he would have.
- **Trustee Warner** asked **Trustee Heeter** to do the personnel files too.
- **Trustee Heeter** said yes.
- **Trustee Johnston** said the spray license they put down, we are working on that, that is in progress. He stated they did complete painting the lines in the maintenance building due to the trip hazards and they put the concrete barriers around the propane tanks that were required. He said that has all been completed.

- **Medical Waiver Stipend Policy**

- **Trustee Warner** stated the policy was found in the 3/1/2020 meeting minutes. He said it mentions the Perry Township Board of Trustee Policy Book Medical Waiver Attachment. He said he thinks one of the things that was obviously missing was the actual policy because there is nothing in the policy book about this. He said he knows if there had been something in the policy book, we would not have had the confusion we have had. He said Resolution 20:36 was approved by the Board of Trustees at that time about the medical waiver and it was changing from \$57.50 for employee only and \$120.00 for employee/children, employee/spouse and family.
- **Trustee Warner** asked **Fiscal Officer Evans** if we have an actual policy.
- **Fiscal Officer Evans** and **Trustee Heeter** answered that the Resolution is the policy.
- **Trustee Warner** asked if we can put that in the format of the current policy.
- **Trustee Heeter** said he can do that.

New Business:

- **Trustee Johnston** stated we are looking at providing a pay raise to Brad Bolanger who works in our maintenance department. He stated he has been here for over a year. He said one of the requirements when he was hired is that he obtain his CDL, which he paid for out of his pocket. He stated he does a great job for us and fills in as supervisor quite well. He stated when we had personnel sick, Brad picked up their work; he is a team player. **Trustee Johnston** stated his proposal is to approve a raise of \$1.50 per hour, bringing him up to \$19.50 per hour.
 - **Trustee Warner** said he did see the evaluation and it is very positive.
 - **Trustee Johnston** made a motion to approve a \$1.50 per hour raise for Brad Bolanger; motion seconded by **Trustee Warner**; motion passed.

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

- **Trustee Warner** read and made a motion to pass Resolution 25:41, Perry Township Trash District Assessment Project #21850; motion seconded by **Trustee Johnston**; motion passed.

Vote:	Yes	No	Abstain	Absent
Trustee Warner	X			

Trustee Johnston	X			
Trustee Heeter	X			

- **Trustee Warner** read and made a motion to pass Resolution 25:42, 2025 Pymont Lighting District Assessment Project #21200; motion seconded by **Trustee Heeter**; motion passed.

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

Public Comments:

- **Debbie Brumback**, Old Dayton Road:
 - o The Friends of Perry Township had their meeting last night and decided to have Halloween on the 31st. She asked if it is still okay to have it here in the parking lot and do what we did last year. She said they will be doing Christmas on December 6th here at the Township building. She said the next meeting is in 2 weeks, on September 22nd, and they will do what they have always done when they have projects going on where they have the meetings every 2 weeks at the Township building. She said she wishes there would be more people come. She said they thought now that the meetings are back at the Township building that more people would come.
 - o **Trustee Johnston** asked how many people were in attendance.
 - o Ms. Brumback stated there were 7 people.
 - o Ms. Brumback asked how many people are on the road crew.
 - o **Trustee Johnston** answered there are 4 employees.
 - o Ms. Brumback asked if that includes Caleb and Brad.
 - o **Trustee Johnston** stated yes, the others are part-time.
 - o Ms. Brumback said so when he manages people he is managing 2 part-time people when Caleb is gone. She said she was just curious because when you call them a crew, in her mind it's 20 people.
 - o **Trustee Warner** said he has no issue with the parking lot and building being used, but he is only going to approve Christmas if Santa comes back.
 - o Ms. Brumback said he is coming back.
 - o **Trustee Warner** said so Santa is coming to town.
 - o Ms. Brumback said that's right. She said she hopes everybody shows up for Halloween. She said it was a fun time last year.
- **Melissa Mears**, Providence Road:
 - o Stated she just wants everybody to know when she first ran for Trustee they had a meet and greet at Brookville. She said she contacted Superintendent Wood and they have opened up the building. She said she then contacted the Chamber of Commerce, Adam Blevins, so we are going to have a meet and greet for all the candidates.
 - o **Trustee Warner** asked if she had a date.
 - o Mrs. Mears said she thinks it's October 9th, but don't quote her on that. She said she talked to Adam and he will send out notification to everyone. She said she thinks it's a 5-minute speech and there will be Perry Township, Clay Township, and Brookville.
- **Dale Seim**, Little Richmond Road:
 - o He said it was brought up here tonight that Jamie doesn't have access to the maintenance building and the records room. Why? She's the holder of the records. He said that seems ridiculous to him; she should have access.
 - o **Trustee Warner** said this is news to him and he will take care of that.
 - o Mr. Seim said he received notice of mandatory fraud training for all employees and asked if it had been done and documented.
 - o **Fiscal Officer Evans** stated she made sure that was done earlier this year and it is documented.
 - o Mr. Seim asked why the Friends of Perry Township is advertising for businesses on their Facebook, like Filbrun Concrete.
 - o Ms. Brumback said she can answer that.

- Mr. Seim said he would like to hear that, why? He said he doesn't know if this is the time or not but that isn't even a legal business in this township. They never went through zoning. Why aren't we checking on that?
- Ms. Seim said he got one of those courtesy notifications about tires, tires in the public right of way. He said he has a problem with that. He asked if that is because he was a whistle blower to this township and turned in what they've done wrong so he gets a letter about tires.
- **Zoning Administrator Acker** shook his head no.
- Mr. Seim asked then why did I get that all of a sudden? That's interesting. He said he thinks it might be because he blew the whistle on some things that are wrong here and there are laws against that. He said it better not be happening that he gets hassled for whistle blowing.
- Mr. Seim asked **Zoning Administrator Acker** if he sent himself one. He asked if he knows what the zoning law says about putting out campaign signs. He said he believes he jumped the gun a few days; it says 60 days. He said they were out prior. He said there are a dozen people that will say that. He said you better send yourself a meeting that you are in violation of Perry Township zoning. He asked if we are going to follow the rules or not. He said it's for everybody. He said some of these things, you better research before you do it.
- Mr. Seim said it's the same thing with the police department. He said he is paying for a service he does not get and it is not right.
- **Trustee Heeter** said he is working on it.
- Mr. Seim said I know, but this has been going on for a year, or most of a year.
- **Trustee Heeter** said I get it, but I've been here a month.
- Mr. Seim said thank you.
- **Trustee Heeter** said he gets it; he's paying those taxes too.
- Mr. Seim said he's not speaking only for himself, there's a lot of people.
- Mr. Seim asked why we are not taping all the BZA meetings. He said he wanted one of the meetings and it wasn't taped, why? He said all meetings should be taped, every one of them.
- Mr. Seim asked **Trustee Warner** why he didn't follow up on the lot splits on Crawford Road.
- **Trustee Warner** said he did.
- Mr. Seim stated he never heard anything about it. Why? What happened? He said so your zoning department was all okay with that? No BZA, no hearing, we just split lots?
- **Trustee Warner** said he will speak to him about it after the meeting.
- Mr. Seim said he would like to hear that. He said there is a building there. Is there a permit for the building? Is it off the public right of way? The required distance? He said that building was a taking from him. He said it is too close to his property and if you read the laws, he can't shoot, pursue, or kill a wild animal within so many feet of a structure and it takes him in. He said he can't eat a groundhog that's eating his crops. He said some of these things need to be right. He said you can't say that didn't happen because it did happen. He said there is proof that Karen Kayler signed off on that and he has that proof.
- **Trustee Warner** said he will get with him because they just got some answers on that within the last week.
- Mr. Seim said this chicken thing that has been going on is about the most ridiculous thing there is. He said the research better be done because it says if it is in an agricultural area, you can have livestock; if it is under 5 acres and it's at 15 or more platted, then there can be restrictions. Otherwise no, so there's no reason to even have meetings about this. He said we are spinning our wheels and we're going to get into a legal problem. He said if you are under 1 acre, then you can put restrictions on livestock. He said 5, no and 5 plus, no. He said we have even had hearings in this township about a building for sheep and they had over 5 acres. He said that is not okay. He said he would like to make it a law that we don't have to wear a seatbelt in this township, but it's a state law and we can't change that. He said if the law's there, we've got to follow it whether we like it or not.

Motion to adjourn:

MOVED BY: President Trustee Warner

SECOND: Trustee Heeter

ROLL CALL:

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

Motion Passed
Time: 6:42 pm



Jamie Evans, Fiscal Officer



Boyd Warner, Trustee

TRUSTEE MEETING SIGN-IN SHEET

Date: September 9, 2025 @ 6:00 P.M.

[illegible][illegible]

LAST

Trustee Meeting September 9th, 2025

Roads

We've continued to mow our properties and cemeteries.

Continued to cut back the continued tree growth

We've started our 4th cut on our roadways.

Amity Rd bridge project has started.

We've started to bring trucks in to work on getting them prepped for snow and ice.

Choice one has completed their surveying for Steck road widening project thru OPWC we should get final prints back from them in the coming months.

Cemetery

We will start working on foundation orders and getting the foundations laid out in preparation to get them dug and poured in the coming weeks.

Our fall clean off day for the cemeteries is October 1st This is our complete clean off day. Anything at the headstones will be cleaned off. Please remove your flowers if you don't want them to be cleaned up.