

**Minutes of the Urbana Board of Trustees Meeting
held Monday, May 13, 2024**

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

Present:

Dan Evilsizor

Dean Ortlieb, Urbana Fire Department

Christie Harrigan

The April 15, 2024 meeting minutes and financial status reports were reviewed and accepted. Mr. Koerner moved, seconded by Mr. Harrigan to approve the April 15, 2024 meeting minutes and current Financial Status Reports. Roll call was as follows: Mr. Stinson, yes; Mr. Koerner, yes; Mr. Harrigan, yes.

Trustee Stinson - Chief we will take care of you right away.

Chief Ortlieb – provided first quarter report. (see attached)

Trustee Stinson provided the road report. Richard (McCain) has done one pass on all of the township roads. He kept up with all of the other mowing. Ready to go do some pole spraying. Took care of digging a grave. Grave side service tomorrow at 10:30.

Trustee Harrigan – you said something about doing the first pass. Is that the first cut of the season?

Trustee Stinson – he does one pass instead of going to the crop line. Most places it almost takes the whole township easement, but you have to wait until the farmers get in and establish their border and then Richard can go in.

Trustee Harrigan – so the first pass is right of the road edge?

Trustee Stinson – yes its 20 foot from the road.

Provided Zoning Report for Sean Tullis, Zoning Inspector (see attached dated 5/6/24)

Trustee Stinson – The other thing we did was joined with the city and they poured 2 footers. We joined with the city and so we are up to date and have nothing pending

Trustee Harrigan provided the hall rental report.

Trustee Harrigan - Applied the hall rental form on our website and made a separate page for it. I mention that they can contact any one of us trustees to schedule. If you guys have any questions I can help with that too. No requests at this time.

Trustee Stinson – for right now if you do get anything send it to me.

Is there any old business – none.

New business – we have the county round table meeting on Wednesday, May 22nd at 6:00. At the community center. Sandi will RSVP.

Ms. Perry – Engineers meeting has been moved to September 4th.

Trustee Stinson – that is the third quarter county meeting. First quarter is always Health Dept and third quarter is Engineers. Second quarter is round table meeting. Fourth quarter meeting is the Christmas party and swearing in of new officers.

Trustee Koerner – I would like to move that in June, July, and August that we meet at the same time, on the third Monday of each month. Trustee Harrigan seconded the request.

Trustee Stinson - open up for discussion.

Trustee Harrigan – some months are a little bit slower. It's my first time around.

Trustee Koerner – Sandi do you have anything on it?

Ms. Perry – Doesn't have a problem with it. Knows trustees are busy in the summer months with the roads and mowing. Let me look at those dates just to make sure if I am going to notify the calendar, so June 17th, July 15th, and August 19th. Does anyone have any conflicts with those dates.

No conflicts were reported.

Trustee Stinson – so June, July, and August, third Monday at 5:00. Roll call was as follows: Mr. Stinson – yes; Mr. Koerner – yes; Mr. Harrigan – yes.

Trustee Stinson - Any more new business? None reported. Danny do you have any comments?

Mr. Evilsizor – does this building have wifi? Mr. Stinson replied affirmatively.

Mr. Evilsizor inquired about the recent Vancrest meeting.

Trustee Stinson – thank you for asking. There is nothing to report. They are pursuing avenues that I am out of the loop on because what they are deciding to do does not involved the township. They are probably trying to bring that into the city from what I gather.

Ms. Perry – they are looking to bring that into the city limits?

Trustee Stinson - It takes time, legal, the commissioners and the city is involved. The township really has little.

Mr. Evilsizor – did you have a meeting with them last week or so.

Trustee Stinson – I did. I think it was on April 25th.

Mr. Evilsizor – was it with the local staff there or was corporate?

Trustee Stinson – corporate. It was myself and corporate. It was very brief and they know pretty much where we stand. They don't understand why they were never brought into the city in the first place. They are paying for city water and city sewer. I can't speak for them so I need to stop there.

Mr. Evilsizor – curious regarding the letters to the residents of the subdivisions.

Trustee Stinson – we tabled it. There is an issue going on with a vehicle recall. We have talked to the engineer and their recommendation was to leave it alone as well. The residents agreed with that also. As soon as everyone understood what was going on, that completely calmed down. Once the recall is fixed, it's a Hyundai, once it's fixed, it's going to be parked back in the driveway.

Mr. Evilsizor – who is it that does the grounds maintenance here?

Trustee Stinson indicated that he does.

Mr. Evilsizor – the same with the cemetery. Trustee Stinson indicated that he does.

Mr. Evilsizor – there is an American flag here and at the cemetery. They are up after dark and they are not illuminated. I assume you are aware of the policy of having the flags lit? You do have a rain gauge. Mr. Evilsizor provided photos marked Exhibits A, B, and C. (see attached)

Regarding the grounds here. There is a man hole cover severely damaged and deteriorated. It has been that way for a lengthy amount of time. (provided attached photos as Exhibits D, E, F, and G) And I was curious of what the status was on that?

Trustee Stinson – yeah there is a damaged riser on that. We can look into that.

Mr. Evilsizor – going back to the discussion on the smoking. You made the comment that it seemed to be ok and ok with legal that someone smokes in the shop and the justification was that there's two open pilots out there. The issue is that those two devices don't put out second hand smoke that would affect anyone that walks in. That's the major concern, the second hand smoke. I have also attached here, exhibits H and I. (see attached) For people to come into this building to go to the zoning office or go and discuss cemetery business, they have to enter through door in the shop. And every member who walks through there is subject to second hand smoke. That is not proper. You urged me to contact legal. I did so and I don't know who you talked to but who I contacted said that they are investigating and that is not proper. They are going to pursue their own investigation. I don't know who you talked to that said it is ok.

Mr. Stinson – Jane (Napier).

Mr. Evilsizor – The same with smoking in the automobiles. Do you all allow smoking in the automobiles?

Mr. Stinson – point?

Mr. Evilsizor – The point is there is smoking going on in the township vehicles. I think everyone would understand and agree the trade in or resale value goes down for vehicles that are smoked in is far less than a non smoking vehicle. I don't believe you have the authority or right to jeopardize tax payer money to reduce the value of those vehicles number one. Number two there is still the issue of second hand smoke in those vehicles.

Do you agree?

Trustee Stinson – I am listening.

Mr. Evilsizor – So you don't agree. Trustees Stinson reiterated listening. I asked you a simple question do you agree or not.

Trustee Stinson – I'm listening Dan, that's my answer.

Mr. Evilsizor - Matt do you agree?

Trustee Harrigan – like Blair said we are taking in what you are giving Dan to try to see exactly what you are after.

Mr. Evilsizor – you are familiar with second hand smoke and are ok with that?

Trustee Harrigan – I don't have it around myself.

Mr. Evilsizor – but you condone it in the vehicle.

Trustee Harrigan – we were asked if we were ok with it in the moment, and we were ok with it.

Mr. Evilsizor – Roger?

Trustee Koerner – I don't smoke in the vehicles. I don't know what you are saying. It's a combination of things.

Mr. Evilsizor – I guess it is evident to me.

Trustee Stinson - Whatever we are told by legal is what we are going to abide by.

Mr. Evilsizor - Which legal are your referring to, Jane?

Trustee Stinson – whoever makes the ruling.

Mr. Evilsizor - You have not read it before hand?

Trustee Stinson – read what?

Mr. Evilsizor – about smoking in the workplace. Second hand smoke.

Trustee Stinson – we are not going to argue about this Dan.

Mr. Evilsizor – I didn't ask for an argument I am asking a question, yes or no.

Trustee Stinson - there are situations for everything. I will come back to you with this. You have been part of this township forever. Here for the last 10-15 years you have lived in the township. Richard has worked here for 16 years. Where has then been before.

Mr. Evilsizor - the law has changed.

Trustee Stinson – not recently. That is the part that concerns me. You had ample time to bring these points up. You had time to bring these points up when you were running for trustee.

Mr. Evilsizor – indeed I was not aware of it at the time and couldn't believe it was permissible until I witnessed it and then I brought it up.

Trustee Stinson – so you didn't know Richard smoked? We are not going to argue about this, again.

Mr. Evilsizor – it's not about Richard smoking it's about anybody. Is there a restroom in the shop?

Trustee Stinson – no.

Mr. Evilsizor – so in order for someone to come to the restroom they have to open this door and come in the public part?

Ms. Perry – there is a restroom with a shower out there.

Trustee Stinson – I'll entertain a motion to pay bills and distribute and mail checks. Mr. Koerner moved, seconded by Mr. Harrigan to pay bills and distribute checks. Roll call was as follows: Mr. Stinson, yes; Mr. Koerner, yes; Mr. Harrigan, yes.

Check No.	Date	Payee	Total Amount
	05/13/2024	City of Urbana	\$93.10
	05/13/2024	Auditor of State	\$876.00
	05/13/2024	Ohio Department of Taxation	\$130.75
	05/13/2024	US Treasury	\$1,581.95
	05/13/2024	BWC	\$93.87
20421	05/13/2024	Champaign County Twp Assn	\$490.00

20422	05/13/2024	Ward Excavating	\$240.00
20423	05/13/2024	Heritage	\$235.64
20424	05/13/2024	Pioneer	\$123.00
20425-41	05/13/2024	VOID	
20442	05/13/2024	County Engineer	\$7,090.11
20443	05/13/2024	Blair Stinson (reimburse tank cleaner)	\$45.98
20444	05/13/2024	Cintas	\$164.79
20445	05/13/2024	Clayton Tire	\$41.25
20446	05/13/2024	Williams Hardware	\$11.18
20447	05/13/2024	Vernon Funeral Home	\$850.00
20448	05/13/2024	CT Communication	\$140.16
20449	05/13/2024	Roberts Refuse	\$68.50
20450	05/13/2024	McMann Smoot Riddle	\$6,642.25
20451	05/13/2024	Richard McCain	\$25.00
20452	05/13/2024	Sean Tullis	\$25.00
20453	05/13/2024	Sandi Perry	\$215.73
20454	05/13/2024	Blair Stinson	\$425.00
20455	05/13/2024	Matt Harrigan	\$425.00
20456	05/13/2024	Roger Koerner	\$425.00
20457	05/13/2024	Megacity Fire	\$175.00
20458	05/13/2024	ADT	\$146.04
20459	05/13/2024	Matt Harrigan	\$883.58
20460	05/13/2024	Roger Koerner	\$742.89
20461	05/13/2024	Richard McCain	\$1,339.77
20462	05/13/2024	Sandra Perry	\$1,237.80
20463	05/13/2024	Blair Stinson	\$837.41
20464	05/13/2024	Sean Tullis	\$878.07
20465	05/13/2024	OPERS	\$2,027.43
Total			\$28,727.25

Next meeting is Monday, June 17, 2024 at 5:00 P.M.

Being no further business, 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.

EXHIBIT "A"



EXHIBIT 11 B11



VOICE
AGRICULTURE

EXHIBIT "C"

- Display the U.S. flag from sunrise to sunset on buildings and stationary flagstaffs in the open. When a patriotic effect is desired the flag may be displayed 24-hours a day if properly illuminated during the hours of darkness.

EXHIBIT "D"



EXHIBIT "E"



EXHIBIT "F"



EXHIBIT "G"



EXHIBIT "H"

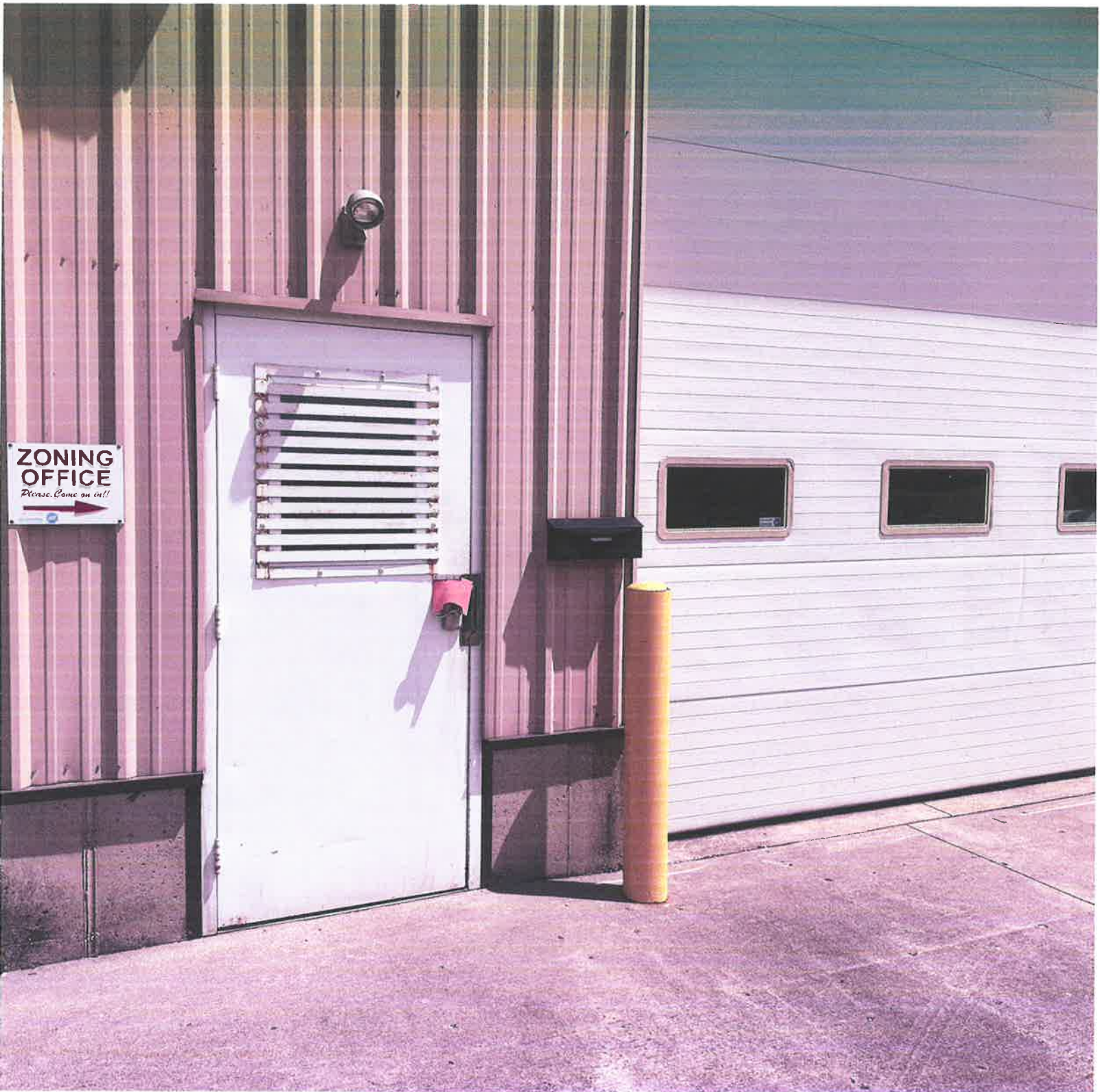


EXHIBIT "I"



5-6-24

Zoning

1. Zoning permit (#24-021) for a 20'x28' storage building. Kevin Snyder 1322 St. Rte 54.
2. Zoning permit (#24-022) for new deck steps. Rachael Mesalam at 946 Timber Trail.
3. Zoning permit (#24-023) for new replacement deck. Dan Kegley/ PG Golf, LLC 3515 Singing Wind Way
4. Zoning permit (#24-024) for a house remodel. Joe Jensen 5350 Middle Urbana Rd.

5-6-24

Cemetery

1. 4-20-24 We buried Marsha Oder at 11:00 am. P# 112 GS# 7.



Fire Division 1st Quarter 2024 Highlights

News

- Firefighter Chris Logan retired and Firefighter Jason Baughn has left the division.
- The division is working on creating a new certified list and extending our eligibility list six months for new firefighters.
- The division command vehicle is in service and our new medic final manufacturing inspection is scheduled for late April.
- Fire Marshal Jones participated in fire suppression review training at the national fire academy in Maryland.
- The division logged 789 hours of training for the quarter.
- The division participated in public outreach programs at the Urbana Schools.

Administrative

1st Quarter Inspections by Inspection Type		Amount
Building		287
Complaint		23
Day Care		1
Fire Alarm		51
Fire Protection		35
Food Truck/Festival		9
Foster Care		1
General		29
New Business		1
Occupancy		26
Plan Review		6
Pre & After School Programs		0
Re-inspection		366
Total		835

Operations

1st Quarter Incidents			
Incident Type	Amount	Daily Average	Daily Average Year to Date
EMS	617	6.78	6.78
Fire	68	.75	.75
Rescue	64	.70	.70
Totals	749	8.23	8.23
Multiple incidents in progress	145	1.59	1.59
Transports	469	5.15	5.15
Mutual aid received	19	.21	.21
Mutual aid given	16	.18	.18



EMS/Fire District Statistics

2024 Urbana Township Incident Statistics								
Quarter	EMS	Avg	Fire	Avg	Rescue	Avg	Total	Avg
1st	95	1.1	22	0.2	13	0.1	130	1.4
2nd		0.0		0.0		0.0	0	0.0
3rd		0.0		0.0		0.0	0	0.0
4th		0.0		0.0		0.0	0	0.0
Total	95	1.0	22	0.2	13	0.1	130	1.4


_____ Blair Stinson, President


_____ Sandi Perry, Fiscal Officer