

September 2, 2025 Work Session Minutes

Urbach called the work session to order at 5:30 pm. Seconded by Veselenak. All in Favor: YES Checks were signed.

DISCUSSION:

- 1) There was an issue with a resident on Johnsford concerning the road paving.
- 2) Holzer, Commission Board Chair, explained the amendment the SCRPA accepted that the Commission Board submitted to them. It states that for legal notices are to be advertised per the ORC which now permits them to be advertised on the entity's website. Anytime the State amends this, the Commission Board will not have to amend the zoning resolution book due to it referring to the sections in the ORC. The Trustees were given a copy of the accepted amendments.
- 3) Reviewed zoning fees that Borojevich would like. Copies were given to the Trustees.
- 4) Lambert asked for a copy of the NBTHS newsletter.

Lambert made the motion to come out of the work session. Seconded by Veselenak. All in Favor: YES. The work session ended at 6:00 pm.

September 2, 2025 Regular Meeting Minutes

Urbach called the regular meeting to order at 6:00 pm. Seconded by Veselenak. The pledge was recited by all present.

Upon Role Call the Result was:

URBACH HERE

LAMBERT HERE

VESELENAK HERE

Veselenak made the motion to accept the minutes as they have read them through email. Seconded by Lambert. All in Favor: YES Veselenak made the motion to pay the bills. Seconded by Lambert. All in Favor YES. The bills are in the amount of \$26,059.92.

LAMBERT REPORT

1) RESOLUTION #2025-33

Lambert made the motion for the resolution to amend the Zoning Resolution as follows: Article VIII Conditional Zoning Certificates.

Update section 801.1 D. Hearing

After adequate review and study of any application, the Board of Zoning Appeals shall hold a public hearing or hearings upon every application after at least one (1) publication using methods allowed in ORC 519.06 at least ten (10) days prior to the date of the hearing. Such notice shall indicate the place, time, and subject of the hearing.

Article IX Board of Zoning Appeals

Update section 901.11 Notice of Hearings

When a notice of appeal has been filed in proper form with the Board of Zoning Appeals, the secretary shall immediately place the said request for appeal upon the calendar for hearing, and shall cause notices stating the time, place, and object of the hearing to be served personally or by mail addressed to the parties making the request for appeal, and other property owners of interest, at least ten (10) days prior to the date of the scheduled hearing. All notices shall be sent to addresses given in the last tax assessment roll. Such hearings shall be advertised using methods allowed in ORC 519.06 at least ten (10) days before the date of such hearing. The Board, at its discretion, may send out further notices to publicize such hearings. The Board may ccess such

hearings from time to time, and if the time and place of the continued hearing be publicly announced at the time of adjournment, no further notice shall be required.

Seconded by Veselenak. Upon Roll Call the Result was:

URBACH YES

LAMBERT YES

VESELENAK YES

- 2) Lambert asked Matics if they needed to pass the fees schedule tonight. Matics replied no. That is for you all to review for our next meeting and maybe we can pass it then.
- 3) Asked Matics what was going on with hauling the mower. Matics stated that Baker is conversing with Strubel on that. Lambert asked if we needed to have the Hussler looked at after the Scagg comes back. Matics did ask Winesburg to give us an estimate on a new Scagg. Lambert asked who the contact is for Winesburg. Matics replied that Baker was.
- 4) Stated that he would contact Karvo Paving concerning Johnsford paving.

VESELENAK REPORT

- 1) Asked Holzer if the Commission was considering any amendments to the zoning resolution concerning tractor trailers or commercial vehicles in driveways. Holzer replied they could look into it. Is there anything specific you are looking at. There was some conversation on this. Holzer said she will take that to the Commission Board.
- 2) Asked Strubel if he made it out to Florence. Strubel stated that they were going out one day and the blacktop plant was broke down. They will get out the
- 3) Asked Strubel what shape Wrestler was in. Strubel responded that it needs some patching.
- 4) Asked Strubel if he went out to Kemary. Strubel said he spoke what the resident and what he wants to do would be ok.

URBACH REPORT

- 1) Urbach asked everyone who was helping with the Memorial 5K Run for Mark Dearing to be at the park around 7:00. There was discuss on Strubel parking the Township truck at the Hudson entrance and have the lights on. Lambert asked if we had any signs stating "Caution Run in Place". Strubel said he could set up cones in the middle of the road. Urbach said he would check into it and maybe get a parking sign also. Lambert asked if we had any flasher that could be attached to barricades? Urbach will check with the Village. The registration would be at Pitman Park. Veselenak asked how many were registered. Urbach said he will check.

FISCAL OFFICER REPORT

- 1) Was approached by a gentleman who asked if the Township would consider selling the property where Smoketown Church is located. There was a lot of discussion on this. The Trustees determined that there would be no way to split that parcel and keep the cemetery for the township.
- 2) Sent an email to all the Trustees that the State is requiring all government entities to set and adopt standards safe guarding against cybersecurity threats and ransomware attacks. Lambert asked how we would do this. Matics stated that OTARMA has a library that has a lot of templets.
- 3) Suggested a resolution be made concerning ways of advertising per HB 315

RESOLUTION #2025-34

Urbach made the motion for the resolution to accept HB 315 revisions to advertise for road paving bid according to ORC 5575.02 and advertising for sale of equipment, property etc. per ORC 505.10.

ORC Section 5575.02

After the board of township trustees has decided to proceed with a road improvement, it shall advertise for bids once, not later than two weeks prior to the date fixed for the letting of contracts, using at least one of the following methods:

- (A) In the print or digital edition of a newspaper of general circulation within the township;
- (B) On the official public notice web site established under section 125.182 of the Revised Code;
- (C) On the web site and social media account of the township.

Such notice shall state that copies of the surveys, plans, profiles, cross sections, and specifications for such improvement are on file with the board, and the time within which bids will be received. The board may let the work as a whole or in convenient sections, as it determines. The contract shall be awarded to the lowest and best bidder who meets the requirements of section 153.54 of the Revised Code, and shall be let upon the basis of lump sum bids, unless the board orders that it be let upon the basis of unit price bids, in which event it shall be let upon such basis.

The board is not required to provide notice of the project cost estimate when advertising for bids under this section.

ORC Section 505.10

After adoption of the resolution, the board shall publish notice of its intent to sell unneeded, obsolete, or unfit-for-use township personal property by internet auction, using at least one of the following methods:

- (1) In the print or digital edition of a newspaper of general circulation in the township;
- (2) On the official public notice web site established under section 125.182 of the Revised Code;
- (3) On the web site and social media account of the township.

The notice shall include a summary of the information provided in the resolution and shall be published at least twice. A similar notice also shall be posted continually throughout the calendar year in a conspicuous place in the board's office. The board may also cause notice to be inserted in trade papers or other publications designated by it or to be distributed by electronic means, including posting the notice on the board's internet web site.

When property is to be sold by internet auction, the board or its representative may establish a minimum price that will be accepted for specific items and may establish any other terms and conditions for the particular sale, including requirements for pick-up or delivery, method of payment, and sales tax. This type of information shall be provided on the internet at the time of the auction and may be provided before that time upon request, after the terms and conditions have been determined by the board or its representative.

Seconded by Veselenak. Upon Roll Call the result was:

URBACH YES

LAMBERT YES

VESELENAK YES

Urbach stated the next meeting will be Monday, September 15th at 6:00 pm. Urbach made the motion to adjourn. Seconded by Lambert. The meeting adjourned at 6:56 pm.

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James J Urbach- President

Ronald L. Lambert - Vice President

T. Renee Veselenak – Trustee

Jody Matics – Fiscal Officer