

**Minutes of the Urbana Board of Trustees Meeting
held Monday, August 21, 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 August 07, 2023 meeting were reviewed and accepted as presented. The Financial Status Reports were reviewed and accepted as presented.

Guests

Danny Evilsizor

Matt Harrigan

Trustee Wright – Danny do you want to address us tonight?

Mr. Evilsizor – sure I can do so. I want to thank Ms. Perry for the records. There are about 1,400 pages. Here is another deposit. (provides cash deposit and a record request)

The prospective buyer provided me with his plan from his architect.

Mr. Wright - This looks like a big house.

Mr. Evilsizor – Sean, he is supposed to have the plans and will get a zoning permit.

Mr. Stinson – is there a well?

Mr. Evilsizor – there is but it is too close. It can't be within 50 feet and it's 40. The buyer said he would rather move the well than the septic.

Mr. Tullis – also bill Edwards left me a message that I was incorrect in what I said.

Mr. Evilsizor – he told me that too.

Discussion ensued regarding the survey.

Mr. Evilsizor – He told me it will still be two lots with two separate parcel numbers; it does not matter what we do.

Mr. Tullis – I have the same thing. It can never be combined.

Mr. Wright – all right, thank you. Richard, do you want to tell us about the mowing.

Mr. McCain – I am getting used to the size. Over on Campground, there are 3 inch plates that stick out beside the sign. It looks ok, but I go by and the signs are flopping. It does a nice job, it will just take a while to get it set without hitting everything under the sun. I won't be here Friday. We are going up north.

Discussion ensued about Friday and the funeral.

Mr. McCain – Lew will be here Wednesday, because he is having something on Thursday.

Mr. Stinson –are we going to have to move a headstone?

Mr. McCain – that 208?

Mr. Tullis – I am going to go in and look at it.

Mr. McCain – I don't remember what stones are there.

Mr. Stinson – I will follow you in there on the way home.

Mr. McCain – ok.

Mr. Stinson – I will do your mowing for you.

Mr. McCain – ok, you just have to watch the sides. Campground is probably the worst.

Mr. Stinson - Dugan will be bad too. Have to hit it right.

Mr. McCain – yeah, the controls are just different that the other one. Or I was just used to the other one.

Mr. Wright – ok, Sean?

Mr. Tullis - Nothing major in zoning (see attached).

This is like the 5th request we have received. I called and asked what the deal was. There are companies that do nothing more than collect random data. There is no other reason for 5 separate companies to ask for this information. Any of the other questions I have Jane respond. I just provide the description and the request and her number, and she takes care of it.

I told the supervisor we shouldn't have to do this 5 times for the same project. If the owner is going to sell it, at some time it is their responsibility to provide the right information. Jane agrees.

Mr. Wright – ok, is there any old business?

Mr. Koerner – Rooney Drive. I talked to the Rutans and they have no problem with us vacating that. I talked to the Engineer, and he said this up here around the corner, we probably wouldn't be able to do that.

Mr. Stinson – so again, what part?

Mr. McCain – so the north and south isn't a problem, it is the east and west?

When you vacate the north and south, it wouldn't make a difference cause you can't go that way.

Mr. Stinson – so Rutan's property is no problem. Again, once we do this, it goes to the Engineer and then the Commissioners.

Ms. Perry – last time it went to the Commissioners and then to the Engineer.

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

Mr. Koerner – I guess we will leave it up to the commission. I just don't know. Just because they don't care won't mean that others won't care.

Mr. Stinson – yes. Last time I believe Pullins did talk to Steve about that.

Mr. Koerner – I don't know.

Mr. McCain – just make a motion to vacate it.

Mr. Stinson – if Avery doesn't want this she can object.

Ms. Perry – they may not even know it exists.

Mr. Evilsizor - they do because I took it over to Avery Anderson. She wasn't home, but I left it with a man that resides there.

Mr. Wright – so what do you want to do?

Mr. Koerner – we don't have anything except Danny's request. Is she for or against this?

Mr. Evilsizor - I didn't get to talk to her, so I can't say if she is for or against.

Mr. Wright – like Richard said. We can do our thing now, but it is going to be up to the Commissioners before anything happens anyway.

Ms. Perry – well, you can speak to Avery and I can prepare the Resolution for the next meeting, or you can vote now and she can object to the Commissioners.

Mr. Stinson – we are waiting on you.

Mr. Koerner – I don't know what we should do. Maybe we should talk to Mrs. Anderson first.

Mr. Tullis – I think we should talk to her.

Mr. Stinson – We have said this all along about doing something without speaking to her. We will be in the same predicament as we were before with Danny and Joe.

Mr. McCain - we are going to be in the same predicament. Where does she live?

Mr. Stinson - she lives across from the firetruck. In Peach Anderson's house. Let's table this until the next meeting so you can go talk to her.

Mr. Wright – sounds good. Ok, old business?

Mr. Stinson – I talked to Mary Lou Lane on Shady Circle about what Bo said was low grade and we are going to have to do some digging. She said it has gotten really wet down there.

Mr. McCain – the problem is, the guy who mows has no problem there, the guy coming out of the hill is pumping it out.

Mr. Stinson – He has that right to. I told her we aren't going to be able to fix it. He has a legal right to go to that ditch. She has been incredibly kind. I told her I was going to come out and start weed eating it.

Mr. McCain – he mowed it.

Mr. Stinson – he straddled it. There is water to that crown. It needs to be cut lower and you can get rid of a lot of that water.

Mr. McCain – you can take weed killer to that hump but the water still can't get away. It will puddle there. If you dig that hump out you are going to cause a problem on down the way.

Mr. Stinson – there is water down there. Trust me.

Mr. McCain – it has been like that since I have been here. However lived there before took care of it.

Mr. Stinson – Paul made a good point. They just don't make a ditch.

Mr. Wright – I have seen several people trying to fill in their ditches by putting the tile in and covering it up with dirt so they have a level place to mow. I saw one out in Terre Haute and the water can't get away.

Mr. McCain – Channel on Moores Run. He didn't put a tile in that ditch. He just dumped dirt in it.

Mr. Stinson – that is all of the old business I have.

Mr. Wright – ok, any new business.

Mr. Stinson – next meeting will be Labor Day. Do you want to switch it to noon?

Mr. Wright – that is September 4th.

Mr. Koerner – Noon sounds fine.

Ms. Perry – I will let the newspaper know and I will put it on the website.

Mr. Wright – any other business before us? Matt do you have anything ?

Mr. Harrigan – I appreciate it. I do have a question every now and then. But usually it gets answered if I wait. Do you have to talk to other townships about if you have another difficult decision?

Mr. Stinson – we do. We just had our last county meeting. There was a round table meeting and that was the whole purpose of that.

Mr. Harrison – I was just curious to know.

Mr. Stinson – I think the Engineers shares some things with all of us.

Fiscal Officer

The following bills were presented for payment:

Check No.	Date	Payee	Total Amount
	08/21/2023	Ohio Department of Taxation	\$202.07
	08/21/2023	US Treasury	\$1,663.79
20134	08/21/2023	Heritage Cooperative	\$615.60
20135	08/21/2023	Pioneer	\$152.83
20136	08/21/2023	Williams Hardware	\$161.71
20137	08/21/2023	Cintas	\$49.68
20138	08/21/2023	Sean Tullis	\$25.00
20139	08/21/2023	Richard McCain	\$25.00
20140	08/21/2023	Sandi Perry	\$208.49
20141	08/21/2023	Roger Koerner	\$425.00
20142	08/21/2023	Paul Wright	\$425.00
20143	08/21/2023	Blair Stinson	\$425.00
20144	08/21/2023	Roger Koerner	\$720.93
20145	08/21/2023	Richard McCain	\$1,790.86
20146	08/21/2023	Sandra Perry	\$1,203.52
20147	08/21/2023	Blair Stinson	\$814.73
20148	08/21/2023	Sean Tullis	\$878.08
20149	08/21/2023	Paul Wright	\$864.73
20150	08/21/2023	OPERS	\$2,158.26
20151	08/21/2023	City of Urbana	\$85.16
Total			\$12,895.44

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.

Paul Wright Trustee Paul Wright, President

Sandra B. Perry Sandi Perry, Fiscal Officer

8-21-23 Zoning

1. There is another company looking at the 2 MHP's south just off of St. Rt. 68. Submitted the same information as the other 4 inquires and turned it over to Jane for any legal questions.
2. I'm meeting Mark Cochran Tuesday to fill out a zoning permit for a shed at 5018 Middle Urbana Rd. 937-925-6025.
3. John Mays is going to have a prebuilt home placed at 2705 St Rt 54. He needs a new Zoning Permit because his original expired in 2020 after 6 months. The home building company is file for all zoning and building permits.

8-21-23 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. We buried Gary Pensyl on Friday August 18, 2023. He owned 3 graves in Plot 191 GS 1,2,3. He and his wife will share the 3 gravesites and be buried in the middle. He is buried on the lefthand side (traditional).
3. We have a burial for Elizabeth Alty Saturday 8-26-23 at cemetery by 11:30- 12 pm. Plot 208 next to her husband.
4. I asked more questions of David Haldeman concerning the CemeteryPro software for Grandview Cemetery. The questions and answers are attached. In addition, I have learned the following.
 - We can use the software as a standalone system. To avoid paying to save our information in the Cloud, we will need to set up a "server" to save our information. We can use an old, dedicated computer manually save our data regularly. Blair can donate a computer for that purpose.
 - We will need to pay someone to enter our data originally and I know I can have it done for \$18.00 per hour. I think we can have the data entered in 200-300 hours. I will determine who to use.
 - I will get him examples of our variously shaped plots to see if his software will regenerate the sheets in our large blue book.
 - I suggest that we purchase the software

Re: CemeteryPro software information.

David Haldeman <haldemandavid@gmail.com>

Tue 8/8/2023 5:01 PM

To: Sean Tullis <zoning@urbanatowship.com>

Cc: Blair Stinson <blairstinson15@gmail.com>; Sandi Perry <urbanatowshipfiscal@yahoo.com>

Hi Sean,

Thanks for your questions. All of the assumptions in the first group are correct.

Questions:

- While you are using the cloud, the data is stored on a secure Google Cloud server and backed up nightly. When you move it to your computer, security and backup are your responsibility.
- The software can be used by multiple users at the same time while on the cloud- If you move it to your computer, it requires Microsoft Server to allow multiple users at the same time. Each additional user is \$25 per month while on the cloud. The cost of a server computer (unless you already have one) would pay for approximately 3 years of "renting" the cloud.
- I assume we can generate grave plot sheets - I would have to see the Bluebook Sheets to add that form.
- The software cannot generate updated cemetery maps as such, but when an entry is made the maps automatically show the plot.
- There are updates available at no charge from time to time. There is a button on the setup menu to check for and install an update.
- Yes, the software shows open grave sites (entered in the system as "Available". And yes, you can see the burials around a given gravesite.
- Yes, the software tracks the contact person who purchased the plot or is currently the contact for that plot.
- CemeteryPro will continue to function long into the future, since it is fully compatible with all versions of Windows.
- There is a button on the setup menu to check for and install an update.

Let me know if you have any other concerns or questions. We can have you up and running in a day or two after your decision.

David Haldeman, President
Terradise Computer Systems, Inc.

6404 Coffey Street

Cincinnati, OH 45230

1-513-484-9729

<http://www.terrardise.net>

On Tue, Aug 8, 2023 at 4:14 PM Sean Tullis <zoning@urbanatowship.com> wrote:
David,

We had a meeting last night and everything was very positive about your software program. I just need to confirm some information and ask a few questions before we can make a decision. Here we go.

- Software costs \$750 and can be used standalone
- It will cost \$100/ month until we understand the program and then we can stop paying the fee
- The data can be used by any software program
- Software training for the data entry person is included in the price
- We pay for data entry
- You will/ have generated a digital version of Grandview Cemetery
- You have downloaded approximately 570 graves from the Find-A-Grave website
- Cloud storage and public access available use for the future at \$100 per month

Questions:

- Where is the data/ software stored and back upped?
- Can the software/ data be used on more than one device?
- Can the software generate grave plot sheets mimicking our "Bluebook Sheets"?
- Can software generate updated cemetery maps?
- How often is data and software updated and stored?
- The software can show us open gravesites and plots next to a select gravesite, person or plot?
- The software shows us ownership and location of a person
- What happens if CemeteryPro shuts down?
- How do we get updates to our data and software?

Thank you for helping figure this out!

Sean

Sean Tullis
Grandview Cemetery Superintendent
937-484-4148