

# RECORD OF PROCEEDINGS

Minutes of

## DANBURY TOWNSHIP BOARD OF TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

September 27, 2017

The Regular Meeting of the Danbury Township Board of Trustees held at the Danbury Township Hall on September 27, 2017, was called to order at 6:30 p.m. by President Charles B. Scott. The pledge of allegiance was recited.

Roll call indicated Mr. Hirt was excused, Ms. Rozak present, Mr. Scott present.

### CORRESPONDENCE

Danbury Police and Road Departments received a "Thank you" from Danbury School Staff for helping make Safety Town a success. Josh Young and JoJo

In attendance was John Paul Dress, Susan Dress, Steve Pitzer and Sherry Roberts.

### ROADS BUILDING AND GROUNDS:

Road Superintendent Brett Waldron reported the following: The flashing LED signs have been installed and are working well. All road striping on township roads has been completed for this year; the Buck Road paving project has been completed; berming for the low spots on township roads is being done by the road maintenance department with the remaining grindings from the Buck Road project. The Joint Solid Waste District advised that Republic Services will be the new hauler for drop off recycle bins that are located on the Township Police Department property.

Ms. Rozak discussed a Road Pre-Closure Notice received from the Ottawa County Engineers referencing the development of construction plans to improve the intersection of Bay Shore Road and Port Clinton Road and Wahlers Road. Anticipated construction to start late summer or fall of 2018, and is expected to last 60 calendar days or less.

### POLICE

Police Chief Mike Meisler reported 363 incidents to date in September. Officer Charles Cunningham is attending a Sexual Assault Investigation Training in London Ohio at OPOTA, September 26 through the 28<sup>th</sup>. Mr. Scott motioned and Ms. Rozak seconded the payment of mileage, meals and lodging. Roll Call Ms. Rozak yes, Mr. Scott, yes. Motion carried. The new cruiser has been delivered and should be in service by late October.

### FIRE

Fire Chief Keith Kahler reported 49 EMS calls, 2 fire calls, 7 fire alarm activations and one carbon monoxide activation to date in September. The DTFD and DTVFF Assoc. jointly purchased 5 SCBA units. A check for \$15,982.52. has been received from DTVFF for half the cost of these new units. A motion was made by Ms. Rozak and seconded by Mr. Scott to fund \$15,982.52 from the DTFD funds, Roll Call: Ms. Rozak YES, Mr. Scott YES. Motion carried.

### ZONING and PLANNING

Zoning and Planning Administrator Kathryn Dale reported the following: 14 permits were processed to date in September. The BZA held three hearings on September 20 approving one case as presented, one with conditions and denying one. The next Land Use Plan meeting will be held at 3 p.m. on Monday, October 9 at township hall. Mrs. Dale provided a comprehensive update on violations and complaints.

Department head bonds and oaths were administered by Trustee Charles Scott and Trustee Dianne Rozak. Bonds to be notarized by Fiscal Officer/Notary Carolyn Adams.

With no further business the department heads were dismissed.

### NEW BUSINESS

Fiscal Officer Carolyn Adams provided an update on township property and liability insurance. The Township is working with our insurers' Risk Management Division to help reduce premium costs.

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**PAYROLL AND THE PAYMENT OF BILLS APPROVED**

Fiscal officer has met with Diane Schaeffer (visiting clerk) for clarify the procedure for creating purchase orders. After examining payroll and bills totaling \$71,948.86, Mr. Scott moved and Ms. Rozak seconded the motion that they are accepted and warrants or electronic transfers for the various amounts be processed. Roll call: Ms. Rozak YES, Mr. Scott YES, motion carried.

There being no further business before the Board, Ms. Rozak to moved and Mr. Scott seconded the motion to adjourn. The vote was unanimous and motion carried.

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Fiscal Officer

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Danbury Township Board of Trustees