

**Minutes of the Urbana Board of Trustees Meeting  
held Monday, April 03, 2023**

The Board of Urbana Township Trustees met on this date with Trustee Paul Wright, Trustee Roger Koerner, and Trustee Blair Stinson present. The minutes of the March 20, 2023 meeting were reviewed and accepted as presented. The Financial Status Reports were reviewed and accepted as presented.

---

**Trustees**

Trustee Wright – Ok Richard do you have anything for us?

**Richard McCain, Road Supervisor**

I got all of the tree debris cleaned up. Cut down a maple tree at the cemetery. We didn't have any damage from this storm though. Bo called just a while ago and he is going to do Children's Home Road on Thursday morning first thing.

That grapple bucket on that tractor has more than paid for itself.

Mr. Wright – we have used it extensively; it has been a lifesaver for us. Richard and I had the new tractor out at 1:30 in the morning due to trees down on Rooney after that storm.

Mr. McCain – that's all I have.

Mr. Wright - Sean do you have zoning information?

**Sean Tullis, Zoning Inspector**

(See attached)

I did six plot splits for Channel Farms LLC.

The only other one of interest is Wesley Wingfield and that conditional use that they got from BZA in 2013. Aaron (LUC) said that once those are approved they don't go away unless they make a change. I don't know if they are now going to want to change that since one part was for the grandma and she has passed. The 29 acres and the 6 have enough road frontage. But if he wants to attach the 7 acres in the back he will need another conditional use because he doesn't have enough road frontage on the 3 acres and the 7 acres.

So, this is just for knowledge, once you get that conditional use it is permanent. I didn't know that.

I am meeting with Debbie Ryman to sell a couple of graves close to her parents. Lot 118. The parents are in 5 and 6 and the aunt and uncle are in 119 right beside. That south side is about 14 feet long from the pin, so it is an odd layout. But there is enough room so that is fine. I am going to need help to find for Mike Melvin about 10 sites. It's 138, and it shows 9, but I don't know if we can get 9 spots.

Mr. Stinson – up in the new circle?

Mr. Tullis - no. It’s on the right hand side of the walkway.

Mr. Wright – I know that cemetery plots can be tough. Ok, is there any old business.

Mr. Stinson - Paul the only thing I was thinking about was the deal with Moorefield Township. I still think we should go down there and talk about the boundaries. I think they have meetings after ours.

Ms. Perry – some townships require you be on their agenda. I will email their fiscal officer and see.

Mr. Wright – ok is there any new business?

Mr. Wright – I have some. A 4H club contacted me looking for community service. I let them know that the weeds around the township building need pulled.

Mr. Koerner – that sounds good.

**Fiscal Officer**

Ms. Perry – The following bills were presented for payment:

Check No.	Date	Payee	Total Amount
20011	04/03/2023	Peoples Savings Bank	\$739.99
20012	04/03/2023	ADT	\$67.61
20013	04/03/2023	Lantz Sales	\$21.75
<b>Total</b>			<b>\$829.35</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.

-----  
Mr. Wright – does anyone have any other business?

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

Paul L Wright Trustee Paul Wright, President

Sandra B. Perry Sandi Perry, Fiscal Officer

#### 4-3-23 Zoning

1. Steven Shepherd 937-553-1998. Will be writing a zoning permit for a sign at the Hickory Grove MHP.
2. Wrote 6 lot splits Channell Farms LLC via Bill Edward. Plots: acres <sup>1.95</sup> 491 East Hickory Rd., <sup>1.268</sup> ac 835 Woodburn, <sup>2.27</sup> ac 222 West Dallas Rd., <sup>10.54</sup> ac 1311 Knight Rd., <sup>1.24</sup> ac 338 West Dallas Rd., ac 338 West Dallas Rd.
3. Wrote lot split for Johnnie & Vickie Kessel 937-408-6514 at 5346 East County Line Rd.
4. Wrote a zoning permit for a garage. Jim Stouffer 5117 Bogles Run Rd. 937-6522-2481.
5. Dillon Leslie building a 16'x20' agricultural building at 1256 Knight Rd. 937-450-0511.
6. Alex Lopez wanted to use a shipping container for storage. I explained that he could use one for a maximum of 90 days then it would have to be removed. It would require \$60.00 zoning permit.
7. Rodney Pullins/ Wesley Wingfield on Buckhorn Rd. conditional use approval, for a 3 acre lot split with a 375'x20' lane, from 2013 is valid forever as long as the original parameters are not changed. If the parameters change then they would have to apply for a new conditional use approval with BZA. There are 4 survey plots at this address. The 7 acre partial on the back left is the only one that does not have road frontage. The 3 and 7 acre partials can be combined with the 29 acres on the right and the 10 acres on the front left because they both have plenty of road frontage. If the 3 acre plot is combined with the 7 acre plot, a new conditional use approval would need to be applied for because the 3 acre partial only has 20' of road frontage due to the lane.
8. Wrote a zoning permit for a 430 square foot 2 level deck at 4096 Middle Urbana Rd.

#### 4-3-23 Cemetery

1. Will be meeting Debbie Ryman to pick out 2 grave sites near her family. Plot 318. (937) 206-4096
2. Mike Melvin might be purchasing 10 gravesites in one plot. He wants to know how we insure that only family members are buried there after he and his wife pass.
3. I am looking for David and Valarie Trostel gravesite deed. 343 Water St. 937-653-3985