

RECORD OF PROCEEDINGS

Minutes of

DANBURY TOWNSHIP BOARD OF TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8084 FORM NO. 10148

Held

JULY 26, 2017

The Regular Meeting of the Danbury Township Board of Trustees held at the Danbury Township Hall on July 26, 2017, was called to order at 6:??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 and Ms. Dianne M. Rozak. Mr. David M. Hirt was excused.

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

The only visitor in attendance was Susan Dress.

CORRESPONDENCE

The Ohio Department of Taxation sent the annual notice that lodging tax certification for 2016 for local governments was due by August 31, 2017. Mrs. Seamon acknowledged that action was not necessary since the Township does not have a local lodging tax.

Newsletters were received from OSS Joint Solid Waste Management (2017 Summer Issue) and the Ohio Township Association "Grassroots Clippings" (July 2017 Issue).

APPROVAL OF THE MINUTES

Mr. Hirt moved and Mr. Scott seconded the motion approve the regular meeting minutes for June 14, 2017 as presented. The vote was unanimous and motion carried.

ROADS-BUILDINGS-GROUNDS

Road Superintendent Brett Waldron reported that 3 funerals were conducted at Sackett Cemetery (1 cremation & 2 full burials). The recent township clean-up was very busy and staff has been mowing in the parks and road right-of ways. A brief discussion was held regarding the pre-construction meeting held for the resurfacing of Buck and Buck Road Extension.

FLASHING SIGNS UPDATE

Mr. Scott reported that TAPCO will not be charging the Township return shipping fees for to return the flashing signs and acknowledged that the check for payment approved at the last meeting has been voided.

QUARRY ROAD OVERAGE COSTS APPROVED

Mr. Scott reported that the overage for the repaving of Quarry Road was due to add'l base work, therefore extra material costs as well.

Therefore, Mr. Scott moved and Ms. Rozak seconded the motion to authorize \$67, 246.14 be repaid to the Ohio Public Works Commission, once invoices since in 2016 the Township received a 0% loan for half the cost of the Quarry Road project that is to be repaid to the OPWC over 10 years. The vote was unanimous and motion carried.

POLICE

Mr. Scott read the report submitted by Police Chief Mike Meisler that listed his department handled 490 incidents to date in July. Chief Meisler commented that July was one of the department's busiest months throughout the year.

Mr. Scott acknowledged that Patrolman Brad LaMarca has been cleared to return to "active duty". Chief Meisler confirmed that Mr. LaMarca would return on Thursday, July 27, 2017.

2005 FORD EXPEDITION

Chief Meisler reported that the Port Clinton Police Department no longer wanted the 2005 Ford Expedition and explained that Port Clinton Ford will take this vehicle on trade for \$3,200.00 as part of the 2017 Ford Taurus purchase.

A brief discussion was held regarding the necessary repairs for the 2005 Ford Expedition and discussion resulted as follows: Whereas the Port Clinton Police Department is no longer interested in purchasing the 2005 Ford Expedition from the Danbury Township Police Department due to the vehicles condition, Mr. Scott moved and Ms. Rozak seconded the motion to allow the 2005 Ford Expedition to be traded to Port Clinton Ford as a part of the purchase of the 2017 Ford Taurus (Car 443) for \$3,200.00. The vote was unanimous and motion carried.

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PATROLMAN APPOINTED

Chief Meisler shared that he had received 13 applications to replace Patrolman Matthew Shark, and indicated of the applicants Michael K Woods was his recommendation.

The Trustees and Chief Meisler discussed the matter, as a result Ms. Rozak moved and Mr. Scott seconded the motion to hire Michael K. Woods at an hourly rate of \$20.00 as a fulltime Patrolman with the Danbury Township Police Department, with an start date of August 7, 2017. The vote was unanimous and motion carried.

Ms. Rozak moved and Mr. Scott seconded the motion to appoint Michael Woods as a full time Patrolman for the Danbury Township Police effective August 7, 2017, at an hourly rate of \$20.00 per hour, and Mr. Woods may to sign up for all healthcare benefits the Township provides. The vote was unanimous and motion carried.

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 June	77	9	8	7	0
As of 7/26/17	72	2	2	9	0
Year-To-Date	371	26	25	37	6

*Motor Vehicle Crash(es)

** Alarm Activation(s)

***Carbon Monoxide Investigation(s)

Chief Kahler reported that the department would be receiving the grant from the Ohio Department of Public Safety in the amount of \$3,200.00.

The Trustees and Chief Kahler briefly discussed the payment and title for the sale of the old fire engine to The Sutphen Corporation.

Mr. Scott announced that he and Mrs. Seamon were working with the County Auditor regarding placing the 1.5 mil levy on the ballot in November for Fire & EMS. The levy will remain at 1.5 mills for a 5-year term.

ZONING

Zoning & Planning Administrator Kathryn A. Dale reported that to date in July, 22 permits were issued and fees collected totaled \$2,388.10.

The **Danbury Township Board of Zoning Appeals (BZA)** held a public hearing July 19, 2017 on the case listed below, which was continued until August 16, 2017.

BZA-2017-124-Rocky Point Marina, 8254 Joann/N. Shore Blvd. A request for a Conditional Use in accordance with Section 3.1.10.C.ii and Section 4.2 for a 70 site Recreational Camp/Campgrounds. **Rocky Point RV & Marina LLC, John Seifert, Owner/BEC Associates, Rod Gillespie, Agent.**

The **Danbury Township Zoning Commission (DZC)** meeting for August 2, 2017 will be cancelled since there were no cases to be heard.

The next Land Use Plan Committee meeting will be held on August 14, 2017 at the Danbury Township Hall beginning at 3:00 p.m.

COMPLAINTS & VIOLATIONS

Mrs. Dale provided updates, status, and details for the following complaints/violations:

- 453 Walnut- Deck 7 Porch without a permit-Takacs –OPEN.
- 1935 Ellsworth- Miscellaneous garbage and debris-Brown – OPEN.
- 106 Springcrest-Tall grass-Conkel-CLOSED.
- 2061 Walleye-Tall grass-Bank owned. No status available.
- 529 Erie Beach-Construction without permits-CLOSED.
- 2043 Seneca Trail-Living quarters made above garage-MONITORING.
- 1862 Seneca Trail-Camper being occupied on property-Wolf-CLOSED.

LIQUOR PERMIT

The Trustees discussed the notice received from the Ohio Department of Commerce, Ohio Division of Liquor Control regarding a "STCK" type D1 liquor permit for Bass Haven West Inc., DBA Bass Haven West, 6657 E. Harbor Rd., Danbury Twp., Lakeside-Marblehead, Ohio, 43440. Discussion of the matter resulted with the Trustees not requesting a hearing for said permit.

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~~LINE ITEM TRANSFER APPROVED-POLICE DISTRICT~~

Mrs. Seamon acknowledged that she had received an invoice from Chief Meisler for rifle ammo and the requisition was marked "Kihlken", therefore for Mrs. Seamon asked the Board to approved transferring \$949.50 from "machinery, furniture, & equipment" aka the Kihlken Fund (2081-210-740-0000) to "small tools/minor equipment" (2081-210-430-0000) with the Police Fund District.

Ms. Rozak and Mr. Scott seconded the motion to transfer \$949.50 from "machinery, furniture, & equipment" (2081-210-740-0000) to "small tools/minor equipment" (2081-210-430-0000) with the Police Fund District. The vote was unanimous and motion carried.

AUTHORIZATION APPROVED TO OBTAIN NEW SIGNATURE CARDS

Mr. Scott moved and Ms. Rozak seconded the motion to authorize Kimberly Oxendale to obtain new signatures cards from the Marblehead Bank and Star Ohio, due to the departure of Fiscal Officer Shelley Seamon on July 31, 2017. The vote was unanimous and motion carried.

TRANSFER OF FUNDS APPROVED

Mrs. Seamon acknowledged that the necessary transfer was \$250,000.00 from the Marblehead Bank savings account to the Marblehead Bank checking account, not as it was listed on tonight's agenda.

Therefore Ms. Rozak moved and Mr. Scott seconded the motion to transfer \$250,000.00 from the Marblehead Bank savings account to the Marblehead Bank checking account. The vote was unanimous and motion carried.

ACKNOWLEDGEMENT OF SERVICES

Mrs. Seamon acknowledged the following years of service: Patrolman J. Charles Cunningham- 13 years, Patrolman Joshua Young -9 years, and Zoning & Administrative Assistant Cheryl Harmsen- 4 years.

FUND STATUS REPORT SIGNED

The Trustees signed the fund status report dated as of July 26, 2017.

PAYROLL AND THE PAYMENT OF BILLS APPROVED

After examining payroll and bills totaling \$111,661.51, Mr. Scott moved and Ms. Rozak 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.

585-2017	Public Employees Retirement System	OPERSG Contributions	\$9,107.85
586-2017	Public Employees Retirement System	OPERSL Contributions	\$16,418.81
587-2017	Ohio Police & Fire Pension Fund	Ohio Police & Fire Contributions	\$4,344.77
588-2017	John L Belcher	Wages 7/1/17-7/14/17	\$1,448.74
589-2017	Daniel J Bergman	Wages 7/1/17-7/14/17	\$1,334.01
590-2017	Bradley L Biers	Wages 7/1/17-7/14/17	\$468.16
591-2017	Terry L Conaway	Wages 7/1/17-7/14/17	\$250.35
592-2017	J. Charles Cunningham	Wages 7/1/17-7/14/17	\$1,479.17
593-2017	Kathryn A. Dale	Wages 7/1/17-7/14/17	\$1,943.74
594-2017	John D. Grieve	Wages 7/1/17-7/14/17	\$654.91
595-2017	Jared E Griffith	Wages 7/1/17-7/14/17	\$1,241.65
596-2017	Cheryl K Harmsen	Wages 7/1/17-7/14/17	\$641.21
597-2017	David M Hirt	Wages 7/1/17-7/14/17	\$801.61
598-2017	Scott W Hites	Wages 7/1/17-7/14/17	\$518.76
599-2017	James S Holzhauer	Wages 7/1/17-7/14/17	\$267.18
600-2017	Keith M Kahler	Wages 7/1/17-7/14/17	\$1,329.50
601-2017	Lindsey N Knox	Wages 7/1/17-7/14/17	\$612.72
602-2017	Bradford K LaMarca	Wages 7/1/17-7/14/17	\$1,275.56
603-2017	Brian C McCune	Wages 7/1/17-7/14/17	\$1,281.04
604-2017	Donald D McCune	Wages 7/1/17-7/14/17	\$662.60
605-2017	Mark A Meisler	Wages 7/1/17-7/14/17	\$1,893.31
606-2017	Michael S Meisler	Wages 7/1/17-7/14/17	\$2,034.35
608-2017	Kegan J Rakosky	Wages 7/1/17-7/14/17	\$691.40
609-2017	Megan A. Rakosky	Wages 7/1/17-7/14/17	\$317.19
610-2017	Randy R Rakosky	Wages 7/1/17-7/14/17	\$712.95
611-2017	Trevor J Ross	Wages 7/1/17-7/14/17	\$722.23
612-2017	Dianne M Rozak	Wages 7/1/17-7/14/17	\$858.91
613-2017	Matthew J Salyers	Wages 7/1/17-7/14/17	\$251.68
614-2017	Charles B Scott	Wages 7/1/17-7/14/17	\$904.32
615-2017	Shelley J Seamon	Wages 7/1/17-7/14/17	\$1,424.95

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616-2017	Matthew M Shark	Wages 7/1/17-7/14/17	\$1,444.13
617-2017	Brian P. Sloan	Wages 7/1/17-7/14/17	\$1,533.53
618-2017	Timothy N Taylor	Wages 7/1/17-7/14/17	\$188.73
619-2017	Mark M Turinsky	Wages 7/1/17-7/14/17	\$1,173.20
620-2017	Brett A Waldron	Wages 7/1/17-7/14/17	\$1,611.16
621-2017	Sean A Waugh	Wages 7/1/17-7/14/17	\$351.55
622-2017	Joshua P. Young	Wages 7/1/17-7/14/17	\$1,710.35
625-2017	Internal Revenue	Federal WH's	\$7,725.15
626-2017	Ohio Public Employees Deferred Comp	Voluntary Retirement	\$605.00
627-2017	Treasurer of State of Ohio	State WH's	\$2,314.17
41815	Traffic and Parking Control Co, Inc.	Check Voided -Signs Returned	-\$3,825.00
41822	Kimberly K Oxendale	Wages 7/1/17-7/14/17	\$178.32
41823	Matthew G Roberts	Wages 7/1/17-7/14/17	\$427.81
41824	Ohio Child Support Payment Central	Child Support WH's	\$37.26
41825	Ottawa County Municipal Court	Garnishment WH	\$156.05
41826	Jefferson Health Plan	July Medical Premiums	\$25,549.75
41827	Daniel A Eggert	Tree Trimming-Keepers House	\$2,150.00
41828	Ottawa County Recorder	Recording Fee -Zoning	\$20.00
41829	Kathryn A. Dale	Postage Reimbursed-Zoning	\$6.59
41830	Shelley J. Seamon	CPIM Fee Reimbursed	\$100.00
41831	Foster Chevrolet Cadillac Inc.	Repairs -Road Vehicle	\$66.77
41832	Ottawa County Safety Council	Annual Dues	\$120.00
41833	Spoerr Precast Concrete, Inc.	Cemetery Footer	\$83.00
41834	Judco, Inc.	Operating Supplies-Roads	\$75.50
41835	Cros.net, Inc.	Email Backup-Fiscal Computer	\$32.50
41836	MNCO	Legal Ads-Zoning	\$183.32
41837	Trugreen	Lawn Care-Parks/Cemetery	\$950.00
41838	Ohio Edison	Electricity & Street Lights	\$1,816.58
41839	Staples Business Advantage	Office Supplies-Fire/EMS	\$579.99
41840	Vance Outdoors Inc.	Operating Supplies-Police Dept.	\$69.00
41841	Rakich & Rakich, Inc.	Operating Supplies-Police Dept.	\$49.98
41842	Time Warner Cable Northeast	Telephone/Internet -Police /FS2	\$297.25
41844	Wal-Mart Community	Supplies/Various Depts.	\$498.22
41845	D.R. Ebel Police & Fire Equipment	Car #442 Outfitting	\$6,822.75
41846	Port Clinton Ford Mercury Inc.	Repairs/Maint.- Police Vehicles	\$665.27
Total Payments			\$111,661.51

SWEARING IN OF KIMBERKY K. OXENDALE

Fiscal Officer Shelley Seamon swore in Kimberly K. Oxendale as the Fiscal Officer of Danbury Township, Ottawa County, Ohio to be effective August 1, 2017.

Mrs. Oxendale's bonds for the Asst. to the Fiscal Officer and Fiscal Officer were witnessed and signed. (Note: Mrs. Seamon sworn in Mrs. Oxendale at the meeting that occurred on Wednesday, June 28, 2017, this was inadvertently omitted this from the minutes of June 28, 2017. Mrs. Oxendale did attend the regular meetings held on June 28, 2017 and July 12, 2017 as well as the special meeting held on July 12, 2017, her attendance was omitted from the regular meetings held on June 28, 2017 and July 12, 2017 as well as the special meeting held on July 12, 2017).

COMMENTS & CONCERNS

The Trustees thanked Mrs. Seamon for what she had accomplished during her term and wished her well, as this was her last meeting as the Fiscal Officer of Danbury Township.

There being no further business before the Board, Ms. Rozak to moved and Mr. Scott seconded the motion to adjourn at 7:16 p.m. The vote was unanimous and motion carried.