

**Minutes of the Urbana Board of Trustees Meeting  
held Tuesday, October 17, 2022**

The Board of Urbana Township Trustees met on this date with Paul Wright, Roger Koerner, and Blair Stinson present. The minutes of the October 03, 2022 meeting were reviewed and accepted as presented. The Financial Status Reports were reviewed and accepted as presented.

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**Trustees**

Trustee Wright – we will start with Richard and the road report.

**Employee Report**

Richard McCain – I got the big trucks checks out. Put the salt box on the ton truck and ran it. I got a bunch of mulch hauled. That’s pretty much where I stand.

Trustee Wright – ok. Sean?

**Sean Tullis – Zoning Inspector**

See Attached.

Trustee Wright – lets talk about the zoning commission? Does Mark Runyan know he is on the zoning commission?

Mr. Tullis – yes.

Trustee Wright - Does John Woodburn know he is off?

Mr. Tullis – yes he does.

Trustee Wright – Any old business?

**Old Business –**

Trustee Stinson – I spoke to Kerry (Kerry Brugger, City of Urbana). He spoke to the Mayor and Chris (Boettcher) and they are going to accept the fire contract offer.

They need us to formally make that offer.

Fiscal Officer Perry – I can type that up for you for the next meeting if you get it to me.

Trustee Wright – still in old business. I wanted to talk about Briarwood. Bo (Ward) has committed to come in.

Mr. McCain – He (Ward’s Excavating) is going to have OUPS come in as soon as he gets caught up.

Trustee Wright – I want to thank you for coordinating that with Bo.

Mr. McCain – I have the dye sitting on the desk in there.

Trustee Stinson – I hope that he can give us a day notice.

Mr. McCain – he will.

Mr. Tullis - something that came over the phone, 5950 Buckcreek.

Mr. McCain – I took care of that. I called Danny Boggs at the county and he said he was going to check it out.

Trustee Wright – we will move on to new business.

### **New Business**

Trustee Stinson – I talked to Sean and Richard and we are going to dig the foundation for George Prosser. He wants to see his headstone before he dies.

Mr. Tullis – we have to find a cost effective way to do one or two footers.

Trustee Wright – I think we can do something a lot cheaper than what we did.

Mr. Tullis – we just have to be able to do something cost effectively.

Trustee Stinson– we have only had three or four funerals this year.

Trustee Wright – this has been a light year. Where is Prosser’s grave at?

Mr. McCain – up on the hill.

Trustee Wright – I think we need to talk about our equipment needs for the township, specifically a tractor. What we have is still functioning, but we don’t know for how long. That has been the history of that tractor, it just decides to take a hit every now and then.

Trustee Koerner – I don’t disagree with you, but time and opportunity run parallel. Trying to find the right thing right now is going to be a problem.

Trustee Wright – well whatever we get is going to be 18 months, which is why I think we should start looking now.

Trustee Koerner – what do you think we should have?

Mr. McCain – we have to look at what you want to do and how you want to do it. If you try to buy a smaller tractor and you put that mower on it you are going to have to put some counter weight on it.

Trustee Wright – I can tell you with those John Deere's, we had to put extra weight on the front end.

Mr. McCain – if you get a tractor without a bucket on it, just a straight tractor, then you could get a skid loader.

Trustee Wright – that is where we are going to disagree. I have trouble justifying having two pieces of equipment. We don't load that much.

The next thing that I am afraid is that then we will need a building to store it in.

Mr. McCain – then keep the tractor that we have until it goes out.

Trustee Stinson – we have put too much money in that tractor.

Mr. McCain – well right now it is running fine, but you never know when it is going to go, because that 1100 series has that little pump on it.

Trustee Koerner – you brought up a good point Paul.

Trustee Stinson – well I want to table this, but with the delay times that they have we need to be proactive on it.

Trustee Wright – ok. Well that is all I have.

Trustee Stinson – the only thing else I have is that I started the mulch at the cemetery today. I got 52 graves done and I will continue to work on them.

#### Fiscal Officer

I got the money transferred from Park National and F&M into a CD at Peoples Savings Bank at the rate of 2.6% for a year.

The following bills were presented for payment:

Check No.	Date	Payee	Total Amount
	10/17/2022	Ohio Dept of Taxation	\$176.25
19823	10/17/2022	Roger Koerner	\$706.28
19824	10/17/2022	Richard McCain	\$1,579.37
19825	10/17/2022	Sandra Perry	\$1,178.87
19826	10/17/2022	Blair Stinson	\$799.80
19827	10/17/2022	Sean Tullis	\$878.08
19828	10/17/2022	Paul Wright	\$849.80

## **10-17-22 Zoning**

1. Meeting with BZA tomorrow at 7:00 pm, 10-18-22 about 2 variances. One is for Oakview Family Farms, 1 lot split variance because the lot is too deep (ZP #22-025)... just like the last two. The second variance is for a taller barn for tall barn doors to store equipment at 2260 South Dugan Rd. (#22-031), Brandon Irwin.
2. I still have to check on the ORC Nuisance protocol/ procedure.
3. Met with Ron Magann (937)215-7128 to issue a zoning permit for a house addition at 2485 Pullins Drive , ZP #22-032.
4. Called Michelle on Willow Heights 937-270-4650. I explained to her that she lived in Mad River TWP and she needed to contact Greg McGlaun at 937-631-5309 with Mad River TWP Zoning.
5. Christina 937-581-5240 wanted to complain about a TWP or County truck threw a rock up and cracked her Jeep window. She lives near Cable and she got in touch someone and said they were not paying for it because they don't own the trucks. Apparently a private company does. She turned it into her insurance company.
6. Our R1 (low density residential) have 2 different lot sizes, frontage and side yard setbacks for houses and accessory buildings. The criteria has to do with if the lot is on a single sewage system or a multiple lot sewage system. The setbacks are in parentheses, the lot size and frontage are not. I have talked to Lou Terry and he does not remember why it was denoted in this way. The original Zoning Resolution is marked the same way and it is confusing. My solution is to put parentheses around the frontage and lot square footage. The LUC said I can not make any changes to our resolution without going through the Zoning Commission. Lou said this is the first time in 37 years this has come up. I am not going to call the zoning commission together for this minor issue. However, I will get their decision during the next time they meet or if we have a rash of these situations.

## **10-17-22 Cemetery**

1. Mary Conkle called about the timeline of the installation of her husband's military marker. I left her a message that I would install it in the Spring.
2. Spoke with Drake Monuments and told her that the footers for Debra Bosler was installed.
3. Stanley Gilliam wants to buy more burial plots near his wife Lind Gilliam 937-653-3091. He currently owns 6 total (P277 G4,5,6 and P278 G4,5,6). I will schedule a meeting with him.

**OFFICIAL SCHEDULE OF DISTRICT REGULATIONS**  
**Urbana Township,**  
**Champaign County**

ZONING DISTRICTS  (Symbols as used on the Official Zoning Map)	MINIMUM LOT SIZE			MAXIMUM PERCENTAGE OF LOT TO BE OCCUPIED (Principal and Accessory Buildings)	MINIMUM FLOOR AREA (Square Feet)	MAXIMUM HEIGHT OF (PRINCIPAL) BUILDINGS		MINIMUM YARD DIMENSIONS (feet)			
	Square feet/household		Frontage (Width) (Feet)			Stories	Feet	Front	Side Yards		Rear
	With On-Site Sewage Treatment	With Group or Central Sewage Treatment							One Side Yard	Sum of Side Yards	
1	5	6	7	8	10	11	12	13	14	15	16
U-1 RURAL DISTRICT	43,560		150	25%	1,300	2 1/2	35	50	20	40	30
R-1 LOW DENSITY RESIDENTIAL DISTRICT	43,560	(10,800)	160 (80)	25%	1,300	2 1/2	35	50 (35)	20 (10)	40 (20)	30 (30)
MEDIUM DENSITY (MD/R-3) RESIDENTIAL DISTRICT	14,520	2,700	90	30%	575	3	40	25	8	20	30
B-1 SERVICE BUSINESS	43,560	15,000	150 100	50%	none	3	40	30	none	none	20
M-1 LIGHT MANUFACTURING	43,560	15,000	150* 100	40%	none	4	50	50	10	30	30
M-2 HEAVY MANUFACTURING DISTRICT	130,000	40,000	200 150	50%	none	4	60	80	20**	50**	40**

**OFFICIAL SCHEDULE OF DISTRICT REGULATIONS**  
**Urbana Township,**  
**Champaign County**

ZONING DISTRICTS  (Symbols as used on the Official Zoning Map)	ACCESSORY BUILDINGS			MINIMUM (MANDATORY) OFF-STREET PARKING SPACE	MINIMUM (MANDATORY) OFF-STREET LOADING SPACE	SIGNS PERMITTED	OTHER PROVISIONS AND REQUIREMENTS (Supplementary regulations, prohibitions, notes, etc.)
	Maximum Height (feet)	Minimum Distance in Feet To		20	21	22	23
		Side lot line	Rear lot line				
1	17	18	19				
U-1 RURAL DISTRICT	20	10	10	SEE ARTICLE XI	SEE ARTICLE XI	SEE ARTICLE XII	*1,300 square feet for mobile dwelling.
R-1 LOW DENSITY RESIDENTIAL DISTRICT	15	10 (5)	10 (10)	SEE ARTICLE XI	SEE ARTICLE XI	SEE ARTICLE XII	*1,300 for Mobile Homes.
MEDIUM DENSITY (MD/R-3) RESIDENTIAL DISTRICT	15	2	5	SEE ARTICLE XI	SEE ARTICLE XI	SEE ARTICLE XII	*Refer to R-1 District Regulations.
B-1 SERVICE BUSINESS	20	none	none	SEE ARTICLE XI	SEE ARTICLE XI	SEE ARTICLE XII	*Refer to appropriate R district regulations. Non-residential use cannot be conducted closer than 40 feet to any lot line of a residential structure.
M-1 LIGHT MANUFACTURING	25	5	10	SEE ARTICLE XI	SEE ARTICLE XI	SEE ARTICLE XII	*Refer to R-1 District Regulations.
M-2 HEAVY MANUFACTURING DISTRICT	25	10	20	SEE ARTICLE XI	SEE ARTICLE XI	SEE ARTICLE XII	*Refer to R-1 District Regulations. **Non-residential use cannot be conducted closer than 40 feet to any lot line of a residential structure.

19829	10/17/2022	City of Urbana	\$26.25
19830	10/17/2022	Roberts Refuse	\$80.00
19831	10/17/2022	CT Communications	\$130.63
19832	10/17/2022	Sandi Perry	\$192.17
19833	10/17/2022	Blair Stinson	\$278.54
19834	10/17/2022	Roger Koerner	\$425.00
19835	10/17/2022	Paul Wright	\$425.00
19836	10/17/2022	Richard McCain	\$25.00
19837	10/17/2022	Sean Tullis	\$25.00
19838	10/17/2022	Rural King Mulch Reimbursement	\$1,671.60
19839	10/17/2022	Heritage Cooperative	\$591.35
19840	10/17/2022	Lantz Sales	\$13.50
19841	10/17/2022	City of Urbana	\$73.05
19842	10/17/2022	OPERS	\$2,027.16
<b>Total</b>			<b>\$ 12,152.70</b>

Mr. Koerner moved, seconded by Mr. Stinson that the bills were approved.  
 Roll call was as follows: Mr. Wright, yes; Mr. Koerner, yes; Mr. Stinson, yes.

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Being no further business, Mr. Stinson moved to adjourn the meeting seconded by Mr. Wright.

  
 \_\_\_\_\_ Trustee Paul Wright, President

  
 \_\_\_\_\_ Sandi Perry, Fiscal Officer