

ALLEN TOWNSHIP BOARD OF TRUSTEES

January 9, 2023

Minutes

Call to Order

Trustee McCreary, Co-Chairman called the regular meeting of the Allen Township Trustees to order on January 9 2023.

Pledge of Allegiance

Trustee Kingham began the meeting with the Pledge of Allegiance.

Roll Call:	Don McCreary	Township Trustee
	Ricky Kingham	Township Trustee
	Jack Rausch	Township Trustee (Absent)
	Lori LaCella	Fiscal Officer
	Nick Johnson	Road Superintendent
	Steve Brose	Fire Chief
	Bill Streng	Zoning
	Deputy Phelan	Sheriff
	Michael Nicholson	Resident
	Drew Gerhan	Resident
	Ken Reiff	Zoning
	William Verhoff	Resident

FINANCES & ADMINISTRATION

The Fiscal Officer read the minutes of December 5, 2022 said minutes were approved as read.

The Fiscal Officer provided each member of the Board with a list of recent receipts and pending expenditures for review. There was a motion by Trustee Kingham and a second by Trustee McCreary, and upon certification by the Fiscal Officer that appropriate funds were available, the pending expenditures were approved. The Fiscal Officer also provided the most recent payroll reports for the Board's review. The board reviewed the previous month's bank reconciliation and verified the sequence of the checks.

The Trustees received a sealed letter from Trustee Rausch. The letter was opened and read. The letter stated effective December 31, 2022 he is retiring as Township Trustee. The trustees can appoint someone to fill that position and complete the trustee's term which expires: 12/31/2025. If the trustees fail to make an appointment within 10 days after the expiration of the first 30 days, the probate judge shall make the appointment.

Trustee Kingman motioned that mileage reimbursement rate be per federal guidelines of 65.5 center per mile effective January 1, 2023 which received a second from Trustee McCreary.

Resolution 2023.1

This being the first meeting of the year, there was a motion by Trustee McCreary that Trustee Kingham is nominated as Chairman for the year 2023, which nomination received a second from Trustee McCreary. Upon roll call: Kingham, yea; McCreary, yea, Trustee Kingham was confirmed as Chairman.

Resolution 2023.2

There was a motion by Trustee Kingham that Trustee McCreary is named Vice-Chairman for the year 2023, which nomination received a second from Trustee McCreary. Upon roll call: McCreary, yea, Trustee Kingham, yea. Trustee McCreary was confirmed as vice-chairman.

Resolution 2023.3 - Appointment of Zoning Officers

The board discussed Zoning Commission members for 2023. Charlotte Blumenschein was reappointed for a 5-year term for zoning and Leland Walk was reappointed for 5-year term.

Zoning Board Appointments

Eric Pancallo	term expires 12/31/2023
Louis Meyer	term expires 12/31/2024
Ken Reiff	term expires 12/31/2025
Gary See	term expires 12/31/2026
Charlotte Blumenschein	term expires 12/31/2027

Open - Zoning Board alternate
Allison Hamilton, Secretary

Resolution 2023.4 - Appointment of Zoning Appeals Appointment

Zoning Appeals Appointments

The board discussed Zoning Appeals Appointment zoning members for 2023. The motion to keep the same following appointments were made by Trustee McCreary and seconded by Trustee Kingham Justin Story for renewal of term with the alternates, remaining.

Zoning Appeals Appointments

William Thaman	term expires 12/31/2023
Dain Bruns	term expires 12/31/2024
Michael Thiegartner	term expires 12/31/2025
Justin Story	term expires 12/31/2026
Leland Walk	term expires 12/31/2027

Nathan Vanover as the zoning appeals alternate.
Allison Hamilton, Secretary

DESTRUCTION OF RECORDS

The trustees advised that the Township has an approved Record Retention schedule, it will be followed as outlined for the destruction of records and a meeting was not necessary to carry out the schedule.

Trustee McCreary made a motion to schedule the following meetings for 2023:

February 6th Trustee Meeting

March 6th Trustee Meeting

April 3rd Trustee Meeting

May 1st Trustee Meeting

June 5th Trustee Meeting

July 10th Trustee Meeting

August 7th Trustee Meeting

September 11th Trustee Meeting

October 2nd Trustee Meeting

November 6th Trustee Meeting

December 4th Trustee Meeting

Tentative Community Day September 16th and Trunk or Treat October 26th.

PUBLIC FORUM

None

ZONING BUSINESS

The zoning boards have requested that they have a joint meeting. Ken Reiff requested that the meeting occur sometime prior to summer.

Mr. Streng received a call from Paul Clapsaddle and he is doing some work for Rodney Drumm. Rodney is trying to reconfigure lots he owns in Pottersburg to enable him comply with our zoning requirements. There are two alleys in Pottersburg, and one of them, Bennett St. was abandoned in 2010. It does not appear that William St. has yet been abandoned and Mr. Streng was wanting to establish some conversation regarding the possibility of abandoning this alley also. Mr. Streng believe that both alleys are within land Rodney owns. Bennett St. runs through the center of the church on Main St. Mr. Streng have a question regarding ownership of the alley, likely the township, and who will own it after it is abandoned. Mr. Streng submitted to the trustees and Thayne Gray a plot plan which appears to be the original plot layout for Pottersburg showing all the original plats, streets, and alleys. Mr. Streng highlighted the alleys and street which should be considered for abandonment. Mr. Streng also submitted a recent aerial photo which shows three additional alleys leading to residences, two of which are leading to properties within Pottersburg, and one across Honda Parkway (directly beyond Allen Center Road) leading to Brown property. Mr. Streng suggested that all three of these alleys also be abandoned. Thayne Gray has indicated to us that he would take the lead in abandoning these alleys. Chris Clapsaddle, of the Union County Engineer's Office has done some research, however in an email on December 1 Thayne stated that he would meet with Chris to establish what was still required, and that he would help us with the process of abandoning the streets and alleys in Pottersburg. Mr. Streng has no news regarding this project as of January 5, 2023.

Mr. Streng have had contact from an individual who wants to place a truck trailer / storage unit facility on the property we rezoned to B3 a few years ago at the site across Northwest Parkway from John Rausch's home. They felt that since there are currently truck trailers parked there that there would be no issue. Mr. Streng informed them that the current business is properly zoned for its use, and Mr. Streng also informed them that the site would be required to be rezoned to comply with their requirements, however Mr. Streng had no further communication with them. Mr. Streng has not heard from this individual however he has been in contact with two other parties who are looking at this parcel very closely. One of the parties intends to build a small 5,012 SF warehouse to house a snack food distribution business, and the other some type of used car business, however he would not provide further details. Mr. Streng informed him that if he wished to obtain a zoning certificate, Mr. Streng would need details. Mr. Streng received a check for fees on 1/9 but they will not be meeting with us until the week of January 16 to obtain their zoning certificate. Mr. Streng has called him to go over the paperwork.

Mr. Streng observed a new accessory building on a property at 18744 Allen Center Road that exceeds 200 SF but was placed there without a zoning certificate. Mr. Streng informed the property owner, Tonia Chapman that she would be required to obtain a zoning certificate and they will be meeting to accomplish that requirement. Tonia Chapman obtained the certificate December 2, 2022.

There is a small box trailer parked in a front yard at 23050 Northwest Parkway advertising a business, Wolfe Innovations, that belongs to the homeowner. Mr. Streng is still awaiting final word from Thayne Gray, but he will likely be receiving a letter from us stating that he has an illegal sign exceeding 6 SF in his yard. He previously had a bill board there that was placed by a former owner that Mr. Streng advised to remove. Wolfe Innovations did remove the sign but replaced it with the trailer. The sign is bolted onto the trailer, not painted on which could have a bearing regarding how the trailer could be used, meaning

that either he is just parking the trailer there, or clearly using it as a sign. A violation letter was sent to Mr. Wolfe on December 28 to advise him of this violation relative to Article VIII of the ATZR.

Mr. Streng has heard from the Liberty Township Zoning Inspector that there is discussion relative to constructing a solar farm on Johnson Rd. The 62-acre parcel is owned by Ceres Farms LLC, who also owns 400 adjoining acres in Liberty Township. The energy company, ENGIE North America of Houston, TX apparently bought a lease for the farm in 2017 to build a solar farm. Thayne Gray is on board and stating that they cannot build it. ENGIE will be at the Liberty Township Trustee's meeting on December 5 to address their plans, and Terry will advise Mr. Streng relative to the outcome of the meeting. No updates as of January 5, 2023.

Mr. Streng has been in contact with a realtor or representative of a company wishing to locate a property on Northwest Parkway on land zoned B3 in the area of Complete Auto Auction. They want to place a modular or office trailer on the property for use as their office. Mr. Streng informed him that he will need more information on the type of business, exact location, and type of building they want to place or erect before he can help him. Mr. Streng explained to him the requirements of building in B3. The ATZR is not clear on the meaning of a permanent foundation therefore it is difficult to clarify to someone placing a trailer (which is clearly not permitted, or a modular building on a site in the township). The business is CarMax and Mr. Streng was contacted by a modular building company relative to what is required to set their office building on site.

Mr. Streng observed a metal accessory building which had been transported to 17100 Allen Center Road. The building exceeds 200 SF and a letter was sent to Mr. Pauk on December 28 advising him that he would need to obtain a Zoning Certificate, and due to his property being non-conforming he may be required to obtain a variance for the building. Extensive communication with Thayne Gray confirmed that he does not need a variance because he meets all required setbacks, but a Zoning Certificate is required.

Mr. Streng received a call from an individual who is interested in developing a 40-acre parcel in Allen Township. He did not provide me with a location. He wanted to know the setback requirements, etc. He also wanted to know the requirements for the road construction to access the homes and Mr. Streng referred him to the Union County Engineer's Office. Mr. Streng met with him on January 9th and the parcel is owned by Back 50 LLC and lies between SR 245 and Collins Rd. he will be required to purchase an additional parcel on SR 245 in order to have a location to build an access road. In order to have a location to build an access road he was advised to meet with the Union County Engineers Office to ascertain that he will be permitted to have a road in the proposed location.

Mr. Streng received a call from a property owner on SR 287 who has been contacted by a realtor relative to buying his home and land. The company plans to construct three buildings totaling 300,000 SF for warehouses, and 3-4 acres for trailer parking. In their discussion we ascertained that they likely want to purchase his 5-acre property for driveway access to the land on which the warehouse will be built. The resident that lives at this property, Drew Gerhan, was in attendance and noted that they were contacted by this auctioneer, to buy his property. There was extensive discussion on the Logan County sewage future planning and the impact.

SHERIFF REPORT

Sheriff Deputy had nothing to report.

Resident Tanalee Stoll noted there has been excessive speed on her Bear Swamp Road.

ROAD BUSINESS

Road Superintendent, Nick Johnson was not in attendance, but sent an invoice for Henderson Products for \$954.34 for Auger and Spimer motors dump truck. Trustee McCreary made a motion to accept the amount of \$954.34 and Trustee Kingham seconded.

FIRE & EMERGENCY SERVICES

Med flight is interested in speaking with Trustees on combining septic systems. They had heard that our septic system is having issues and wants to meet in the future. Chief Brose recommended that a Trustee reach out to Med Flight and have a discussion.

Chief Steve Brose noted we received our grant funds for the SCBA Masks. The left-over FEMA Grant will cover \$228.57 with our cost is \$793.47 for the bags. Trustee McCreary made the motion to accept the \$793.47 with a second from Trustee Kingham.

Chief Steve Brose noted the equipment: Gate valves: \$448.47 need 3 Total: \$1,345.41

Chief Steve Brose noted the full-time positions have been filled, however, that leaves the Fire Department low on part time. There is a plan in place to cover those part time positions with the captain and a part time. Looking for creative ways to cover the shift without raising costs.

Chief Steve Brose noted the crews completed monthly safety trainings.

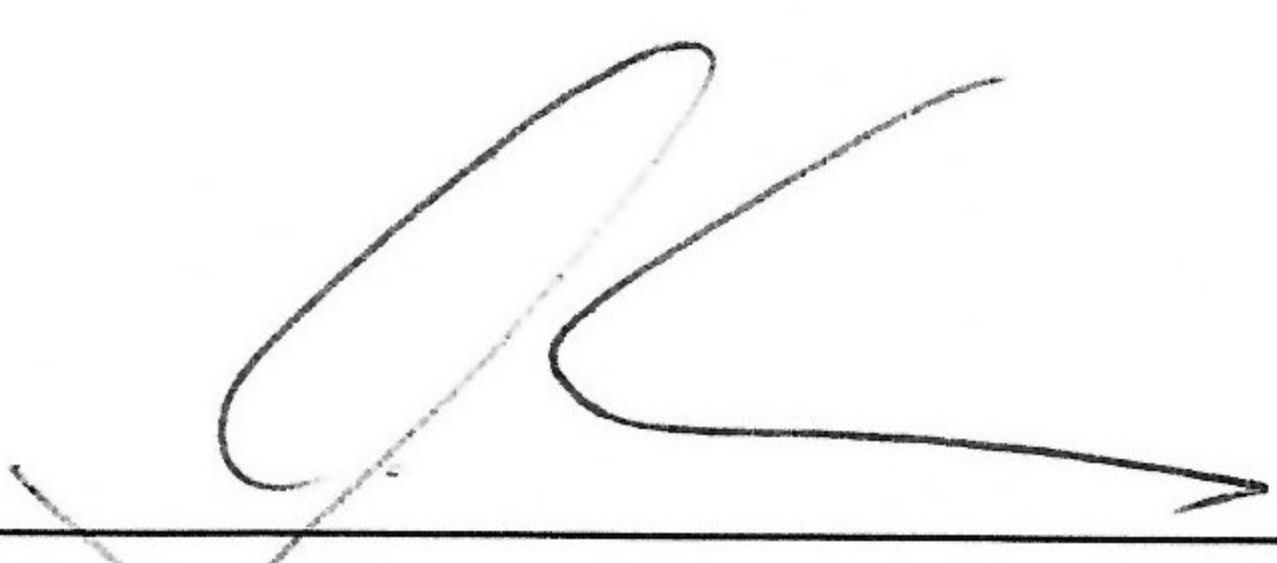
CORRESPONDENCE/OTHER MISCELLANEOUS

The Union County Engineers Office Annual Township meeting is Saturday, February 18, 2023 at 8:30 A.M. – 12:00 P.M. at the Union County Services Center, 940 London Avenue.

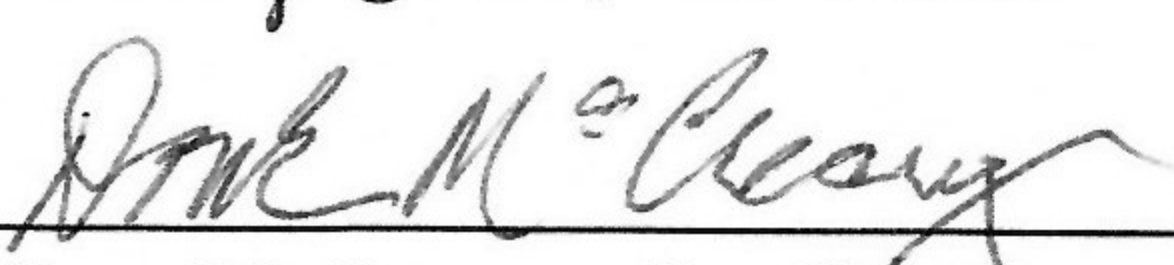
EXECUTIVE SESSION

None

There being no further business, Trustee Kingham moved to adjourn the meeting, Trustee McCreary offered a second. Upon a roll call vote, all being in favor, the meeting was adjourned.



Rick Kingham, Chairman



Don McCreary Co-Chairman

Vacant

ALLEN TOWNSHIP FIRE DEPARTMENT

TO: Allen Township Trustees
FROM: Chief Brose
DATE: 1/9/2023
SUBJECT: Fire Department

Building and Grounds:

Med flight is interested in speaking with Trustees on combining septic systems.

Equipment:

Gate valves: \$448.47 need 3 Total: \$1,345.41

SCBA mask bags: left over FEMA Grant will cover \$228.57 Our cost is \$793.47

Training:

Crews completed monthly safety trainings.

Other:

Respectfully Submitted
Steve Brose, Chief