

**Minutes of the Urbana Board of Trustees Meeting
held Monday, May 15, 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 May 1, 2023 meeting were reviewed and accepted as presented. The Financial Status Reports were reviewed and accepted as presented.

Guests

Dan Wright

Trustee Wright - Sean we are going to let you go first.

Sean Tullis, Zoning Inspector

Mr. Tullis - the only thing not on here is a zoning permit on Jadora Drive. She is going to put up a fence and a pool.

I would like your opinion and guidance on the maximum size of monuments. We either don't put any perimeters in and let it go . When we met with Vernon's, you guys thought they should be larger.

Mr. Koerner – Paul you got the letter.

Mr. Tullis – we need something less than 24 inches deep cause we only have 2 feet on a 10 foot grave. We have to be less than 40 inches wide to fit.

In my mind, you can put urns in and my question is what is the maximum size you want on a normal grave, and secondary, what if someone wants to put something huge in.

Mr. McCain – in Union Township, Kim Damewood had to go to the meeting and use some of her graves for the monument.

Mr. Tullis – if we want to deviate, what is the maximum you want for a normal monument?

Mr. Stinson – the problem with Vernon's is the height because that limited the kind of stone that they could use. That 20 inch size limited them using the laser.

Mr. McCain – let them go up to 36.

Blair – For Vernon's to put the kind of monument in to put the urn on, they wanted to have more flexibility on height than on width or length.

Mr. Tullis - I don't see any problem increasing to 36, and everything still fits on there.

Mr. Wright – how high on a single?

Mr. Tullis – 36 which is the maximum on a multiple. Which gives Vernon's the flexibility to use their engraving machine.

Mr. Wright – do you have a problem Richard?

Mr. McCain – no. Kim had to sign a waiver that she was responsible if it tips.

Mr. Stinson – we should do that too. Beatty's is taller than 36 and it looks good.

Mr. Wright – I agree it looks fine.

Mr. Tullis – I just want some guidance in what our maximum would be.

Mr. Wright – there really is 2 different things. If they want a statue then they have to come and talk to us.

Mr. Stinson – and to do that Vernon's need to do a mock up and then we can approve it.

Mr. Tullis – Vernon's probably have the staff and resources to do that. But we can still put that as a requirement.

Mr. Stinson – going back to what he said we need a release of liability on it.

Mr. McCain – the only time we are liable is if we run into it and break it.

Mr. Tullis – ok so that is that issue. The question would be, the Beatty that is 48 inches, how long has that been there?

Mr. Stinson – a long time. That Beatty one is big.

Mr. Tullis – ok so if that is not obnoxious, for a general gravesite, we are not opposed to 14 inches front to back, and then either 24 for a single or 50 for a multiple as far as width, and 48 inches tall is not obnoxious by anyone's opinion.

Ok, so why don't we just do that, and I can get that to all of the monument companies.

Mr. Stinson – the other thing to take into consideration is the foundation.

Mr. McCain – it all depends.

Mr. Stinson – they are just going to have to realize it is going to be expensive for the foundation.

Mr. Tullis – Ok. Also, we need to give the Pullins a \$300 refund on their variance. It was canceled because at the county, you can have a parcel of land that doesn't have road frontage and have it attached by deed to a property that does have road frontage. So the deal is, I didn't fully understand, and from the county, they have individual parcels that does not have road frontage, they just have to be attached to something with road frontage. So in this case, with

the Wingfield's on Buckhorn, they got the variance 10 years ago for the 3 acres. That parcel doesn't meet, but since they got a variance, it's approved. So with the 7, if they attach it to the 3, then it is approved.

Now the 7 acre can be attached to the 6 acres in the front of the property or the 29 on the right hand side. But the 3 acres does not have enough road frontage without the variance.

Mr. Koerner– The one has supposedly about 35 acres. And the other, 10 plus.

Mr. Tullis – anything else for me?

Mr. Wright – no, thank you Sean. Ok Richard do you have anything to report?

Richard McCain, Road Supervisor

Mr. McCain – I started road side mowing. I got all of Campground and all of Dolly Varden done.

Trustee Wright – ok. Is there any old business?

Ms. Perry – I have the letters ready for your signature on the nuisance properties. (the trustees reviewed and signed the letters). I will get these sent out certified mail. Ms Napier forwarded the report to me from building regulations on the Jackson property that is burned out. I need a motion to accept the report by Building Regulations adopting the finding of an unsafe structure at 119 S. Edgewood Ave. Urbana, Ohio 43078. I will then prepare the letter for your signature at the next meeting notifying Joseph Jackson that the Board has adoped these findings and is prepared to remove the property and place the total costs incurred to the tax billing.

Mr. Koerner – so moved. Mr. Stinson – I second the motion.

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

Mr. Perry – ok thank you.

Mr. Stinson – what about Moorefield township? When is their meeting?

Ms. Perry – I heard back from Andrea Smith of Moorefield Township. They only meet one time in June, and it is Tuesday, June 13th at 5:00.

Did you get that worked out with Cintas on the uniforms? Were you interested in the towels from Cleveland Cotton?

Mr. Wright – we are going to try the rags from Cintas and see how that goes.

Mr. McCain – yes, we have everything ready to go with Cintas on the rags, uniforms, and rugs.

Mr. Stinson – tell them we are going to try the rags first.

Ms. Perry – I have also been trying to work out the credit application with Marathon. They want a 1099. I told them we are tax exempt, and provided the tax exempt form. They were

insistent. I ended up speaking to their legal counsel who indicated that he would let their credit staff know that government agencies are not the same as regular vendors.

Mr. Wright – ok. New business. The only other thing I know about with new business, is that Lew asked if he could have his family reunion here. I told him I didn't think there would be any reason not to.

Mr. Koerner – I am ok with it.

Mr. Stinson – Me too.

Mr. Wright – ok, it is going to be August 27th. I will let him know.

Mr. Stinson – I talked to the lady out on Adell Drive. I told her when we get a skid loader we would come out and try to get that water to go the other way. She was happy.

Mr. Koerner – the grass is coming up on East Dallas. It is sparse the way it is. It was supposed to do 3 acres and there isn't any way. There was a little water standing in that low area after this last rain.

Mr. Stinson - so not too bad of a grading job. Did it erode at all?

Mr. McCain – I didn't see anything.

Mr. Koerner – Just in that one spot.

Fiscal Officer

We received a letter from Thompson, Dunlap, & Heydinger law regarding a dispute between the Lowry family and the Garza family. I don't believe we need to do anything, but I just wanted you to read it so you are aware.

The following bills were presented for payment:

Check No.	Date	Payee	Total Amount
	05/15/2023	US Treasury	\$1,689.31
	05/15/2023	Ohio Dept of Tax	\$187.06
20039	05/15/2023	Roger Koerner	\$720.93
20040	05/15/2023	Richard McCain	1,430.28
20041	05/15/2023	Sandra Perry	\$1,103.52
20042	05/15/2023	Blair Stinson	\$814.73
20043	05/15/2023	Sean Tullis	\$878.08
20044	05/15/2023	Paul Wright	\$864.73
20045	05/15/2023	City of Urbana	\$78.16

20046	05/15/2023	Roger Koerner	\$425.00
20047	05/15/2023	Blair Stinson	\$304.86
20048	05/15/2023	Paul Wright	\$425.00
20049	05/15/2023	Sandi Perry	\$208.49
20050	05/15/2023	Richard McCain	\$25.00
20051	05/15/2023	Sean Tullis	\$25.00
20052	05/15/2023	Koenig Equipment	\$80.70
20053	05/15/2023	CT Communication	\$129.24
20054	05/15/2023	ADT	\$67.61
20055	05/15/2023	Roberts Refuse	\$50.00
20056	05/15/2023	Heritage	\$1,330.94
20057	05/15/2023	WD Excavating	\$14,000.00
20058	05/15/2023	Champaign County Twp Assn	\$490.00
20059	05/15/2023	OPERS	\$2,038.31
Total			\$27,366.95

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. Koerner moved to adjourn the meeting seconded by Mr. Stinson.



Trustee Paul Wright, President



Sandi Perry, Fiscal Officer

5-15-23 Zoning

1. Rodney Pullins/ Wesley Wingfield on 5774 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. They have decided not to change the parameters and will leave the 3 and 7 acre as separate parcels. The BZA variance and meeting is canceled. We need to cut them a \$300 check for cancelled variance process. The 3 acre is approved and the 7 acre will be attached to 3 acre via deed.
2. Wrote a zoning permit for 10'x20' storage shed at 4210 Urbana Moorefield Pike for Tim Duke.
3. Wrote zoning permits for a barn and a house at 5310 East County line Rd for Johnathan and Shannon Roberts.
4. Sign zoning permit for a 40 sq foot by 10 foot sign for the Hickory Grove MHP at 100 East Hickory Grove Rd.
5. Zoning Permit for a 5' tall pool fence at 4096 Middle Urbana Rd for Joe and Lindley Reisinger.
6. A 7 acre and 3 acre lot split for Evelyn M. Wingfield Trust at 5600 and 5774 Buck Creek Rd.
7. Maria Rigsby 937-594-272 at 2535 Pullins Woods Drive is complaining about 2 of her neighbors encroaching on her privacy fence/ property by building their fence on her property or actually using part of her fence as part of theirs. Her claims are all true. I am checking into it. I told her she should have it surveyed and then seek legal advice.

5-15-23 Cemetery

1. Mike Melvin wants to purchase 10 gravesites. Plot 138, gravesites 1-10. He wants to put a large family monument stone on this plot. What restrictions do you want to have? Maximum height, length and width?
2. Paul found a cemetery sheet list maximum memorial size for a single grave is 12"x24"x20" high. A maximum size for a multiple grave is 14"x50"x 36" high. Any changes?
3. I left a message for Beth Arencibia that there are gravesites available in front of her family on Plots 58 & 59 gravesites 1,2,3 are all open and with relatives. Their names are Eugene Burden (dad), Fred Martin (grandpa) and Connie Cox (aunt).