

TROY TOWNSHIP, DELAWARE COUNTY

Regular Meeting Minutes

August 21, 2023

Regular Meeting called to order at 8:00 PM by Trustee Morris.

The meeting opened with the Pledge of Allegiance.

Roll call:

Present: Trustees; Earl Lehner, Doug Price, Troy Morris

Also present: Fiscal Officer; Tracy Parsons, Cemetery Sexton; Dale Woods, Zoning Inspector Assistant; Michael Endsley; Zoning Inspector; Richard Lehner

Approval of Agenda:

Trustee Lehner made a motion to approve the August 21, 2023, agenda. Trustee Price made a second on the motion.

Roll Call Vote: All voting yes, the motion passed.

Approval of Minutes:

Trustee Price made a motion to approve the July 17, 2023, Regular Meeting minutes. Trustee Lehner made a second on the motion.

Roll Call Vote: All voting yes, the motion passed.

Open Public Comments

No public comments

Guest Speaker-Cory Paul, Red Cross

Cory Paul, Active Director from the Red Cross, provided information about their new blood donation center opening at 380 Hills-Miller Rd, Delaware, OH, in Troy Township. This new center will provide a regular opportunity to give blood, platelets and plasma. The new center is expected to open on August 28. You can schedule now by calling 1-800-Red-Cross. Hours are listed below:

Monday: 11:00 AM – 7:00 PM

Tuesday: 11:00 AM – 7:00 PM

Wednesday: 11:00 AM – 7:00 PM

Thursday: Closed

Friday: Closed

Saturday: Closed

Sunday: 7:00 AM – 3:00 PM

REPORTS:

Zoning Inspector Reports

Richard Lehner, Zoning Inspector, reported the following:

2 permits issued, one new house and one pool

- Attended zoning meeting in August
- Checked out a compliant on Kelly McMaster Rd.
- Received a request to divide a plot into 3 lots on Panhandle Rd
- Received a request for fencing
- Received a call from a builder about a driveway permit, referred them to Delaware County
- Received two phone calls regarding Air BNB's. Need to talk to zoning for review.
- TTM Mechanical submitted a business plan to be reviewed at next committee meeting.

Michael Endsley, Assistant Zoning Inspector reported the following:

- Nuisance letter:
 - Received an additional complaint on the property at 3731 Panhandle Rd, for unused vehicles and building material. Two letters have been sent (one was undeliverable). Spoke to resident on June 28th, about a request to have more time to remedy the issue. Another letter sent on August 17th; the letter has not been picked up at the post office by the resident.
- Letter sent and delivered to 1966 Buttermilk Rd for lack of mowing and weeds. Received another call on a property located on Irwin Rd for lack of mowing and weeds. Depending on the weather, the property should be mowed this week.
- 2025 Penry Road (flag lot):
 - Prosecutors' office is sending a letter.
- Various questions and inquiries
 - Inquiry made for a property at 980 Hills Miller Rd asking what it would take to split the lot to create a B&B or business to rent a barn for events. Provided them various processes for this transaction (could be BZA or re-zoned to commercial), but stated commercial could be difficult based on its location.
 - Owners at 2586 N Section Line contacted me to discuss a possible trailer business. Walked them through PCD Amendment process. Unsure, if they will continue process or not.
- Worked with American Red Cross on signage (change current sign and new building signs).
- Worked with Trimble Maps (truck mapping database) to provide roads that are blocked to trucks in our Township.
- Contacted by new owner at 2675 Hills-Miller Rd about building a pole barn. Walked him through setbacks and the permit process.
- New forms:
 - Working with Erwin on the BZA application to bring it up to date and split into 3 documents.
 - Discontinued using the mendsley@troytwpdelawareoh.org email address and will strictly use the new zoning e-mail address.

Trustee Reports: Earl Lehner, Troy Morris, Doug Price

- Reviewed Trustee reports attached to minutes.
 - Trustee Price asked to add the following to his report:
 - Asked if trustees reviewed the e-mail sent regarding electric co-op. Doug referred the resident to Scott Belcastro from Trebel Energy.
 - ERG valve issue with truck, need to repair; cost will be around \$1900.00
 - Trustee Morris added that he sent three fire extinguishers in the building to get serviced and found that they're not holding a charge. If they can't be fixed, we may need to purchase some new ones.

Cemetery Report:

Coming up on fall trim and would like to have a metal cutter to make it easier. Earl will research some options for this item.

Fire District Report:

Earl Lehner provided the following Fire District update:

- Meeting was held on July 26, 2023
- Construction update
 - No final date set
 - Flushed lines; hydro test to be completed
 - Training room now has furniture
- Resolution to annex new location into the city of Delaware
- Hired 3 new part-time firefighters
- New quotes for lawnmower

Approval of Financial Reports

- Approve payment of warrants for July 17, 2023, through August 21, 2023
- Approve bank reconciliation for July 2023.
- Approve the following financials for August 2023:
 - Fund Summary
 - Appropriations Summary
 - Revenue Summary
 - Payroll Summary

Trustee Lehner made a motion to approve the financial reports and to approve pending purchase orders, warrants, and payment vouchers. Trustee Price made a second on the motion.

Roll Call Vote: All voting yes, the motion passed.

OLD BUSINESS:

Trustee Morris suggested putting asphalt down on the entrance of the Township Hall. Trustee Morris will obtain prices to put in a heavy coating.

Trustee Price provided information on updating and adding new cemetery regulations as follows:

TROY TOWNSHIP CEMETERY REGULATIONS EFFECTIVE SEPTEMBER 1, 2023

- FLOWER BEDS ARE PERMITTED ON THE GRAVE SIDE OF THE HEADSTONE. FLOWER BEDS ARE PERMITTED UP TO 10 INCHES FROM THE HEADSTONE.
- ONLY ANNUAL PLANTS SHALL BE PLANTED, PERENIALS WILL BE TREATED AS ANNUALS. FLOWER BEDS INTERFERING WITH MOWING OR UNKEPT WILL BE REMOVED. SOLAR LIGHTS, STATUTES OR OTHER ITEMS OF REMEMBRANCE MUST BE PLACED IN THE FLOWER BED.
- NO ROCKS, STONES, BORDERS, OR EDGING ARE PERMITTED.
- NO WROUGHT IRON, SHEPERDS HOOKS OR OTHER OVERHANGING FLOWER HOLDERS ARE PERMITTED.
- NO GLASS CONTAINERS OF ANY KIND ARE PERMITTED.
- ARTIFICIAL FLOWERS, WINTER WREATHES OR GRAVE BLANKETS ARE PERMITTED ON THE HEADSTONE OR FLOWER BED FROM NOVEMBER 1ST TO MARCH 1ST.
- NO TREES, SHRUBS OR BUSHES OF ANY KIND ARE PERMITTED TO BE PLANTED. EXISITNG TREES, SHRUBS OR BUSHES BECOMING UNSIGHTLY OR UNKEPT WILL BE REMOVED AT THE DISCRETION OF THE BOARD OF TRUSTEES.
- FAMILY MEMBERS WISHING TO RETAIN ITEMS FROM THE GRAVESITE, SHALL RETURN WITHIN 5 DAYS FROM THE FUNERAL TO RETRIEVE THEM.

- ANYTHING PLACED ON A GRAVESITE THAT INTERFERES WITH MOWING OR UPKEEP OF THE CEMETERY WILL BE REMOVED.
- THE TROY TOWNSHIP TRUSTEES RESERVE THE RIGHT TO REMOVE ANY ITEM NOT SPECIFIED IN THESE REGULATIONS AT THEIR DISCRETION.
- CEMETERY HOURS ARE FROM DAWN TO DUSK.
- NO NATURAL/ECO BURIALS ARE PERMITTED IN ANY TROY TOWNSHIP CEMETERY.
- THE SPREADING OF CREAMAINS ON THE GROUNDS OF ANY TROY TOWNSHIP CEMETERY IS PROHIBITED.
- TWO INDIVIDUAL CREMAINS MAY BE INTERNED ON ONE GRAVESITE, ONE AT EACH END OF THE GRAVESITE.
- ALL NON-CREAMATION BURIALS MUST BE ENCLOSED BY A VAULT.
- ALL OPENINGS AND CLOSINGS ARE CONDUCTED BY THE TOWNSHIP.
- ALL CREAMATION BURIALS ARE PERMANENT, NO DISINTERMENTS ARE ALLOWED UNLESS ENCLOSED IN A VAULT.
- PLACEMENT OF HEADSTONES
 - MONUMENT COMPANIES WILL BE REQUIRED TO HAVE CEMETERY PLOT DEED OR PROOF OF OWNERSHIP IN ORDER TO PLACE A HEADSTONE ON ANY GRAVE IN TROY TOWNSHIP. THIS PROOF OF OWNERSHIP WILL ACCOMPANY THE REQUEST FOR FOUNDATION ORDERS PLACED. ONLY ONE MEMORIAL WILL BE PLACED ON EACH GRAVE. ALL MARKERS, FROM THIS POINT FORWARD WILL BE EITHER GRANITE OR BRONZE.
- SECTION P HEADSTONES
 - ONLY “SHORT – 24” OR LESS – OR FLAT” HEADSTONES WILL BE PERMITTED IN SECTION P. THIS WILL ALLOW FOR PROPER MAINTENANCE AND BURIAL ACTIVITIES IN THIS SECTION OF THE CEMETERY.

Trustee Lehner moved to approve the new addition and updates to the cemetery regulations. Trustee Price made a second on the motion.

Roll Call Vote: All voting yes, the motion passed.

Trustee Price asked about the status of the cemetery grant. Fiscal Officer responded that it has been filed by the deadline and is awaiting a decision.

NEW BUSINESS:

- Trustee Morris suggested that we meet in October to discuss our Records Retention policy and processes. We also will add Records Retention to the organizational meeting agenda in January.
- Discussed Penry Rd fee; prosecutor sending out a letter and one of the options will be to go before the BZA. Doug presented an option for the Township to waive the fee.

Trustee Morris made a motion to waive the fee the Penry Rd resident for the BZA meeting. Trustee Lehner made a second on the motion.

Roll Call Vote: Trustee Lehner, Trustee Morris AYE, Trustee Price Abstain

- Discussed changes to Zoning Resolution; Tom Fronza explained that the zoning commission has been undergoing the rewrite of zoning code. They have reached a point where items will be coming up for approval to the Trustees.
- Doug presented what has been passed by the zoning commission and explained that the Trustee’s will need to set up a Public Hearing to discuss. Changes are below:
 - The accessory dwelling units (ADU), definition is new and replaces the definition of granny flats.
 - Also added container home as a definition.
 - Added Extended Stay and/or Transient Hotels as a definition
 - Deleted apartment hotel definition which was from regional planning

- Removal of mobile homes for individual lots in the township and occupied manufactured homes to be occupied by full-time farm labor only.
- Allow larger signs for commercial districts.
- Prohibited uses of extended stay hotels, which easily turn into apartments.
- Added Small Solar Facilities regulations
- Added language for multiple meetings for BZA; payment of the application fee entitles the applicant to a meeting before the Board of Zoning Appeals, and one tabling of the meeting, which will allow for one subsequent meeting on the original application. If additional meetings on the original application are warranted, the applicant shall pay additional fees to cover the expenses incurred up to the original cost of the application fee for each additional meeting. Withdrawal of an application after meeting date has been set and notices have been sent out, terminates the application and no refund will be issued, and a new application must be initiated.
- Suggested to take out conditional uses for Accessory Dwelling Units. Sent back the Accessory Dwelling Unit section to the Zoning Commission for further discussion.

Trustee Price made a motion to accept the changes from the zoning commission on the definitions, sign permit changes, extended stay hotels, small solar facilities, and the application verbiage for variance. Also made a motion to send back to the zoning commission for further discussion, the accessory dwelling unit changes. Trustee Lehner made a second on the motion.

Roll Call Vote: All voting yes, the motion passed

Trustee Price made a motion to set the Public Hearing meeting for changes to the Zoning Resolution at 7:00 PM on September 25, 2023, with regular meeting immediately following the public hearing meeting. Trustee Lehner made a second on the motion.

Roll Call Vote: All voting yes, the motion passed

- Trustee Price is waiting to hear back from Rodman's Funeral Home on burial expenses for Mr. Spencer's funeral.

Trustee Lehner motioned to pay all expenses for the burial for Mr. Spencer. Trustee Morris made a second on the motion.

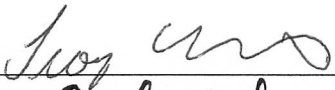
Roll Call Vote: All voting yes, the motion passed

ADJOURNMENT:

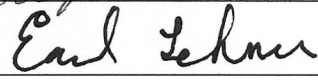
At 9:07 PM, Trustee Price motioned to adjourn. Trustee Lehner made a second on the motion.

Roll Call Vote: All voting yes, the motion passed.

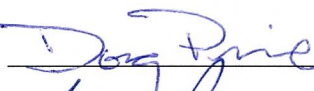
Troy Morris, Chair



Earl Lehner, Trustee



Doug Price, Trustee



Attest: Fiscal Officer, Tracy Parsons

