

**ALLEN TOWNSHIP BOARD OF TRUSTEES**

**July 10, 2023**

**Minutes**

**Call to Order**

Trustee Kingham, Chairman called the regular meeting of the Allen Township Trustees to order on July 10, 2023.

**Pledge of Allegiance**

Trustee Kingham began the meeting with the Pledge of Allegiance.

<b>Roll Call:</b>	Rick Kingham	Township Trustee
	Don McCreary	Township Trustee
	Ken Reiff	Township Trustee
	Lori LaCella	Fiscal Officer
	Steve Brose	Fire Chief
	Nick Johnson	Road Superintendent
	Bill Streng	Zoning
	Greg Gerten	Resident

**FINANCES & ADMINISTRATION**

The Fiscal Officer read the minutes of June 5, 2023 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 Fiscal Officer noted the tents, tables, chairs, and bounce house have been reserved for community day.

The Fiscal Officer noted the Ohio Township Compensation Charts have been changed to allow ALL township officials eligible for the cost-of-living increase of 1.75% effective for Pay 2022 through 2028.

Based on the compensation chart, Trustee Don McCreary and Fiscal officer Lori LaCella salary will need to be adjusted for 2022-2023. Trustee Rick Kingham will have an adjustment for 2023.

**Resolution 2023-08 Ohio Township Compensation Chart**

Trustee made McCreary the motion to accept the Ohio township compensation chart effective January 1, 2022 through 2028 for all township officials to receive a 1.75% COL increase with a second motion from Trustee Reiff. Upon roll call: Kingham, yea; McCreary, yea, Trustee Reiff approved to submit the resolution.

**Resolution 2023-09 NCO Solid Waste District – See attached**

The NCO Solid Waste District recently finalized its new solid waste management plan for 2024-2028. In accordance with Ohio law the district is providing each township located within the district, for ratification pursuant to Ohio Revised Section 3734.55.

The township is required to adopt the solid waste management plan for the ALLEN-CHAPMPAIGN-HARDIN-MADISON-SHELBY-UNION Joint solids waste management district. Trustee Reiff made the motion to accept the resolution for the NCO Solid waste district with a second motion from Trustee Kingham. Upon roll call: Kingham, yea; McCreary, yea, Trustee Reiff approved to submit the resolution.

Trustee Kingham made the motion to approve the Declaration of Effluent and Spray Irrigation easement with a second from Trustee Reiff. See the attached.

## **PUBLIC FORUM**

None

## **ZONING BUSINESS**

Mr. Steng has not heard any new information from the Union County Engineer Office or the Union County Commissioner regarding the abandonment of many of the alleys and streets in Pottersburg.

Mr. Steng 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. Steng 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. Steng 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. Steng were contacted by a modular building company relative to what is required to set their office building on site. Their engineer contacted Mr. Steng last week with questions of how to best build a privacy structure around their dumpster. Mr. Steng asked him how this project was proceeding and he told me that they were likely over a month away from submitting their drawings and request to me. This past week Mr. Steng provided them with information relative to the ATZR sign requirements. A zoning certificate for the building was issued on 5/3/23. No further contact with them.

Mr. Steng 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. Steng referred him to the Union County Engineer's Office. Mr. Steng met with him on January 9<sup>th</sup> 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. Steng has not had further contact with the land planner. No updates as of April 3. No further contact since April 30, 2023. Mr. Steng received an email from Paul Clapsaddle with an attachment for a proposed lot split on the frontage of this property. The landowner wants to do a 3.1 acre split from his 9.852 property with each property having the required 150' road frontage. Mr. Steng saw no issues with the proposal but chose to have it reviewed by both the LUC and Thayne Gray, who also saw no issues. No further contact with them.

Mr. Steng received plot plans from two individuals requesting to do parcel splits, one at 22730 Northwest Parkway and one at the end of Smokey Rd. To alleviate any confusion on defining an irregular lot. Mr. Steng referred both these to LUC for their input. The ATZR states that an irregular lot is one that does not conform to the Official Schedule of District Regulations. LUC agreed and confirmed that the lot splits would conform. The exception being the parcel on Smokey Rd. The parcel consists of 53 acres and the split would be 33 acres and 20 acres. There is with the required 150' of road frontage which the surveyor was planning to include M1 property which in front of the property. Mr. Steng informed the individual that they would be required to request a zoning change on this 3-acre parcel from M1 to U1, or

request a BZA hearing for a flag lot because does not have the same required road frontage. Mr. Streng would like the Trustee board to consider this rezoning. Trustee McCreary made the motion to make the

zoning change with a second motion from Trustee Kingham. Roll call vote: Trustee McCreary, yea. Trustee Reiff, yea. Trustee Kingham, yea. This is in process.

Mr. Streng received a request from Da Nite Sign for the installation of a sign at Area Electric on Smokey Rd. They are replacing an existing sign with one approximately the same size but with a time/temperature sign beneath the new sign. They are also requesting that the new sign receive a height variance since the new sign is 5' higher than the 15' maximum height requirement dictated in the ATZR. Mr. Streng received his paperwork for a review from the BZA, as required per the ATZR. The BZA hearing is scheduled for May 22 at 7PM. The sign was approved by a unanimous vote of the BZA board.

A BZA hearing is scheduled for June 5, 2023 for an individual wanting to erect a pole barn on his grandparent's home on Westlake Lee Rd. to use as a repair shop for Honda's and Acura's. This was approved by a unanimous vote for Westlake Lee Rd. The hearing was held as scheduled and approved by unanimous vote.

Mr. Streng received a complaint from a neighbor regarding the Stokes property on SR 245. She stated that people were living in a camper and dumping human waste onto the ground. Mr. Streng contacted Holly Raste from the Union County Health Dept. and she visited the site to investigate. She saw no evidence of them living in a camper or dumping human waste, however one of the Sheriff's deputies who accompanied her woke up someone who was asleep in a truck. She cited them for illegal burning of garbage and excessive scrap tires. We sent the owner a letter regarding unlicensed vehicles on the property.

The LUC will conduct a training on July 11 at the Liberty Township Building for BZA's. All the board members have been invited.

## **SHERIFF REPORT**

Sheriff not in attendance.

## **ROAD BUSINESS**

Road Superintendent, Nick Johnson, noted a hoe was rented for \$1600.00 for Benton Rd. Trustee Reiff made the motion to accept the \$1600 for the rental with a second motion from Trustee McCreary.

Road Superintendent, Nick Johnson installed additional pipe for \$6845.14 for Benton Rd. Trustee Reiff made the motion to accept the \$6845.14 with a second motion from Trustee McCreary.

## **FIRE & EMERGENCY SERVICES**

Chief Steve Brose noted the ambulances and pickups are backing over new concrete as of today, fire trucks are scheduled for July 24th.

Chief Steve Brose received 2 quotes for asphalt replacement for the Fire Department. Quality Paving quoted \$27,150 with an option to add .5" for \$2,875.00 and H & S Asphalt quoted \$105,490.00. H & S wants to replace the base. Trustee Kingham made the motion to accept the bid from Quality Paving for \$27,150.00 with the alternate of \$2875.00 for .5" thickness with a second from Trustee McCreary. The approval is to not exceed \$35,000.

New rescue is in progress. Working with McAuliffe's and Milwaukie tools rep on a tool pricelist.

Chief Steve Brose posted an open full time position discussion, which was posted internally. There are also some outside applications.

Chief Steve Brose noted the crews completed monthly safety trainings.

**CORRESPONDENCE/OTHER MISCELLANEOUS**

The Union Soil and Water Conservation District Board of Supervisors send the invitation to their 78<sup>th</sup> annual Election and Banquet on Wednesday, August 2, 2023 at Der Dutchman. Tickets are \$20.

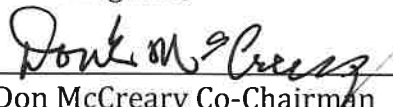
**EXECUTIVE SESSION**

None

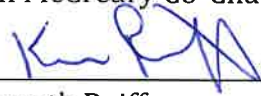
There being no further business, Trustee Kingham moved to adjourn the meeting, Trustee McCreary offered a second. Upon a roll call vote, all being in favor, the meeting was adjourned.



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Rick Kingham, Chairman



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Don McCreary Co-Chairman



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Kenneth Reiff