

**DANBURY TOWNSHIP BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
MAY 24, 2017**

The Regular Meeting of the Danbury Township Board of Trustees held at the Danbury Township Hall on May 24, 2017, was called to order at 6:30 p.m. by President Charles B. Scott.

The pledge of allegiance was recited.

At the conclusion of pledge of allegiance, the roll was called and the following members were present: Mr. Charles B. Scott, Ms. Dianne M. Rozak, and Mr. David M. Hirt.

Also present were, Fiscal Officer Shelley Seamon, Road Superintendent Brett Waldron, Police Chief Mike Meisler, Fire Chief Keith Kahler, and Zoning & Planning Administrator Kathryn A. Dale.

Visitors in attendance were Sherry Roberts, Susan Dress, and Tony Novak.

**CORRESPONDENCE**

The Trustees received newsletters from the Ottawa County Historical Society, the Ohio Township Association, and the Western Reserve Land Conservancy.

Police Chief Meisler received a thank-you from Denis & Susan Casey for assisting them with document shredding.

Det. Sgt. Mark Meisler received a thank-you from Paula Wolfston of African Safari Wildlife Park for his assistance with a police matter involving a bad check.

**APPROVAL OF THE MINUTES**

Ms. Rozak moved and Mr. Hirt seconded the motion to approve the special meeting minutes for the May 4, 2017 (ZC-2017-019), the special & regular meeting minutes for May 10, 2017, and the special meeting for May 22, 2017 as presented. The vote was unanimous and motion carried.

**ROADS-BUILDINGS-GROUNDS**

Road Superintendent Brett Waldron reported that 1 full service burial was conducted at Sackett Cemetery. The "cross traffic does not stop" flashing signs were ordered from TAPCO. Mr. Waldron explained that he and his staff's focus since the last meeting was getting the Township parks, grounds, and roadway ready for the upcoming holiday weekend.

Ms. Rozak thanked the all township employees who assisted with the 4<sup>th</sup> annual Dog Show that was held on May 21, 2017 and was well attended. Ms. Rozak announced that the Trustees raised \$690.00 for the Ottawa County Humane Society. Sherry Roberts who participated in the dog show spoke positively about the event.

**POLICE**

Mr. Scott read the report submitted by Police Chief Mike Meisler that listed his department handled 299 incidents to date in May.

Chief Meisler shared that Sheriff Paul Sigsworth, of the Erie County Sheriff's Office had contacted him regarding if the Danbury Township Police Department would assist with traffic control somewhere on SR 250 in Perkins Township on Wednesday, June 21, 2017. Chief Meisler indicated that they are having a massive motorcycle ride for "The Wall That Heals". The traveling Vietnam wall is being escorted through several counties and 2 officers are needed for about an hour.

Fire Chief Keith Kahler shared that his department was asked to participate as well, and indicated they will be raising flags on the overpass of SR 2.

The Trustees discussed the matter and agreed both the Police and Fire Departments may assist with the motorcycle ride entitled "The Wall That Heals", which will occur on Wednesday, June 21, 2017.

Chief Meisler provided details regarding traffic control for the start of Ohio Bike week on Friday, May 26, 2017.

**FIRE**

Mr. Scott read the report submitted by Fire Chief Keith Kahler that listed his department responded to 51 EMS calls, 2 fire calls, 6 motor vehicle crashes, 3 alarm activations, and 1 carbon dioxide investigation during the month of April and 32 EMS calls, 3 fire calls, 4 motor vehicle crashes 9 alarm activations and 2 carbon dioxide investigation to date in May.

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**2017 STUPHEN CUSTOM PUMPER FIRE ENGINE**

Mr. Scott acknowledged that the graphics approved at the last meeting were included in the bid; therefore the line transfers approved at the last meeting were not necessary. The fund transfer of \$481,120.65 from savings to checking at the Marblehead bank occurred on May 19, 2017 and the check payable to The Sutphen Corp for the 2017 Stuphen Custom Pumper fire engine totaled \$479,987.00.

Chief Kahler announced that the 2017 Custom Sutphen Pumper Truck was picked up today and was in the parking lot on display. The truck pumps 1,500 gallons per minutes. It holds 1,000 gallons of water, has a foam system, is equipped with a tower light, thermal imaging camera and remote monitor nozzle. This truck replaces the 21 year old pumper currently owned by the Fire Department.

**ZONING**

Zoning & Planning Administrator Kathryn A. Dale reported that 19 permits were issued to date in May and fees collected \$1,515.00. Mrs. Dale also reported that all of balances due for Board of Zoning Appeals and Zoning Commission have been paid totaling \$545.20.

The **Danbury Township Board of Zoning Appeals (BZA)** will held public hearings May 17, 2017 and both cases were approved.

**BZA-2017-065 2135 Robert.-Approved 3-2.**

A request for an Area Variance from Section 3.5.7 to allow for a detached garage addition to be located 8' from the front property lines (20' required) and Section 7.9.3 to allow the addition to exceed 20% on a nonconforming structure (142s.f. allowed.212s.f. proposed). **Craig & Tammy Lindsey, Owner/Michael Prosser, Agent.**

**BZA-2017-066 442 N. Hidden Beach.-Approved 5-0.**

A request for an Area Variance from Section 3.5.7 to allow for a 2' x 16' addition to be located 6'6" from the southern property line (20' required). **Bruce & Patricia Baker,Owner/Applicant.**

The **Danbury Township Zoning Commission (DZC)** The Ottawa County Regional Planning Commission (OCRPC) held their public hearing on May 16, 2017 on the proposed Text Amendments to the Danbury Township Zoning Resolution regarding Medical Marijuana and recommended unanimous approval. The DZC will hold their formal public hearing June 7, 2017.

**LAND USE PLAN COMMITTEE (LUPC)**

Mrs. Dale reiterated that the LUPC will meet on June 5, 2017 at 4:00 p.m. to re-review the facilitation of the event on June 9, 2017 at 7:00 p.m and June 11, 2017 at 3:00 p.m. This event is being held in the auditorium at Danbury School. The next LUPC meeting will be held at on July 10, 2017 at the Danbury Township Hall.

**VIOLATIONS/COMPLAINTS**

Mrs. Dale provided details involving several zoning violations/complaints. Listed below are the property address, the nature of the violation or complaint, and the status of each case.

1. **442 Hidden Beach Drive**, Addition w/out Permit-Baker-Closed **BZA-Approved 5/17/17.**
2. **1030 Deer Run**, Junk, debris, & tall grass-Kobak-Monitoring.
3. **600 Oak**, Deck w/out Permit-Dillon-Open.
4. **9957 Huron Trail**, Covered porch w/out Permit-Sasala-Closed
5. **453 Walnut**, Deck & porch w/out Permit-Takacs-Open.

**COMMENTS & CONCERNS**

Mr. Scott opened the floor for comments from the public that might be better answered by department heads before they are dismissed. Susan Dress questioned if K-9 training occurred at the Township Hall recently. Chief Meisler acknowledged that training was held at the Township hall and provided details. Tony Novak questioned a recent letter he received from First Energy. Mr. Scott explained the "Electric Aggregation Program for Mr. Novak.

**SUMMER NEWSLETTER**

The Trustees discussed the content of the summer newsletter and agreed it should be printed and distributed prior to the June 14<sup>th</sup>, 2017 meeting.

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**CEMETERY DEED SIGNED**

The Trustees signed a Cemetery Deed for Silas Crawford, lot 103, grave 2, 2<sup>nd</sup> addition at Sackett Cemetery.

**HEARING NOT REQUESTED FOR A TREX LIQUOR PERMIT**

The Trustees did not request a hearing for a C1/C2 TREX liquor permit from Safekeeping to Bays Edge LLC.

**PAYROLL AND THE PAYMENT OF BILLS APPROVED**

After examining payroll and bills totaling \$588,548.36, Mr. Scott moved and Mr. Hirt seconded the motion that they are accepted and warrants or electronic transfers for the various amounts be processed. The vote was unanimous and motion carried.

376-2017	John L Belcher	Wages 4/22/17-5/25/17	\$1,376.48
377-2017	Daniel J Bergman	Wages 4/22/17-5/25/17	\$1,334.01
378-2017	Bradley L Biers	Wages 4/22/17-5/25/17	\$469.87
379-2017	Terry L Conaway	Wages 4/22/17-5/25/17	\$250.35
380-2017	J. Charles Cunningham	Wages 4/22/17-5/25/17	\$1,309.85
381-2017	Kathryn A. Dale	Wages 4/22/17-5/25/17 + Monthly	\$1,943.74
382-2017	John D. Grieve	Wages 4/22/17-5/25/17	\$395.15
383-2017	Jared E Griffith	Wages 4/22/17-5/25/17	\$1,237.44
384-2017	Cheryl K Harmsen	Wages 4/22/17-5/25/17	\$646.37
385-2017	David M Hirt	May Salary-Trustee	\$801.61
386-2017	Scott W Hites	Wages 4/22/17-5/25/17	\$646.33
387-2017	James S Holzhauser	Wages 4/22/17-5/25/17	\$200.35
388-2017	Stephanie A Hunsicker	Wages 4/22/17-5/25/17	\$388.00
389-2017	Matilda A Johnson	Wages 4/22/17-5/25/17	\$496.45
390-2017	Keith M Kahler	Wages 4/22/17-5/25/17	\$1,366.06
391-2017	Tammy J Kahler	Wages 4/22/17-5/25/17	\$308.24
392-2017	Lindsey N Knox	Wages 4/22/17-5/25/17	\$265.95
393-2017	Bradford K LaMarca	Wages 4/22/17-5/25/17	\$1,294.24
394-2017	Brian C McCune	Wages 4/22/17-5/25/17	\$1,085.86
395-2017	Donald D McCune	Wages 4/22/17-5/25/17	\$529.61
396-2017	Mark A Meisler	Wages 4/22/17-5/25/17	\$1,525.42
397-2017	Michael S Meisler	Wages 4/22/17-5/25/17	\$1,571.49
398-2017	Kegan J Rakosky	Wages 4/22/17-5/25/17	\$556.47
399-2017	Randy R Rakosky	Wages 4/22/17-5/25/17	\$639.84
400-2017	Trevor J Ross	Wages 4/22/17-5/25/17	\$440.46
401-2017	Dianne M Rozak	May Salary-Trustee	\$858.91
402-2017	Matthew J Salyers	Wages 4/22/17-5/25/17	\$305.45
403-2017	Charles B Scott	May Salary-Trustee	\$904.32
404-2017	Shelley J Seamon	May Salary-Fiscal Officer	\$1,424.95
405-2017	Matthew M Shark	Wages 4/22/17-5/25/17	\$1,162.84
406-2017	Brian P. Sloan	Wages 4/22/17-5/25/17	\$1,321.69
407-2017	Mark M Turinsky	Wages 4/22/17-5/25/17	\$1,172.58
408-2017	Brett A Waldron	Wages 4/22/17-5/25/17 + Monthly	\$1,607.76
409-2017	Sean A Waugh	Wages 4/22/17-5/25/17	\$112.62
410-2017	Joshua P. Young	Wages 4/22/17-5/25/17	\$1,526.26
412-2017	Internal Revenue	Federal WH	\$6,686.79
413-2017	Ohio Public Employees Deferred Comp.	Voluntary Contributions	\$585.00
414-2017	BP Business Solutions	Gasoline	\$30.44
41645	Ohio Child Support Payment Central	Child Support	\$37.26
41646	Ottawa County Municipal Court	Garnishment	\$156.63
41648	Ohio Insurance Services Agency, Inc.	June Employee Contributions-HC	\$2,035.00
41649	Ohio Insurance Services Agency, Inc.	June Healthcare Premiums	\$29,395.98
41650	Northwind Safety Corporation	First Aid Supplies -Roads & Police	\$35.94
41651	JVS Garage Door Co.	Garage Door Repair Fire Station 2	\$286.00
41652	Finley Fire Equipment Co. Inc.	Operating Supplies-Fire/EMS	\$537.63
41653	MT Business Technologies, Inc.	Copier Maintenance Agreements	\$232.25
41654	Streacker Tractor Sales, Inc.	Operating Supplies-Cemetery	\$96.75

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41655	Ohio Portable Power Solutions	Operating Supplies-Fire/EMS	\$306.40
41656	Tuffman Equipment & Supply	Operating Supplies-Roads	\$65.80
41657	Catawba Clean Scene	Car Wash Coupons-Police Dept.	\$360.00
41658	Mike-Tell-Char, Inc./Bassett's Market	Office Supplies-Zoning	\$28.83
41659	Port Clinton Ford Mercury Inc.	Vehicle Repairs/Maint.-Police	\$467.52
41660	Capital Tire, Inc.	Tires-Fire Vehicle #550	\$549.98
41661	Starcher Enterprises DBA Pro Village Hardware	Operating Supplies-Fire/EMS	\$169.99
41662	Staples Business Advantage	Office Supplies-Zoning	\$130.77
41663	Lakeland Auto & Marine Inc.	Operating Supplies-Fire/EMS	\$92.63
41664	O.E. Meyer CO.	Operating Supplies-Fire/EMS	\$131.85
41665	Jeff Kuras/Kuras Aeration Systems	Portable Restroom Rentals	\$136.96
41666	Sirchie	Operating Supplies-Drug Fund	\$475.11
41667	Foster Auto Body	Road Vehicle Repairs	\$882.58
41668	Martin A. Veverka/P.C. Computer Products	Other Expense-Police Dept.	\$92.48
41669	Trugreen	Contract Services-Lawn Care	\$225.00
41670	Bound Tree Medical LLC	Operating Supplies -EMS	\$690.61
41671	Ottawa County Township Association	Annual Membership Dues	\$240.00
41672	Postmaster	Stamps (Bills/ Newsletter)	\$147.00
41673	The Sutphen Corporation	2017 Stuphen Custom Pumper	\$479,987.00
41674	Verizon Wireless	Cell Phone Services -Police Dept.	\$366.05
41675	Time Warner Cable Northeast	Telephone/Internet- Police Dept. & FS2	\$297.43
41676	Staples Business Advantage	Office Supplies-LUP	\$56.95
41677	Wal-Mart Community	Operating Supplies-Fire/EMS	\$101.25
41678	Judco, Inc.	Park Signs	\$122.00
41679	Ohio Edison	Electricity	\$217.48
41680	Ohio Edison	Street Lights	\$560.65
41681	Ottawa County Recorder	Recording Fee-Zoning	\$20.00
41682	Port Clinton Ford Mercury Inc.	2017 Ford Explorer-Police Dept.	\$27,195.00
41683	Luckey Farmers, Inc.	April Fuel Costs	\$2,838.35
		Total of Payroll & Bills	\$588,548.36

**FUND TRANSFER APPROVED**

Mr. Hirt moved and Ms. Rozak seconded the motion to transfer \$100,000.00 from the Marblehead Bank Savings Account to the Marblehead Checking Account. The vote was unanimous and motion carried.

**COMMENTS & CONCERNS**

Mr. Scott opened the floor for comments from the public. There were none.

There being no further business before the Board, Ms. Rozak moved and Mr. Hirt seconded the motion to adjourn at 6:55 p.m. The vote was unanimous and motion carried.