

RECORD OF PROCEEDINGS

Minutes of

DANBURY TOWNSHIP BOARD OF TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

October 11, 20 2017

The Regular Meeting of the Danbury Township Board of Trustees was held at the Danbury Township Hall, October 11, 2017, and 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 Carolyn Adams, Road Superintendent Brett Waldron, Police Chief Mike Meisler, Fire Chief Keith Kahler, and Zoning & Planning Administrator Kathryn A. Dale.

Visitors in attendance were Susan Dress, John Paul Dress, Steve Pitzer and Sherry Roberts.

APPROVAL OF MEETING MINUTES FOR SEPTEMBER 27, 2017

Mr. Scott moved and Ms. Rozak seconded the motion to approve the regular meeting minutes of September 27, 2017 as presented. Roll call was unanimous and motion carried.

CORRESPONDENCE

A letter was received from Ohio Secretary of State Jon Husted regarding the upcoming general election and issues 1 and 2. Voters are directed to check the SOS website to read arguments for and against each issue. Community thank you to Road Superintendent Brent Waldron for the quick action removing a fallen tree that was blocking a path at Meadow Brook.

ROADS, BUILDINGS AND GROUNDS

Road Superintendent Brett Waldron reported that the department has been working on crack patch throughout the township. As a result, a request was made to order 3 pallets of crack patch. The cost of 3500.00 is above the approved spending limit without the board approval. Mr. Scott moved and Ms. Rozak seconded the expenditure of 3500.00 for crack patch. Roll call indicated all voted yes. The final Township Clean-Up begins Monday the 16th.

POLICE

Mr. Scott read the report submitted by Police Chief Mike Meisler that listed his department handled 119 incidents to date in October. On October 7th the Chief was guest speaker at the Lakeside Owner's Association meeting, at which time the Department received a donation of \$3500.00. Chief Meisler has sent a thank you for this generous donation. October 10th the Chief attended the Methodist Men's Club meeting at Otterbein North Shore Retirement Center.

FIRE

Mr. Scott read the report submitted by Fire Chief Keith Kahler. Details are listed below:

	Fire & Ems Run Details				
	EMS	Fire	MVC*	Alarm**	CO***
Month of October	20	1	1	0	0
As of 10/10/2017	20	1	1	0	0
Year-To-Date	547	33	33	50	7

*Motor Vehicle Crash(es)

** Alarm Activation(s)

***Carbon Monoxide Investigation(s)

Chief Kahler stated that this is fire prevention week, October 8th – 14th.

ZONING

Zoning & Planning Administrator Kathryn A. Dale gave report for October 1st - 11th. To-date there has been 7 permit applications submitted/processed totaling \$596.80

The BZA will hold hearings on October 18, 2017 on the following cases:

- a. BZA-2017-194 104 Gravel Bar. Request for Area Variance
- b. BZA-2017-195 269 Ramp & Heritage Street Request for Area Variance
- c. BZA-2017-199 6270 E. Port Clinton Eastern Road. Request for Area Variance

The Zoning Commission will meet November 1, 2017 on the following applications:

ZC-2017-200 200 S. Bridge Road. Request for a Map Amendment. The Ottawa County Regional

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Planning is scheduled to hear this next Tuesday, October 17.

The Steering Committee for the Land Use Plan will be holding a Community Open House here at the Township Hall on Friday, November 3, 2017 from 6:00p.m. to 8:00p.m. We will present how we came to the map and allow people the opportunity to comment to ensure we have captured and are illustrating what the public told us back in June.

Hearing no comments or concerns from those in attendance, Department Heads were released.

No Old Business needed to be addressed.

NEW BUSINESS

From Administrative Assistant Cheryl Harmsen: In the past, we have discussed upgrading our Web Site through GoDaddy from version 6 to version 7. This upgrade to the Web Site was reviewed for 2018 budget purposes. For GoDaddy to rebuild and convert our site, there is a onetime fee of \$750 and includes SSL for the first year. We currently do not have a secure site. They would port everything from the current site to a new version, this could take up to a week and the site will not be available to the public during that time. The site will look the same as it does today.

The yearly web hosting fee is \$180 a year due at the time of the upgrade and every year thereafter plus \$69 a year for SSL (Secure Sockets Layer). Currently we do not have SSL but it could be added.

Our current agreement expires with GoDaddy in July of 2018. It costs us \$648 a year and does not have any security build in.

To recap, the Web Site would be much easier to update, it would have security, be more supportable from GoDaddy, they would be responsible for the entire change over and the cost savings will be \$398 a year after the first year cost of \$830.

After previewing information provided a motion was made by Mr. Scott and seconded by Ms. Rozak to proceed with the web site upgrades. Roll all indicated all voted yes.

LIQUOR PERMIT

The Trustees discussed the notice received from the Ohio Department of Commerce, Ohio Division of Liquor Control regarding a D2 liquor permit for Mutachs Food Market 8037 E. Harbor Road, Danbury Twp., Lakeside-Marblehead, Ohio, 43440. Discussion of the matter resulted with the Trustees not requesting a hearing for said permit. Fiscal Officer to make notification as such to the Department of Liquor Control.

FISCAL BUSINESS

The Trustees signed the fund status report dated as of September 29, 2017.

After examining payroll and bills totaling \$138,728.32 Mr. Scott moved and Ms. Rozak seconded the motion that they are accepted and warrants or electronic transfers for the various amounts processed. The vote was unanimous and motion carried.

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

Fiscal Officer

Danbury Township Board of Trustees