

**Minutes of the Urbana Board of Trustees Meeting
held Monday, August 18, 2025**

The Board of Urbana Township Trustees met on this date with Trustee Blair Stinson, Trustee Roger Koerner, and Trustee Matt Harrigan present. Fiscal Officer Perry was absent and drafted the minutes based on the video taken at the meeting.

Present:

Dan Evilsizor

Dean Ortlieb, City of Urbana Fire Chief

The July 21, 2025 Meeting Minutes and August 6, Special Meeting Minutes and Financial Status Reports were reviewed and accepted with no additions or corrections. Mr. Stinson moved, seconded by Mr. Koerner to approve the July 21, 2025 meeting minutes and the Financial Status Reports. Roll call was as follows: Mr. Stinson, yes; Mr. Harrigan, yes; Mr. Koerner, yes.

Dean Ortlieb, City of Urbana Fire Chief

2nd quarter report provided to the Trustees. Indicated numbers on the back if they would like to discuss the report. There were no questions for Chief Ortlieb. (See attached)

Road and Maintenance Report from July 23rd to August 14th

Mr. Harrigan – a lot of mowing. East Lawn, Dellinger, Sunset, Knight Road, cemeteries, Adell Drive ditch. Sharpened the blades, cleaned the mowers. Supported Ward Excavating on the Cane Lane drain blowout. Mowing township grounds, shop work, and sent the large truck to Damewood for repair of a leaking turbo unit, and yearly maintenance. Awaiting results on the investigation there on the leak.

Mr. Stinson – there is an air issue with the truck too. Having problems with the compressor coming on.

Mr. Harrigan – mostly mowing in the ditches, South Avenue, and the right of ways. On August 6th we had cold mix on Cane Lane repairing where it was dug up. Edgewood Avenue, Shady Circle, Adell Drive and East Dallas Road he installed the sign that was hit by a car. The State had the sign available for us. Pulled a No Outlet sign on Boggles Run due to another one already being there.

Mr. Stinson – up on Middle Urbana Road too.

Mr. Harrigan – supported tree trimming for two days this past week on Cedar Creek. Richard utilized the tractor to support getting the trees trimmed and get the road free of debris. A lot of work to improve visibility and vehicle clearance. We have another day out there on Cedar Creek due to such a large area.

Zoning and Cemetery Report

Mr. Stinson – sold a grave site and issued a couple of building permits. We have a funeral tomorrow. Dug grave this morning and we have a burial. He has several things in progress and people calling.

Mr. Harrigan – what time is the funeral.

Mr. Koerner – 12, so it will probably be 1:00 before they are there.

Mr. Stinson – Richard started 4th round of road mowing today. Got Campground, Dolly Varden and Knight Road. Hopefully he will get done with that in the next couple of days. We are doing the funeral.

Old Business

Mr. Stinson – Singing Way that we discussed last month and Sandi sent a letter out, I went up and checked that and got some information from the neighbors, and that has all been cleaned up.

The other thing is the Special Meeting to accept the bid from Filmore Construction for the paving and road widening over on Dugan Road. Originally the bid was \$330,000 and our contribution was \$66,000. Filmore came in at \$284,778, so he doesn't have our exact, but we will be less than \$65,000. Steve really helped in getting us a grant for this and he is working on getting another one to do South Dugan Road. The State has more available so he is going to try to get funding to do Dugan South to Short Cut. That would leave only North Dugan and Children's Home Road and we won't do anything on that until they start the development because he wants the developer to participate in that cost. That's a couple years away.

Mr. Harrigan – how soon on Dugan South?

Mr. Stinson – I sat with Steve at LUC on Thursday and he thinks it may happen in 2026. They got like 10 million and the State said to try to get the townships involved. Our share would be anywhere from \$85-\$100,000. It will be like a 1.6 million dollar road for \$100,000. We've done that on Three Mile and Urbana Road.

New Business

Mr. Harrigan – the Cemetery Grant fund has some availability for the active cemetery for non-routine and non-maintenance items. So think about that.

Mr. Stinson – like a guard rail or fencing.

Mr. Harrigan – even some tree removal or giant stumps.

Mr. Koerner – that tree there this morning probably won't make it.

Mr. Stinson – we were all part of that down at Ward Lane. There was a blowout on the edge of the road in the berm. We had Wards go down there and found out that the culvert was penetrated. Matt called CT right away and the bill to repair that was \$1,655. They did the same thing down at Briarwood. This was CT's and they came out and repaired it. Mr. Koerner

moved that we submit the bill to CT for the fiber cable going through the culvert on Cane Lane and Ward. Mr. Stinson seconded the request. Roll call was as follows: Mr. Harrigan, yes; Mr. Stinson, yes; Mr. Koerner, yes.

Mr. Stinson – Sean has got in contact with LUC to initiate some zoning changes in our book to allow freight containers, and get the language updated. This is something that LUC has some model language on and they want to get it countywide. Sean wants to get that started, for the freight containers, and the building height for some of the buildings are too low that they want to put campers in. That has to be decided by the Zoning Commission. He also has an issue with fences and walls.

Mr. Stinson moved to initiate a zoning amendment and certify it to the Zoning Commission. This will go to them and they will talk about the verbiage. Mr. Koerner seconded the request.

Mr. Stinson – that starts the clock. They will have a public meeting and then they will send that to us and we will vote for it to be a permanent part of the zoning then.

Mr. Harrigan – basically to add detail to the zoning.

Mr. Stinson – yes some of that fine detail. Discussion ensued about wall height and freight containers, foundation, set backs and size perimeters.

Mr. Stinson – we don't do that. That is the zoning commission and their recommendation, and then we vote on their recommendation. Roll call was as follows: Mr. Harrigan, yes; Mr. Stinson, yes; Mr. Koerner, yes.

Mr. Koerner moved that we approve all of the bills and authorize the disbursement of the checks. Mr. Stinson seconded the request. Roll call was as follows: Mr. Harrigan, yes; Mr. Stinson, yes.

The following bills were presented for payment:

Check No.	Date	Payee	Total Amount
	08/18/2025	US Treasury	\$1,547.26
	08/18/2025	City of Urbana	\$93.17
	08/18/2025	Ohio Dept of Taxation	\$130.85
	08/18/2025	BWC	\$305.63
	08/18/2025	Pioneer	\$145.39
	08/18/2025	CT Communication Co.	\$140.94
20843	08/18/2025	MDSolutions	\$362.50
20844	08/18/2025	Richard, Raff & Dunbar Memorial	\$850.00
20845	08/18/2025	Matt Harrigan	\$900.75

20846	08/18/2025	Roger Koerner	\$760.05
20847	08/18/2025	Richard McCain	\$1,300.47
20848	08/18/2025	Sandi Perry	\$1,273.58
20849	08/18/2025	Blair Stinson	\$862.42
20850	08/18/2025	Sean Tullis	\$878.07
20851	08/18/2025	OPERS	\$2,033.02
20852	08/18/2025	City of Urbana	\$28.99
20853	08/18/2025	City of Urbana	\$181,926.00
20854	08/18/2025	Blair Stinson	\$529.98
20855	08/18/2025	Matt Harrigan	\$425.00
20856	08/18/2025	Roger Koerner	\$425.00
20857	08/18/2025	Sandi Perry	\$321.57
20858	08/18/2025	Sean Tullis	\$25.00
20859	08/18/2025	Richard McCain	\$25.00
20860	08/18/2025	Roberts Refuse	\$68.50
20861	08/18/2025	Ward Excavating	\$1,895.00
20862	08/18/2025	Heritage Cooperative	\$1,714.93
20863	08/18/2025	Duff Quarry	\$13,038.95
20864	08/18/2025	County Engineer	\$3,669.90
20865	08/18/2025	Cintas	\$444.40
Total			\$216,122.32

Announcements

Mr. Harrigan – the next meeting is Monday, September 15, 2025 at 5:00 P.M.

Mr. Stinson – also the County Engineer's meeting is September 3rd.

Public Comment

Mr. Evilsizor – Asked the following questions:

Between July 21st and Aug 15th, when did the trustees meet?

What is the Township Indigent burial policy?

Regarding the questions posed to this board on July 21st, it took 15 days to get a response...who prepared those responses?

Also have concerns about some nuisance matters. Why some properties for businesses are permitted to have five 4 by 8 signs on their property advertising that business, but when it's been an issue with the township before the businesses are only allowed to have one? In

particular the business located at 1501 E St Route 29, might be because that owner is the other half of prosecutor Jane Napier.

The other nuisance matter is from August the 2nd regarding agricultural aerial spraying of chemicals. On Aug 2nd spraying was going on down 54 to Hurst Road that completely plastered my vehicle with chemicals that came in my air conditioning, gagged me and created damage to my automobile. I understand it is going on in other townships as well and the city of Urbana. It is not necessarily the farmers fault, it is the commercial sprayer. I would like the township to look into these instances please.

I would further like to ask why my questions don't get answered until weeks later when others are here and get their questions answered that night. Am I being singled out?

Mr. Harrigan – No sir, 15 questions takes a little time to respond. Normally we don't get 15 questions.

Mr. Evilsizor - The approval of the meeting minutes from July 21st that you did tonight are completely improper. Those questions were not answered at that July 21st meeting. They weren't answered until 15 days later.

Mr. Harrigan – correct. We included them in the meeting minutes tonight.

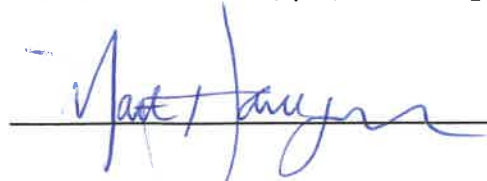
Mr. Evilsizor – I understand that's what you did but that's not proper. That didn't happen at that meeting.

Mr. Harrigan – correct, 15 questions, do you expect 15 questions to be answered right back to you?

Mr. Evilsizor – exactly, you do the other people.

Mr. Stinson – they don't ask 15 questions. Time has expired.

Mr. Stinson moved to adjourn the meeting. Mr. Koerner seconded the request. Roll call was as follows: Mr. Stinson, yes; Mr. Harrigan, yes.



Matt Harrigan, President



Sandi Perry, Fiscal Officer

8-18-25 Zoning

1. Bill Winner signed an Agricultural Declaration Form for a replacement equipment storage barn at 277 South Dugan Rd.
- 2.

8-18-25 Cemetery

1. 8-7-25 Sold gravesite P# 297 G# 2 to Susanne Borton for her mom Alice Freeman. She will be buried in a vault on the righthand side of her husband Bill.
- 2.



Division of Fire

107 East Market Street, Urbana, OH 43078 | (937) 652 – 4375 | Fax (937) 652 – 4378 | www.urbanaohio.com

Fire Division 2nd Quarter 2025 Highlights

News

- Fire Marshal Jones retired from the division with an effective date of May 23, 2025.
- The division received its Insurance Service Office rating and maintained a 3/3Y score.
- The division is in the middle of testing for a new firefighter position.
- The division is assisting Box 13 and Mercy with the Beat the Heat program.
- The division completed its annual severe weather training.
- The division participated in the LEPC functional exercise.
- Captain Croker completed the Fire Officer IV course at Bowling Green State Fire School.
- The division logged 349 hours of training.
- The division issued 52 CPR cards.
- The division installed eight car seats.
- The division created five community paramedic referrals.

Administrative

2 nd Quarter Inspections by Inspection Type	
	Amount
Building	82
Complaint	10
Day Care	0
Fire Alarm	18
Fire Protection	18
Food Truck/Festival	0
General	12
New Business	0
Occupancy	5
Plan Review	3
Pre & After School Programs	0
Re-inspection	198
Total	346

Operations

2 nd Quarter Incidents			
Incident Type	Amount	Daily Average	Daily Average Year to Date
EMS	622	6.84	7.29
Fire	71	.78	.73
Rescue	102	1.12	.97
Totals	795	8.74	8.99
Multiple incidents in progress	155	1.70	1.81
Transports	482	5.30	5.56
Mutual aid received	20	.22	.22
Mutual aid given	16	.18	.23



EMS/Fire District Statistics

2025 Urbana Township Incident Statistics								
Quarter	EMS	Avg	Fire	Avg	Rescue	Avg	Total	Avg
1st	140	1.6	11	0.1	8	0.1	159	1.8
2nd	105	1.2	7	0.1	16	0.2	128	1.4
3rd		0.0		0.0		0.0	0	0.0
4th		0.0		0.0		0.0	0	0.0
Total	245	1.4	18	0.1	24	0.1	287	3.2