

# RECORD OF PROCEEDINGS

Minutes of

Danbury Township Board of Trustees Special

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

February 18, 2016

The Special Meeting of the Danbury Township Board of Trustees and the Carroll Township Board of Trustees held at the Danbury Township Hall building on February 18, 2016, was called to order at 6:00 p.m. by President Charles B. Scott; the pledge of allegiance was recited, with Mr. Scott, Ms. Dianne M. Rozak, and Mr. Rodney Biggert, and Mr. James Meek. Mr. Kenneth Gyde was absent.

The first order of business for the special meeting was to pass a joint resolution with the Trustees of Carroll Township in order to apply for 0% financing for 2016 road projects for Danbury Township and Carroll Township.

### Resolution 01-2016

The Board of Trustees of Danbury Township and Carroll Township, Ottawa County, Ohio, met in special session at Danbury Township Hall on February 18, 2016 at Marblehead, Ohio with the following members in attendance: **Danbury Township:** Charles B. Scott, Dianne M. Rozak, and David M. Hirt. **Carroll Township:** James Meek and Rodney Biggert.

**Trustee Charles B. Scott of Danbury Township** made the motion, second by Trustee **Rodney Biggert of Carroll Township** to adopt the following resolution:

**Resolution Number: 01-2016**  
**Quarry Road TR #218 and Camp Perry Western Road TR #18 Resurfacing**  
**Issue I Round 30 Ohio Public Works**  
**Cooperation Agreement**  
**Date February 18, 2016**

**Whereas**, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure, and

**Whereas**, Danbury Township and Carroll Township are planning to make capital improvements to various roads in their respective townships, and

**Whereas**, the infrastructure improvements are considered to be a priority need for the communities and are qualified under the OPWC program, and

**Whereas** Danbury Township and Carroll Townships will execute this cooperation agreement for a joint road resurfacing project under Ohio Public Works Commission Issue 1, Round 30, in the amount of \$318,228.00.

**Be it resolved**, Danbury Township and Carroll Township, all of Ottawa County, Ohio, agree to enter into a cooperative agreement to secure funds through the Ohio Public Works Commission for the Quarry Road TR #218 and Camp Perry Western Road TR #18 Resurfacing Project, and

**Resolved**, further agree to the following:

1. Danbury and Carroll Townships agree to provide a percentage of the total project costs based upon the Engineer's Estimates for their individual road projects. The preliminary ratio of cost sharing is:  
 Danbury Township: \$162,746.00 or 51%  
 Carroll Township: \$155,482.00 or 49%
2. All participants agree that the proportions listed above are preliminary and subject to change based upon the final construction costs of each road in the application.
3. Danbury Township and Carroll Township will be responsible for cost overages for only their roads.
4. Danbury Township and Carroll Township agree to pay their portion of the costs as invoiced by the County Engineer.
5. Carroll Township agrees to submit their loan payments to Danbury Township a minimum of 30 days prior to the Ohio Public Works loan repayment due date.
6. Danbury Township agrees to submit loan payments to the Ohio Public Works Commission on behalf of all parties by the due date.
7. Danbury Township and Carroll Township authorize the following:  
 Section 1: Danbury Township to serve as lead applicant  
 Section 2: Charles Scott, Danbury Township Trustee, is hereby authorized and directed to apply to the OPWC for funds for the above described project.  
 Section 3: Charles Scott, Danbury Township Trustee, is further authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

The roll being called upon the question of its adoption, the vote resulted as follows: Vote Record: Mr. Scott-yes; Ms. Rozak-yes; Mr Hirt-yes; Mr. Meek-yes; Mr. Gyde-Absent, and Mr. Biggert-yes.

**The resolution was duly adopted this 18th day of February, 2016.**

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Whereas the business between the Danbury and Carroll Township Trustees was finished, Mr. Meek and Mr. Biggert exited the meeting at about 6:20 p.m.

The second order of business for the special meeting was for the Danbury Township Trustees and Fiscal Officer to finalize the 2016 Budgets for the various department of Danbury Township.

The Trustees and Fiscal Officer discussed each fund individually and reviewed the preliminary budgets that Mrs. Seamon had prepared for the department heads.

Mrs. Seamon voiced concern regarding carry over balances for the General, Police, and Zoning Funds; however the Trustees agreed they were comfortable with the numbers for all funds.

Mrs. Seamon acknowledged that the numbers for the MVL and Gasoline Tax would change once it was known if the Ohio Public Works Commission 0% financing for 2016 road projects was obtained and asked if she should prepare a resolution for Buck Road and Buck Road Extension for the next meeting.

Mr. Scott suggested that Buck Road and Buck Road Extension road projects be postponed until 2017.

Ms. Rozak and Hirt agreed with Mr. Scott to postpone the Buck Road and Buck Road Extension road projects until 2017.

Mr. Scott was excused from the meeting due to illness about 6:45 p.m.

Ms. Rozak and Mrs. Seamon discussed several items that are paid from the General Fund vs the Zoning Fund and it was agreed that Mrs. Seamon will provide Mrs. Dale with the line item accounts (bi-weekly) for the land use plan and tall grass abatement budgets.

The Trustees agreed to re-evaluate the budgets after the 2<sup>nd</sup> real estate tax settlement is received from the County Auditor, which would be in August.

There being no further business before the Board, Mr. Hirt moved and Ms. Rozak seconded the motion to adjourn at 7:00 p.m. The vote was unanimous and motion carried.

*Shelley Seamon*  
Fiscal Officer

*Charles B. Hirt*  
*John J. Hirt*  
*Bill Hirt*  
Danbury Township Board of Trustees