ALLEN TOWNSHIP BOARD OF TRUSTEES
September 8, 2025
Minutes

**Call to Order**
Trustee Gerten, Chairman called the regular meeting of the Allen Township Trustees to order on September 8 2025.

**Pledge of Allegiance**
Trustee Gerten, Chairman began the meeting with the Pledge of Allegiance.

| **Roll Call:** | | |
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| | Ken Reiff | Township Chairman |
| | Rick Kingham | Township Trustee |
| | Greg Gerten | Township Trustee |
| | Neal Page | Fire Captain |
| | Lori LaCella | Fiscal Officer |
| | Nick Johnson | Road Superintendent |
| | Bill Streng | Zoning |
| | Charlotte Blumenschein | Zoning |
| | Jason VanAtla | Zoning |
| | John Rausch | Parking Lot |

**FINANCES & ADMINISTRATION**
Trustee Gerten read the minutes August 4, 2025 said minutes were approved as read. Trustee Reiff made the motion to accept the minutes as 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.

Trustee Gerten reviewed the Sheriff Report for any new trends.
Trustee Kingham noted the 631 days away from 200th Anniversary celebration. The next meeting is September 9th.
Trustee Kingham noted that the Textmygov icon is live and a widget is on the webpage. This will kickoff after community day.

**Resolution Cybersecurity 2025-08**

**RESOLUTION 2025-08**
**RESOLUTION ADOPTING A CYBERSECURITY POLICY**

WHEREAS, the State of Ohio has implemented Ohio Revised Code §9.64, enacted in HB 96 (136th G.A.), requiring all local governments and jurisdictions to establish a cybersecurity policy by September 30, 2025; and
WHEREAS, the purpose of this requirement is to strengthen protections of public data, information systems, and technology resources from cybersecurity threats and risks; and
WHEREAS, the Allen Township recognizes the importance of safeguarding sensitive and confidential information entrusted to Allen Township; and
WHEREAS, a draft Cybersecurity Policy has been prepared and reviewed by staff and is recommended for adoption as a framework for compliance with Ohio Revised Code §9.64 and HB 96; and

WHEREAS, the policy provides guidance on access control, system security, data protection, incident response, training, and vendor management, while requiring consultation with IT professionals and legal counsel for implementation and customization;
NOW, THEREFORE, BE IT RESOLVED by the [Board of Trustees of Allen Township, Union County, Ohio, that:

1. The attached Cybersecurity Policy is hereby adopted as the official policy of Allen Township].
2. This policy shall take effect immediately, with adoption required by September 30, 2025, and implementation of technical and training requirements no later than June 30, 2026, as provided by the Ohio Auditor of State.
3. The Board of Trustees shall distribute the adopted policy to all departments, employees, and relevant contractors, and to ensure compliance in partnership with IT providers and legal counsel.
4. This resolution shall be in full force and effect upon its passage and adoption by the Allen Township Board of Trustees.

Trustee Kingham made a motion to accept adhering to the cybersecurity program and to have all training in place by the deadline, Trustee Gerten made a second. Roll call vote: Trustee Gerten, yea. Trustee Reiff, yea Trustee Kingham, yea.

**Resolution 2025-09 Rates and Resolutions**
Accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary levies and certifying them to the County Auditor. There was a motion by Trustee Gerten to accept the Schedule A summary, seconded by Trustee Reiff, all were in favor, the resolution passed.
All in favor, Trustee Reiff, yea. Trustee Kingham, yea. Trustee Gerten, yea.

**PUBLIC FORUM**
A huge thank you to the Gerten family and the Trustees for hauling and spreading of the new playground mulch.

**ZONING BUSINES**
Received numerous zoning questions throughout the month, and again there were calls and meetings with contractors, realtors, appraisers, landowners, lawyers, Union County Bld. Dept. etc.

Mr. Streng has been in contact with a zoning consultant relative to the land at the SW corner of Stokes Rd and SR 287. She asked several questions including if the land was zoned for a concrete batch plant. The land is zoned M1, however in reviewing ATZR it appears it should be in M2 zoning. The ATZR does not address a concrete batch plant therefore I reviewed this with Brad Bodenmiller of LUC and he agrees. There is currently a concrete batch plant on Northwest Parkway on land zoned M1. Mr. Streng informed her that she should advise her client that the owner would need to obtain a conditional use permit for a batch plant to be built on this site. She recently called Mr. Streng for further details of the property, which he understands has been sold to a Tennessee company to build the concrete plant. There has been extensive discussion related to this property in recent weeks. Most of the property is in Allen Township and a small portion lies in Zane

Township in Logan County. The physical plant will be in Zane Township and the entrance drive will be in Allen Township. The Tennessee company, Hollingshead Materials, has applied for a Conditional Use permit from Allen Township and a Variance from Zane Township. The BZA hearing for Zane Township is on Nov. 6 at 7 PM and the BZA hearing for Allen Township is on Nov. 7 at 7 PM. Zane scheduled their hearing around Allen's to allow the spokesperson for Hollingshead to only make one trip to Ohio. Mr. Streng has had multiple phone calls with the Zane Township Zoning Inspector and one from a Zane Township Trustee. Leland Walk and Mr. Streng plan to attend the hearing in Zane Township. It will be interesting to see what happens if one

township approves and the other does not since Hollingshead has already purchased the property. Hollingshead is a large company with plants in TN, IND, OH, KY. At our request Thayne Gray will attend our hearing. It was a long BZA hearing on November 7, however following a 1 ½ Executive Session the board unanimously declined the request for the driveway. Mr. Hercules, the owner's rep. for Hollingshead assured Mr. Streng that he would return with their lawyer. Mr. Streng received an email from Thayne Gray this week informing me that "A notice of appeal of the Zane Township BZA decision to allow the plant had been filed. This is an administrative review case in the Common Pleas Court which acts as an Appellate Court to access whether the decision was legally sound. Depending on how the Zane township hearing was conducted there could be additional testimony or possibly a whole new hearing. It could be several months for the matter to be resolved in Logan County. Either party could appeal to the Common Pleas Court decision to the Court of Appeals and that could take another several months to resolve." Driving by the site there is no evidence of any construction activity during the month of April and May. Mr. Streng understands that there is still legal action in place by members of the community. Mr. Streng received a subpoena to appear at a hearing at the Logan County courthouse on August 6, 2025 at 9 AM to be a witness in the case of Drew Gerhan et. al. Plaintiff vs. the Board of Zoning Appeals of Zane Township in Logan County. Mr. Streng is to be a witness on behalf of the

Plaintiff. Per his advice Mr. Streng has been in contact with Thayne Gray for advice on being a witness. Mr. Streng has not observed any activity at this property.

There has been activity at the B3 property at the NW corner of SR 739 and US 33. Jerry Robinson has sold the property to an individual who has inquired about building a hotel, and then parceling the rest of the property for use as a gas station and other possible uses for a B3 property. He is going to have water and sewer on each site. Mr. Streng has had no contact with the site developer during the month of April and May.

A letter was sent to Vicky and Alfred Stokes relative to junk camping trailers and unlicensed vehicles on their property at 20950 Allen Center Rd. Mr. Streng has had not had any contact since the letters were sent on April 16. Another letter will be sent. The next step for this is to contact Thayne Gray and let him pursue this issue. Thayne did send her a letter from his office and the unlicensed vehicles are now gone. There are still several old junk camping trailers on the now overgrown property which according to Thayne may be something we can address using our ATZR Section 558, Effective Screening of Junk Storage and Sales. Mr. Streng will be sending her a letter on Township letterhead informing her that she must conform to this section by screening her trailers from view.

The next meeting for the Allen Township 200th Anniversary will be July 8, at 10 AM. Members are Rick Kingham, Jack Rausch, Don McCreary, Nan Streng, and Bill Streng. The event will be held in conjunction with Community Day 2027. Visitors are welcome. Much planning still has to be done. If anyone has suggestions for the 200th anniversary they will be welcomed. Much planning still must be done. If anyone has suggestions for the 200th Anniversary they will be welcomed. During our July meeting Mr. Streng suggested that we add more members to the board and all concurred. We have since added Dan Fitzgerald, Rod Eubanks, and Jacki Lazenby, all of whom Mr. Streng feels will greatly enhance our board. We also had a professional events planner present who provided us with some great suggestions. His firm employs numerous event planners and we plan to hire one of the staff who specializes in events like ours as a consultant from time to time, the number of meetings we may need her council remain to be seen as our meetings progress. Also discussed is dropping the name of "Community Day" for 2027 only and emphasize our efforts on the 200th Anniversary. This is meant to pool our resources and synergies on this special event for our township. Jacki is going to research games appropriate for the time, and as suggested by our events planner will work on a "mission statement."

During our August 9, 2024 trustee's meeting Jason Thompson, of 20210 Coleman Brake Rd., and his father who owns the residence were present to respond to the second zoning violation letter they received

regarding unlicensed and junk vehicles on the property. The letter also mentions a very large volume of scrap sheet metal and other trash on the property. The second letter mentioned that if the property was not cleaned up in thirty days that the issue would be forwarded to the Union County Prosecutor's office. Mr. Streng met with them in the zoning room to discuss the issue and was assured that if we gave them one year to comply that the property would be cleaned up. This is in the meeting minutes. Nothing has been done to clean up the property and it will now be turned over to Thayne Gray for his consideration. Thayne will likely advise me to try to work things out with the property owner but I feel that we have already crossed that bridge. We have now reached the year mark and as of this date nothing has been done to clean up the property. Mr. Streng will ask Thayne to send him a letter.

Steve Ramsey, owner of Ramsey's Pizza at 21450 Northwest Parkway has received a verbal notice, and two violation letters regarding a camper permanently parked on the property, and utilized as a residence for his step-father. He has been told that living in a camper is only permitted 30 days per year. His comment was that his step-father had nowhere else to go, despite Mr. Streng's suggestion that there are local camp grounds where the trailer could be located. The second letter warned that if the trailer was not removed in thirty days the issue would be forwarded to the prosecutor's office. Steve contacted Mr. Streng asking if we could meet to discuss the issue and Mr. Streng told him that we could, but Mr. Streng could not be persuaded to drop the issue and heard no more from him. If there no objections the issue will now be forwarded to Thayne Gray of the prosecutor's office. Thayne has asked for more information to assure that he has the tools to issue his letter to this individual. Mr. Streng provided him the information after much searching and asked him to send the letter.

Mr. Streng has spent time with two individual parties both wanting to place sub-divisions in the township. The first is the Hanselman property on Buck Run Rd. This a 120-acre parcel on which a developer wants to construct 32 homes in 3 phases. The parcel is currently zoned U-1 however to do what he wants requires R-1 zoning. He has turned in the form and check to proceed with the process. The property has not been sold and is being sold contingent on the rezoning.

The other is the Brown farm in Pottersburg at 23732 Darby Pottersburg Rd. which consists of 3 parcels currently zoned U-1, which will also need to be rezoned to R-1. The parcels have been sold to a business group and my contact has been individual named Brandon Hess. In his email he stated that they wanted to develop the property as a residential development. Mr. Streng sent him an email telling him what he needs to do but have not heard back from him.

**SHERIFF REPORT**
Not in attendance.

**ROAD BUSINESS**
Sealing Quotes All Seal:
1 Brush Application - $3070.60
Sealcoating – One Brush Coat - $3288.50
Total $8085.56
J & M Asphalt Sealing - $11,290.00 with parking lot, striping of lines, and walking path. Trustee Gerten made the motion to accept the $11,290.00 with a second motion from Trustee Reiff. All in favor.

Quality Paving - $5425.00 – Sealcoat with one coat and re stripe.
Walking Path - $7700.00 Total $13125.00

A Woman's Touch Landscaping (Fall Clean up)
Upcoming work plan:

Cemetery rehab project
Community Day Prep
Paint Wood Trim on gazebo and make new base trim

**EMERGENCY SERVICES**
Chief Steve Brose noted that quality paving to apply a seal coating FD lot scheduled for the week after community day.
Chief Brose has enrolled all 3 Lieutenants into the Union County Leadership Institute. This will complete all ATFD officers having had the course. Chief Steve Brose would like approval to continue with the 3 Lt.'s to

complete. Cost is $850 each. Trustee Gerten made the motion to continue with the leadership training for $850 each, Trustee Kingham made a second motion.

Equipment: Items for approval to sell on govedeals.com – see attached list. Trustee Kingham made the motion to approve the sale of the items on the list to govdeals with a second motion from Trustee Gerten. All in favor.

Network components are being installed for the twp. complex.

Call Stats: August of 2025: 89 calls for service.

Crews completed monthly safety training.

**CORRESPONDENCE/OTHER MISCELLANEOUS**
None.
**EXECUTIVE SESSION**
None

There being no further business, Trustee Gerten moved to adjourn the meeting. Trustee Kingham offered a second.

Greg Gerten, Chairman

Rick Kingham, Vice-Chairman

Ken Reiff, Trustee