

ALLEN TOWNSHIP BOARD OF TRUSTEES

December 4, 2023

Minutes

Call to Order

Trustee Kingham, Chairman called the regular meeting of the Allen Township Trustees to order on December 4, 2023.

Pledge of Allegiance

Trustee Kingham began the meeting with the Pledge of Allegiance.

Roll Call:	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
	Charlotte Blumenschein	Zoning
	Jamie Patton	Sherriff
	Lorrie Culp	Resident
	Eric McCreary	Resident

FINANCES & ADMINISTRATION

Trustee Kingham began the meeting with a summary of accomplishments of 2023.

Trustee McCreary is retiring and the trustees sincerely thanked him for his many years of dedication to our township.

The Fiscal officer read the minutes of November 6, 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 trustees made a motion to renew the current policy with Anthem. Trustee McCreary made the motion to approve and Trustee Reiff made a second. McCreary, yea, Kingham, yea, Reiff, yea.

RESOLUTION 2023-13

The Fiscal Officer presented the temporary appropriation Resolution to fund the township until a permanent appropriation is created March 2024. After review and discussion, Trustee Kingham moved to adopt the temporary appropriation, Trustee McCreary seconded, upon a roll call, all were in favor, resolution passed. See the attached resolution.

RESOLUTION 2023-14

A Resolution of Approval to realign the permanent appropriation resolution increasing the appropriations for the 2111 Fire Fund from \$2,170,500.00 to \$2,495,500.00. In as such, the Board

requests an amended certificate for the following: Fund: 2111 Fire Fund Additional Estimated Appropriations: \$325,000 The Estimated Total Resources for fund 2111 Fire Fund \$5,153,349.38 After review and discussion, Trustee Kingham moved to adopt the temporary appropriation, Trustee McCreary seconded, upon a roll call, all were in favor, resolution passed. See the attached resolution.

RESOLUTION 2023-15

Trustee made McCreary the motion to accept the Ohio township compensation chart effective January 1, 2024 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; Kingham, yea, Trustee Reiff approved to submit the resolution.

There was a discussion to move the PNC bank funds to a STAR account. The trustees agree we need to investigate these accounts and move them.

PUBLIC FORUM

None

ZONING BUSINESS

Mr. Streng 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. Streng contacted the Commissions Office and they advised him that they had no paperwork from anyone. Mr. Streng then contacted Chris Clapsaddle of the Union County Engineers Office and he is going to investigate. We have completed a Resolution to be signed tonight by the trustees and will be forwarded to the Union County Commissioners and the Union County Engineer. Rick received guidance and data from the attorney who spoke to the Trustee's Assn's meeting at Bokes Creek Winery on September 7, and by the trustees completing the resolution it is anticipated that the quest to vacate the streets and alleys should be approved. This is apparently a requirement that we were not previously made aware of. Mr. Streng contacted the Union County Commissioner's Office today and they have not received the resolution.

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 were contacted by a modular building company relative to what is required to set their office building on site. Their engineer contacted Mr. Streng last week with questions of how to best build a privacy structure around their dumpster. Mr. Streng asked him how this project was proceeding and he told him that they were likely over a month away from submitting their drawings and request to him. This past week Mr. Streng provided them with information relative to the ATZR sign requirements. A zoning certificate for the building was issued on 5/3/23. Mr. Streng heard from a woman on 8/3/23 from a sign company regarding obtaining a permit for three signs to be installed on the site and she was informed that all 3 signs would be required to be approved by the Board of Zoning Appeals. She is going to complete the required paperwork and get back with him to file the papers for the BZA hearing. The BZA hearing will be at 6:00 September 11th. No new updates.

Mr. Streng received a call from an individual who is interested in developing a 40-acre parcel in Allen Township. He did not provide him with a location. The individual 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 40 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 has not had further contact with the land planner. No updates as of April 3. No further contact since April 30, 2023. Mr. Streng 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. Streng 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. Streng received a call from the neighbor of an abandoned, dilapidated property at 17100 Allen Center Rd., just South of the church. The complaint was that the basement is full of water and this is causing a rat population on her property. The neighbor is rightfully concerned about neighborhood children wandering onto the property and into the basement. The neighbor also stated that during the recent storms wind has blown roofing onto her adjacent property. Since there are no zoning issues, Mr. Streng contacted Holly Rast at the Union County Health Department for her to investigate. Mr. Streng also contacted Chief Brose to ascertain whether any safety hazards were present. The UCHD and Chief Brose will investigate the matter. Mr. Streng received a notice from LUC advising that the county has approved \$500K to remove dilapidated homes and buildings in the county and they have until September 15 to file the required paperwork to be considered. We sent this information to 3 property owners in the township who we felt met the criteria and sent to them the information we received. Only one property owner contacted us and it was the owner of the property at 17100 Allen Center Rd. There is a letter for the trustees to sign confirming that the township agrees that this resident should be considered for demolition. Mr. Streng have not heard anything from LUC regarding the status of this program. Mr. Streng have been informed by LUC that the approval process may take several months.

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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 similar to 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 I 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.

Bill Streng attended the 56th annual meeting of the LUC Regional Planning Commission on November 16 and I found it too very informative.

SHERIFF REPORT

Jamie Patton attended to congratulate Trustee McCreary on his retirement as trustee.
Jamie Patton noted this Saturday is Shop with an officer.
Requested support with the passing of issue 2 and concerns for the county.

ROAD BUSINESS

Road Superintendent, Nick Johnson, presented information on purchasing/renting a water softener,
Trustees requested more quotes.

FIRE & EMERGENCY SERVICES

The Trustees and Fire Chief met with Zane Township for the new contract, see attached.

Chief Steve Brose noted recommendation on increasing insurance values, the trustees agree.

Chief Steve Brose requested to place old Rescue 601 on Govdeals.com. Trustee McCreary made the motion
to place the old rescue 601 on govdeals with a reserve amount of \$10,000, Trustee Kingham offered a
second.

A fire member is having a second surgery, off 4 more months. Placing a part time member on temporary
full time to cover opening.

Crews completed monthly safety trainings.

CORRESPONDENCE/OTHER MISCELLANEOUS


None.

EXECUTIVE SESSION

Chairman Kingham requested an executive session to discuss compensation changes for hourly
employees in 2024, seconded by Trustee McCreary. Upon a roll call vote, Trustee McCreary yea, Trustee
Kingham, yea, Trustee Reiff, yea, executive session began.


After returning to regular session, Trustee Kingham presented a motion to increase hourly rates by 5%
for all Township hourly employees. Officers is 7.5% increase.

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



Kenneth Reiff