

**Minutes of the Urbana Board of Trustees Meeting
held Monday, August 07, 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 July 14, 2023 meeting were reviewed and accepted as presented. The Financial Status Reports were reviewed and accepted as presented.

Guests

Dean Ortlieb, City of Urbana Fire Chief

Danny Evilsizor

Matt Harrigan

Trustee Wright – Chief we will let you go first.

Chief Ortlieb – I have the quarterly report. I didn't know about the time change on your meetings so that is why it is late. If you have questions I would be more than happy to answer them now, or if you would like me to come back another day I can do that.

Mr. Wright – well we can look at it and if we have any questions we can get with you.

Chief Ortlieb – if you have questions then let me know.

Mr. Wright – Sounds good. Danny, do you want to talk to us?

Mr. Evilsizor – if I may please. I have a request I would like to make of the Board regarding the subdivision on Campground and Rooney Drive. I have made a sketch of it, and if I can just distribute them. (see attached)

Mr. Stinson – sure.

Mr. Evilsizor - my basic request is if it has not been done, is that the unimproved portion of Rooney Drive which was Campground Drive, that it be improved up to number 10. The parts that have the X's, I request that it be improved, or the township take action to vacate the drive. I am looking at a buyer, and they are looking to extend through lots 10 and 4.

Mr. Stinson - 4 is Avery's house. Are we improved to the end of her property?

Mr. Evilsizor – I can't say by survey, but I believe it is.

Mr. Stinson – I want to make sure I understand, you want us to vacate this, you would share this? (looking at maps. Discussion ensued regarding the maps)

Mr. Evilsizor – we would need a survey. What is in the purple would go to the Rutan family.

Mr. Wright – correct me if I am wrong, but that area has already been vacated.

Mr. Evilsizor – well its not improved, but I can't find a record that it has been vacated.

That drive would go right between the Rutan's and where they put that log cabin.

Mr. Stinson – it says it is still there.

Discussion ensued with Mr. Tullis, Mr. Evilsizor, and Mr. Stinson.

Mr. Tullis – my understanding with this that the township would give up ownership.

Mr. Stinson – to Mr. Koerner – how do you feel about it?

Mr. Koerner – I am trying to think about how this came up a few years ago. I was thinking, but I am not sure, but I thought Rutan was against it.

Mr. Evilsizor – I will be honest, I haven't spoke with them about it.

Mr. Stinson – so you are starting the ball rolling here.

Mr. Evilsizor – the engineer doesn't show Rooney Drive, they show Campground Drive.

Mr. Koerner – this would benefit you, Rutan's, and Andersons?

Mr. Evilsizor – The way I see it. I can't believe they would want that drive to extend through their property.

Mr. Wright – I am foggy on where we are talking. So, you are talking about stopping here?
(pointing to an area on map)

Mr. Evilsizor – It ends at the end of the Avery and Uber lot; my proposal is to vacate the X'd area.

Mr. Wright – what you are asking us to do is to legally vacate what has already been done.

Mr. Evilsizor – If the Rutan's want it left there, I am not meaning to step on any toes.

I am not trying to tie their hands on trying to sell it.

Mr. Tullis – If they want to develop it, that just takes options away from them.

Mr. Stinson – I wouldn't think they would be selling off lots if they were trying to develop it.

Mr. Evilsizor – I am turning in a \$200 deposit for copies. You asked for \$150, but I am giving \$200.

Ms. Perry – ok thank you.

Mr. Stinson – do you want to go and try to talk to them? The only people we need to address are who it affects.

Mr. Koerner – I think we should go and invite them to a meeting.

Mr. Tullis – out of curiosity, if they decide to develop the plots does the township have to pay for the development?

Mr. Koerner – are we going to run into a problem with as of right now, we don't have a sewer and water out there. I don't know that would be...

Mr. Tullis – I know the current resolution says there needs to be 150 feet of road frontage, a full acre, and has to comply with 3x1 ratio. So even if they were originally surveyed at less, they would have to do some kind of combination.

Mr. Stinson – none of them are an acre.

Mr. Tullis – out on County Line Road, there were 3 lots and they wanted to give away one, and they had to merge them to get two to meet the regulations.

Mr. Stinson – the only way they can do that would be to put the log cabin and the front lot together.

Mr. Evilsizer – My prospective buyer doesn't want to put in a several \$100,000 home and then have a pass through there.

Mr. Stinson – what is an easement in a sub development like that? 20 feet? I know it isn't 30. County Line is the closest one I have seen.

Mr. Koerner – maybe that is what happened the last time it was brought up.

Mr. Stinson – do you suppose he put the garage up after they had that plotted out?

Mr. Koerner – I don't know, we have to talk to them.

Mr. Wright – so you will contact them?

Mr. Koerner – yeah, I will.

Mr. Wright – ok, we will do what we need to here. Ok. Richard, do you want to give report?

Richard McCain, Road Supervisor

Mr. McCain – got the new dumpster set out on a pad so it is out of the bin now. I am thinking the new mower is in; I am not for sure. I need to call James. I talked to Bo (Ward) about the subdivision ditch.

Mr. Wright – Adell Drive

Mr. McCain – looked like \$1,200 to \$1,400. After the culvert it raises about a foot, so he will have a foot of fall by Shady Circle. That is all he is going to have. He said he didn't want to go to the next culvert, because the ground has filled back in. If you get a pretty good rain you are going to have a large section filled with water. If it backs up that neighbor is going to say wait a minute, what you are going to do for my water.

He said he would do from Shady Circle to the fence.

I don't know if Paul got ahold of the county.

Mr. Wright – no I haven't.

Mr. McCain – he said if you get that jute stuff, that will help with it washing away.

Mr. Koerner – if we have to clean up her leaves once a year that is the cheapest way to go. We don't want another 10 or 20 thousand dollars. I am not big on doing anything there.

Mr. Stinson – the bad thing is you can't guarantee we aren't going to create a bigger problem. So if I have to go out there and clean it out I will. But people need to help themselves too.

Mr. McCain – It's propane tanks that are mashing them down.

Mr. Koerner - regardless these people need to be more responsible.

Mr. McCain – regardless if they need replaced the township has to replace them.

And the guidelines say 30 foot culvert and everybody puts in 20 feet. The culverts aren't the problem, it's the road dirt.

Mr. Wright – have we had water on the roadway.

Mr. McCain – I have never seen it. You have one that has a basement drain that runs water out 24 hours a day. But the problem is down at that other ditch. You could cause a bigger problem. I don't see no problem with it.

Mr. Wright – if we went out there and picked up their leaves.

Mr. McCain – why would we do that?

Mr. Wright – the ones that are in the culvert.

Mr. Stinson – I did it this year and weed eated it down to the ground. Keeping that grass as short as possible helps tremendously. If I need to go down there and do it I will.

Mr. Wright – so we are going to leave that alone.

Mr. Stinson – do you mind if I go and talk to her?

Mr. McCain – took a laser to it.

Mr. Stinson – she did that?

Mr. McCain – I have no idea. The problem is the next culvert on down.

Mr. Stinson – all that that comes off of Mick's field. that is going to get worse and worse. That is a river through there.

Mr. McCain - I would like to go down to Briarwood next month and clean that dirt up. Whoever is on the east side cleaned that up and put it on their yard on that bank.

Mr. Wright – I guarantee we are going to have to haul dirt in.

Mr. McCain – well if we can get down there and seed it that will help.

Mr. Wright – ok, Sean, you are next.

Mr. Tullis – see attached.

I don't know if you want to vote on the Cemetery Pro software for \$750.00, or if you want to wait.

Mr. Wright – for what I know of the problem, I think we are spot on.

Mr. Stinson - I have question, are we going to get a separate laptop to run this?

Mr. Tullis - we talked about getting a separate laptop.

Ms. Perry – is it backed up somewhere?

Mr. Tullis – Not in the cloud, I believe Terradise.

Paul – do we want to vote on this with the caveat that Sean get this information, and if it is, we go ahead?

Mr. Koerner moved, to approve the purchase of Cemetery Pro software and laptop needed for professional cemetery management. Mr. Stinson seconded the request.

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

Ms. Perry – so does this mean we are no longer maintaining the paper maps?

Mr. Tullis – no.

Mr. McCain – I don't do computers.

Mr. Tullis – the learning curve should be less and it will be a whole lot easier to manage.

Mr. Stinson – I get what Richard says, but we need to do something. We aren't going to be here forever, but looking at what we did with the software it was nice.

Mr. McCain – I get that but for me, we aren't going to have any book to go to.

Mr. Tullis – I will confirm that we can generate a page like is in the blue book for each one.

Mr. McCain – that would be great to have somewhere to go.

Mr. Tullis – the other thing I will ask is if we could periodically print off a new map each year.

Mr. McCain – I think the county did the last one for us.

Mr. Tullis – Urbana City had their problems when they were entering the data. It is still going to come down to the person doing the job to verify. So if we can generate the blue book itself, that would be better, so if they will generate a new map periodically.

Mr. Stinson – still the worst thing in this is a sale. You are talking about showing what is available. There should be able to show where lots are available.

Mr. McCain – a lot of people don't care, they want to see that piece of string on the ground.

Mr. Tullis – Typically I spend a lot of time figuring out where friends or relatives are, and finding out if there is anything available, then I set a meeting and string it out. Seeing it on the ground relative to their loved ones.

Mr. Wright – Sean a curiosity question, have you spent 3 days looking for a grave that was in Oakdale?

Mr. Tullis – no.

Mr. Wright – I have seen Jim do that.

Mr. Tullis – ok I will ask these other questions and get information. I will also ask for an estimation on hours. I still need help finding Donald Maxwell. That is the only one that I have.

Mr. Wright – Sandi, do you have anything.

Sandi – I just want to put on record that I have responded to Mr. Evilsizor's first two public records requests, and I am working on the others. Ms. Napier reviewed them and sent a letter out to Mr. Evilsizor. I will continue to make updates as I work through the request. That is all.

Mr. Koerner – I got a call on Kevin Snyder putting speed limit signs up on 54. He said they are going too fast.

Mr. Stinson – that is a state route.

Mr. Koerner – that is all that I have.

Mr. Tullis – I did have two message on the answering machine. One was from Helen Beacher on Middle Urbana. She said something about gravel washed out on her drive.

The other one, Barbara Boyd called. She has a friend who is homeless, epileptic, and she said Strides is full, and wanted to know if we have anywhere for her to live.

Mr. McCain – get the address for the one on Middle Urbana.

Mr. Stinson – depends on where it is on Middle Urbana.

Ms. Perry – oh, I did get a request to use the meeting hall, and I responded that we don't rent out the building.

Mr. Wright – ok, so does anyone have any more old or new business?

Mr. Stinson - new business. Just for your consideration, (see attached), I would like to officially get something on the books for how we are handling things from now on. Some people feel like they are targeted. I think we need a form so there is no question about it. This is just a start. My main concern is that complaints are contained to neighborhoods. I want to know why there is a complaint. The things that concerns me are the people that live next to me. I would like to have the opportunity to address concerns with my neighbor.

I want to try to schedule a meeting between the parties, before we get into filing nuisance and zoning complaints, and they are going to be able to come to a meeting and speak.

Mr. Koerner – well, second from the bottom, it would have to be at a township meeting.

Mr. Stinson – that is what I am wanting to do Roger.

Mr. Koerner – that is pretty good.

Mr. Stinson– I have the biggest problem of any with Marcus Miller. But I am not going to make a problem for Marcus. I want to make sure that nobody else makes a problem for somebody.

Mr. McCain – I think that's good. If you are going to address the problem, then we shouldn't listen to them.

Mr. Stinson – I am going to use Danny because he is sitting right there.

Mr. McCain – you don't want that meeting to get out of hand. There was one that got out of hand. Dillon.

Mr. Wright – Marshall Dillon

Mr. McCain – well they got out of hand.

Mr. Stinson - none of this should get out of hand. This is what should be done first.

Mr. McCain – most of the people could sit and talk to Danny, but some people are going to get hot.

Mr. Stinson – Sean gets sucked into this stuff. You guys look at that, and I will take a copy up to Jane and see if she has any problems with it. (see attached)

The last thing I want to do is turn people against each other. No one is going to be 100% happy. We can all be civil. If it is something that is truly placing someone at risk, I just think that we can make people own up to the complaint that they have.

Mr. Tullis – I don't respond if someone is not going to give me their name and information. Usually they don't want to give their name.

Mr. Stinson – some time in the next few minutes I would like to get an official complaint form in place.

Mr. Koerner – There was a complaint form somewhere.

Mr. Tullis – I will see if I can find it.

Mr. Koerner – this is very good.

Mr. Stinson – I just don't want to turn the township against each other. I appreciate what Mr. Jackson is doing, but I am not wanting to stir up complaints that don't affect your lives. This just needs to stop.

Mr. McCain – are you going to take care of calling Bo?

Mr. Wright – I will let you do it.

Mr. McCain – he came right out and said this is the problem that it could cause. I will call him.

Mr. Stinson – this is her first year living there. She said she didn't know.

Mr. McCain – what is causing the problem is her neighbor.

Mr. Stinson – Richard will do Bo, I will do the property owner on Shady Circle.

Mr. Wright – ok sounds good.

Fiscal Officer

The following bills were presented for payment:

Check No.	Date	Payee	Total Amount
	08/07/2023	Ohio Dept of Taxation	\$195.63
	08/07/2023	US Treasury	\$1,431.86



Fire Division 2nd Quarter 2023 Highlights

News

- Probationary Firefighter Edward Mussi Jr. and Chandler Perry were onboarding, bringing the division to full staffing.
- The division promoted the following three personnel to the rank of lieutenant: Lt. Brian Joyce, Lt. Adam Nitchman, and Lt. Tyler Wolf.
- The division is working on a grant to replace our ladder truck.
- Our new medic vendor continues to forecast to us that we will receive our vehicle in the fourth quarter of this year.
- A new command vehicle to replace the current chief’s vehicle was ordered and forecasted to be received in the fourth quarter of this year.
- The following personnel received certifications:
 - Firefighters John Flora and Kyle Schrader – Fire Officer I
 - Probationary Firefighters Jason Baughn and Mussi Jr. – Paramedic
 - Division – Pediatric Advanced Live Support
- Firefighter Chris Jones was named Fire Marshal in Fire Prevention.
- The division logged 1149 hours of training for the quarter.

Administrative

2 nd Quarter Inspections by Type	
Inspection Type	Amount
Building	200
Complaint	33
Day Care	1
Fire Alarm	21
Fire Protection	28
Food Truck/Festival	3
Foster Care	1
General	19
New Business	1
Occupancy	3
Plan Review	10
Pre & After School Programs	3
Re-inspection	180
Total	503

8-7-23 Zoning

1. I sent the Urbana Township written decision concerning Uber Apiaries, LLC via certified mail on 7-22-23 Danny Evilsizor. It is attached.
2. I need to meet with Bryan Rittenhouse for a deck Zoning permit at 2905 East St Rt 29 937-896-7690
3. Another company is requesting information for the Harvest Square MHP. I am going to ask Jane to respond to this one.

8-7-23 Cemetery

1. I was asked to locate the gravesite of Sharon Sells by her brother Donald Maxwell 937-935-9286. She is buried on 3-23-2017 at P# 188 G# 1 in a casket and vault. Her husband Jim is to be buried on top of her vault, I assume in an urn. Her family wants to buy a monument and will need to install a footer after they pick out a stone. I told him we could dig it in the spring or fall. I found the approximate location was not able to find the pins so I am going to need some help.
2. I am looking at a 2nd option for cemetery software to use. Collin Vernon suggested I contact Larry Coffing 937-214-1473. Here is what I know so far.
 - He runs Fletcher's cemetery and has used CIMS (Cemetery Information Management System) for 10 years and loves it.
 - Their cemetery is 12 acres and they have approximately 30 burials per year.
 - It took them about 3 years to install of their data but used the software during this time for anything new that happened. There was not a monthly charge for just using the software.
 - Now that everything is set up he uses all of the available options. These include data saved on the Cloud, controlled internet access by the public, iPad or phone use, etc.
 - There is a fee to use the Cloud storage and to utilize internet access.
 - I have no idea about costs yet but as I understand it, it is software that can be used simply as a data management system or extra bells and whistles can be added as our needs or desires change.
 - He is willing meet with me to discuss our needs and his procedures.
 - He sent me the attached information for an Ohio Cemetery Grant that is available.
3. I spoke with CIMS. Their system is more modern and expandable but it does require monthly fees.
4. Here is what Brandon Finley with CIMS said about the software.
 - Software is \$750 but can not use it as a standalone program must pay monthly fee
 - Costs 4 acres laid out \$1,300 and \$400 per year or \$6,000 and \$1,000 per year.
 - We enter the data and user name and a password is used to access the data.
 - The data is stored on the cloud but can prevent access to the data by the public.
 - They can do an online demo if we want one.
 - Urbana Cemetery has been a customer since 2008 with just the software but started using the whole system in 2023.
5. I have attached an invoice \$750.00 Terradise Computer Systems, Inc. It is for the cemetery management software we demoed on a Zoom call.

BOARD OF URBANA TOWNSHIP TRUSTEES
CHAMPAIGN COUNTY, OHIO

TRUSTEES: Paul Wright, President
Roger Koerner
Blair Stinson

2564 State Route 54
Urbana, Ohio 43078
Phone: 937-484-4148

FISCAL OFFICER: Sandra G. Perry

urbanatownshipfiscal@yahoo.com

RE: Uber Apiaries, LLC
189 Rooney Drive, Urbana, Ohio 43078
Parcel No. K41-11-11-22-12-009-00 and K41-11-11-22-12-010-00

WRITTEN DECISION OF THE BOARD OF TRUSTEES OF URBANA TOWNSHIP

On May 1, 2023, a letter of violation of RC 505.871 was issued by the Board of Trustees with the determination that upon the above-referenced parcels was a "junk motor vehicle" as defined in RC 505.173, being a fire truck.

Mr. Daniel Evilsizor, appearing to represent Uber Apiaries, LLC timely requested a hearing before the Board of Trustees and appeared at the next regularly scheduled meeting of the Board of Trustees on June 19, 2023, but wanted to delay the hearing until he could have his attorney attend. The Board of Trustees agreed and continued the hearing until the next regular meeting on July 3, 2023.

Mr. Evilsizor appeared on July 3, 2023, at the meeting of the Board of Trustees without an attorney and provided the Board with a written statement after the Board commenced the hearing which was marked as Exhibit 1. At the hearing, several neighbors to the subject parcels also appeared and testified.

Mr. Evilsizor stated in his written statement that the owner of the parcels has entered into a purchase agreement for the sale of the parcels to be consummated on or before September 15, 2023 to begin construction on a residence on the property, which would appear to be inconsistent with the placement of the subject fire truck (which Mr. Evilsizor contends is a ladder truck) and other brush and bee hives placed all around the fire truck upon the parcels since placement of the fire truck thereupon. Zoning inspector Tullis indicated that no permit for a residential structure has been applied for to date.

The neighbors testified that the fire truck has not been moved for more than three years, that Mr. Evilsizor attempted to start the fire truck but the engine would not start. At the time of providing notice to the owner of the violation, there were significant weeds growing around the fire truck and other items placed upon the parcels.

For these reasons, the Board of Trustees determines that the fire truck is:

(1) Three model years old, or older as it has been upon the parcels for more than 3 years,

(2) Apparently inoperable as there was testimony by the neighbors and personal knowledge of the public officials that it has not moved from the parcels for many years and has recently been surrounded by other property to make the fire truck not readily operable and weeds have grown up around the fire truck, and

(3) Extensively damaged as it does not appear to have a working engine.

Pursuant to RC 505.173, the claim that the fire truck is a collector's vehicle does not exempt it from being a "junk motor vehicle".

In consideration of the determination of the Board of Trustees and noting that the owner has indicated that there is a valid purchase agreement to be consummated by September 15, 2023, the Board shall allow the owner to have 60 days, being September 14, 2023 to remove the fire truck from the parcels. If the owner does not remove the vehicle, the Board of Trustees will take action to contract for such removal at its next regular meeting after that date.

BOARD OF TRUSTEES OF URBANA TOWNSHIP

A handwritten signature in cursive script, appearing to read "Paul Wright", written over a horizontal line.

A handwritten signature in cursive script, appearing to read "Ryan Koerner", written over a horizontal line.

A handwritten signature in cursive script, appearing to read "Brian Stine", written over a horizontal line.

Terradise Computer Systems, Inc.

Estimate

6404 Coffey Street
Cincinnati, OH 45230

Date Estimate #

Phone # 513-484-9729 dhaldeman@terrardise.net

8/2/2023 2022-23

Name / Address

Urbana Township Trustees
564 State Route 54
Urbana, Ohio

Project

Description	Qty	Rate	Total
Professional Cemetery Management including Burial Tracking, Image Management, Deed Printing, Income Reporting, and Plot Management and mapping		750.00	750.00
Data Entry to be contracted separately with Terradise Computer Systems personnel or by the trustees.		0.00	0.00

Subtotal \$750.00

Sales Tax (7.8%) \$0.00

Total \$750.00

Mr/Mrs Romney Rutan

WILLIAM LOGAN

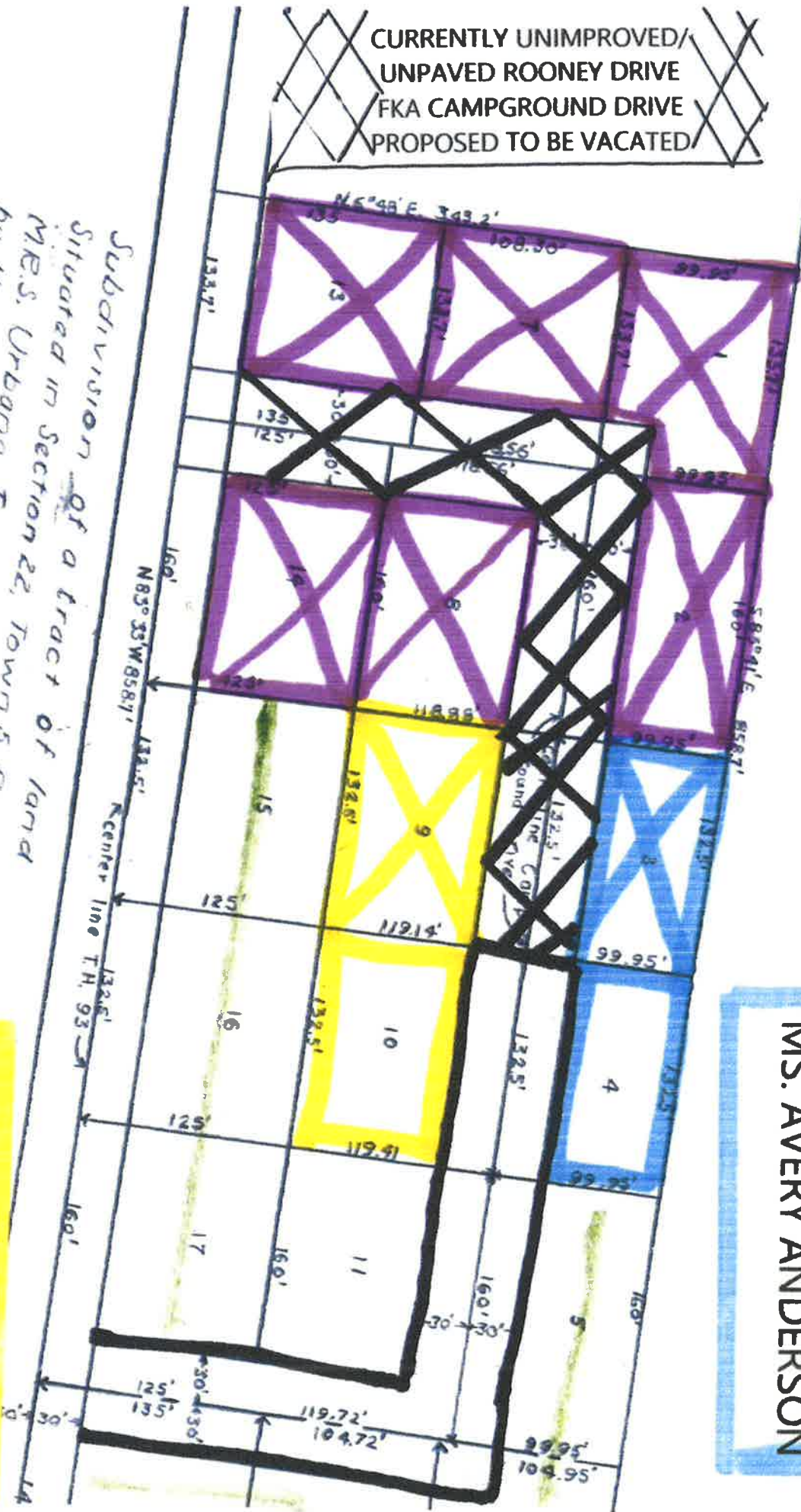
CURRENTLY IMPROVED/
PAVED ROONEY DRIVE
FKA CAMPGROUND DRIVE

MS. AVERY ANDERSON

CURRENTLY UNIMPROVED/
UNPAVED ROONEY DRIVE
FKA CAMPGROUND DRIVE
PROPOSED TO BE VACATED

Subdivision of a tract of land
situated in Section 22, Town 5, Range 11
M.E.S. Urbana, Twp, Champaign Co. Ohio
by the Mingo Machine & Implement Co.
Scale 1" = 60'

UBER APIARIES LLC



Urbana Township
Nuisance/Zoning Complaint Form

Name _____

Address _____

Township _____

Phone: Landline _____ Cellphone _____

Address of property in question- _____

Reason for complaint

What is the approximate distance of your address to the property in question? _____

Briefly offer what you think would be reasonable solutions to the issues you have described. _____

Are you willing to discuss your concerns with that property owner and the trustees if the township can arrange a time for all parties to meet?

By filing this are you willing to come to any public hearing and address your issues under oath? _____


20122	08/07/2023	Clayton Tire	\$22.00
20123	08/07/2023	Cintas	\$200.13
20124	08/07/2023	Mechanicsburg Sand & Gravel	\$152.07
20125	08/07/2023	Lantz Sales	\$97.62
20126	08/07/2023	Pioneer	\$119.23
20127	08/07/2023	Williams Hardware	\$146.47
20128	08/07/2023	City of Urbana	\$26.95
20129	08/07/2023	Roberts Refuse	\$50.00
20130	08/07/2023	CT Communications	\$129.28
20131	08/07/2023	ADT	\$67.61
20132	08/07/2023	City of Urbana	\$82.16
20133	08/07/2023	OPERS	\$2,106.86
Total			\$21,308.00

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

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



Trustee Paul Wright, President



Sandi Perry, Fiscal Officer