

RECORD OF PROCEEDINGS

Minutes of

DANBURY TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

February 14, 2018

The Organizational and Regular Meeting of the Danbury Township Board of Trustees was held at the Danbury Township Hall, February 14, 2018, and called to order at 6:30 p.m. by President, Dave Hirt.

The pledge of allegiance was recited.

At the conclusion of pledge of allegiance, the roll was called and the following members were present: Mr. John Paul Dress, Ms. Dianne M. Rozak and Mr. David M. Hirt. Also present were, Fiscal Officer Carolyn Adams, Road Superintendent Brett Waldron, Police Chief Mike Meisler, and Zoning & Planning Administrator Kathryn A. Dale.

Mr Hirt motioned and Mr. Dress seconded approval the January 24th meeting minutes. Roll call all voted yes.

ROADS BUILDINGS AND GROUNDS

Road Superintendent Waldron reported several snow and ice events have kept the department quite busy. The winter vehicle and equipment maintenance continues. The brush pile is currently being ground. Superintendent Waldron and Jared Griffith attended the National Paving Expo February 8th in Cleveland. An exterminator has been working on the fly infestation in the upper level of the township hall. The flashing stop signs are being prepared for installation on Englebeck road and Northshore and State Route 163.

Mr. Hirt motioned and Mr. Dress seconded to approve the Certification of the public roads maintained by Danbury Township at 16.193 miles. Roll call all voted yes.

POLICE

Chief Meisler presented the police department incident report, indicating 187 calls 2/01-02/14. ALICE training was conducted at St. Paul and St. John's church, with 9 residents participating. Chief and Mark Meisler attended training on dealing with Gen X millennial employees... Mark & Mike went to Otterbein North Shore and were there for an hour to take back medications from residents who are unable to drop them off at the police station.

Officer Josh Young & Joe-Joe will be attending the funeral of the Westerville K-9 officer.

FIRE

Chief Kahler was on vacation and not in attendance. Tim Almendinger attended in the Chief's absence, reported all is going well. A new Jaws of Life was purchased by the Danbury Township Voluntary Fire Fighters Association. The Township will pay for the five-year annual maintenance agreement.

ZONING

To-date this month there has been three permit applications submitted/processed totaling \$88.44. Another \$90.35 has been collected in reimbursed fees from BZA proceedings.

The BZA will hold adjudication hearings February 21, on the following cases:

- a. BZA-2018-009 2496 Cook's Dock. Request for an Area Variance to allow for multiple additions, specifically an attached garage to encroach into the south, front yard setback (13' proposed /20' required),.
- b. BZA-2018-013 1432 N. Buck Road. Request for a Conditional Use to allow for a Bed & Breakfast in accordance with Section 3.1.4.C.i1i & Section 4.5.
- c. BZA'2018-015 5826 Sweetbriar. Request for an Area Variance to Section 7.9.3 to allow for an addition to exceed the 20Yo addition requirement onto a nonconforming structure (97s.f.allowed/188s.f. proposed;25%).

Ms. Dale requested scheduling a Special Public Hearing for March 14, 2018 @ 6:00p.m for ZC-2018-003 9573 E. Harbor Road - Request for a Map Amendment from Lakeside Association. Trustee to hold Special Public Hearing prior to start of March 14, regular meeting.

Ms. Rozak moved and Mr. Hirt seconded to appoint BZA Alternate Sharon Michael (12/31/18) to fulfill Carol Robertson's unexpired term (12/31/2021) as regular BZA member. Roll call was unanimous.

Zoning Commission: a public hearing was held February 7, 2018 on the following case:

- a. ZC-2018-003 9573 E. Harbor Road. Request for a Map Amendment from "L" Lakeside to ,C-2,,General Commercial for PIN# 0140174204553000 (Sec. I, Lot i0 Firelands Survey) consisting of approximately 0.715 total acres. Lakeside Association, Owner/Applicant.

The Regional Planning Commission met January 16, 2018 and unanimously recommended approval. A Special public hearing for this case, will be held at 6:00p.m. prior to the start of the regular meeting on March 14, 2018.

Jack McGrew was appointed to the Zoning Commission by the Board of Trustees at the 01.24.18

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~~meeting to serve as an Alternate with an expiration of 12/31/2018.~~

The BZA & ZC would like to make to their by-laws that will require text amendments. Changes are in reference to what happens in the result of a tie vote and term limits for elected positions (chair, vice-Chair, and Secretary).

5040 Port Clinton Eastern A second notice was sent January 30, 2018, that was not delivered until 2/13/18. The owner will now have 14 days from 2/13/2018 to remove the 3 junk vehicles from the property.

530 Cedar On 01.31.18, it was found that this house was doing more work then what it received a permit for. Upon inspection, the house had essentially been torn down which is not what it received permits for. A cease and desist was issued and sent out. Legal Counsel is also involved due to possible legal action in the coming months.

COMMENTS AND CONCERNS

Susan Dress discussed a survey for Ida Rupp strategic planning.

Dismissal of Dept. Heads.

Ms. Rozak moved and Mr. Dress seconded to go into executive session All voted yes. Chief Meisler was invited to the executive session at 7:04 p.m. to discuss personnel matters required to be kept confidential by law.

A motion to reconvene regular session by Mr. Dress, and seconded by Ms. Rozak at 7:45 p.m. All voted yes. A letter will be sent to the prosecutor to clarify the guidelines for Chief Meisler's retire/rehire.

NEW BUSINESS

Ms. Rozak presented a draft of the first Township News Letter of 2018. Trustees will have department heads review the comp time policy. At this time the flex time and work from home policies will be tabled until such time as either policy is needed to be put in place.

FISCAL BUSINESS

Fiscal year 2017 is closed with Year End reports submitted to the State Auditor. Permanent Appropriation Budget has been presented. Motion to approve Payroll and operating \$182,171.18 was made by Mr. Hirt and seconded by Mr. Dress. All voted yes.

Motion to adjourn was made by Mr. Hirt at 8:10 and seconded by Mr. Dress. Motion carried

Fiscal Officer

Danbury Township Board of Trustees