

**Minutes of the Urbana Board of Trustees Meeting  
held Monday, September 16, 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

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The August 19, 2024 meeting minutes, August 22, 2024 emergency meeting minutes, and financial status reports were reviewed and accepted with no additions or corrections. Mr. Koerner moved, seconded by Mr. Harrigan to approve the August 19, 2024 meeting minutes, August 22, 2024 emergency meeting minutes, and current Financial Status Reports.

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

Mr. Stinson – Reports for Zoning and Cemetery – see attached.

Mr. Stinson – Richard McCain, Road Supervisor - Completed fourth round of mowing. Total fuel 74 gallons. That was a complete mow to the setbacks.

Mr. Harrigan inquired if any more mowing needed.

Mr. Stinson – Maybe after the crops come off. We are also going to start a new report. Matt is going to give a website report.

Mr. Harrigan – gave update on township website. Overall communication is direct and quick. Indicated emails received regarding headstone and zoning questions as well as fishing emails.

Indicated he can see how many times our meetings are viewed. Website views: In May – 14 views. June – 41 views, July - 45 views, August – 13 views. A lot of people are out there looking.

Added an additional page – township work to expose the residents of work done in the township along with photos.

Mr. Stinson – if people have questions, they can reach us through the website.

Ms. Perry – clarified that [trustees@urbanatownship.com](mailto:trustees@urbanatownship.com) is email.

Mr. Harrigan – Indicated he and Trustee Stinson attended a Pioneer Electric training to witness some of their electric demonstrations and videos and how to respond if you come upon an accident involving a power pole being down.

Mr. Stinson – Indicated continuing education was brought up at last meeting. This was important because the Sheriff will call and say there are signs down.

Mr. Harrigan - The highway patrol is there and they may not know what to do until the Pioneer guys get there.

#### Old Business

Ms. Perry – indicated that Asst. Prosecutor Napier stated the property on South Avenue that Mr. Jackson spoke about at the last meeting, Treasurer Robin Edwards has agreed to start the tax foreclosure procedure and the property has been referred for a title search.

Mr. Stinson – will attempt to notify Mr. Jackson by phone (provided Mr. McCain has number).

Mr. Harrigan– I did pass out that public comment guidelines. Do you have any updates, modifications, amendments to that? If not, if we could get a motion to approve that, and then we could review again at the start of the year.

Mr. Koerner moved, seconded by Mr. Harrigan, to approve the Public Comment Guidelines for Urbana Township Meetings (see attached). Called for discussion.

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Mr. Harrigan – simple guidelines.

Mr. Evilsizer – requested public comment.

Mr. Stinson – indicated public comment is at a designated time. Called for vote. Roll call was as follows: Mr. Stinson, yes; Mr. Koerner, yes; Mr. Harrigan, yes.

#### New Business

Mr. Stinson – the biggest thing that we need to talk about is the maintenance on our trucks. With some of OTARMA's comments, it is something we need to think about. With our big truck, we have some salt corrosion that is getting almost critical. Last year we had to have some emergency repair done on that. I would like us to think about when we have it serviced in the fall, that we have him give us an appraisal on the repairs.

Mr. Harrigan – the corrosion on some of these pipes was pretty amazing. It is a ten year old truck. Primarily those trucks are used in the winter. Those guys who service those trucks would be able to give a better idea.

Mr. Stinson – it's brand new on the outside, but underneath.

Mr. Koerner – If we are going to do it we need to get it set up.

Mr. Stinson – let's make a motion to get them serviced, and then if he wants to appraise on repair costs. Do we want to set a budget on how much we will spend?

Mr. Koerner – I don't know how you can do that.

Mr. Stinson – If we have to wait until next meeting that will put us behind. We have only used the truck probably 100 miles this summer. It is basically a plow truck.

Mr. Koerner – Moved that we have service completed on all three trucks and then get an estimate on critical replacement parts on the big trucks.

Mr. Harrigan seconded the motion. Roll call was as follows: Mr. Stinson – yes; Mr. Harrigan – yes; Mr. Koerner – yes.

Mr. Stinson – the water issue on Adele Drive. The ditch problem where –

Mr. Harrigan - the homeowner is draining water out of his house?

Mr. Stinson - It's an open loop system. It has the side ditch to the point, where if they get the mower stuck - It needs a tile from the driveway down to the bottom. It is not going to be that big of a job. I priced out tile for \$140 for 160 foot of 3". It will at least dry out the side ditch. The front ditch is a different story. I talked to the health department, and it is clean, clear water, so it is legal to do what they are doing. We have to get it down to that front ditch.

Mr. Harrigan – it is draining down into their yard.

Mr. Stinson - It has been a warm summer so that system has worked a lot. I really do think we are going to have to hand dig some tile down there. We had Bo Ward go out there and look at it. For a vendor to come in and do that, it will rip that up. It will be so much easier to hand dig it in.

Mr. Harrigan – do the homeowners agree to this?

Mr. Stinson – they are adamant. This is a problem that is not being caused by them. Once that system quits running so much it will dry up.

Ms. Perry – where is the water coming from?

Mr. Stinson - There is a heating and cooling system that cycles water, geo-thermal, and then it dumps it into the ditch.

Mr. Koerner – should never have happened.

Mr. Stinson – but it is happening. The Health Department – I don't think they let these systems go into subdivisions now. They are looking to see what they can do. I talked to Hailey Cassady at the Health Department. They are looking to see if there are any kinds of grants or anything. The current homeowner didn't put that system in. I am just letting you know about this.

Mr. Stinson – this is something that came in through Sean, and the school has started to call me now about pine tree branches down on Cedar Creek Road. I have stopped at this home, left cards. I would like for Sandi to send a certified letter just making them aware that we need to cut the tree branches back to the trunk for school busses at 5841 Cedar Creek Road.

Ms. Perry – are you notifying them that it will happen or do you want them to contact you? I just want to know what to put in the letter. Just notify them there has been a complaint and that the trees are going to be cut back?

Mr. Stinson - The top has already got an L shape. We need to take it up from the trunk to the bottom of the power lines. No homeowner expense. The township will cover the expense. It is more of a courtesy call.

Mr. Harrigan – you have tried numerous times.

Mr. Stinson – If someone doesn't pick up the registered letter, we will just move forward. We are not cutting the trees down, just the branches back to the truck.

Mr. Koerner moved, seconded by Mr. Harrigan to approve the payment and distribution of checks. Roll call was as follows: Mr. Stinson – yes; Mr. Harrigan – yes; Mr. Koerner – yes.

Check No.	Date	Payee	Total Amount
	09/16/2024	BWC	\$93.87
	09/16/2024	US Treasury	\$1,567.08
	09/16/2024	Ohio Department of Tax	\$132.38
	09/16/2024	City of Urbana	\$93.87
	08/06/2024	Pioneer	\$256.53
	09/16/2024	CT Communications	\$140.56
20550	09/16/2024	Koenig	\$32.98
20551	09/16/2024	Roberts Refuse	\$68.50
20552	09/16/2024	Williams Hardware	\$75.45
20553	09/16/2024	ADT Security	\$139.45
20554	09/16/2024	Cintas	\$258.99
20555	09/16/2024	DC Door	\$2,000.00
20556	09/16/2024	City of Urbana	\$189,086.00
20557	09/16/2024	City of Urbana	\$26.95
20558	09/16/2024	Sean Tullis	\$25.00
20559	09/16/2024	Richard McCain	\$25.00
20560	09/16/2024	Sandi Perry	\$235.73
20561	09/16/2024	Blair Stinson	\$425.00
20562	09/16/2024	Matt Harrigan	\$425.00
20563	09/16/2024	Roger Koerner	\$425.00
20564	09/16/2024	KC Fencing	\$4,778.31
20565	09/16/2024	Heritage	\$1,400.24

20566	09/16/2024	Peoples	\$59.99
20567	09/16/2024	Matt Harrigan	\$883.58
20568	09/16/2024	Roger Koerner	\$742.89
20569	09/16/2024	Richard McCain	\$1,387.70
20570	09/16/2024	Sandi Perry	\$1,224.05
20571	09/16/2024	Blair Stinson	\$843.66
20572	09/16/2024	Sean Tullis	\$878.07
20573	09/16/2024	OPERS	\$2,040.53
20574	09/23/2024	Skelley Lumber (bill approved but check not completed)	\$41.40
<b>Total</b>			<b>\$209,813.76</b>

Mr. Stinson - Next meeting is Monday, October 21, 2024.

#### Public Comments

Dan Evilsizor – it appears regarding the bench mark study performed by the current board are townships not even close to Urbana township. This study was incomprehensive and did not include one of the other eleven townships in Champaign County. This Board chose to name a single township in a different county. After finding one that fits the narrative – the search was done. That bench mark study reference inappropriate language, however neglects to address inappropriate language and name calling at Urbana Township meetings by past and current trustees. It doesn't address uncalled for, rude demeaning comments made by the Asst. Prosecuting Attorney. The proposed rules only apply to non members of the good ole boys club or those without membership in friends and family plan. It appears you are trying to squelch criticism. I trust that the Board has completed the wasteful spending and fraud training and learned something from it. Township wasteful spending needs to be investigated, addressed and curtailed. Conflicts of interests and ethics violations by Trustees need to cease. Includes what benefits trustees and other board members.

Regarding the references you make to the ORC. There again it appears to apply if it only meets your narrative. You seem to ignore the ORC when it comes to other issues that involve the township. Does this Board intend to do inner policing of their acts, malfeasance, misfeasance and nonfeasance?

Mr. Stinson – anything else to add?

Mr. Harrigan – no, it is just a guideline. We didn't have one before. It's a start. Not saying it is perfect.

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.

Mr. Stinson re-opened the meeting to address the maturing certificate of deposit. Mr. Koerner is investigating on some CD prices. No one is going to give you any idea until Wednesday at 2:00.

We have to have that renewed by October 6<sup>th</sup>.

Mr. Harrigan moved to have Mr. Koerner investigate the CD rates, and if Peoples Savings Bank is the best, renew the CD there, if not, cash it and deposit it in the checking account. Mr. Harrigan seconded the request. Roll call was as follows: Mr. Stinson, yes; Mr. Koerner, yes; Mr. Harrigan, yes.



Blair Stinson, President



Sandi Perry, Fiscal Officer

**9-16-24**

## **Zoning**

1. Zoning permit (#24-036) a conditional use application for new construction expansion and destruction of some of the buildings at Vancrest Nursing Home.
2. Zoning permit (#24-037) for a 24'x32' storage barn for Bill Rozzo at 1529 Short Cut Rd.
3. Zoning permit (#24-038) for a home addition with new garage for Joe Maynard at 1275 West Dallas Rd.

**9-16-24**

## **Cemetery**

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## **Public Comment Guidelines for Urbana Township Meetings**

### **Purpose:**

These guidelines provide the general public with an opportunity to comment during Urbana Township meetings in a manner that is respectful, orderly, and productive.

### **Guidelines:**

#### **1. Public Comment Period:**

- Public comments will be allowed during a designated time on the agenda at each regular township meeting. The comment period will occur at the end of the meeting.

Board chair or president can determine specific time or order for speaker at their discretion.

#### **2. Speaking Time Limit:**

- Each individual wishing to speak must sign in before the meeting begins, providing their name and, if applicable, the organization they represent.

- Speakers are allowed a maximum 5 minutes per person to address the board. The time limit ensures that everyone has a chance to speak and that meetings can proceed efficiently.

#### **3. Order of Speakers:**

- The order in which individuals sign in will determine the order in which they speak. This ensures a fair and transparent process.

#### **4. Subject Matter:**

- Comments should be relevant to township business , brief and to the point.

#### **5. Order and Decorum:**

- All comments should be directed to the board and not to individual members or other attendees.

- The board may respond to comments at its discretion, either during the meeting or later, depending on the nature of the issue raised.

- Inappropriate language, personal attacks, or disruptive behavior will not be tolerated.

- If at any time the board feels the subject matter or the individuals presenting the information are creating a hostile environment, that individual will be asked to stop and leave the building. If the individual refuses to leave on their own per the request of the board a sheriff's deputy will be called to escort that individual out of the building and off the grounds. (disruption of the meeting is a misdemeanor of the 4<sup>th</sup> degree R.C 2917.12)



**6. Follow-Up:** - If a member of the public raises a concern that requires follow-up, the board may need time to investigate the issue or may place the matter on a future agenda for further discussion.

**Review:**

These guidelines will be reviewed annually or as needed to ensure they continue to meet the needs of the public and the board. Any amendments to these guidelines will be made in an open meeting.

mh 8-19-24

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