

RECORD OF PROCEEDINGS

Minutes of

Danbury Township Board of Trustees Regular

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

February 25, 2015²⁹

The Regular Meeting of the Danbury Township Board of Trustees held at the Danbury Township Hall, 5972 E. Port Clinton Eastern Road, Marblehead, Ohio on February 25, 2015, was called to order at 6:30 p.m. by President Charles B. Scott; the pledge of allegiance was recited, with Mr. Scott, Ms. Dianne M. Rozak and Mr. David M. Hirt. Also present Fiscal Officer Shelley Seamon, Road Superintendent Brett Waldron, Police Chief Mike Meisler, Fire Chief Keith Kahler, and Zoning & Planning Administrator Kathryn Dale.

Visitors in attendance were Bradley Biers, Lindsey Knox, and Frank Stevens.

Approval of the Minutes

Mr. Scott moved to approve the minutes of the special and regular meetings held on February 11, 2015 as presented. Ms. Rozak seconded the motion. The vote was unanimous and motion carried.

Correspondence

Ottawa County Engineer Ronald P. Lajti Jr., sent a copy of the Annual Bridge Condition Report that is in accordance to Ohio Revised Code §5543.20. (Each Trustee and Road Superintendent Brett Waldron received a copy of the above mentioned report).

CareWorksComp President Frank Pagnatta sent a letter announcing that on March 2, 2015, Frank Gates Service Company and CareWorks Consultants will consolidate with York Risk Services Group, Inc. and will operate under the new brand name of CareWorksComp. By combining these companies, they have created Ohio's largest workers' compensation Third Party Administrators. (Safety Coordinator Cheryl Harmsen was provided a copy of the above mentioned letter).

Palmer Energy Co. sent a letter regarding the administrate fee for the period of July 2014 – December 2014 for the Township's participation in the Residential & Small Commercial Electric Government Aggregation Program. A check in the amount of \$581.28 accompanied the letter.

The United States Department of Agriculture (USDA), Farm Service Agency sent notification regarding USDA Deadlines for Agriculture Risk Coverage (ARC) and Price Loss Coverage (PLC) Decisions.

The 2015 Ottawa County Agricultural Community Breakfast will be held on Friday, March 20, 2015 beginning at 8:00 a.m. at St. John's Lutheran Church in Oak Harbor, Ohio.

The Ottawa County Board of Elections Deputy Director Karen McTague sent the annual reminder that whenever there are resignations or appointments in your jurisdiction, the Board of Elections must be given written notice within ten days of the change. Ms. McTague also enclosed a list of the officials for Danbury Township and requested review of the list, and asked that necessary changes to the list be made.

Duke & Kendra Fultz owners of Fultz & Son, Inc., and Chris Jones General Manager of Republic Services of Ohio sent a letter regarding the sale of F.S.I. Disposal to Republic Services.

The Ottawa Soil & Water Conservation District sent their 2015 Tree Order Form that offers a 10% discount to townships, villages, and cities on a variety of trees for sale.

Ottawa County Prosecuting Attorney Mark Mulligan and Ottawa County Sheriff Stephen J. Levorchick sent the annual donation letter to obtain funding for the Ottawa County Drug Task Force. Discussion of regarding the matter will be held during the Police Report.

A copy of the letter sent to Zoning Commission President Jodi Kopanski was received from Ottawa Regional Planning Commission Director Mark Messa regarding that the Commission met on February 17, 2015 and considered the Mike Behlke rezoning request from "A" Agricultural to "R-C" Recreational Commercial at 6421 E. Bayshore Road, Marblehead, Ohio. Mr. Messa states in the letter that the Commission voted to recommend approval of the rezoning request.

Ottawa County Veterans Director Sara A. Toris sent a letter thanking the Trustees and staff for allowing them to bring Wreaths Across America to all veteran graves in Ottawa County cemeteries in December 2014 and asked for the opportunity to bring Wreaths Across America to the Townships veteran graves in 2015.

Trustee Charles Scott received notification from the Ohio Public Works Commission Director Michael Miller that the Township's request for financial assistance in the form of a grant has been approved for the project entitled Township Roads 138, 140, and Perryview Estates Roads in the amount of \$162,572.00. Mr. Scott thanked Brett Waldron and Shelley Seamon for completing the necessary paperwork to obtain this grant.

Roads, Buildings, & Grounds

Road Superintendent Brett Waldron reported that 1 full service burial was conducted at Sackett Cemetery. The staff has kept very busy handling several significant winter storms and provided an update about the speed zone study for Erie Beach Road.

The Trustees, Mr. Waldron, Police Chief Meisler, and Fire Chief Kahler discussed impassible private roads during emergency situations. The major focus of discussion involved that the Road staff is assisting emergency vehicles with snow removal on private roads that have been blocked by private snow plow contractors. The Trustees discussed several ways to communicate to residents and contractors that during the winter season all roads must be passable to public service vehicles; fire, ambulances, and police cruisers.

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2014 Township Highway System Mileage Certification

The Trustees signed the 2014 Township Highway System Mileage Certification from the Ottawa County Engineer's Office reflecting 16.193 miles.

Mower Purchases

Trustee David Hirt left the room at 6:58 p.m. because he is employed by Bill's Implement Sales.

Trustees Charles Scott and Dianne Rozak discussed the trade/ mower purchase program received from Bills Implement Sales. Road Superintendent Brett Waldron explained that this year he wanted to purchase 2 (two) 2015 new Ferris Is-2100 61" mowers and trade the 2 (two) used 2014 Ferris models; with the trades cost for both 2015 New Ferris Is-2100 61" mowers totaled \$2,400.00. Mr. Waldron recommended purchasing a third 2015 new Ferris 61" mower that instead of purchasing a 2015 New Ferris IS-700 52" mower because of the hours the 61" mowers had accumulated this past mowing season. The cost with trade of the 2014 Ferris 52" mower to purchase a third 2015 new Ferris 61" mower totaled \$3,100.00 instead of \$1,100.00 (cost with trade to purchase a 2015 new Ferris IS-700 52" mower).

Discussion of purchasing mowers for the 2015 mowing season was tabled until the next meeting, due to insufficient appropriations in the Cemetery Budget.

Trustee David Hirt returned at 7:04 p.m. and committee reports continued.

Police

Trustee Charles Scott reported that Police Chief Mike Meisler submitted a report that listed the Danbury Township Police Department handled 302 incidents to date in February.

Years of Service Acknowledgement

Trustee Charles Scott acknowledged that Patrolman Brian Sloan had completed 4 years of fulltime service with the Township on January 29, 2015 and Mr. Sloan's vacation and sick time adjustments were processed effective in the February 11, 2015 payroll. Note: Officer Sloan's hourly rate remained the same because at this time he is not eligible for longevity pay.

Ottawa County Drug Task Force Donation

The Trustees and Police Chief held discussion regarding whether or not the Township would donate funds to the Ottawa County Drug Task Force this year. Discussion resulted that the Township would not be making a donation to the Ottawa County Drug Task Force in 2015.

Grant Opportunity for an AED Portable Purchase

Trustee Dianne Rozak, Police Chief Mike Meisler, and Fire Chief Keith Kahler discussed the costs for new portable AED's and refurbished AED's since the Ottawa County Community Foundation has grant funding available.

The Trustees agreed that Ms. Rozak move forward to write a grant to obtain funding from the Ottawa County Community Foundation to purchase a new portable AED that will be placed in one of the police cruisers for the Danbury Township Police Department.

Fire

Trustee Charles Scott reported that Fire Chief Keith Kahler submitted a report listing that the Danbury Township Fire Department responded to 35 EMS calls, 1 Fire call, 2 Motor Vehicle Crashes, 1 Alarm call, and 2 Carbon Monoxide investigations to date in February. Year to date the department has responded to 99 calls.

BWC Safety Grant Application Update

Chief Kahler reported that he received confirmation that the Fire Department has been awarded the BWC Safety Grant and reiterated that the grant will be used assist with the cost to purchase 2 Power Loading Systems for 2 of the Fire Departments ambulances.

Trustee Charles Scott and Chief Kahler reported that because the power loading systems are "product specific", to each ambulance manufacture, Ottawa County Prosecuting Attorney Mark Mulligan has advice that bidding is not required.

Turn-Out Gear Bid

The Trustees and Chief Kahler reviewed the bid to purchase 45 sets of NFPA complaint fire fighter turnout coats and pants for the Danbury Township Fire Department. The estimated cost of the turnout gear was just over \$70,000.00.00

Discussion amongst the Trustees and Chief Kahler resulted to move forward to purchase 45 sets of NFPA complaint fire fighter turnout coats and pants for the Danbury Township Fire Department and place the bid in the Peninsula News and on the Township's website.

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Signage at Fire Station 1

Discussed resumed regarding the LED signage in front of Fire Station 1 located at 9551 E. Harbor Road adjacent to S.R. 163. Mr. Scott reported that he had consulted with Michael Stormer of ODOT and was told LED signage in this location would be more of a distraction. A lower quote for LED signage was received from Ice Signs Advertising in Kingston, New Hampshire, cost was \$6,223.00. The Trustees agreed to explore other options in the interest of public safety.

Uniform Policy & Contract of Educational Expense

Chief Kahler presented a Uniform policy and a Contract of Educational Expense for the Danbury Township Fire Department. Chief Kahler stated that the Ottawa County Prosecuting Attorney was reviewing the language of the Contract of Educational Expense and once an opinion was received he would provide the approved contract to the Board.

Discussion of the Uniform policy and Contract of Educational Expense was tabled until the next regular meeting.

Social Media Impact on the Workplace Training

The Trustees and Chief Kahler reviewed the customized training proposal from Ehove to provide "Social Media Impact on the Workplace" training for employees that will be conducted at the Township Hall. 2 two hour sessions with prep and mileage totaled \$595.30. Ms. Rozak will contact Kendra Ward at Ehove to obtain alternate dates for a 1 two hour training session and discussion will continue at the next meeting.

Zoning

Zoning & Planning Administrator Kathryn Dale reported that the Zoning Department had processed 2 permit applications to date in February and fees collected for permits totaled \$265.08; non-permit fees (BZA balance dues) collected to date in February totaled \$184.43.

Mrs. Dale provided a brief update regarding the codification of the amendments to the Zoning Resolution that resulted the codification was received today and staff is reviewing the update.

The **Board of Zoning Appeal's** held public hearings on Wednesday, February 18, 2015 at the Danbury Township Hall at 6:30 p.m. on the following cases:

1. **BZA-2015-007 7971 E. Harbor Road, Dollar General-Denied** Request for an Area Variance from Section 5.5.4.C.i.c to allow a Permanent on-Premises ground sign to exceed the 48 sq. ft. maximum, allowable sign area requirement (50 sq. ft. proposed). Wagner Electric Sign Co., Agent/Applicant; Dollar General, Owner.
2. **TO BE CONTINUED UNTIL MARCH 18, 2015**
BZA-2015-008 462 Cedar. Request for an Area Variance to Section 7.92. to allow for 105 sq. ft. (11% increase) of additional living space onto a nonconforming structure that received a 60% increase in BZA-2014-090. Doug Bohl, Owner/Applicant.
3. **BZA-2015-009 Harbor Bay Estates-Approved with Conditions** Lot 52 (PIN #0140469406735071) & Lot 53 (PIN # 0140469406735011) (To be Replated to Lot 53A on Plat V of Harbor Bay Estates). Request for a Major Modification to a previously approved Conditional Use (BZA-2013-042) to allow for a Condominium development, in accordance with Section 3.1.10.Ciii, 4.3 & 6.2 with different boundaries. Request also for an Area Variance from Section 4.3.2.A regarding density, 89 units allowed/122 proposed. Michael Prosser, Prosser & Associates as Agent, Harbor Bay Estates, LTD Appellant.
4. **BZA-2015-010 404 Lighthouse Oval-Approved** (Section 1, Lots 2 and 4 on the south side of North Shore Blvd – PIN # 01420991346700000) Request for a Minor Modification and Final Approval of Phase III & IV of a previously approved Lighthouse Bluffs cluster housing community development. David Lewis, Agent; Kenneth Cleveland, Developer/Owner

The **Zoning Commission** will hold a public hearing on Wednesday, March 4, 2015 at the Danbury Township Hall beginning at 6:30 p.m for the following case:

- **ZC-2015-005** Map Amendment from "A" Agricultural to "R-C" Recreational Commercial for 8.3574 acres of part Lot 12, Section 4 located at 6421 E. Bayshore Road (PIN# 0140467606672001). Behlke Properties, LTD, Mike Behlke/Owner & Applicant.

Final Plat of Harbor Bay Estates Plat 5

Mrs. Dale shared that the Ottawa Regional Planning Commission discussed the Final Plat for Harbor Bay Estates to parcel off 4.696 acres from the development to eventually sell to the Archeological Conservancy as a result of the Memorandum of Agreement Amendment. Mrs. Dale indicated that the plat was approved as presented with one minor correction to be made.

Complaints and/or Violations

1070 Englebeck-Mrs. Dale reported that on 2/20/15 a certified letter was sent to the property owner regarding the condition of the property, including reference to excessive storage of recreational vehicles and trailers (7 total); junk vehicles (7 total); and other miscellaneous junk & debris with the possibility of running a Contractor's Establishment. Mrs. Dale shared that the owner was given 14 days to remove the junk vehicles and all other storage and junk were given until 4/1/15 to remove. Mrs. Dale indicated that the owner was given the option of getting permits for either fencing or a garage to conceal and/or store the items and a permit for fencing was issued to the owner on 2/23/15.

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Blighted, unsafe structure at 1049 Englebeck, Mrs. Dale reported that on February 12, 2015 that she contacted Frank Stevens via telephone to notify him that a courtesy letter was being sent out the same day. Mrs. Dale stated the Frank Stevens reiterated the same that his brother (Doug Stevens) is holding things up to bring this property into compliance.

Mrs. Dale recommended that the Board hold a public hearing at the next Regular Meeting on March 11, 2015 at 6:30 p.m. Mrs. Dale reminded the Board that at their last meeting, after speaking with Jeffrey Stopar of Eastman & Smith, she was advised, that a Special Meeting does not need to be held prior to the Board's Regular Meeting or published, and the hearing can be opened during the Regular Meeting. Mrs. Dale stated that she has confirmed that the Chief Building Official will be available and present for the hearing.

Mrs. Dale explained that Ohio Revised Code 505.86 will be followed for notifications to the owners and the lien holders and stated the Frank Stevens was in attendance tonight.

The Trustees and Mr. Frank Steven spoke briefly about the condition of the home at 1049 Englebeck. Mr. Frank Stevens expressed that his brother (Doug Stevens) does not want to move forward to demolish the home, however he does wish to clean up the property.

Mr. Frank Stevens shared that he will be in attendance for the public hearing at the next Regular Meeting; however he could not speak for his brother Doug Stevens.

Time and Date Set for a Public Hearing Unsafe Structure at 1049 Englebeck

Discussion involving the Unsafe Structure at 1049 Englebeck concluded and resulted that the Danbury Township Board of Trustees will hold a public hearing at approximately 7:00 p.m. during their next regular meeting on Wednesday, March 11, 2015 regarding the unsafe structure at 1049 Englebeck.

Zoning & Planning Administrator Kathryn Dale will send certified notification to the owners and lien holders regarding the public hearing.

365 Miley-(Menier-Junk & Debris) - Mrs. Dale reported that she received a formal complaint on February 17, 2015 about construction debris and junk piled up in the front lawn of this property since Thanksgiving. (Menier-Junk & Debris) Mrs. Dale shared that a letter was sent to the property owner and about ½ of the construction debris and junk has been removed. Mrs. Dale indicated that the owner has been in contact with her keeping her posted on when the remainder of garage and construction debris will be removed.

Ligations

Nothing was reported.

Daily Log of the Zoning Department

Trustee Charles Scott presented the Trustees with a copy of the February daily log of the Zoning Department since he had been asked what the daily log of the Zoning Department entailed.

Mr. Scott asked Mrs. Dale how much time was spent to compile the daily log and if it was necessary.

Mrs. Dale shared that the daily log is used to reference telephone numbers related to zoning calls as well as to provides the numbers for her monthly report as to how many calls, emails, and in-person inquires the staff has responded to.

A brief discussion occurred and resulted that the Zoning Department is not required to keep such a comprehensive daily log and a tally system may be used for the purpose of monthly reporting to record how many calls, emails, and in-person inquires Mrs. Dale and Cheryl Harmsen have responded to.

Newsletter Content

The Trustees and Department Heads discussed the content of the Spring Newsletters. Discussion concluded and resulted as the Trustees agreeing to have the Spring Newsletter sent to the printers as presented for distributions to Township residents.

Comments and Concerns Prior to Dismal of the Department Heads

There were none.

The Department Heads were dismissed at 7:55 p.m.

Time Warner Agreement

Trustee Charles Scott reported that the Time Warner Agreement to bundle all Township telephone, internet and cable service was revised and approved as to form by Mark Mulligan and he recommended approval of the agreement. Mr. Hirt moved to approve entering into an agreement with Time Warner per the terms and conditions in the revised agreement as was approved by Ottawa County Prosecuting Attorney Mark Mulligan and authorizing Trustee Charles Scott as the signatory of said agreement retroactive to February 26, 2015. Ms. Rozak seconded the motion. The vote was unanimous and motion carried.

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Employee Developmental Training

Trustee Dianne Rozak provided information about training for Safety Services involving PTSD, managing stress in crisis responsive situations, and proactive versus reactive public communications.

Ms. Rozak reported that Dr. John Lewton, President of Workplace Resources would provide 2 sessions on March 24, 2015 from 9:30 a.m. until noon and from 1:00 p.m. until 3:30 p.m. at a cost of \$150.00 per hour.

Discussion was held and resulted in the following action: Ms. Rozak moved to contract with Dr. John Lewton of Workplace Resources to provide Safety Services Training at a cost of \$150.00 per hour that will be mandatory for Police and Fire Department personnel, other Township employees may attend and an invitation will be extended to the Marblehead Police Department. Mr. Scott seconded the motion. The vote was unanimous and motion carried.

Employee Assistance Program

Trustee Dianne Rozak reported Workplace Resources offers an Employee Assistance Program and the annual cost was \$2,301.00 (\$3.25 per employee per month), which includes all personnel of the Fire Department (fulltime, part-time on-duty, and volunteers).

Ms. Rozak explained that the program provides face-to-face consultation and referral for personal, family and work concerns, 24 hour, 7 days per week, toll-free Employee Assistance Professional access to mental health professionals, and services are confidential within the bounds of the law.

The Trustees reviewed the comprehensive pamphlets regarding the employee assistance services Ms. Rozak provided about the program and agreed to have the contract with Workplace Resources reviewed by Ottawa County Prosecuting Attorney Mark Mulligan prior entering into an agreement with Workplace Resources to provide the Employee Assistance Program to the employees of Danbury Township. Discussion was tabled.

Time & Date Set for Mandatory BWC Drug Free Safety Program Training

Drug Free Safety Program Training for Supervisors and Employees will be held at the Danbury Township Hall on April 7, 2015. Overtime for those Officers who are not regularly scheduled to work was approved at the February 25, 2015 Regular Meeting.

Biz-Tech Assessment & Quote

Trustee Dianne Rozak provided a brief overview of the information Cheryl Harmsen had acquired from Biz-Tech of Toledo, Ohio to resolve data backup issues for the Zoning Department.

Ms. Rozak reported that the estimated cost for Mozy Pro (a cloud) to have "off-site" backup for 50 GB's is \$25.00 per month, plus that \$25.00 per month only goes up in price and will never end. Ms. Rozak also reported that she has recommended that Mrs. Harmsen obtain information about a backup solution that will allow the Zoning Department to store data on CD's and/or USB drives in a fire proof safe.

Discussion was tabled until the next regular meeting.

Mileage Reimbursement Policy

Fiscal Officer Shelley Seamon reported that the sample mileage reimbursement policy she received from the Township's property & liability carrier was the exact policy the Township had under Section 8.5 Travel Expenses of the Personnel Policy & Procedures Manual.

Trustee Dianne Rozak reported that she recommended adding "Mileage begins and ends at the Township Hall when an employee who does not receive a car allowance or who does not use a township vehicle is required to travel outside the township for township business" to Section 8.5 Travel Expenses of the Personnel Policy & Procedures Manual.

Mr. Scott moved to approve adding, " Mileage begins and ends at the Township Hall when an employee who does not receive a car allowance or who does not use a township vehicle is required to travel outside the township for township business", to Section 8.5 Travel Expenses of the Personnel Policy & Procedures Manual. Ms. Rozak seconded the motion. The vote was unanimous and motion carried.

2013-2014 State Audit

Fiscal Officer Shelley Seamon reported that the Township qualified for an Agreed Upon Procedure (AUP) audit for 2013-2014 and the audit was completed on February 24, 2015. Mrs. Seamon provided a copy of the letter of arrangement for the audit to each of the Trustees.

Cemetery Deeds

The Trustees signed the following Cemetery Deeds:

1. Gayla Jo Taylor, lot 42, grave 4, 1st addition at Sackett Cemetery.
2. Elsie Holmes, lot 2, grave 8, 2nd addition at Sackett Cemetery.
3. Cecelia Holmes, lot 2, grave 6, 2nd addition at Sackett Cemetery.

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2015 Annual Appropriation Resolution Resolution No. 03-2015

The Board of Trustees of Danbury Township, in Ottawa County, Ohio met in Regular Session on the 25th day of February at the Danbury Township Hall with the following members present: Mr. Charles B. Scott, Ms. Dianne M. Rozak, and Mr. David M. Hirt.

Mr. Scott moved the adoption of the following Resolution:

BE IT RESOLVED by the Board of Trustees of Danbury Township, Ottawa County, Ohio that to provide for the current expenses and other expenditures of said Board of Trustees, during fiscal year, ending **December 31, 2015**, the following sums be and the same hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during said fiscal year, as follows, viz:

DANBURY TOWNSHIP, OTTAWA COUNTY, OHIO RECAPITULATION OF FUNDS

GENERAL FUND		\$ 691,697.68
SPECIAL REVENUE FUNDS		
MOTOR VEHICLE LICENSE TAX	\$ 171,448.72	
GASOLINE TAX	430,772.70	
ROAD & BRIDGE	949,796.43	
CEMETERY	77,082.04	
POLICE DISTRICT	1,104,661.12	
FIRE DISTRICT	182,280.75	
ZONING	34,751.99	
FIRE LEVY	31,510.81	
EMS LEVY	2,129.97	
DRUG LAW ENFORCEMENT	2,718.19	
ENFORCEMENT & EDUCATION (DUI)	8,855.19	
FIRE & EMS LEVY	1,326,256.28	
CPT 2015	640.00	
TOTAL SPECIAL REVENUE FUNDS		\$ 4,322,904.19
TOTAL ALL FUNDS		\$ 5,014,601.87

Mr. Hirt seconded the Resolution and the roll being called upon its adoption the vote resulted as follows: M Mr. Hirt-yes; Ms. Rozak -yes; Mr. Scott-yes.

Adopted this 25th day of February 2015.

Approve Payroll & Payment of Bills

After examining payroll and bills totaling \$87,013.34 Mr. Scott moved that they be accepted and warrants or electronic transfers for the various amounts be processed. Ms. Rozak seconded the motion. The vote was unanimous and motion carried.

121-2015	John L Belcher	Wages 1/31/15 to 2/13/15	\$1,134.73
122-2015	Daniel J Bergman	Wages 1/31/15 to 2/13/15	\$1,532.97
123-2015	Bradley L Biers	Wages 1/31/15 to 2/13/15	\$540.19
124-2015	Terry L Conaway	Wages 1/31/15 to 2/13/15	\$154.29
125-2015	J. Charles Cunningham	Wages 1/31/15 to 2/13/15	\$1,165.45
126-2015	Kathryn A. Dale	Wages 1/31/15 to 2/13/15	\$1,893.91
127-2015	Jared E Griffith	Wages 1/31/15 to 2/13/15	\$1,214.49
128-2015	David M Hirt	February Trustee Salary	\$800.80
129-2015	Stephanie A Hunsicker	Wages 1/31/15 to 2/13/15	\$396.19
130-2015	Matilda A Johnson	Wages 1/31/15 to 2/13/15	\$473.87
131-2015	Keith M Kahler	Wages 1/31/15 to 2/13/15	\$1,384.06
132-2015	Bradford K LaMarca	Wages 1/31/15 to 2/13/15	\$1,298.47
133-2015	Brian C McCune	Wages 1/31/15 to 2/13/15	\$110.08
134-2015	Mark A Meisler	Wages 1/31/15 to 2/13/15	\$1,422.49
135-2015	Michael S Meisler	Wages 1/31/15 to 2/13/15	\$1,624.50
136-2015	Zachary D Miramontes	Wages 1/31/15 to 2/13/15	\$418.91
137-2015	Randy R Rakosky	Wages 1/31/15 to 2/13/15	\$437.04
138-2015	Trevor J Ross	Wages 1/31/15 to 2/13/15	\$463.37

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139-2015	Dianne M Rozak	February Trustee Salary	\$870.80
140-2015	Matthew J Salyers	Wages 1/31/15 to 2/13/15	\$241.35
141-2015	Charles B Scott	February Trustee Salary	\$904.10
142-2015	Shelley J Seamon	February Fiscal Officer Salary	\$1,337.95
143-2015	Brian P. Sloan	Wages 1/31/15 to 2/13/15	\$1,251.12
144-2015	Brandon L Taylor	Wages 1/31/15 to 2/13/15	\$1,467.50
145-2015	Mark M Turinsky	Wages 1/31/15 to 2/13/15	\$1,434.11
146-2015	Brett A Waldron	Wages 1/31/15 to 2/13/15	\$1,913.68
147-2015	Gordon D Waugh	Wages 1/31/15 to 2/13/15	\$1,026.83
148-2015	Joshua P. Young	Wages 1/31/15 to 2/13/15	\$1,410.41
150-2015	Ohio Public Employees Deferred Comp.	Voluntary Contributions	\$ 430.00
151-2015	Internal Revenue	Federal WH	\$ 6,085.66
152-2015	Treasurer of State of Ohio	State WH	\$ 1,937.17
39451	Ohio Treasurer of State	MVR checks Fire	\$ 212.50
39451	Ohio Treasurer of State	Voided Check	\$ (212.50)
39452	Shelley J. Seamon	MVR checks Fire	\$ 204.00
39453	Cheryl K Harmsen	Wages 1/31/15 to 2/13/15	\$ 776.28
39454	Lindsey N Knox	Wages 1/31/15 to 2/13/15	\$ 314.27
39455	Austin Lucas	Wages 1/31/15 to 2/13/15	\$ 218.62
39456	Ohio Child Support Payment Central	Child Support WH	\$ 185.95
39457	Ottawa County Engineer	Road Salt	\$ 8,324.96
39458	Burgess Hearse & Ambulance Sales	Ambulance Repairs	\$ 2,981.25
39459	David Price Metal Services, Inc.	Brush Grinding	\$ 2,380.00
39460	Postmaster	Postage-Spring Newsletter	\$ 532.00
39461	Verizon Wireless	Cellular Services -Police	\$ 380.59
39462	AccuShred, LLC	Shredding Services	\$ 170.00
39463	AmeriGas Propane LP	Propane (Hall/Garage)	\$ 2,207.00
39464	Cros.net, Inc.	Internet Fire	\$ 24.95
39465	Judco, Inc.	Road Supplies	\$ 460.99
39466	Winzer Corporation	Road Supplies	\$ 222.56
39467	Wal-Mart Community	Road & Fire Supplies	\$ 120.31
39468	West Publishing Corporation	OCR/Zoning Law Subscription	\$ 216.08
39469	Kathryn A. Dale	Reimburse Postage	\$ 7.61
39470	Ottawa County Recorder	Recording Fee (ZC-2014-206)	\$ 20.00
39471	Staples Business Advantage	Office Supplies Admin & Zoning	\$ 137.74
39472	Shelley J. Seamon	Reimburse Postage	\$ 4.62
39473	Matthew Scott Uhinck DBA Uhinck Services	LED Exit Signs Fire	\$ 108.00
39474	Shaun Olsen Smart DBA VIDEP Shaun Smart	Training-Police	\$ 298.00
39475	Mark Owen Ent. DBA The San Bay Co.	Hall Supplies	\$ 109.09
39476	Ohio Edison	Electricity (Various Depts.)	\$ 500.04
39477	Ohio Insurance Services Agency, Inc.	March Premiums	\$28,827.02
39478	Tammy Kahler	Reimburse Training(Life Flight Conference)	\$ 175.00
39479	Keith Kahler	Reimburse Training(Life Flight Conference)	\$ 175.00
39480	Brian McCune	Reimburse Training(Life Flight Conference)	\$ 120.00
39481	Paul Blaho	Reimburse Training(Life Flight Conference)	\$ 65.00
39482	Dean Heberlein	Reimburse Training(Life Flight Conference)	\$ 175.00
39483	Staples Credit Plan	Office Supplies-Admin	\$ 7.42
Total Payments			\$87,013.34

Revenue Report

Revenues received 2/12/15 to 2/25/15 for the various funds totaled \$4,843.18. The breakdown of revenues was as follows: Local Govt. -\$2,300.39, General Fund Donation-\$100.00, Cemetery-\$700.00, Emergency Medical Billing (EMB) -\$712.00(EMB YTD \$32,742.14), Admin. Fee \$581.28, and Zoning \$449.51.

Fund Status Report

The Trustees signed the Fund Status Report dated February 25, 2015.

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Comments & Concerns

There were none.

Executive Session

Mr. Scott moved to go into executive session from regular session at 8:23 p.m. to discuss compensation of public employees. Ms. Rozak seconded the motion. The vote was unanimous and motion carried.

Mr. Scott moved to reconvene to regular session from executive session at 8:38 p.m. Ms. Rozak seconded the motion. The vote was unanimous and motion carried.

Discussion during executive session resulted in the following actions:

Mr. Scott moved to increase the annual clothing allowance for the Road Department staff to \$500.00 from \$300.00 that is processed annually through payroll. Ms. Rozak seconded the motion. The vote was unanimous and motion carried.

Ms. Rozak moved that Board of Zoning Appeals and Zoning Commission members receive a \$25.00 per meeting stipend instead receiving a per meeting and/or per hearing stipend at a rate of \$15.45. Mr. Hirt seconded the motion. The vote was unanimous and motion carried.

There being no further business before the Board, Ms. Rozak moved to adjourn at 8:39 p.m. Mr. Hirt seconded the motion. The vote was unanimous and motion carried.

Shelley J. Stamer
Fiscal Officer

Charles B. Scott

Sam M. Hirt

Ms. Rozak

Danbury Township Board of Trustees