

**Minutes of the Urbana Board of Trustees Meeting
held Monday, August 19, 2024**

The Board of Urbana Township Trustees met on this date with Trustee Blair Stinson, Trustee Matt Harrigan, and Trustee Roger Koerner present.

Present:

Ms. Jane Napier, Asst. Prosecutor

Dan Evilsizor

Mark Schuler, RWE

Dean Ortlieb, Urbana Fire Division

Joyce Jackson

Joe Jackson

Anthony Anselmo

The July 15, 2024 meeting minutes, August 5, 2024 special meeting minutes, and financial status reports were reviewed and accepted with no additions or corrections. Mr. Koerner moved, seconded by Mr. Harrigan to approve the July 15, 2024 meeting minutes, August 5, 2024 special meeting minutes, and current Financial Status Reports.

Roll call was as follows: Mr. Stinson, yes; Mr. Koerner, yes; Mr. Harrigan, yes.

Mr. Stinson – regarding the cemetery, attached is a copy of Sean Tullis' report.

Reporting for Richard (McCain) road and maintenance, we went out today and got five more roads trimmed around poles, risers and signs. He will start mowing again tomorrow and will take three to four days.

Mr. Harrigan – is that the fourth time?

Mr. Stinson – yes, and we will have one more before the season ends when the crops are off. Just depends on the growth.

Dean Ortlieb, Urbana Fire Division Chief

Provided quarterly report – see attached. Mr. Harrigan noted the EMS runs are almost identical. No questions presented and Chief Ortlieb departed.

Mark Schuler, RWE

Indicated RWE has had a project under contract since 2019 in this area. Working with Standtech doing environmental studies for 80 megawatt solar and possibly a battery. It will take up about 480 acres. Have not gone to OPSB yet, but it is a project that would have grandfatherd status.

Mr. Koerner – since 2019?

Mr. Schuler – yes, under option since 2019. Has been on the books for a long time, so he is here to figure out where they are heading with this project.

Mr. Stinson – how many megawatts?

Mr. Schuler – 80 megawatts plus or minus. Possibly a 40 megawatt battery.

Mr. Stinson – that falls under the 150, OPSB?

Ms. Napier – it's 50 megawatts, so it goes to the Ohio Power Siting Board.

Mr. Schuler indicated he will be around for the next few months. Timeline is by the end of the year. Provided his cell phone - based in Columbus. Used to work for AEP but got into renewables.

Mr. Schuler departed. Mr. Stinson called on Mr. Feathers.

Mr. Feathers – indicated he was stopping to see about the refund for foundation that was not needed at the cemetery.

(There are two refunds for foundation – one to Ted Feathers for \$268 for Cassie Stillgess foundation, and one to Ron Lantz for \$216 for Robert and Carrie Kunkle). Mr. Stinson requested a motion for the refund and to distribute this reimbursement check to Ted Feathers for the Cassie Stillgess foundation prior to the end of the meeting. Mr. Koerner moved, seconded by Mr. Harrigan for the refunds and to distribute the refund to Ted Feathers at that time. Roll call was as follows: Mr. Stinson, yes; Mr. Koerner, yes; Mr. Harrigan, yes. The check was distributed and Mr. Feathers departed.

Joe Jackson and Joyce Jackson

Mr. Jackson indicated they are there about 1264 South Avenue that belonged to Robert Dunlavy. The animal issue is still over there. Now we have rats down there and it is a hazard. That house needs to be torn down. There is a \$550,000 lien on it for medicare. Mr. Jackson can't get anywhere with anyone on it. The Recorder's Office has nothing on it, Probate Court, nothing. At a standstill and requesting the house to be taken down and the property needs to be cleaned up. At one point Mr. Jackson wanted to take it over, but he can't get anywhere on it.

Mr. Koerner – where did you get the \$550,000?

Mr. Jackson – it shows at the Recorder's Office, but it doesn't show the attorney on that case.

Ms. Napier – the medicare attorney Stanley Evans, he is the special Attorney General who does collections for medicare. But, the practice of the state department for medicare recoupment, is they put a lien on it, and they wait for another entity to foreclose on it. I do a lot of the tax foreclosures so we are the ones who will foreclose on it. He will just tell us what that is, we get our property tax first, and then it goes to the other lienholders.

Mr. Jackson – it is twenty years of non-paid taxes on that property. I don't understand why they haven't foreclosed against it already. And my understanding is it takes about 18 months.

Ms. Napier – only on a bad year. Usually it takes about a year to get it done, reasonably. We have to publish because the person is deceased, and have to give notice in the newspaper. That's constructive notice. The law says that we have to do that.

Mr. Stinson – are they both deceased?

Mr. Jackson – they are both deceased. Her daughter that is supposed to be over the probate, she lives in Urbana, but nobody knows where she lives.

Ms. Napier – if there is a really high medicare or Medicaid lien on it, I am sure if the heirs went to an attorney, they would be told there is nothing for them to get.

Mr. Jackson – I bought a piece of property like that.

Ms. Napier – the Treasurer has a list of properties. If the taxes are fairly low, it takes a few years to get it up to the point where they are going to foreclose, but it is probably in the pipeline.

Mr. Jackson – I asked her about that and no body is going to do something. So I am requesting that the county take the house down. That they go in, and do what needs to be done because it's a safety issue. I've been here before about it. Everybody told me to go back to the township and get them to take the house down.

Ms. Napier – have you talked to the health department?

Mr. Jackson – no.

Ms. Napier – there is a first step before you can look at taking down a house. The fire department, the health commissioner, and building regulations. One of those people can go out and say to the trustees and say, this is an unsafe, uninhabitable, unsecure property.

Mr. Jackson – the roof has fallen down. Whoever goes they are going to say it needs to come down.

Ms. Napier - That is what they would probably do.

Mr. Jackson – I can't direct them to go do that for me. It has got to come from somebody here.

Ms. Perry – why would the township put money into this. Why wouldn't Robin just foreclose. That is what the DTAC is for.

Ms. Napier – I can ask her before we take any action.

Mr. Jackson – I if I could get it for a couple of thousand dollars, I would do it myself.

Ms. Napier – if it does not sell for even the taxes and costs, then it will go to an Auditor's Sale after that where it can sell for a minimum of \$50.00. You have to go through the Sheriff's Sale property first. We don't get too many properties that go to Auditor's Sale.

Mr. Stinson – so you will go talk to Robin?

Ms. Napier – I will talk to her tomorrow.

Mr. Stinson – and if not I need to go up and talk to Dana and see if they will go out and condemn the property.

Ms. Napier – it depends on the type of property. If there are animals, then talk to Gabe at the Health Department. You can have them go look at it.

Mr. Stinson – once I have one of them condemn it, then we can get onto the state list.

Ms. Napier – that is the pre-requisite for you to declare it a nuisance. They are the experts. They are supposed to tell you that it's problematic and needs to be taken down. That is at your cost and then your cost goes on the taxes. Let me talk to Robin first, because it just lessens your cost if you want to pay it at the Sheriff's Sale. A lot, anywhere in Urbana is probably going to be more valuable than a house that needs to come down.

Mr. Jackson – you may have \$10,000 in getting it down.

Ms. Napier – requested address – 1254 South Avenue, Robert Dunlavy. That's the one, I have one more. Where I was going to redo the house on Edgewood Avenue. I was going to ask about graveling the whole area and putting a food truck on there.

Mr. Stinson – that's a zoning question Joe. I can't tell you that.

Mr. Jackson – I have no issues there, right?

Mr. Stinson - it has to go through zoning, BZA. It will depend on whether or not it is zoned for that. If not then you will have to get a variance. It could be a lot of steps.

Mr. Jackson – I want to start here because I'm here.

Mr. Stinson – you need to go through our zoning, Sean Tullis. Call the office and leave a message on the zoning number and he will call back to you.

Ms. Napier – you also need a health department certificate. But do zoning first. Then a food license.

Old Business

No old business.

New Business

Karen Bailey gave us the Resolution accepting the Rates and we need to have that passed by September 30th. The Auditor released their schedule of what they believe our inside outside millage will be, as an estimate for next year, and what we will get from our levy, and we need to review this tonight.

Mr. Stinson – and here estimates are pretty dead on? Ms. Perry – yes, pretty close.

Resolution 2024-007-W – For the Fiscal Year commencing January 1, 2025 – (see attached)

Mr. Koerner moved to accept the Resolution Accepting the Rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor. Mr. Harrigan seconded the request.

Ms. Napier – they are just telling you, inside millage is your share of the 10 mil and then anything that is voted in is outside of your inside millage.

Mr. Stinson – Urbana's is 1.531 of that.

Ms. Napier – I think the schools get most of the voted and unvoted.

Roll call was as follows: Mr. Stinson, yes; Mr. Koerner, yes; Mr. Harrigan, yes.

Discussion regarding AG's program for blighted properties. There has been no word on the funding or if they will do it again next time.

Discussion regarding AG's program for blighted properties. There has been no word on the funding or if they will do it again next time.

Mr. Stinson - Other new business?

Mr. Harrigan – Suggested an idea for public comments in the future. Ideally it will be for January. Did bench marking with other counties. Some of the things that other counties do are more concrete. Public comment period. Speaking time limit. Order of speakers. Subject matter. Order and decorum that we go through. Follow up and review period probably at the beginning of the year if we need modifications or additions. (See attached)

Ms. Napier – I think it is better to have a written policy rather than a verbal policy so that people think that they are being treated differently or they understand what the process is.

Mr. Stinson – so this should be voted in then?

Ms. Napier – if everybody is agreeable.

Mr. Stinson – if it is, then can it be put on the website?

Ms. Napier – yes. In writing is good.

Mr. Harrigan – it's a lot of the things we are doing now. Public comment is a designated time. Comment period is usually at the end of the meeting. The Board chair can determine a specific

time that the speaker goes, similar to what he did today. Speaking time limits – 5 minutes. It was 5 minutes in Union County as well in Allen Township and in numerous other townships. Order of speakers, it is basically how and when they sign in. Ensures a fair and transparent process. Subject matter – brief and to the point. All comments should be directed to the Board and not to individual members or attendees. A lot was what I found from other townships. Basically, if there was inappropriate language, disruptive behavior, anytime the board feels the subject or individuals presenting the information are creating a hostile environment, that individual would be asked to leave the meeting. If that individual refuses, a deputy will be called to escort that individual out. Disruption of the meeting is a misdemeanor of the fourth degree, Revised Code 2917.12.

Ms. Napier – there are a lot of things in other townships about an agenda. It is sometimes difficult. It is always good to know who is coming, so you can be prepared, but you hate to keep someone from talking, especially since you now meet once a month.

Mr. Harrigan – It's a guideline. This is something that we can review and see if it's going well or this isn't working too good.

Mr. Stinson – want to look over and talk about at the next meeting?

Mr. Koerner – yes.

Mr. Stinson – more new business?

Ms. Perry – Mark Runyan wanted to donate back is \$15.00 Zoning Commission pay.

We haven't gotten anything from the Auditor of State about this fraud reporting training. I had my pre-audit meeting, and I asked them about it to verify that all township people have to do this. Everybody, including Richard and Sean, have to complete this training. It is a video, and I will email it to you. There is a worksheet that I have to fill out and keep track of it for our audit. Once you complete the training, provide the certificate/or signed form to me.

Mr. Koerner and Mr. McCain can meet with me and review on my computer.

Mr. Koerner – timeline?

Ms. Napier – September 28th. It is statewide, they just put the local, county, townships, schools. It is very quick. Anybody who is an employee or an elected official. Boards that are appointed don't have to do that.

Ms. Perry – the final thing that I have is I had my risk assessment meeting with OTARMA, and I want to pass this around for you to read through. They made some policy suggestions that they believe should be implemented and they want us to review it and their recommendations.

They sent samples of a hold harmless agreement for volunteers. Secondly, they believe everyone should have a job description and they have samples if we choose to. They believe we should have a written Sexual Harassment Policy, which I started that before. On the

monthly sign inspections, do we do a quarterly sign inspection? They believe that should be done monthly.

Ms Napier – what kind of signs?

Ms. Perry – stop signs, etc. They believe there should be a written driving policy which is the number of points and moving violations a driver can have on their license. We do this, as they will randomly say Richard has to go for a drug test through the Champaign County Township Association. They also want us to do this motor vehicle record check. They will refund the license check to us.

They were out here, and I wasn't here, and said install secondary containment measures for the underground storage tank. I don't know what that is.

Ms. Napier – do you have a propane tank or something?

Mr. Stinson – there is a fuel tank and a propane tank. But they are double walled.

Ms. Perry – they are talking about single walled tanks. In the response we can put that they are double walled.

Mr. Stinson – we told them that on that day. They were the ones that were talking about, this is the whole thing that kicked in with the signs. They wanted an area around our welder, and they said there should be no public into the shop. That was part of getting the signs and getting the public out. They came in and asked us all of this. They wanted to see where our welding curtains were.

Ms. Perry – they want to install barriers to protect the above ground storage tanks.

Mr. Stinson – that's the fuel tanks, and we told them they are double wall tanks.

Ms. Perry – conduct annual driver's training, and they have training videos available on their website at no cost. So that is something for whoever is going to drive a vehicle. I will leave this here, for you to review, and if you are going to take any of their actions, then they would like to know what actions you are going to take.

Mr. Harrigan – is that a common thing they do across all townships.

Ms. Napier – yes and with the county we have CORSAs and they are always wanting us to put in certain policies. A lot of times, they are just doing it across the board. And it is difficult here in rural Champaign County when there are one or two employees. It's not like you have a big administration. But I do think the volunteers, a lot of times you have schools who may want to volunteer.

Mr. Stinson – we have a 4H club who wants to take over a road for trash pickup.

Ms. Napier - I would say Sandi, that you may want to scan to me those waivers of liability/hold

harmless, because OTARMA is going to want it to be as close to the samples they give, that also work for me.

Ms. Perry – If they decide them, I would just retype them, or I can email them to get the word documents.

There is another thing we need to update, especially now since we are taking these videos is our RC2.

Ms. Napier – yes on your records retention policy. You should be getting rid of those so that you are leaving things and needing to keep loads of videos. Once you have made your minutes. Example: I was helping an entity and they had to keep it permanently, and it was in beta. If you keep them very long, it becomes obsolete.

Mr. Stinson – Mr. Harrigan you take those home first, then to Roger, then to Mr. Stinson. Flag the ones that you like.

Ms. Napier – the policies? I do have to say it is always good to pass a policy, but if you do, you have to follow the policy. If you pass a harassment policy, you should also have the process to deal with that. I haven't seen the policy, but any time of grievance policy, you should have a process for dealing with that as well. It's how do you get the complaint, and what are you going to do if you do get the complaint so everybody is probably protected.

Mr. Stinson – any other new business? No more new business.

Next meeting is September 16th at 5:00 .

Mr. Koerner moved to approve bill payments and distribute checks as follows. Mr. Harrigan seconded the request. Roll call was as follows: Mr. Stinson, yes; Mr. Koerner, yes; Mr. Harrigan, yes.

Check No.	Date	Payee	Total Amount
	8/19/24	CT Communication Co	\$140.97
	8/19/24	CITY OF URBANA	\$101.52
	8/19/24	Ohio Department of Taxation	\$148.72
	8/19/24	US Treasury	\$1,662.98
	8/19/24	BWC STATE INSURANCE FUND	\$93.87
	8/6/24	PIONEER RURAL ELECTRIC	\$256.53
20517	8/19/24	Matthew J Harrigan	\$883.58
20518	8/19/24	Roger Koerner	\$742.89
20519	8/19/24	Richard G McCain	\$1,781.90
20520	8/19/24	Sandra G. Perry	\$1,237.80

20521	8/19/24	Blair R Stinson	\$837.41
20522	8/19/24	Sean M. Tullis	\$878.07
20523	8/19/24	ADT Security Services	\$139.45
20524	8/19/24	AIM Media Midwest	\$158.75
20525	8/19/24	Blair R. Stinson	\$425.00
20526	8/19/24	CITY OF URBANA-UTILITIES DIVISION	\$26.95
20527	8/19/24	CLAYTON TIRE	\$20.00
20528	8/19/24	COUNTY ENGINEER,	\$18,921.00
20529	8/19/24	Dan Rooney	\$15.00
20530	8/19/24	Heritage Cooperative	\$1,884.54
20531	8/19/24	Koenig Agricultural Equipment	\$170.83
20532	8/19/24	Lantz Sales Company	\$45.00
20533	8/19/24	LEWIS W TERRY	\$15.00
20534	8/19/24	Mark Randall	\$15.00
20535	8/19/24	Matthew J. Harrigan	\$425.00
20536	8/19/24	Mike Phelps	\$15.00
20537	8/19/24	Richard McCain	\$25.00
20538	8/19/24	Roberts Refuse Service	\$83.50
20539	8/19/24	Roger Koerner	\$425.00
20540	8/19/24	Russell Standard Corporation	\$6,883.24
20541	8/19/24	Sandi Perry	\$215.73
20542	8/19/24	Sean M. Tullis	\$25.00
20543	8/19/24	Ted Feathers	\$268.00
20544	8/19/24	Urbana Truck & Trailer	\$725.99
20545	8/19/24	Williams Hardware	\$59.96
20546	8/19/24	Ohio Public Employee Retirement System	\$2,171.65
20547	8/19/24	Cintas	\$258.99
20548	8/19/24	Ron Lantz	\$216.00
20549	8/19/24	Koenig Agricultural Equipment	\$39.56

Total**\$42,440.38**

Public Comments

Dan Evilsizor – the chief does a wonderful job of giving those quarterly reports have you received the first 2024 semi-annual Sheriff's report.

Mr. Stinson – We have not.

Mr. Evilsizor – anyone inquired about it?

Mr. Stinson - We have never gotten a Sheriff's report period.

Mr. Evilsizor – he said he was going to do them semi-annually, has anyone followed up to see when you can expect that, since we are already into August.

Mr. Stinson – no.

Mr. Evilsizor – regarding the training classes that came up in discussion, since taking office, what training classes have each of you taken.

Mr. Stinson – I have done whatever has been required and what Sandi has asked.

Mr. Evilsizor – can you identify them.

Mr. Stinson – I did almost all of that the first year I was in office.

Mr. Evilsizor – and none since then.

Mr. Stinson – none since then, no.

Mr. Evilsizor – Matt?

Mr. Harrigan – one in January or February. The new trustee type of thing. The Public Records training.

Ms. Napier – I try to hit township trustees and county to try to do them at the beginning or end of their terms.

Mr. Evilsizor – that is all I have at this point.

Anthony Anselmo – wished to politely complain at the five minute timeline.

Mr. Anselmo – I want to tell you about something that I have been dealing with. My neighbor is selling their house. Awhile back, I tried to take a tree down, and he ran back there and told the guy this was his property. They kept encouraging people when they were selling the house that they were advertising my property as theirs. Basically, we had to get lawyers involved, and we had a survey of the property done. It was a big ordeal. Today they were working on the house, and we heard some explosions, I ran over there, and they said it was over there.

Long story short, there has got to be a better way to deal with property lines.

Mr. Stinson – how would you propose to do property line.

Mr. Koerner – you got your survey, you know where your line is. They should know about where their line is.

Mr. Anselmo – I shouldn't have to pay though. It was this whole big ordeal. At the time when you get your house it is an estimate of where the property line is. You are not allowed to use that. The guy found the pins.

Ms. Napier – The pins are down there. Everybody thinks if the temporary wood with the flag on it is gone, but they are a few inches down. You should be able to find those with a metal detector.

Mr. Anselmo – I put some signs down for no trespassing. I talked to the cops and they said no you have to go and prove that before you can put the signs up. Is that correct, before you put the signs up you have to prove that.

Ms. Napier – if you feel comfortable if it is your property, you are at a risk if it isn't your property. I know Briarwood is kind of unusual, it's not a big square.

Mr. Anselmo – I wanted to bring this to your attention. There has got to be a better way to solve some of these property disputes. It was only about \$750, and I get that they were trying to make their property look good.

The other thing is right before I came here I heard these noises. Is it true that people don't have to have a backstop to shoot off guns? I was told you have to have a backstop.

Ms. Napier – that's a Sheriff's question, I don't know. It is always a little scary when you are out in the county and you hear guns going off.

Mr. Anselmo – I get that we are out in the country but just because you live in the country doesn't mean you throw away decency and reasonable safety procedures.

Ms. Napier – I would say that out there it would be kind of concerning. People out in the country with larger lots shoot off guns. I live in town.


Mr. Anselmo – I just wanted to tell you about the property line issue.

Mr. Stinson – it is hard for the township to get involved in property conflicts with neighbors. We have no say in that.

Mr. Anselmo – is it all legal?

Ms. Napier – your property right versus their property rights. You have a description, which may or may not have a survey attached to it, and that's what you own. If it was near the road, then they could be involved.

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


_____ Blair Stinson, President


_____ Sandi Perry, Fiscal Officer

8-19-24

Zoning

1. Zoning Board meeting on 7-17-24. They reorganized and voted on officers. They voted for a change to our Zoning Resolution. They approved the inclusion of nursery homes as a conditional use in our U-1 districts.
2. The Urbana Township Trustees approved the change to our zoning resolutions to allow nursery homes in our U-I districts on 8-5-24.
3. Zoning permit (#24-032) for a new 20'x40' storage barn for Zackery Hayslip at 63 Buckhorn Ct.
4. Zoning permit (#24-033) a 14' tall barn door height variance for a new 24'x36' storage barn for Nena Burton at 2516 Pullins Wood Dr.
5. Zoning permit (#24-034) for a new house for Kathy Sponhein at 2620 St Rt 54.
6. Zoning permit (#24-035) for a 19'x 19' room addition for Faith Tabernacle Church at 2730 East St Rt 29.
- 7.

8-19-24

Cemetery

- 1.



Division of Fire

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

Fire Division 2nd Quarter 2024 Highlights

News

- Firefighter Crain obtained a fire officer I certification.
- Firefighter Flora became a State certified live fire instructor.
- Lieutenant Joyce became a State certified fire instructor.
- Firefighter Reid became a certified child passenger safety technician.
- The division’s new medic is scheduled to go in service in July.
- The division logged 874 hours of training for the quarter.
- 58 community members received CPR training through the division.
- 11 car seats were inspected and/or installed during the quarter.

Administrative

2nd Quarter Inspections by Inspection Type	
	Amount
Building	165
Complaint	10
Day Care	1
Fire Alarm	25
Fire Protection	17
Food Truck/Festival	23
General	11
New Business	1
Occupancy	2
Plan Review	6
Pre & After School Programs	3
Re-inspection	279
Total	543

Operations

2nd Quarter Incidents			
Incident Type	Amount	Daily Average	Daily Average Year to Date
EMS	539	5.86	6.35
Fire	77	.84	.80
Rescue	75	.82	.76
Totals	691	7.51	7.91
Multiple incidents in progress	101	1.10	1.35
Transports	407	4.42	4.81
Mutual aid received	17	.18	.20
Mutual aid given	23	.25	.21

Resolution 2024-007-W

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

The Board of Trustees of Urbana Township, Champaign County, Ohio, met in regular session on the 19th day of August, 2024, at the office of the Board of Trustees of Urbana Township with the following members present:

Blair Stinson
Roger Koerner
Matt Hanigan

FILED

SEP 16 2024

KAREN T BAILEY, AUDITOR
CHAMPAIGN COUNTY, OHIO

Mr. Koerner moved the adoption of the following Resolution:

RESOLVED, by the Board of Trustees of Urbana Township, Champaign County, Ohio, in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1st, 2025; and

WHEREAS, The Budget Commission of Champaign 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 Urbana Township, Champaign 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:

And be it further

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

Mr. Harrigan seconded the Resolution and the roll being called upon its adoption of the vote resulted as follows:

Mr. <u>Stinson</u> -	<u>[Signature]</u>	<u>yes</u>
Mr. <u>Koerner</u> -	<u>[Signature]</u>	<u>yes</u>
Mr. <u>Harrigan</u>	<u>[Signature]</u>	<u>yes</u>

Adopted the 10th day of August, 2024.

[Signature]
 Sandi Perry, Fiscal Officer
 for the Board of Trustees
 Township of Urbana
 Champaign County, Ohio

CERTIFICATE OF COPY
ORIGINAL ON FILE

The State of Ohio, Champaign County, ss.

I, Sandi Perry, Fiscal Officer of the Board of Township Trustees of Urbana Township, in said County, and in whose custody the Files and Records of said Board are 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 of the Urbana Township Trustees now on file with said Board, that the foregoing has been compared by me with said original, and that the same is a true and correct copy thereof.

WITNESS my signature, this 10th day of August, 2024.

[Signature]
 Sandi Perry, Fiscal Officer
 for the Board of Trustees
 Township of Urbana
 Champaign County, Ohio

SCHEDULE A

**Summary of amounts required from general property tax approved by
Budget Commission and County Auditor's estimated tax rate**

Fund	Amount	Amount	County Auditor's Estimate of	
	Approved by	Derived From	Tax Rate to be levied	
	Budget	Levies	Inside	Outside
	Commission	Outside		
	Inside	10 M Limitation		
General Fund	\$72,200		0.20	
Road & Bridge Fund	\$145,400		1.40	
Fire Levy	\$31,200		0.30	
Fire & EMS		\$268,900		3.80
TOTAL	\$248,800	\$268,900	1.90	3.80

SCHEDULE B

Levies outside 10 mill limitation, exclusive of debt levies

Fund	Maximum	County
	Rate	Auditor's
	Authorized to	Estimate of
	be Levied	Yield of Levy
<i>Special Revenue Funds</i>		
Fire and EMS Levy 2011		
Levy authorized by voters on	3.80	\$268,900
November 8, 2022 for a continuing period of time		

Public Comment Guidelines for Urbana Township Meetings

Purpose:

These guidelines provide the general public with an opportunity to comment during Urbana Township meetings in a manner that is respectful, orderly, and productive.

Guidelines:

1. Public Comment Period:

- Public comments will be allowed during a designated time on the agenda at each regular township meeting. The comment period will occur at the end of the meeting. Board chair or president can determine specific time or order for speaker at their discretion.

2. Speaking Time Limit:

- Each individual wishing to speak must sign in before the meeting begins, providing their name and, if applicable, the organization they represent.

- Speakers are allowed a maximum 5 minutes per person to address the board. The time limit ensures that everyone has a chance to speak and that meetings can proceed efficiently.

3. Order of Speakers:

- The order in which individuals sign in will determine the order in which they speak. This ensures a fair and transparent process.

4. Subject Matter:

- Comments should be relevant to township business , brief and to the point.

5. Order and Decorum:

- All comments should be directed to the board and not to individual members or other attendees.

- The board may respond to comments at its discretion, either during the meeting or later, depending on the nature of the issue raised.

- Inappropriate language, personal attacks, or disruptive behavior will not be tolerated.

- If at any time the board feels the subject matter or the individuals presenting the information are creating a hostile environment, that individual will be asked to stop and leave the building. If the individual refuses to leave on their own per the request of the board a sheriff's deputy will be called to escort that individual out of the building and off the grounds. (disruption of the meeting is a misdemeanor of the 4th degree R.C 2917.12)

6. Follow-Up: - If a member of the public raises a concern that requires follow-up, the board may need time to investigate the issue or may place the matter on a future agenda for further discussion.

Review:

These guidelines will be reviewed annually or as needed to ensure they continue to meet the needs of the public and the board. Any amendments to these guidelines will be made in an open meeting.

mh 8-19-24