



**Planning &  
ZONING DEPT**  
BOARDMAN TOWNSHIP

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September 15, 2020

Mr. Fred Previts  
OHRAB Grant Program  
c/o the Ohio History Connection State Archives  
800 E 17<sup>th</sup> Ave  
Columbus, OH 43211

Mr. Previts,

In March 2020 the Department of Planning and Zoning was awarded \$3,837 from the Ohio Historical Records Advisory Board under their Ohio Archives Grant program. This funding was requested as part of the department's ongoing *Digitization and Preservation of Zoning Department Records* project.

The digitization portion of the project is currently underway. As of this writing, \$7,837.00 has been paid to GBS Corporation for the scanning of historic records. Additionally, on June 10, 2020, the ABC Water & Stormwater District officially allocated \$4,000.00 towards this project (motion attached), formally contributing to our grant match. In addition, a total of 32.5 hours of staff time has been spent on the organization and boxing of these records, with a total value of \$623.50. This brings our total match to date to \$4,623.50.

On June 17, 2020, twenty-seven boxes were returned to the Township from GBS Corporation, and on that same day an additional 30 boxes were transported to GBS Corporation's facility for scanning, although the total amount that can be scanned is unknown. We are currently in the process of organizing and boxing records before they are transferred to long-term storage. We expect that this final step of the project will be completed before the end of the year, allowing us to complete this section of the project.

Despite the complications brought on by the COVID-19 pandemic and new social distancing practices being implemented at the Township Government Center, we believe that the *Digitization and Preservation of Zoning Department Records* project is on track to meet its target by the end of the year.

Best regards,

Tricia D'Avignon  
Assistant Director of Zoning and Development  
Department of Planning and Zoning  
Boardman Township

Attachment;

Resolution 20-06-10-05, ABC Water & Stormwater District, June 10, 2020



**MINUTES OF MEETING HELD JUNE 10, 2020**

**RESOLUTION 20-06-10-04:** Motion was made by Mr. Rogers to approve the resolution and exhibit attached for account credits, refunds and E.R.U. Adjustments as identified for Canfield by the District Engineer, CT Consultants, from Appropriation Line 5101-539-600-0002.

Seconded by Mr. Loree.

<u>Roll Call</u>	<u>Aye</u>	<u>Nay</u>
Mr. Dockry	X	
Mr. Loree	X	
Mr. Rogers	X	

**RESOLUTION 20-06-10-05:** Motion was made by Mr. Rogers to authorize the matching funds of \$4,000.00 from Appropriation Line 5101-539-349-0001 to Boardman Township for a grant program under the Ohio Historical Records Advisory Board through the National Historical Publications and Records Commission. This grant will provide funding necessary to digitally scan plans that will be made available to the ABC District which contain Storm Water System records that will assist in inspections/credit/general review.

Seconded by Mr. Loree.

<u>Roll Call</u>	<u>Aye</u>	<u>Nay</u>
Mr. Dockry	X	
Mr. Loree	X	
Mr. Rogers	X	

**RESOLUTION 20-06-10-06:** Motion was made by Mr. Rogers to rescind Resolution 19-06-12-09 authorizing CT Consultants for Flow Monitoring Services for 3 meters for three months and Resolution 19-08-12-10 authorizing the purchase of 3 Hach Sigma AV Flow Meters. These motions were passed on June 12, 2019 and were delayed. These amounts will be unencumbered in the 2020 appropriations.

Seconded by Mr. Loree.

<u>Roll Call</u>	<u>Aye</u>	<u>Nay</u>
Mr. Dockry	X	
Mr. Loree	X	
Mr. Rogers	X	