



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

October 14, 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 September 9, 2025 – Regular Board of Trustees Meeting
 - o September 22, 2025 – Special Meeting
 - o October 2, 2025 – Special Meeting
- Approval of the following bills paid:
 - o Check numbers 39037 through 39062
 - o Electronic warrant numbers 486-2025 through 529-2025
- Approval of Blanket Certificates:
 - o Blanket Certificates 141-2025 through 142-2025

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			
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Fiscal Officer Report:

- **Fiscal Officer Evans** stated that September financials are not complete due to excess funds above the Certificate of Estimated Resources received for the Fire Department Fund. She stated she is waiting on the Amended Certificate and that she spoke with Cheryl Miller at the Auditor's Office last week and she said that it is sitting on desks waiting to be signed and as soon as that is signed, she will send it to us.
- **Fiscal Officer Evans** stated she 1 outstanding public record request, she is waiting on the records from the Board.
- **Fiscal Officer Evans** stated requested information has been sent to the Auditor for the audit. She said they have now requested the remainder of credit card receipts for 2023 and 2024.
- **Fiscal Officer Evans** stated she completed the training PowerPoint for the spending policy.
- **Fiscal Officer Evans** stated she wanted to ask the Board about the discussion we had at the last meeting about Spectrum and T-Mobile. She stated we got the T-Mobile bill and it wasn't for a full month so she still does not know what the cost is going to be.
- **Trustee Johnston** said the estimated cost was \$50 and some odd cents.
- **Fiscal Officer Evans** asked if the Board would like the T-Mobile to be paid from General and Refuse, just General? She stated the Spectrum bill is paid from General and Police Funds.
- **Trustee Heeter** asked if this just for the admin side.
- **Trustee Johnston** stated it is for the admin and the refuse. He said they use it so we consider this admin. He said 50/50 on the T-Mobile and that would include the BZA and others using the T-Mobile.
- **Fiscal Officer Evans** asked if they would like to discuss the Spectrum bill and if they want that to stay the same with 50% Police and 50% General.
- **Trustee Johnston** stated he thinks it should change but he wants to see the actual bill because he is going to calculate the telephone lines.
- **Fiscal Officer Evans** stated she did that in an email a few months ago and it was in her notes from the last meeting.
- **Trustee Johnston** stated that the discount is \$40 a line.
- **Fiscal Officer Evans** stated she can look it up on the website if they want to move on, then we can talk about it later.

Police Department Report:

- **Trustee Heeter** stated that he has worked with the Sheriff's Office primarily who we have sitting here, Chief Roy from Montgomery County Sheriff's Office. He said we have an agreement or proposal for police services for the rest of the year. He stated he gave a copy of this proposal to all Trustees at the last meeting to review. He said he asked Chief Roy to come in and answer any questions that the Board had.
- **Trustee Warner** thanked Chief Roy for coming out.
- **Chief Roy** stated the memo of understand is pretty basic. He said this is what they do with all of their contracted law enforcement services that they have with Washington Township, Harrison Township, and Jefferson Townships so there is nothing really different on there. He said that we are a little unique because we are looking at this as a supplemental law enforcement to have out here. He said it is not 24/7 because they are trying to be cost-efficient in what they are providing. He said what they did was do a whole year of research on calls for service when we had them out here. He said they know Monday through Sunday the majority of the calls are between 8AM and 8PM out here. He said their proposal, while they don't normally do this, is to try to assist us to add deputies out here on 12-hours shifts. He said there would be 2 deputies assigned and the Sheriff's Office strongly believes in the COP model which is you put the same deputies in the same jurisdictions at the same times so they get to know their folks and that trust with the citizens grow. He said then they start recognizing what should and shouldn't belong in a certain neighborhood at a certain time of day and are able to act on things like that. He said the only way to do that efficiently, and with money

in mind, making sure that they are budget concerning is to have someone out here every single day for 12 hours, from 8AM to 8PM. He said we would have 2 deputies assigned. He said they will have 2 on, 2 off, 3 on, 3 off, a lot like a firefighter schedule. He said the only thing with that is it gives us coverage, at least somebody out here every day. He said with that being said, it still continues what they have already started with a practice is after 8PM until 8AM if it is a low priority call, they are probably not going to send somebody out at that time. He said however, if you have a priority call 1-3 such as burglaries in process, people going around barns and building they don't belong at, in-progress type calls, they are going to do whatever they need to do, which is what they are doing right now, which is send a deputy. He said that deputy will probably be coming from Jefferson Township or is an EV Tech or maybe somebody from Harrison Township so it could be a little bit to come out here but that would still continue. He said that will give us somebody here at least every single day. He said they talked a little bit earlier that hopefully if this were to happen when folks would call dispatch and provide that customer to the residents to let them know it is not a priority call, we are not going to be able to get someone to you right away but when the next deputy comes in at 8 the next morning, they will make sure somebody comes out there and that way if that person says that they have to be at work at this time, they can call him and have him meet them there at that time and they can work that out. He said the literature has the estimated costs and these estimated costs are estimated at the highest top deputy pay with full benefits, meaning we have somebody who has been here for 10 years and they have a full family, you may not get that out here. He said it might be a guy who has been there for 5 years with no family, so this is estimated at the highest cost with the overtime that is already built in because they still have mandated training from the state and from their own agency that they are going to have to do before the end of the year, so if they have to take those guys off to do training, we want to make sure we backfill with somebody that's out here so those overtime shifts are built into this along with any of the holidays that will be from here to the end of the year. He said again, that estimate was estimated as of October 1st and we are already 2 weeks past that, so that is at the highest cost that they see it accruing for the Township.

- **Trustee Warner** asked as an example, if somebody calls in and says it looked like somebody might have been in my backyard last night and there is evidence of footprints and they are not there, we can expect maybe not an immediate response but the next morning when the deputy comes in.
- **Chief Roy** stated yes, because that call is still going to be pending or on the board so when that deputy hits the air at 8:00 he is going to see anything that may be pending that needs to be addressed and they will respond to that. He said we always have the phone number in case they need to make arrangements to talk over the phone. He said it also works vice versa, say someone calls in and says they see a car that is suspicious, then that is not going to give them an immediate response there but if they call back and say someone is walking around in somebody's barn now, you're getting an immediate response. He said that is from 8PM and 8AM when we don't have someone physically here in the Township.
- A resident asked if they call here or call dispatch.
- **Chief Roy** stated it will be the same process, the calls will go through the regional dispatch center. He said that is one good thing because everything ties together and that is why they were already able to pull all of our calls for service, if they are out here dealing with somebody and they know what our PD has dealt with them on.
- **Trustee Warner** said we will also get, if there was a break-in or a wreck, we will be able to get an evidence tech out here.
- **Chief Roy** said yes, we have K-9s, evidence technicians. He said heaven forbid you would ever need our S.W.A.T. team to respond out here, all that comes with Montgomery County Sheriff's Office. He said he is not just going to say that because of this, but if we called for it tonight, they are coming. He said that is what they do, what they signed up for, and Sheriff Rob Streck is never going to leave a township hanging.
- **Trustee Johnston** asked what about the evidence room.
- **Chief Roy** said that is something that will have to be discussed because if we had them out there starting today, every piece of evidence that they collect and they deal with would come straight down to their property room downtown. He said

what we have out here, there are protocols for that as we move forward with anything they need to do.

- **Trustee Warner** asked you will be housed out of here when the deputies are on-duty.
- **Chief Roy** said yes, because they are going to need places to take breaks and things like that. He said there may be times when they are going to have to run somewhere until they can get everything up and running and if they were to need a terminal out here that would hook up to their network so that they can do their reports and stuff like that. He said there is some back-end stuff that they would need to get taken care of, but again, that is something that they would provide, they may just need a drop for the internet.
- **Trustee Johnston** asked on the short term, we're using your cars?
- **Chief Roy** answered yes and again, if you see a line item in there for the liability insurance, that is in with all of theirs because there are going to be fender benders and we have a lot of ditches out here on the side of the road so there is a good chance that something might happen. He said the cruisers will be marked MCSO cruisers.
- **Trustee Heeter** said he appreciates it. He thanked Chief Roy for coming out and discussing it and explaining all this to the other Trustees and the people that have come to the meeting and online.
- **Trustee Heeter** made a motion to accept the agreement for the rest of the year with the Montgomery County Sheriff; motion seconded by **Trustee Johnston**; motion passed.

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

- **Trustee Warner** thanked **Trustee Heeter**.
- **Trustee Heeter** said it is for the people.

Roads and Cemeteries Report:

- **Trustee Johnston** said the first thing he gave them is for review, which is the participation agreement for the Montgomery County Engineer's paving program. He said it was emailed to them, but he printed it off because it is something they have to review and is just for information purposes right now.
- **Trustee Warner** asked this is for next year, right?
- **Trustee Johnston** said yeah.
- **Trustee Johnston** stated they are continuing to mow our properties and cemeteries. He said they started their 5th cut on the roadways.
- **Trustee Johnston** said the Amity Road Bridge Replacement Project is just about complete.
- **Trustee Warner** said it actually is.
- **Trustee Johnston** said they have put the new signs up on Thornapple Road and they are working on removing the fence rows and stumps on Schoolhouse Road.
- **Trustee Johnston** said he wanted to ask Dale a question. He asked who the fence belongs to on the backside of our property here.
- Resident Dale Seim said it is normally half yours and half theirs.
- **Trustee Johnston** said we want to take it down to make it easier to mow. He said it doesn't provide anything.
- **Trustee Heeter** said you probably want to talk to the property owner. He said he had an issue at his property where the neighbor wanted it down and he didn't so half of it is still up.
- **Trustee Johnston** asked if Al knows.
- **Zoning Administrator Acker** stated that Patrick Ernest just did a survey from the Smith parcel all the way to this corner. He said he was asked to do that by Montgomery County because he was doing the Smiths property out here. He said what we might want to do is to take a look at the survey so they know because that would give us a better indication as to where that actually sits, is it ours or is it theirs.
- **Trustee Johnston** said super, thank you.
- **Trustee Johnston** said all the foundations are finished and they completed the clean-up of the cemeteries.

- **Trustee Johnston** said there were 2 full burials last month, both at Pleasant Hill.
- **Trustee Johnston** said there were 5 plots sold at Pleasant Hill.

Zoning Report:

- **Zoning Administrator Acker** stated on 9/18 the ZCB met, however, due to 2 members not being available there were only 2 members here so that meeting had to be cancelled. He said the next Zoning Commission Board meets on 10/16. He said they are going to take up the same agenda they had before. He said the purpose of the Zoning Commission for those that do not know, is to hear any requests for amendments or supplements to the Zoning regulation as prescribed by the Ohio Revised Code and Article 6 of the Perry Township Zoning regulation. He said in the event that the Trustees or residents said, we have a question about this part of the regulation and we would like for it to be amended, or deleted, or added to, they would then apply to the Zoning Commission Board and the Board would then hear that. He said they are always a public hearing, but that is the purpose of the Zoning Commission Board.
- **Zoning Administrator Acker** said last week he spent some time at the Montgomery County Auditor's office regarding Article 7, Section 703 A1 which talks about land being subdivided shall not exceed 25% of the total land area recorded as a separate parcel prior to February 6, 2003. He said the question was brought up how many splits can you do on a parcel. He said he went downtown to the Auditor's office mapping section. He said those guys are phenomenal. He said he explained to them if we have a parcel and it is this size, he needs to know what that parcel looked like prior to 2003. He said they have the ability to go back to 2003, print that parcel to include all the lot splits from 2003 to present so that it is easy to calculate the percentage. He said in the event someone were to do multiple lot splits, they would not be to split more than 25% of that parcel as it was subject to the 2003 system. He said he spent a lot of time up there talking to them and clarifying that and knowing now that they have the ability to do that in a matter of minutes.
- **Zoning Administrator Acker** stated we have talked about 15011 Brookville Pymont and he asked if we are ready to move on with that.
- **Trustee Johnston** said he told them to mow it.
- **Zoning Administrator Acker** said he wasn't sure if there was a motion or a resolution ever passed for that.
- **Trustee Warner** said we did at the last meeting; you were gone.
- **Trustee Johnston** said he thinks that they have already done it because that was last week.
- **Trustee Warner** said no, we need to find out what is going on.
- **Zoning Administrator Acker** stated he was gone for a week and his report is kind of condensed.

Old Business:

- **Bridge Replacement**
 - o **Trustee Warner** stated one of the things he had for old business was the bridge.
 - o **Fiscal Officer Evans** asked if they would like her to take that off the website then.
 - o **Trustee Warner** said yes.
 - o **Trustee Johnston** said we can put...
 - o **Fiscal Officer Evans** asked an update? Okay.
- **Tax year 2025/2026**
 - o **Trustee Warner** said let's go ahead and take care of this since **Fiscal Officer Evans** had given it to us at the last work session.
 - o **Trustee Warner** made a motion to pass 25:45 Resolution for Tax Year 2025/2026, A Resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor; motion seconded by **Trustee Heeter**; motion passed.

Vote:	Yes	No	Abstain	Absent
Trustee Warner	X			

Trustee Johnston	X			
Trustee Heeter	X			

- **Handbook**

- o **Trustee Johnston** said he has completed 2 more of the policies for the handbook. He said they could reformat after everyone gets theirs in.
- o **Trustee Warner** said we have the OTARMA policies to finish up. He said his goal is to have everything finished up by the end of the year including the revision that **Trustee Johnston** is talking about. He said all the policies that are outstanding, they will have them finished and incorporate them into the handbook and create a whole new handbook.
- o **Trustee Johnston** said he has a draft for the cyber policy and that has to be in by the end of December to stay in compliance with the new law. He said he hopes to have it done within the next 2 weeks. He said he also has another government cybersecurity chief that can review it also.
- o **Trustee Warner** said let's make it a goal to have all these completed and sent to OTARMA for review by the next work session.

New Business:

- **Trustee Heeter** said he talked to legal counsel today and they need someone to represent the Board for a decision. He said the hearing that we missed is rescheduled for the 29th of October. He said he volunteers to do that if they are okay with it.
 - o **Trustee Warner** said he has no idea what happened and he knows **Fiscal Officer Evans** doesn't either.
 - o **Trustee Warner** made a motion for **Trustee Heeter** to have full and complete authority for any decision-making when it comes to that meeting; motion seconded by **Trustee Johnston**; motion passed.

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

- o A resident asked what's the meeting.
- o **Trustee Johnston** answered it is on a lawsuit.
- **Comprehensive Land Use Plan**
 - o **Trustee Johnston** said he went and got a copy of the Comprehensive Land Use Plan that is 105 pages. He said about page 77 for the next 10 pages really pertains to Perry Township. He said that he made 1 color copy off his computer and he would like to take a copy over to Office Depot and have a single-sided larger copy for the residents to look at because he can't even read his since it is small.
 - o **Fiscal Officer Evans** asked if he was able to speak with them about whether or not it is over.
 - o **Trustee Johnston** said it hasn't been finalized, they still have to vote on it.
 - o **Fiscal Officer Evans** asked shouldn't we have representation there?
 - o **Trustee Heeter** said we should.
 - o **Trustee Warner** said that **Trustee Johnston** was supposed to do that; he was supposed to call them.
 - o **Trustee Johnston** said he went over there.
 - o **Trustee Warner** said it was his understanding that he was supposed to call them and take care of the whole thing with Zach.
 - o **Trustee Johnston** said he did, he went over there.
 - o **Trustee Warner** asked if he got removed off there?
 - o **Trustee Johnston** said well, I don't know.
 - o **Trustee Heeter** said I think we ought to make sure that's the case.
 - o **Trustee Johnston** said in the meantime, if they have a meeting, one of us has to be there.
 - o **Trustee Warner** made a motion that **Trustee Johnston** be our representative for the Land Use Development Plan for the City of

Brookville and making sure that Zach is removed off of that; motion seconded by **Trustee Heeter**; motion passed.

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

- o **Zoning Administrator Acker** asked if that is the final plan?
- o **Trustee Johnston** said that is the final draft, they still have to take it to council and do their 2 to 3 votes.
- o **Fiscal Officer Evans** said there was a survey on Facebook asking city residents for their opinion on it.
- o **Trustee Johnston** said yeah, but they closed that.
- o **Fiscal Officer Evans** stated her understanding is that it is not the final draft because it can still be changed, it's not final.
- o **Trustee Johnston** said anyway, my farm is in the direct path.

Public Comments:

- **Debbie Brumback**, Old Dayton Road:
 - o Said she is here to tell everyone about Friends of Perry Township. She said that they will be here tomorrow night at 5:00 PM decorating outside in hopes that more people will recognize that we are going to have an event up here. She shared the flyer they are posting in Brookville and New Lebanon. She said the next meeting is October 20th at 6:30 here in the Township building and like the flyer states, they are going to have Halloween here in the parking lot from 6 to 8. She said one of the members, Larry Cottle, donated all the candy this year. She said Sarina from Brookville donated the cookies. She said Origin Coffee donated 100 cups of cocoa and one of them will bring hot cider as well.
- **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 about the alpacas and if they are allowed to pet them.
 - o She said that Casie has a lot of alpacas. She said she lives south of town and she volunteered to bring them up here dressed up for Halloween.
 - o **Fiscal Officer Evans** said we will not be able to help decorate because we have a meeting with city council.
- **Jennifer Montgomery**, Old Dayton Road:
 - o She said she wants to talk about the police, the situation there and the lack thereof. She said as regular ordinary citizens, they don't know what is going on with that. She said she a crazy neighbor that likes to come on her property at random various times. She said she mostly waits until she is gone at work or gone to take grandkids home. She said she comes over to her property and that she has her on her ring camera several times. She said that she has called the police number that she thought was coming here and it ended up going to the Sheriff's Department. She said she got a phone call 4 hours later that it was not an emergency and that they were under contract for emergency only. She said they advised her to call back here the next day when someone would be on duty. She said she called 3 days in a row and left messages on whatever voicemails are here in this building, because there are several.
 - o **Trustee Heeter** asked how recent that was.
 - o Mrs. Montgomery responded that it was September 15, 16, 17 and she got no response. She said the neighbor was back on her property on September 24th and September 25th she called again and again was told they are responding to emergencies only and that is it. She said she has her on video and surveillance. She said she has told her to stay off her property and when her husband was alive he asked her to stay off the property. She said they inherited the house from her mom who passed in

2023 and her mom had asked her to stay off the property. She said that when she was talking to the Sheriff they told her that while it is not an emergency and they can't solve the problem now but to understand that if it is an emergency, someone will be there. She said her response to that was that she found her husband dead in their driveway at 6:00 in the morning and she called the phone number and it took 27 minutes for them to get there. She said for 27 minutes she was in her driveway trying to do CPR on her husband, when she lives 4 miles down the road. She said she doesn't know who needs to do what around here, but something needs to change. She said the Sheriff needs to be here, just like they said earlier they will be here 8AM to 8PM. She said 6:00 in the morning she was in her driveway trying to revive her husband and it would have been the same scenario. She said fortunately or unfortunately if they had been there in 5 minutes he still would have been gone, but that's not the point. She stated she should not have had to go through that; nobody should have to go through that. She said everybody around here, could be in that exact same situation.

- **Rhonda Behnken**, Johnsville Brookville Road

- o Asked if the employees' driver's license been submitted to the FO so she can run the driving record?
- o **Fiscal Officer Evans** answered no.
- o Ms. Behnken asked none of them?
- o **Fiscal Officer Evans** answered no ma'am.
- o Ms. Behnken asked Trustees, why not?
- o **Trustee Johnston** said well, I will be there tomorrow for my guys because I told them last week. He said he will be there at 6:00 in the morning.
- o Ms. Behnken said thank you. She said with the audit findings, we have been hearing this throughout the last several months and what she picked up was audit 2021 and 2022, Trustees never resolved the issues and so they are ongoing now for audit years 2023 and 2024. Ms. Behnken, referring to **Trustee Heeter**, said she knows this one here will take care of it and the new elected Trustees will as well.
- o Ms. Behnken said that between the department heads, she knows there was some vacation days that was inflated. She asked if that has been corrected.
- o **Fiscal Officer Evans** answered that Caleb's has because he is now at the point where he should be accruing that amount, but the other, no.
- o **Trustee Heeter** asked what we need to do to do that.
- o **Fiscal Officer Evans** said she would assume that the Board needs to pass a motion because she is not going to go in there and change it without it.
- o **Trustee Heeter** asked if he can do that now.
- o **Fiscal Officer Evans** said she supposed he could.
- o **Trustee Heeter** made a motion to resolve the situation with vacation time; motion seconded by **Trustee Johnston**; motion passed.

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

- o **Fiscal Officer Evans** stated just to there is an understanding, there is an employee who is accruing at a higher rate than they should be. She said there is no agreement or contract stating that was a stipulation of their employment and that was an issue on the audit.
- o Ms. Behnken asked if the insurance stipend has been corrected or not being paid?
- o **Trustee Johnston** said it is not being paid.
- o Ms. Behnken asked if the spending policy training has been done with the maintenance department.
- o **Trustee Johnston** said it is tomorrow morning.

- **Dale Seim**, Little Richmond Road

- o Asked if there is an investigation going on in this Township about missing records and things, if not, why not.
- o **Trustee Heeter** responded that he was not aware of any.

- Mr. Seim said missing records can't be found, there's things that they say can't be found, well that ought to be investigated, why, where'd they go. He said that's a felony to destroy public records so he doesn't know why you wouldn't be investigating that hard and fast.
- **Trustee Warner** asked if he has specific records.
- Mr. Seim said he has asked Zoning, he has asked the Police, he has asked different people and the records are not there, where are they? He said there were 2 different times people have been caught burning things, now why would you burn anything when from here to that water cooler there's a dumpster and it's on camera.
- **Fiscal Officer Evans** addressed the Board that the last incident was July 16th.
- Mr. Seim said that was the most recent one there was another one a while back too.
- Mr. Seim he doesn't understand why the property in Pymont isn't mowed. He said that was discussed 3 months ago and it was said that you could put up a sign and you could mow it, but it's still not mowed.
- Mr. Seim said talking about driver's license and insurance, you should have a copy too of anyone who is using their personal vehicle, their insurance.
- Mr. Seim stated that was his court case that was mentioned and just so everybody knows it was about records request that he did not receive. He said we've heard in the past how horrible we were in the past but it's going on now. He said these records are missing and the mediator was really impressed that Perry Township didn't sign on.
- **Trustee Warner** said it's not defense or excuse but none of us even got the letter and Jamie even.
- Mr. Seim said he carried one in here personally.
- **Trustee Warner** asked who he gave it to.
- **Fiscal Officer Evans** answered Jess.
- **Trustee Warner** asked if Dale remembered when that was.
- Mr. Seim said it was several weeks ago.
- **Trustee Heeter** asked if it was addressed to a certain person.
- Mr. Seim said no.
- **Fiscal Officer Evans** asked if he was referring to the initial filing?
- Mr. Seim said yes.
- **Fiscal Officer Evans** said everybody got a copy of that.
- **Trustee Warner** said he is talking about the notice for the mediation.
- **Fiscal Officer Evans** stated that miraculously appeared in my drawer on Friday, full disclosure.
- Mr. Seim said he got a notice about tires on the public right of way in front of his place and that he needed to move them. He said he has told him about some others and asked if ZA Acker has investigated them. He said there is a concrete place down here, have you looked into that? Filburn Concrete. He said it is on a residential lot. He asked if anyone has done anymore about the lots that were split off at Crawford Toms and Little Richmond.
- **Trustee Warner** stated I talked to you about that.
- Mr. Seim said I know you did but what does that amount to? He said that **Trustee Warner** said the bell's rang so you can't unring it. He said so if someone goes and robs a bank and they don't get caught so the bell's rang and it's over?
- **Trustee Warner** said unless you catch them.
- Mr. Seim said well I think we can catch it that that's done and the Township has done nothing.
- Mr. Seim said you talk about fixing your policy books, well it's in the policy that you have to have wells and drainage but they didn't have that on any of that when it was split off. He said you talk about 25% but there was more than 25% split off of that. He said some of this is disgusting and it affects him and some of his stuff. He said if you want to speak about tires, 35 and Sulphur Springs Road you go right west of that and it's not on the road right of way there's a pile of tires there as high as my head.
- **Zoning Administrator Acker** said so I'll answer that one, that is actually at the state level with the Attorney General. He said the gentleman that owns that parcel is currently incarcerated and it has been through the EPA,

through Montgomery County Sheriff and they have decided to elevate that to the state level because of where that individual is currently at.

- Mr. Seim said there are others around that are not being address and should be address but is seem funny that his popped up.
- Mr. Seim asked if we ever got the money from the micromini center. He said there's an important thing, there should be a file in the records that says what we were supposed to get.
- **Fiscal Officer Evans** said she located a copy of the contract with New Lebanon about the micromini center. She said the issue with that is that New Lebanon is not responsive to our request and the County Auditor's office is stating that because they were not named in that contract that they would calculate the amounts that were owed to Perry Township by New Lebanon, they washed their hands of it. She said they will not assist with that whatsoever because they were not named in the contract that they ever had to do anything with that.
- Mr. Seim said well it's not in the contract that I have to pay taxes either but I have to pay them. That is their job isn't it?
- Mr. Seim said he is going to give a recommendation that they should form an audit overview committee. He said what he means by that is that somebody can make an inventory list. He said he can put down that he owns 50 tractors, but he doesn't. He said he thinks there ought to be a committee to look and make sure the items on inventory are there.
- **Fiscal Officer Evans** said that per Ohio Revised Code, the Board of Trustees is responsible for the inventory, not the employees.
- **Robin Lewis, Crawford Road**
 - Mr. Lewis said that for everybody that participated last night at Meet the Candidate, it was fun, it was great, and everybody done a good job. He said Al, this is nothing towards you, he asked the Trustees if he is getting paid mileage to use his own vehicle to go do zoning. He said that if he is using his personal vehicle, he has to get mileage. He said at one time we had magnetic signs for the Zoning Administrator.
 - **Fiscal Officer Evans** said we still do they're in the cabinet.
 - Mr. Lewis said he thinks if Al is working on Zoning and checking places, he ought to have those signs on his truck.
 - **Trustee Heeter** said or we could use one of the old cruisers.
 - **Trustee Johnston** said yeah, use the one that breaks all the time. He said it's not worth the money to sell.
 - Mr. Lewis said that way, since there aren't yellow lights and if we didn't have signs, it would be easy to switch it over.
 - Former Trustee Melissa Mears said that we do have them because she used to put them on her car and she would drive Karen around to take pictures.
 - Mr. Lewis said that covers the Township because if he is out there and has no markings and gets in an accident it's his word against the other person.

Motion to adjourn:

MOVED BY: President Trustee Warner

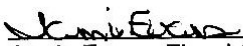
SECOND: Trustee Heeter

ROLL CALL:

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

Motion Passed

Time: 6:53 pm



Jamie Evans, Fiscal Officer



Boyd Warner, Trustee

TRUSTEE MEETING SIGN-IN SHEET

Date: October 14, 2025 @ 6:00 P.M.

Name

Address

Would you like to speak? Yes No

[illegible]



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 AGENDA

October 14, 2025 @ 6:00 p.m.

Location: Administrative Building

3025 Johnsville Brookville Rd, Brookville, OH 45309

Welcome

Meeting called to order

Pledge of Allegiance

Roll Call:

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 September 9, 2025 – Regular Board of Trustees Meeting
 - o September 22, 2025 – Special Meeting
 - o October 2, 2025 – Special Meeting
- Acceptance of bills being paid:
 - o Check numbers 39037 through 39062
 - o Electronic warrant numbers 486-2025 through 529-2025
- Approval of Blanket Certificates:
 - o Blanket Certificate 141-2025 through 142-2025

Fiscal Officer Report:

Roads and Cemeteries Report:

Zoning Administrator Report:

Police Department Report:

Old Business:

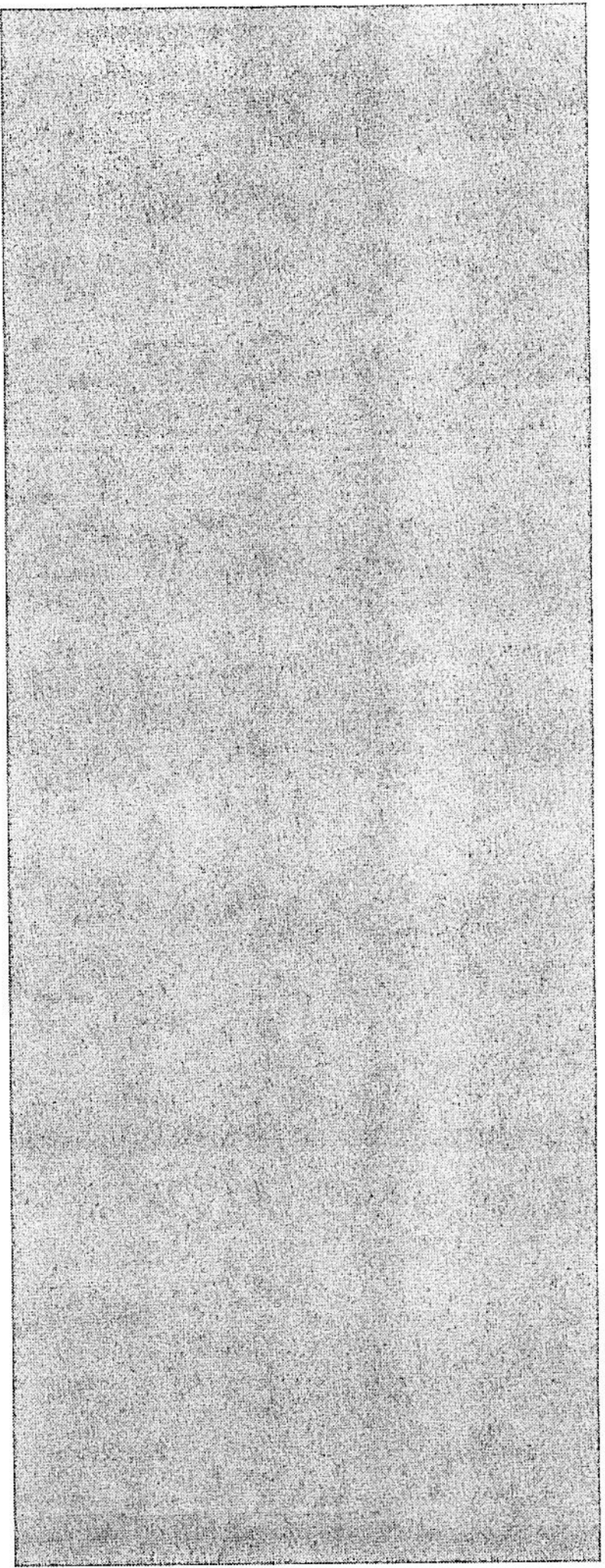
New Business:

Public Comments:

Adjourn:

CREDIT CARD/SPENDING POLICY TRAINING

To include explanation of
Township Revenue
Perry Township 2025



TOWNSHIPS HAVE LIMITED FUNDING STREAMS

Townships, unlike other forms of local government, have very limited funding streams.

Majority of township revenue comes from:

- Property tax
- State/local tax sharing

TAXES

Tax money is distributed to townships through the collection of:

- Inside millage – unvoted millage
- Outside millage – voted levies
- State intergovernmental funding
- Township permissive taxes
- Other Sources/Fees

Townships are primarily funded through property taxes levied within the township

REAL PROPERTY TAXATION BASICS

Annual tax on real estate

Amount based on assessed value of real estate

Revenue collected by county auditor & distributed to townships

Subject to ten mill limitation

A mill is one-tenth ($1/10$) of once cent or a \$1.00 tax per \$1,000 of assessed property value

OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES

The Fiscal Officer is responsible for providing the County Auditor with a Certificate of Total Amount from All Sources Available for Expenditures and Balances to:

- report the actual unencumbered (not committed for expenditure) fund balances
- adjust estimated revenues, if necessary

This is due by the first of each year

This certificate may be amended by the Fiscal Officer (only) with no approval of the governing board required to report any additional receipts throughout the fiscal year

APPLYING DEPOSITS FROM THE COUNTY AUDITOR

Receipts are applied to Funds throughout the fiscal year for all funds

General property tax settlements are received twice during the year, when property taxes have been received, processed by the Auditor, and sent to the Township

Small advances towards the settlements are received monthly if any property tax payments have been received and processed by the Auditor

- This applies to homeowners who escrow their property taxes with their mortgage payment, therefore paying their property taxes monthly (Perry Township has received small advances in February, June, and July of 2025)

APPLYING DEPOSITS FROM THE COUNTY AUDITOR

Motor Vehicle License Tax, Gasoline Tax, and Permissive Motor Vehicle License Tax
Funds receive deposits monthly

Local Government Fund Distribution is also received monthly

APPROPRIATION VS CASH BALANCE

Once the Certificate of Estimated Resources is received back from the County Auditor in late March or early April each year, permanent appropriations can be resolved

The Certificate provides an estimate of funds the County believes the Township will receive by the end of the year

These amounts are what is used to appropriate funds for expenditure throughout the year, but 100% of the funds have not been received yet. These will be deposited throughout the current year

Appropriation, Current Reserved for Encumbrance, and Unencumbered Balance are different from the Available Cash Balance as shown on the next slide

APPROPRIATION VS CASH BALANCE EXAMPLE

Fund Permissive Motor Vehicle License Tax
 Pooled Balance: \$150,455.29
 Non-Pooled Balance: \$0.00
 Total Cash Balance: \$150,455.29

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2231-330-323-0000	Repairs and Maintenance	\$1,061.09	\$0.00	\$9,000.00	\$1,209.84	\$4,341.25	\$4,500.00	43.182%
2231-330-360-0000	Contracted Services	\$0.00	\$0.00	\$50,000.00	\$37,630.00	\$7,170.00	\$5,000.00	14.340%
2231-330-420-0502	Operating Supplies(HIGHWAY SALT)	\$834.97	\$0.00	\$20,000.00	\$6,459.63	\$14,375.14	\$0.00	68.395%
2231-330-599-0000	Other - Other Expenses	\$25.40	\$0.00	\$1,000.00	\$500.00	\$25.40	\$500.00	2.477%
2231-760-740-0000	Machinery, Equipment and Furniture	\$17.00	\$0.00	\$46,967.62	\$46,967.62	\$17.00	\$0.00	0.036%
	Permissive Motor Vehicle License Tax Fund Total:	\$1,928.46	\$0.00	\$126,967.62	\$92,967.29	\$25,928.79	\$10,000.00	20.115%
	Report Total:	\$1,928.46	\$0.00	\$126,967.62	\$92,967.29	\$25,928.79	\$10,000.00	20.115%

EXPENDITURES

Prior to expending moneys, there needs to be a certification of the availability of funds.

- Accomplished through the use of a Purchase Order

PURCHASE ORDERS

PERRY TOWNSHIP SPENDING POLICY SECTION 4

Ohio Revised Code 5705.41 (D)(1), states that no contracts or orders involving the expenditure of money may be made unless the fiscal officer has certified that “the amount required to meet the obligation has been lawfully appropriated for such purpose and is in the treasury or in the process of collection to the credit of the appropriate fund free from any encumbrances”

Certification is accomplished with the issuance of a Purchase Order

Any contract made without this certification shall be void and no warrant shall be issued in payment

PURCHASE ORDERS

PERRY TOWNSHIP SPENDING POLICY SECTION 4

Types of Purchase Orders:

- Regular
- Blanket
- Super Blanket
- Then and Now

PURCHASE ORDERS

PERRY TOWNSHIP SPENDING POLICY SECTION 4

Regular Purchase Order

- Issued when the purchase of a specific item(s) from a specific vendor is planned
- Also must specify at least one appropriation account
- No limit to the dollar amount
- Does not expire and can therefore carry-over into the subsequent year
- May encumber more than one fund and appropriation line item
- This certificate only needs to be signed by the fiscal officer

PURCHASE ORDERS

PERRY TOWNSHIP SPENDING POLICY SECTION 4

Blanket Purchase Orders

- Trustees may, by resolution, set a dollar amount above which Blanket POs may not exceed
- Use when the vendor, price, or quantity is open-ended or not known
- An amount, not exceeding the amount limiting Blanket POs voted on by the Trustees, must be included on the Purchase Order
- Only one Blanket PO can be open against a particular line item appropriation account
- Does not extend past the end of the year
- This certificate only needs to be signed by the fiscal officer
- These are used for your planned, budgeted expenditures of which the vendor is not decided yet

PURCHASE ORDERS

PERRY TOWNSHIP SPENDING POLICY SECTION 4

Super Blanket Purchase Orders

- No limit to the dollar amount
- Can only be for the following specific uses:
 - Most professional services
 - Fuel oil, gasoline, roadway materials
 - Utilities
 - Any purchase exempt from competitive bidding under ORC 125.04
 - Any other specific expenditure that is a recurring and reasonably predictable operating expense
- One or multiple vendors
- One account code
 - Multiple Super Blanket Certificates can be open against a particular line item appropriation account
- Does not extend past the end of the year
- This certificate only needs to be signed by the fiscal officer

PURCHASE ORDERS

PERRY TOWNSHIP SPENDING POLICY SECTION 4

Then and Now Certificate

- Used when prior approval for purchase was not obtained
- If there were unencumbered appropriations at the time of purchase (then) and there are currently (now) unencumbered appropriations
- If the amount is less than \$3,000, the fiscal officer may authorize the expenditure
- If the amount is greater than \$3,000, the Trustees must pass a resolution authorizing the expenditure
- Resolution must be passed within 30 days of receipt of the fiscal officer certification
- Should be the exception, rather than the rule (EMERGENCY ONLY)

PURCHASE ORDERS

PERRY TOWNSHIP SPENDING POLICY SECTION 4

Each Purchase Order should be made out in triplicate for the following:

- Fiscal officer
- Vendor
- Purchasing authority

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.

PERRY TOWNSHIP SPENDING POLICY

SECTION 5 – CREDIT CARD USE POLICY

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

- When a check form of payment is not accepted by the vendor
- When making purchases online

All credit card purchases must be supported by a certified Purchase Order

Receipts and justification must be submitted to the fiscal officer within 2 business days of the transaction

PERRY TOWNSHIP SPENDING POLICY

SECTION 6 – EMERGENCY EXPENDITURES

In case of an emergency that requires immediate action:

- A verbal authorization may be given by AT LEAST one Trustee AND the Fiscal Officer for the purpose of verifying the availability of funds
- A confirming Purchase Order (Then and Now would apply here) and documentation must be submitted as soon as practicable following the emergency
- Emergency expenditures must be reported to the Board at the next regular meeting

THANK YOU

Thank you for your patience with me getting this put together. I hope this helps. If not, please feel free to call/text/email questions at any time. You are all very appreciated.

**RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED
BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES
AND CERTIFYING THEM TO THE COUNTY AUDITOR**

(Board of Township Trustees)

Revised Code, Secs. 5705.34 - 5705.35

The Board of Trustees of Perry Township, Montgomery County, Ohio met in Regular session on the 14th day of October 2025, at the office of Perry Twp with the following members present:

Trustee Boyd Warner
Trustee Hayes Johnston
Trustee Blaine Hester
Fiscal Officer Janice Evans

Trustee Warner moved the adoption of the following Resolution:

WHEREAS, This Board of Trustees of Perry Township accordance with the provisions of law, has previously adopted Tax Rates for the next succeeding fiscal year commencing January 1st, 2026; and

WHEREAS, The Budget Commission of Montgomery County, Ohio, has certified its action thereon to this Board, together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill tax limitation; therefore, be it

RESOLVED, By the Board of Trustees of Perry Township, Montgomery County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

Perry Township - Tax Year 2025/2026

SCHEDULE A

**SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION
AND COUNTY AUDITOR'S ESTIMATED TAX RATES**

FUND	Amount Approved By Budget Commission Inside 10 M. Limitation	Amount To Be Derived From Levies Outside 10 M. Limitation	County Auditor's Estimate of Tax Rate To Be Levied	
			Inside 10 M. Limit	Outside 10 M. Limit
Perry Township - Tax Year 2025/2026	Column I	Column II	III	IV
General Fund.....	53,017		0.30	
Road & Bridge Fund.....	154,762		1.30	
Road & Bridge Fund L56.....	512		0.65	
Road & Bridge Fund L53-1.....	6		0.75	
Police Fund.....		336,383		5.00
Police & EMS Fund.....		305,466		5.00
Fire & EMS Fund.....		797,011		6.50
TOTAL	208,297	1,438,860		

SCHEDULE B			
LEVIES OUTSIDE 10 MILL LIMITATION			
Carry to Sch A			
FUND	Maximum Rate Authorized To Be Levied	County Auditor's Estimate Of Yield Of Levy (Carry To Sch A Column II)	
SPECIAL LEVIES:			
Police Levy authorized by voters 05/05/98 for a CONT period of time	2.00	101,710	
Police Levy authorized by voters 11/06/18 for a CONT period of time	3.00	234,673	
Police & EMS Levy authorized by voters 05/07/02 for a CONT period of time	5.00	305,466	
Fire & EMS Levy authorized by voters 11/05/13 for a CONT period of time	2.50	281,729	
Fire & EMS Levy authorized by voters 11/08/22 for a CONT period of time	4.00	515,282	

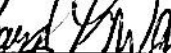

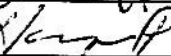
Tax Year 2025/2026

and be it further

RESOLVED, That the Fiscal Officer this Board be and is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

Trustee Heister seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

ited as follows:

	TRUSTEE
	Trustee
	Trustee

Adopted the 14th day of October, 2025.

Wanda Egan
Fiscal Officer of the Board of Township Trustees
Perry Township
Montgomery County, Ohio

CERTIFICATE OF COPY

Original On File

The State of Ohio, Montgomery County,

I, Wanda Evans, Fiscal Officer of the Board of the Township Trustees
of Perry Township, in said County, and in whose
custody the Files and Records of said Board required by the laws of the State of Ohio to
be kept, do hereby certify that the foregoing is taken and copied from the original
minutes 10 - 14-25 Regular Meeting now on file with said Board Trustees, that the
foregoing has been compared by me with said original document, and that the same is a
true and correct copy thereof.

WITNESS my signature, this 14th day of October, 2025.

Wanda J. Evans

Fiscal Officer of the Board of Township Trustees

Perry Township

Montgomery County, Ohio

Tax Year 2025/2026

No:

BOARD OF TOWNSHIP TRUSTEES

MONTGOMERY COUNTY, OHIO

RESOLUTION

ACCEPTING THE AMOUNTS AND RATES
AS DETERMINED BY THE BUDGET
COMMISSION AND AUTHORIZING THE
NECESSARY TAX LEVIES AND
CERTIFYING THEM TO THE COUNTY
AUDITOR.

(Board of Township Trustees)

Adopted October 14, 2025

Janet Finner

Fiscal Officer

Filed _____, 2025

County Auditor

By _____
Deputy



**MONTGOMERY COUNTY
CALENDAR YEAR 2026 ESTIMATE
OF THE COUNTY UNDIVIDED LOCAL GOVERNMENT FUND**

July 25, 2025

In compliance with RC 5747.51(A), the Ohio Department of Taxation is certifying to Montgomery County, the estimated revenues to be allocated and received by the county's Undivided Local Government Fund for Calendar Year 2026.

**Calendar Year 2026 Estimated County
Undivided Local Government Fund**

Montgomery County:

CY 2026 Estimate CULGF	\$24,898,355
-------------------------------	---------------------

Statutorily, the CULGF receives 1.75 percent of the revenue from all state General Revenue tax sources. Your county's share was determined pursuant to the formula contained in RC sections 5747.50 through 5747.51 (inclusive). RC 5747.501 guarantees that each county's CULGF distribution will receive in any fiscal year an amount that is no less than \$850,000.

Note that the above figures are estimates, reflecting the current best projection of state tax revenues during Calendar Year 2026. Because of the inherent difficulty in projecting state tax revenues relatively far in advance, please remember that actual calendar year 2026 distributions to your county's undivided local government fund will vary from the above estimate by an unknown degree. Additionally, these amounts are prior to any withholding of fines derived from traffic enforcement camera as given in R.C. 5747.502.

In addition, forms for your use in complying with the reporting requirements of RC 5747.51(J) will be posted to our website (RA/JL form). This section requires notification to the Tax Commissioner of the estimated allocations to the subdivisions of the CULGF. In addition, we are asking that also show the estimated allocations of the Public Library Fund. Please complete and return these forms after your county's budget commission has made the 2026 apportionments.

If you have any questions concerning the CULGF forecast, please contact Kenneth Frey of Tax Analysis (614-995-0116). If you have questions concerning LGF payments, please contact either Andrew Coulter of Revenue Accounting (614-466-7150).

Local Government Fund Distribution 2026

2026 Estimated Local Government Fund

	Subdivision	Amount	Percent of Grand Total
COUNTY:	Montgomery County	\$10,536,835.20	42.31942%
CITIES:	Brookville	88,180.95	0.35416%
	Carlisle	3,907.44	0.01569%
	Centerville	390,155.46	1.56699%
	Clayton	197,183.63	0.79195%
	Dayton	8,651,665.46	34.74794%
	Englewood	196,976.01	0.79112%
	Germantown	86,950.03	0.34922%
	Huber Heights	560,600.07	2.25155%
	Kettering	834,916.08	3.35330%
	Miamisburg	300,358.01	1.20634%
	Moraine	97,924.45	0.39330%
	Oakwood	139,404.79	0.55990%
	Riverside	362,927.04	1.45763%
	Springboro	17,855.68	0.07171%
	Trotwood	342,179.45	1.37431%
	Union	104,360.80	0.41915%
	Vandalia	222,647.25	0.89422%
	West Carrollton	191,473.97	0.76902%
	City Total:	12,789,666.57	51.36750%
VILLAGES:	Farmersville	18,204.28	0.07311%
	New Lebanon	69,621.80	0.27962%
	Phillipsburg	9,093.01	0.03652%
	Verona	1,241.62	0.00499%
	Village Total:	98,160.71	0.39424%
TOWNSHIPS:	Butler	76,793.56	0.30843%
	Clay	33,328.50	0.13386%
	German	27,472.23	0.11034%
	Harrison	203,113.60	0.81577%
	Jackson	24,348.27	0.09779%
	Jefferson	55,625.21	0.22341%
	Miami	287,954.86	1.15652%
	Perry	30,586.87	0.12285%
	Washington	349,473.63	1.40360%
	Township Total:	1,088,696.73	4.37257%
PARKS:	Five Rivers Metro Park	375,061.35	1.50637%
	Washington-Centerville Park	9,934.44	0.03990%
	Park Total:	384,995.79	1.54627%
GRAND TOTAL:		\$24,898,355.00	100.00000%