

## RECORD OF PROCEEDINGS

Minutes of

DANBURY TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

February 28, 20 18

The Organizational and Regular Meeting of the Danbury Township Board of Trustees was held at the Danbury Township Hall ,February 28, 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.

Susan Dress and Prosecutor James VanEerten were in attendance.

#### Approval of Meeting Minutes for February 14, 2018

Mr Hirt motioned and Mr. Dress seconded approval the February 14<sup>th</sup> meeting minutes. Roll call all voted yes and the motion carried.

#### Correspondence

A waiver has been received for open burning of approximately ten acres of Meadow Brook Park. Specific restrictions will apply.

Ottawa County Improvement Corporation informed the board that The Watering Hole and Imprint Logo have been nominated to receive an award at the OCIC Annual Business & Industry Awards Dinner to be held March 14<sup>th</sup>, at the Camp Perry Lodging & Conference Center.

March 13<sup>th</sup> the Marblehead Chamber of Commerce will hold Business after Hours at the Ida Rupp Library from 5:00pm – 7:00pm.

The 2018 Ottawa County Agricultural Community Breakfast will be held March 16 – 8:00 a.m. at St. Johns Lutheran Church. Dr. Chris Winslow will be guest speaker.

Ottawa County Wreaths across America will cover the Oak Harbor area in 2018.

The Annual Local Government Officials Conference will be held in Columbus March 22 & 23, 2018.

The Township received \$552.46 from participation in the Residential and Small Commercial Electric Government Aggregation Program.

From the Ohio Department of Administration reminder of Cooperative Purchasing Program.

The Township received information from Larry Fletcher President of the Ottawa County Visitors Bureau Lake Erie Shores & Islands (LESI) about installation of a logo sign. The project has been given preliminary approval from ODOT to install the LESI logo to the fencing of the Lightner Road bridge overpass. On RT. 2. The Trustees were unanimous with their approval of this project. The project was met with enthusiasm.

#### Roads, Buildings, & Grounds

Road Superintendent Brett Waldron reported on several Snow/Ice events occurring. Winter a vehicle and equipment maintenance continues. Tree trimming has occurred weather permitting at our Parts and ROW.

Ms. Rozak motioned to enter into a renewal contract with Tru-Green for fertiliation, Insect and disease control, tree and shrub services and grub control in the amount of \$5035.00, Mr. Hirt seconded. Roll Call all voted yes.

Ms. Rozak motioned to accept the bid received from Bill Implement for leasing 3 leasing mowers, Mr. Dress seconded. Roll call Ms. Rozak, Yes, Mr Dress, Yes Mr, and Hirt abstained. Motion carried.

#### Police

Mr. Dress read the report submitted by Police Chief Mike Meisler that listed his department handled 299 incidents in the month of February. Ottawa County Prosecutor James VanEerten was asked to speak on the Drug Task force. The main objective of the task for is investigation, apprehension, and prosecution of those who chose to violate drug laws of Ottawa County. The County Commissioners provide vehicles, office space, and computers for the three task force agents. The county budget contribution exceeds \$275,000.00. Grants from Drug Law Enforcement Fund and the Justice Assistance Grant provide a portion of operating funds. The task force are seeking a contribution proportionate to the population from Townships and Villages in Ottawa County.

Chief Meisler indicated he was in favor of granting the contribution out of the Police budget.

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Mr. Hirt read the report that Fire Chief Keith Kahler submitted that listed the details of the calls the fire department had handled during the month of February and to date year to date totals.

	Fire & Ems Run Details				
	EMS	Fire	MVC*	Alarm **	CO***
Month of February	62	2	0	3	0
02/2//2018	35	1	0	3	0
Year-To-Date	97	3	2	6	0

\*Motor Vehicle Crash(is)

\*\* Alarm Activation(s)

\*\*\*Carbon Monoxide Investigation(s)

The Fire Department annual appreciation banquet will be held March 16, 2018 at Camp Runamuck. Happy hour begins at 5:00 with dinner at 6:00. All Board members are invited.

**Zoning**Permits

To-date this month there has been 8 permit applications submitted/processed totaling \$936.28. Another \$161.61 has been collected in reimbursed fees from BZA proceedings.

Board & Commission ActivityBoard of Zoning Appeals

The BZA held adjudication hearings February 21, 2018 on the following cases:

## a. BZA-2018-009

## APPROVED

2496 Cook's Dock. Request for an Area Variance to Section 3.5.7 to allow for multiple additions, specifically an attached garage to encroach into the south, front yard setback (13' proposed/20' required). Gary & Christine Wolf, Owners/ Applicant.

## b. BZA-2018-013

## APPROVED W/ COND.

1432 N. Buck Road. Request for a Conditional Use to allow for a Bed & Breakfast in accordance with Section 3.1.4.C.iii & Section 4.5. John Solecki, Owner/Applicant.

## c. BZA-2018-015

## APPROVED

5826 Sweetbriar. Request for an Area Variance to Section 7.9.3 to allow for an addition to exceed the 20% addition requirement onto a nonconforming structure (97s.f. allowed/188s.f. proposed; 25%). Timothy & Cheryl Harmsen, Owners/ Applicant.

Zoning Commission:

The Zoning Commission will hold a Work Session March 7, 2018 to discuss language that needs to be added to the zoning resolution regarding term limits for elected members of the boards and to address tie votes.

*The Board of Trustees are set to hold a public hearing March 14, 2018 at 6:00p.m. 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. 1, Lot 10 Firelands Survey) consisting of approximately 0.715 total acres. Dan Dudley, CFO & COO for Lakeside Association, Owner/Applicant.

Department Updates

- We've been working with GoDaddy to prepare an update to the Township website. The program that is currently being used is out-of-date and will be obsolete. GoDaddy has sent us a draft of the new website layout. We now have to comment back to them the changes we would like to see. I have to say, what they have sent is very rough and not very good, but I am hopeful it was done the way it was to show us different options so we can tell them what we like and don't like.
- March 13, 2018 Ms. Dale will be participating as a speaker on a panel for the Marblehead Business Roundtable. Based on the information provided, each speaker will have about 10-

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12 minutes to provide some updates of the 'going-on's' happening. I will be discussing zoning matters and information on the new Land Use Plan update.

Violations/ Complaints:

5040 E. Port Clinton Eastern Road (Junk Vehicles, Junk & Debris)

OPEN

A second notice was sent January 30, 2018, but was not delivered until 2/13/28. A mattress that they had been cited for has been removed. The owner 14 day timeframe to remove 3 junk vehicles on the property

Ms. Dale asked the Prosecutor about procedure to have cars removed. Civil or criminal course of action was discussed on nuisance complaints and the choice was criminal. The process will move forward.

Executive session

Moved to go into Executive session at 7:15

Moved to leave executive session and reconvene regular session. 8:14 pm

Ms. Rozak motioned and Mr. Dress seconded to authorize the following terms for the retire/rehire of Police Chief Mike Meisler following guidelines of Ottawa County Prosecutor

Retire March 31, 2018 and rehire April 1, 2018

Rate of Pay unchanged.

No Probationary period

No Longevity for five years

Will carry over with 2 weeks' vacation

Sick Leave earned at 3.6 hrs. Per 80 hrs. worked

Vacation earned at 3.1 hrs. Per 80 worked

Health Care will remain the same.

Roll Call All voted yes

Mr Hirt moved and seconded by Mr. Dress

Pursuant to ORC 128.38(C) a public agency must allow transfer of previous sick leave balances accrued at other public agencies up to the maximum number of hours allowed by the new employer's policy, contingent upon less than ten years gap between public service positions. Our Policy indicates 960 hours accumulation. Patrolman Woods to be given credit for 168.192 hours from Genoa and 253.37 hours from Catawba Township. Additionally following a positive review Chief Meisler requested an increase in pay to \$22.00 per hour. Roll Call was unanimous.

A hearing is scheduled for the next regular Board meeting on March 14, 2018 at 7:00 pm for Patrolman Bradford Lamarca.

Fiscal Business

Motion was made by Ms. Rozak to approve payroll and bills totaling \$87,148.43. Mr. Dress seconded. Roll call was unanimous.

Information on wages was requested for our Budget Work Session scheduled for tomorrow evening at 6:00 pm.

Ms. Rozak Motion to adjourn seconded by Mr. Hirt all voted yes.

Fiscal Officer

Danbury Township Board of Trustees

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