

**Minutes of the Urbana Board of Trustees Meeting  
held Monday, November 20, 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 November 06, 2023 meeting were reviewed and accepted as presented. The Financial Status Reports were reviewed and accepted as presented.

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**Guests**

Dan Evilsizor  
Matt Harrigan  
Dean Ortlieb, City of Urbana Fire Chief  
Ken McCabe

Mr. Wright – Chief if you want to go first?

Chief Ortlieb – I am just here to give you the quarterly report. I like to get it approved first before giving it out. And Paul I enjoyed working with you. I will give you a second to look over them.

Mr. Stinson – is that typical to go down in the third quarter?

Chief Ortlieb – we are 10 - 15 % above average, and that is typical to see that. I think with COVID and the nursing home, the EMS drives your runs. Your numbers are on the back of the page.

Mr. Wright – does anyone have any questions or comments?

There were no further questions and Chief Ortlieb departed the meeting.

Mr. Wright – Ken?

Mr. McCabe - I am really here to meet with you. I am with the shooting academy and we are looking to build an indoor academy. Basically it will be a 5,100 square feet building. We have hit a limit to our donations and it will be up to you guys what we are able to get in. I just wanted to meet you guys. I've been here before.

Mr. Tullis – I am the zoning guy.

Mr. McCabe– as soon as we have plans I will get with you.

Mr. Tullis – I will get with LUC, but I am really going to need the plans first.

Mr. McCabe – I am back down to square one. We will get the plan and then I will come to you.

Mr. Stinson – how much usage is on that?

Mr. McCabe – for the archery range?

Mr. Stinson – correct.

Mr. McCabe – we have about 450 registrations. We ask them to register each time they use it. This year we got a grant from the Department of Natural Resources. \$12,700 pays for all of the operating expenses. We do a women on target event, archery event, and this year we had a state qualifier event and we are going to host another next year. They were impressed with what we had to offer for the first year. We are working with Downsize Farms. Most of our programs are women, youth, and disabled programs. Last year we went to the blind school in Columbus. We did that about 5 years ago. We trained 4 physical education teachers there. The building will allow us to do more stuff without asking permission and it will allow us to use it for 4H.

When we build the facility there we can move indoors for inclement weather. It will be a huge boost for us. That is our big push. The commissioners are giving us a long term lease. They are going to match \$100,000. We are building a 50x100 building. The longer we wait the less that money is worth so we are doing a push now.

It's been great. Total counts 900 registrations. We take our equipment up to the whitetails unlimited event. Those are the type of things we do, but we need to step up what we can do. When the university was here we competed against OSU and such. Four walls and a ceiling is fine for me but its not going to cut building codes.

Mr. Wright – any questions? Thank you. Richard do you have what you are doing?

**Richard McCain, Road Supervisor**

Mr. McCain – I want to thank Blair for the weed eating. I got the roadside mowing done. I took off the front end of the mower. He told me at John Deere to bring it in for service when there is over 100 hours. I would like to drop it off in the morning and then pick it up so it is not sitting there for a week.

Mr. Wright – for general information, for our guests, we thank Blair for what he did because he took a weed eater around each pole to make it easier for Richard to get around for mowing.

Mr. Stinson – it made it easier for Richard. He does not have an easy job with cars coming up behind you.

Mr. McCain – all of the snow equipment is ready. Other than that, I am good.

Mr. Wright – Sean do you have anything for us?

Mr. Tullis – it's a short list. I wrote a zoning permit for Terry Sexton for a 1.6 acre lot split at 538 Woodburn Drive. Wrote zoning permit 23-043 for Allison Fernander for a 28x40 pole barn at 1250 State Route 55. See attached copy of regulations for engine noise and parking. Under section A, you can pass a resolution about parking. Its not a zoning thing.

The two things we discussed to change about zoning, one, raise the height of access of door in R1 Zoning areas and using the shipping containers as storage sheds. Aaron at LUC thinks that would pass easily. It's the same process of changing the zoning maps. This would have to go to the zoning committee. We have to post it in the paper, give it to the zoning committee to approve and then vote. It should take about 6 weeks.

Mr. Stinson – can you tie it in with raising the limit on the buildings?

Mr. Tullis – it will be in the same change. So I asked if there was anything else that other townships were considering and Aaron said he likes to do a couple of changes at a time.

Mr. Stinson – only thing I want to add to it is that Mark Randall, who is the secretary, I think he goes to Florida for 2-3 months. So you may want to check with him.

Mr. Tullis – it doesn't have to be done anytime soon.

My suggestions is for the shipping containers to have a maximum length of 20 feet, without wheels on a concrete pad, and it must be painted and maintained. Any suggestions?

Mr. Wright – what you said, I think that is great.

Mr. Tullis – shipping containers come in 20 ft to 40 ft. I don't really care about height, but at 200 square feet, that is where the county building department starts requiring a footer. I've got a call into Dana at building regs. As far as the doors are concerned it has to be on something firm. I will probably talk to Dana tomorrow and I will get ahold of Mark to find out when he is leaving.

Mr. Stinson - probably most wouldn't be adding a shed anyway. For the painting and foundation, if Dana agrees that's great.

Mr. Wright – is that it Sean?

Mr. Tullis – that is.

Mr. Wright – ok is there any old business?

Mr. Stinson – going on with what Sean said. I talked to Jane also about parking on streets. She said the same, that we have the option to pass a resolution. She said to be consistent; if you are going to do one, do all of them.

Mr. McCain – check with the county for the covenants.

Ms. Perry – I have been through the Resolutions and I don't recall seeing one in there. It is likely that it is part of some of the old minutes.

Mr. McCain – it may be at the Recorder's in the covenants.

Mr. Tullis – Singing Way Road. I know the Recorder had covenants for Tecumseh Woods.

Mr. Stinson – check on that. She recommended that parking will not be permitted for more than 24 hours. She said we may pass a Resolution.

Ms. Perry – I will go to the Reporter and ask for the covenants.

Mr. Stinson - Jane got back to me on 1230 South Avenue. She got in touch with Medicare and they said they will have to get in touch with their supervisors. He would not give her the ok to demolish. We will have to probably have to wait until the next cycle. 1243 Beech Avenue, she said she would do a search to get ahold of Oral Blosser. I am going to have her do that so that it is legal.

I want to recognize that Mr. Evilsizer has moved the trailer and the fire truck and that lot looks awesome and we want to thank you.

Mr. Evilsizer – only correction, it's a ladder truck, not a fire truck.

Mr. Stinson - we got a thank you note from Mrs. Erwin as well.

Mr. Koerner – Mike Pullins, I did talk to him. He said he paid \$200 a year for that lot and \$200 on CAUV for all of that land. His statement that he paid \$200 for that lot was for all of it. He said he would mow it.

Mr. Wright – there is no need for Richard to go over there and mow it. They said it was a cemetery, that is how we got in on it.

Mr. McCain - The historical society identified it as a cemetery.

Mr. Koerner - the guy that came here, Joe Rezutti.

Mr. McCain – he worked through the historical society.

Mr. Koerner – he volunteered for them.

Mr. Stinson – your understanding is Mike is going to take care of that and mow it at least once a year.

It's a pollinator field if nothing else, for the bees.

Mr. Wright – ok any new business?

Mr. Stinson – I would like to ask for you to consider to price out a new 8 ft box for the truck. Just price it out and see. The box we have now when we go into the city and they dump it, it goes everywhere.

Mr. Wright - the reason is because it used to have a tool box.

Mr. Stinson – if we could just get a price then, if it is ridiculous we will make do. They are charging us per dump and if 80-90 pounds fall out then we are losing that. It would be nice to price out an 8 foot box.

Mr. McCain – I can call around.

Mr. Stinson – if you can get a couple of quotes please.

Mr. Wright – any other new business?

Ms. Perry – the county township Christmas party is December 13<sup>th</sup>.

Mr. Wright – Matt there is a lunch December 1<sup>st</sup> at noon at Youngs Jersey Dairy for Hensley's. We would be honored if you could join us.

### Fiscal Officer

The following bills were presented for payment:

Check No.	Date	Payee	Total Amount
	11/20/2023	Ohio Dept of Taxation	\$203.94
	11/20/2023	US Treasury	\$1,634.33
20221	11/20/2023	Roger Koerner	\$726.00
20222	11/20/2023	Richard G. McCain	\$1,846.16
20223	11/20/2023	Sandra Perry	\$1,212.00
20224	11/20/2023	Blair Stinson	\$822.23
20225	11/20/2023	Sean Tullis	\$878.08
20226	11/20/2023	Paul Wright	\$872.23
20227	11/20/2023	Sean Tullis	\$25.00
20228	11/20/2023	Richard McCain	\$25.00
20229	11/20/2023	Paul Wright	\$425.00
20230	11/20/2023	Roger Koerner	\$425.00
20231	11/20/2023	Cintas	\$54.68
20232	11/20/2023	Lantz Sales	\$11.68
20233	11/20/2023	Koenig Equipment	\$49.29
20234	11/20/2023	City of Urbana	\$95,323.00
20235	11/20/2023	Vernon Funeral Home	\$850.00
20236	11/20/2023	Blair Stinson	\$425.00
20237	11/20/2023	Sandi Perry	\$208.49

20238	11/20/2023	Williams Hardware	\$13.98
20239	11/20/2023	Heritage	\$56.87
20240	11/20/2023	OPERS	\$2,173.26
20241	11/20/2023	City of Urbana	\$86.03
20242	11/20/2023	Blair Stinson	\$149.33
<b>Total</b>			<b>\$108,496.58</b>

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.

Mr. Wright - Danny do you have anything?

Mr. Evilsizor— a couple of different things. I understand that Blair does the invocation at the county Christmas and I want to know why we don't do an invocation here.

Mr. Stinson –the reason that they ask for a prayer is because its for a meal. There is always a meal.

Mr. Evilsizor – I had a number of people ask me that and that is a question was asked of me. And to see if that is a consideration.

Mr. Stinson - isn't there something about separation of church and state.

Mr. Evilsizor— you do the pledge. If there was one would there be a motion do so?

Mr. Stinson – do you know?

Ms. Perry – I don't know. I would think you would have to ask Jane if it is ok.

Mr. Evilsizor – regarding the application filed on behalf of the township by the city of Urbana, has anyone seen that application?

No one indicated seeing the application.

Mr. Evilsizor - Regarding the use of the public building, can that be lifted?

Mr. Wright – the reason that we do that is the wear and tear on the floor, from public use of the building for birthday parties. That is the reason we did it due to wear and tear on the building.

Mr. Evilsizor - so could that be reinstated.

Mr. Wright - I am not in favor of it myself.

Mr. Koerner – the one thing that happened the one time, it was a 4H group. They opened a door and went into the shop area, so one of the trustees would have to be here to make sure they didn't go into the shop area.

Mr. Evilsizor - that was one of the questions that I encountered was what the building used for.

Mr. Koerner – at the time I thought it was a great idea, and we still may have to look at that to see if that is what we want to do. Also there was a question of could we do that for township residents or everybody. I think if we could again maybe only for township residents.

Ms. Perry – 4H can use the community center for meetings.

Mr. McCain – no body would clean up. You can still see tape hanging from the ceiling. If they do decide to do it is because the price is about a third of everything else.

Mr. Evilsizor – a lot of them said they would like to have a place for a small gatherings.

Mr. Stinson – I think that personally we should rent it out but not for the price of what we were doing it at. It just has to be at a bigger deposit than what we were doing here.

Mr. McCain – and if they do any damage. You have to have some rules, and someone has to sign and take some responsibility.

Paul and I went up to Jerome Township and they have a bigger building and they rent theirs out.

Mr. Evilsizor – the ones I spoke with they weren't wanting something for free. They were wanting access for something affordable.

Mr. Koerner – I feel a lot like Blair. It's a good suggestion. I think we can set up a fee.

Mr. Stinson – it was stopped because of covid. And the chief said we can't block that door. We can't have people going in to the shop though.

Mr. Evilsizor - and it could be making a corridor from one exit to another.

You were telling me about a committee you were on. Was it a recent meeting about doing away with the township sand turning it over to the county?

Mr. Koerner – it was fairly recent. It has been 7, 8, or 9 years ago.

Mr. Stinson – it was the Ohio Township Association.

Mr. Koerner – it could have been all of the trustees eliminated. I don't know how the three county commissioners would handle it.

Mr. Stinson – and just to add to that, because the concern about fire and ems. It is hard to get

any cooperation for a countywide dept, because some have their own depts and they don't want to give those up. That is why it is being addressed again, about abolishing the township.

Mr. Koerner – my opinion for what it is worth, I think in the next decade, you are going to see a countywide fire.

Mr. Evilsizor – one last thing I had a number of people as I was making my rounds. They had a question about the sign on 68.

Mr. Tullis – where is it?

Mr. Evilsizor - south on 68, south of deer run, on east side of the road, there is a sign with a QR code.

Mr. Koerner – there was a second one on Middle Urbana Road but it is gone now.

Mr. Evilsizor – you have seen them for a month or so, but this one has been there about six months. It is between Dallas and Woodburn Road.

Mr. Stinson – we appreciate you sharing what you heard.

Mr. Wright– anybody have anything else. Matt?


Mr. Harrigan– no just an honor to be here again.

Mr. Wright – this is for you. I am not going to need it. There is a whole trove of information in here about the convention. (provides Mr. Harrigan with catalog to OTA)

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

  
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Trustee Paul Wright, President

  
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Sandi Perry, Fiscal Officer



**11-20-23**

## **Zoning**

1. Wrote a zoning permit (#23-042) for Terri Sexton 1.6 acre lot split at 538 Woodburn Rd.
2. Wrote a zoning permit (#23-043) for Allison Fernander for a 28'x40' pole barn at 1250 St Rt 55.
3. I have attached a copy Section 505.17 Regulations for engine noise and vehicle parking. Under part (A) allow Townships can regulate parking. We may have to contact Jane Napier about it. You guys can do a resolution during meeting I believe. It's not a zoning thing so our Zoning Resolution would not have to be changed.
4. Aaron at LUC thinks changing our Zoning Resolution to raise the height of accessory buildings in R-1 zones from 15' to 20' and allowing shipping container to be used as storage sheds, with some standards, would pass through LUC, quickly. The process is the same as we did for the zoning map change. No letters to residents, advertise, post in public, give to LUC and then the Trustees have vote on the changes.
5. My suggestions for these shipping containers.
  - Maximum length of 20'
  - Placed without wheels on a concrete pad
  - Must be painted and well maintained
  - Anyone have suggestions?

**11-20-23**

## **Cemetery**

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## Section 505.17 | Regulations for engine noise and vehicle parking.

Ohio Revised Code / Title 5 Townships / Chapter 505 Trustees

*Effective: September 29, 2011    Latest Legislation: House Bill 153 - 129th General Assembly*

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(A) Except in a township or portion of a township that is within the limits of a municipal corporation, the board of township trustees may make regulations and orders as are necessary to control passenger car, motorcycle, and internal combustion engine noise, as permitted under section 4513.221 of the Revised Code, and all vehicle parking in the township. This authorization includes, among other powers, the power to regulate parking on established roadways proximate to buildings on private property as necessary to provide access to the property by public safety vehicles and equipment, if the property is used for commercial purposes, the public is permitted to use the parking area, and accommodation for more than ten motor vehicles is provided, and the power to authorize the issuance of orders limiting or prohibiting parking on any township street or highway during a snow emergency declared pursuant to a snow-emergency authorization adopted under this division. All such regulations and orders shall be subject to the limitations, restrictions, and exceptions in sections 4511.01 to 4511.76 and 4513.02 to 4513.37 of the Revised Code.

A board of township trustees may adopt a general snow-emergency authorization, which becomes effective under division (B)(1) of this section, allowing the president of the board or some other person specified in the authorization to issue an order declaring a snow emergency and limiting or prohibiting parking on any township street or highway during the snow emergency. Any such order becomes effective under division (B)(2) of this section. Each general snow-emergency authorization adopted under this division shall specify the weather conditions under which a snow emergency may be declared in that township.

(B)(1) All regulations and orders, including any snow-emergency authorization established by the board under this section, except for an order declaring a snow emergency as provided

in division (B)(2) of this section, shall be posted by the township fiscal officer in five conspicuous public places in the township for thirty days before becoming effective, and shall be published in a newspaper of general circulation in the township for three consecutive weeks or as provided in section 7.16 of the Revised Code. In addition to these requirements, no general snow-emergency authorization shall become effective until permanent signs giving notice that parking is limited or prohibited during a snow emergency are properly posted, in accordance with any applicable standards adopted by the department of transportation, along streets or highways specified in the authorization.

(2) Pursuant to the adoption of a snow-emergency authorization under this section, an order declaring a snow emergency becomes effective two hours after the president of the board or the other person specified in the general snow-emergency authorization makes an announcement of a snow emergency to the local news media. The president or other specified person shall request the local news media to announce that a snow emergency has been declared, the time the declaration will go into effect, and whether the snow emergency will remain in effect for a specified period of time or indefinitely until canceled by a subsequent announcement to the local news media by the president or other specified person.

(C) Such regulations and orders may be enforced where traffic control devices conforming to section 4511.09 of the Revised Code are prominently displayed. Parking regulations authorized by this section do not apply to any state highway unless the parking regulations are approved by the director of transportation.

(D) A board of township trustees or its designated agent may order into storage any vehicle parked in violation of a township parking regulation or order, if the violation is not one that is required to be handled pursuant to Chapter 4521. of the Revised Code. The owner or any lienholder of a vehicle ordered into storage may claim the vehicle upon presentation of proof of ownership, which may be evidenced by a certificate of title to the vehicle, and

payment of all expenses, charges, and fines incurred as a result of the parking violation and removal and storage of the vehicle.

(E) Whoever violates any regulation or order adopted pursuant to this section is guilty of a minor misdemeanor, unless the township has enacted a regulation pursuant to division (A) of section 4521.02 of the Revised Code, that specifies that the violation shall not be considered a criminal offense and shall be handled pursuant to Chapter 4521. of the Revised Code. Fines levied and collected under this section shall be paid into the township general revenue fund.

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### Available Versions of this Section

September 29, 2011 – House Bill 153 - 129th General Assembly



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**EMS/Fire District Statistics**

<b>2023 Urbana Township Incident Statistics</b>								
<b>Quarter</b>	<b>EMS</b>	<b>Avg</b>	<b>Fire</b>	<b>Avg</b>	<b>Rescue</b>	<b>Avg</b>	<b>Total</b>	<b>Avg</b>
1st	126	1.4	10	0.1	18	0.2	154	1.7
2nd	128	1.4	22	0.2	12	0.1	162	1.8
3rd	110	1.2	12	0.1	16	0.2	138	1.5
4th	0	0.0	0	0.0	0	0.0	0	0.0
<b>Total</b>	<b>364</b>	<b>1.3</b>	<b>44</b>	<b>0.2</b>	<b>46</b>	<b>0.2</b>	<b>454</b>	<b>1.7</b>