

**ALLEN TOWNSHIP BOARD OF TRUSTEES**

**June 3, 2024**

**Minutes**

**Call to Order**

Trustee Reiff, Chairman called the regular meeting of the Allen Township Trustees to order on June 3, 2024.

**Pledge of Allegiance**

Trustee Reiff, Chairman began the meeting with the Pledge of Allegiance.

<b>Roll Call:</b>	Ken Reiff	Township Chairman
	Greg Gerten	Township Vice Chairman
	Rick Kingham	Township Trustee
	Walt Hamilton	Captain
	Lori LaCella	Fiscal Officer
	Bill Streng	Zoning
	Charlott Blumenschein	Zoning
	Mike Justice	Future Sheriff
	Andrew See	Resident

**FINANCES & ADMINISTRATION**

The Fiscal Officer read the minutes of May 6, 2024 said minutes were approved as read. Trustee Gerten made the motion to accept the minutes are read with a second from Trustee Kingham.

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 Reiff, 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.

Fiscal officer noted an insurance broker will attend the August meeting to review their services.

Mr. Streng noted the hard work the Trustee Kingham is putting into the cemetery and restoring the stones.

Trustee Kingham noted the legislative updates.

Trustee Kingham noted no new users on webpage.

Trustee Gerten noted the updates to the comprehensive plan and meetings. The plan is to get input from residents on what they would like to see in the plan working with a focus group.

**PUBLIC FORUM**

Mike Justice attended the meeting to introduce himself and to share his plans for the county. Mike is planning to attend future meeting once in office of the sheriff department.

**ZONING BUSINES**

Mr. Streng received information from a consultant relative to an unknown party planning to construct a facility on a site immediately southwest of the Trillium Compressed Natural Gas (CNG) station on SR 739.

This site will be like the CNG station however it will be an electric vehicle charging station initially planned to have 20 charging stations. They had many questions of which Mr. Streng provided answers however many of the questions require additional information from them to enable me to answer all their questions. Mr. Streng informed them that the first thing they should do is to obtain confirmation from the state that they can be granted an access drive. The land is currently owned by Honda. Mr. Streng have been in contact with two parties relative to this project, neither of whom appears to know the other. Mr. Streng have sent to both answers to all the many questions presented to us but have heard nothing further from either of them. This month Mr. Streng had an inquiry from a different person seeking the same information as the previous parties. The person did not identify himself and was asking about zoning.

A letter was sent to residents at 16260 Allen Center Rd. about a dumpster rental business they have started. The letter stated that unless they could house all the dumpsters inside to qualify for a Home Occupation, or they would need to apply for a conditional use via a hearing by the BZA. In the letter they were given 30 days to contact us to discuss their options, and invited them to attend tonight's trustee meeting. If they do not attend Thayne Gray has advised me to advise him and he would send them a letter. If the trustees agree Mr. Streng would prefer to send them another letter urging them to contact me to settle this issue, or they will receive a letter from the Union County Prosecutor Office, who will then address the issue with the dumpster rental business. The trustees agreed to send a letter.

Mr. Streng is working with the trustees and the fire department to repair the roof trusses in the community room. A roof sag was noted and a preliminary investigation revealed that the upper gusset plates on the trusses were failing, causing minor roof sag as well as damage to the drywall at the ridge of the ceiling. After discussion a professional structural engineer was retained and he gave us a recommendation on repairing the problem by adding 1/2" plywood gussets to both side of the truss. They will be installed by screwing them directly over the existing failing metal trusses. On the day of the engineer's visit the fire department folks did an excellent job in rigging a camera system in the attic and displayed onto a screen in the community room to allow us to view the truss issues from the comfort of a chair in the community room. The truss repairs will be performed by Segner Construction on May 8 and will be completed in 1 - 2 days. The repair was made on May 8<sup>th</sup> as planned. They were in and out in 3 hours, however a lot of work was done in advance at their shop.

Mr. Streng has been in contact with a contractor regarding a property at 17933 Bear Swamp Rd. They have an existing 16' X 26' building that was built in 2003. This building was constructed 8' from the property line, in violation with the townships requirement that an accessory building must be at least 10' from the property line. Mr. Streng informed him that the current building is in violation and the violation could be forgiven, and the addition built if they can successfully obtain a variance from the BZA. Mr. Streng explained the application process however I have had no further contact with him. Mr. Streng met with the contractor and he determined that the existing building was 14.5' from the property line. He was issued a zoning certificate.

Mr. Streng met with a realtor and a businessman who were inquiring about property with frontages on both Smokey Rd. and Northwest Parkway. The businessman is interested in building a sports complex on Smokey Rd. The property is zoned M1 and not conducive to a sports facility, which will include a large hoop style structure along with indoor and outdoor sports. Mr. Streng informed them that the sports complex may be subject to a conditional use via the consideration of being a public service facility or a public use, which are both "conditional uses" for M1. He also asked if the same parcel could be granted two separate conditional uses and Mr. Streng asked Thayne Gray and he indicated that it may be possible.

#### **SHERIFF REPORT**

Not in attendance.

Reviewed the report sent from the sheriff's department and noted the increase are animal complaints and criminal damage, and vandalism.

## **ROAD BUSINESS**

Road Superintendent, Nick Johnson was not in attendance. Received the report in advance to discuss the following:

1st Row Mowing has been completed

Ditch Cleaning on Holycross Epps rd. has been completed

Row mower has a twisted PTO shaft and is being fixed. Parts on order.

Township Grounds and Row Spraying has been completed by Quality Lawn.

Cemeteries were mowed and prepped with flags for Memorial Day

Cemetery rehab is going well. Several stone have been cleaned and repaired. The road department have been assisting Trustee Kingham with this project.

Several Lights have been replaced in the Community building that were not part of the original led conversion. One unit has a bad ballast.

Road Superintendent asked if the trustees would like to get an Estimate to finish converting the rest of the fixtures to LED in the building? The trustees would like to investigate the cost to do this in house. Advised for Nick to investigate an estimate.

Upcoming work plan:

Fix Row Tractor/Mower

Fix blocked culvert Smokey rd.

Clean ditch Smokey rd.

## **FIRE & EMERGENCY SERVICES**

Chief Steve Brose, was not in attendance. Walt Hamilton attended for Chief Brose. Received the report in advance from Chief Steve Brose:

All fire extinguishers have been inspected and replaced as needed throughout the complex.

OTARMA completed an onsite appraisal on May 9. FD led through each building and reviewed building plans with the representative.

Crews completed monthly safety trainings.

Medical Director provided neonatal resuscitation trainings.

M601 had an inner dual go down, unrepairable. Spare is being used. Plan is to replace rear tires in the fall.

R601 cab would not raise, Sutphen on site to repair (Warranty)

R601 A/C not cool, Sutphen onsite to repair (Warranty)

Still awaiting our programming updates to Motorola radios. This update will bring all radios up to date and match all programming.

Annual hose testing has been completed.

Meeting with Honda Emergency Services on June 26 to review July shut down projects.

MEI preplan walkthroughs scheduled for the first week of July.

ISO update scheduled for July.

## **CORRESPONDENCE/OTHER MISCELLANEOUS**

None

**EXECUTIVE SESSION**


None

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



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Ken Reiff, Chairman

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Greg Gerten, Vice-Chairman



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Rick Kingham, Trustee