

**DANBURY TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING MINUTES**

JULY 12, 2017

The Regular Meeting of the Danbury Township Board of Trustees held at the Danbury Township Hall on July 12, 2017, was 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 Shelley Seamon, Road Superintendent Brett Waldron, Police Chief Mike Meisler, Zoning & Planning Administrator Kathryn A. Dale and Fire Department personnel Brian McCune and Thomas McNeal. Fire Chief Keith Kahler was excused.

Visitors in attendance were John Paul Dress, John Paul Dress, Daivia S, Kasper, Sherry Roberts, and Susan Dress.

CORRESPONDENCE

Fire Chief Keith Kahler received a thank-you from Assistant General Manager John Paul Dress of Bay Point. Police Chief Mike Meisler acknowledged that the Police Department received a thank-you from Mr. Dress as well.

Ottawa County Engineer Ron Lajti, Jr. sent an informational letter regarding that all of their two-way radio communications will now go through the Count 800 system.

The Ottawa County Commissioners sent a copy of the annual report for Ottawa County for 2016

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 during the Holiday weekend/week the parks and grounds were very busy. Mr. Waldron acknowledged that the July clean-up for residents begins next week on Monday, July 17, 2017. Mr. Waldron shared that a pre-construction meeting for Buck Road and Buck Road Extension is scheduled at the Ottawa County Engineers Office for July 18, 2017 at 10:00 a.m. Mr. Waldron advised that Jeff Wadsworth plans to start the crossover/catch basin repairs on Buck Road and Buck Road Extension next week, weather permitting.

FLASHING SIGNS

Mr. Waldron shared that he recently learned that TAPCO had shipped the wrong flashing signs and they will let the Township return. Mr. Waldron indicated that TAPCO wanted the Township to pay the freight cost to ship the wrong signs back and the cost each way was \$155.00.

A brief discuss was held and Mr. Scott said he would contact TAPCO. It was noted the check for the signs was to be voided.

**PARTIAL PAYMENT AUTHORIZED TO THE OTTAWA COUNTY ENGINEER
FOR THE QUARRY ROAD REPAVING PROJECT**

The Trustees and Mr. Waldron discussed the final cost for the Quarry Road repaving because it was about \$5,000.00 more than the estimate. Mr. Scott and Mr. Waldron will contact the Mr. Lajti about the overage. However, the following action was taken: Mr. Scott moved and Ms. Rozak seconded the motion to authorized payment to the Ottawa County Engineers Office in the amount of \$67,246.14 for partial payment of the Quarry Road repaving project. The vote was unanimous and motion carried.

POLICE

Mr. Scott read the report submitted by Police Chief Mike Meisler that listed his department handled 497 incidents during the month of June and 249 incidents to date in July.

ADD'S OUTFIT COSTS CAR 442

Chief Meisler reported that the cost to outfit the 2017 Ford Explorer (Car 442) increased by \$166.00, since the March, lacked two rear LED Lights on the work order.

Ms. Rozak moved and Mr. Hirt seconded the motion to approve the add'l cost of \$166.00 for two rear LED lights for the 2017 Ford Explorer (Car 442), therefore the final cost payable to D.R. Ebel shall not exceed \$6,822.75. The vote was unanimous and motion carried.

Whereas funds were needed for the add'l costs, Mr. Scott moved and Ms. Rozak seconded the motion to transfers \$166.00 from other-other expense to motor vehicles within the Police District

**DANBURY TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING MINUTES**

JULY 12, 2017

Fund. The vote was unanimous and motion carried.

2005 EXPEDITION OFFER

The Trustees and Chief Meisler discussed the offer from the Port Clinton Police Department. Discussion concluded and the following actions were taken: Ms. Rozak moved and Mr. Scott seconded the motion to declare the 2005 Ford Expedition surplus equipment of the Police Department. The vote was unanimous and motion carried.

Whereas the Port Clinton Police Department had made an offer for the 2005 Ford Expedition of \$4,000.00, Mr. Scott moved and Ms. Rozak seconded the motion to accept the Port Clinton Police Department's offer of \$4,000.00 and noted the vehicle is to be sold as is/no warranty. The vote was unanimous and motion carried.

RESIGNATION ACCEPTED

With regret, Ms. Rozak moved and Mr. Hirt seconded the motion to accept Patrolman Matthew Shark's resignation from the Danbury Township Police Department, effective July 27, 2017. 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 7/12/17	33	1	1	3	0
Year-To-Date	329	25	24	31	6

*Motor Vehicle Crash(es)

** Alarm Activation(s)

***Carbon Monoxide Investigation(s)

The Trustees, Brian McCune, and Thomas McNeal discussed several items on the list that Chief Kahler had left since he could not attend.

REPAIRS FOR 2- FIRE DEPARTMENT VEHICLES APPROVED

With regard to estimates to repair the Fire Chief's Car, and corrosion on Engine 555, Mr. Rozak moved and Mr. Hirt seconded the motion to contract will Collin Armstrong, for both repairs, at cost of \$744.35 to repair the Fire Chiefs vehicle and for Engine 555 for corrosion repairs the amount shall not exceed \$2,556.25. The vote was unanimous and motion carried.

OFFER ACCEPT FOR ENGINE 582

Ms. Rozak moved and Mr. Hirt seconded the motion to accept the offer from the Sutphen Corp (verbal site/unseen) of \$14,000.00 for Engine 582 and declare said vehicle surplus equipment and allow it to be sold to Sutphen Corp. The vote was unanimous and motion carried.

ZONING

Zoning & Planning Administrator Kathryn A. Dale reported that during the month of June 30, 2017 permits were issued, the Zoning Staff responded to 654 calls, emails, and in-person inquires, and went on 122 site visits. To date in July 7 permits were issued and fees collected totaled \$909.48

The **Danbury Township Board of Zoning Appeals (BZA)** will hold a public hearing July 19, 2017 on the case listed below :

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 July 5, 2017 was cancelled since there were no cases to be heard.

Mrs. Dale provided an overview of the Land Use Plan Committee meeting held on July 10, 2017. The LUPC next meeting will be on August 14, 2017 at the Danbury Township Hall building and they've extended the comment period to July 21, 2017.

VIOLATIONS/COMPLAINTS

Mrs. Dale provided details involving several zoning violations/complaints. Listed below are the property address, the nature of the violation or complaint, and the status of each case.

1. **453 Walnut**, Deck & porch w/out Permit-Takacs-**Open**.
2. **1935 Ellsworth**, Miscellaneous Garbage & debris-Brown-**Open**.

**DANBURY TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING MINUTES**

JULY 12, 2017

3. **106 Springcrest**, Tall grass-Conkel property (repeat offender)-**Open**.
4. **2061 Walleye**, Tall grass, over-grown weeds, & debris-Bank owned. Ceislak property.-**Open**.

HEALTHCARE OPTIONS

Mr. Scott acknowledged that the final year of the 3 year OPEC-HC agreement was ending and he and Mrs. Seamon met with Derrick Stumm of the Ashley Group to explore another options form health care benefits for the Township.

Mr. Scott explained that with Mr. Hirt's approval he would like to obtain a quote from the Ashley Group.

Mr. Scott spoke briefly with the Department Heads about the deficit situation the OPEC-Healthcare Cooperative is facing, which is administered by Frank Harmon of the Ohio Insurance Services Agency.

Mr. Scott stated that as on July 1, 2017 the Township may explore other options and explained that Mr. Stumm would contact the Jefferson Health Plan to see if benefits would transfer.

Mr. Scott shared that if Mr. Stumm could not get the Township into the Jefferson Health Plan, the Ashley Group has alternative options with other major medical carriers. Mr. Scott indicated that the Jefferson Health Plan averages about a 3% increase per year and they've never had ADR's.

It was noted that the OPEC-HC deficit was projected at \$21,000,000.00 and per the expiring agreement, the Township was looking at paying \$6,000.00 per participant, which would be paid from the General, Road & Bridge, Police and Fire & EMS Levy fund in accordance to the number of participant's per fund. It was also noted that the Township has 19 participant members.

Mr. Scott explained that with the Jefferson Healthcare Plan there were options to pay the per member deficit, however he was not aware if interest would be charged.

Discussion concluded and Mr. Hirt moved and Mr. Scott seconded the motion to approve that Mr. Scott explore options with the Ashley Group for healthcare benefits for Danbury Township. The vote was unanimous and motion carried.

Mrs. Seamon read the letter that accompanied new health insurance cards, which she received from Frank Harmon of the Ohio Insurance Services Agency.

The letter stated that at the June 26, 2017 board meeting, the OPEC-HC Board voted to change administrators from the Jefferson Health Plan to Benovation effective July 1, 2017. This change was made to address debt position, upcoming renewal, fixed administrative costs, and variable claims cost.

Mrs. Seamon informed the Trustees and Departments Heads to contact the Ohio Insurance Services Agency if they had questions. Mrs. Seamon shared that it was her understanding that the benefits remained the same; however Medical Mutual was no longer the Township's major medical provider.

COMMENTS & CONCERNS

Mr. Scott opened the floor for comments from the public that might be better answered by department heads before they are dismissed.

Susan Dress questioned why a part of the prairie at Meadowbrook had been mowed. Mr. Waldron and Ms. Rozak responded to Ms. Dress's question.

Sherry Roberts spoke briefly with the Board about the intersection at Englebeck and Northshore Blvd.

Brian McCune had questions regarding the Rocky Point RV Park & Marina that were answered by Mrs. Dale.

There being no more public comments, the Department Heads were dismissed at 7:22 p.m.

YEARS OF SERVICE ACKNOWLEDGEMENTS

On 6/24/17, Police Chief Mike Meisler completed 27 yrs. of service with the Township, sick & vacation accruals were processed in the pay period that began on 6/17/17: per the longevity policy, Chief Meisler's hourly wage increased by \$0.05 to \$31.55 from \$31.50 per hour.

**DANBURY TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING MINUTES**

JULY 12, 2017

On 6/27/17, Patrolman/DARE Office Brad LaMarca completed 9 yrs. of service with the Township, sick & vacation time accruals were processed in the pay period that began on 6/17/17: per the longevity policy, Mr. LaMarca's hourly wage increased by \$0.05 to \$24.70 from \$24.65 per hour.

2017-2018 OTTAWA COUNTY SAFETY COUNCIL MEMBERSHIP APPROVED

Ms. Rozak moved and Mr. Hirt seconded the motion to approve renewal of the Ottawa County Safety Council membership for 2017-2018 at a cost of \$120.00. The vote was unanimous and motion carried.

CEMETERY DEED SIGNED

The Trustees signed a Cemetery Deed for Helen Brown, Lot 137; Graves 1&2, 2nd addition at Sackett Cemetery.

FUND STATUS REPORT SIGNED

The Trustees signed the fund status report dated as of July 12, 2017.

PAYROLL AND THE PAYMENT OF BILLS APPROVED

After examining payroll and bills totaling \$63,862.34, Mr. Scott moved and Mr. Hirt 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.

537-2017	Marblehead Bank	June Bank Fees	\$70.07
538-2017	Walmart Community	Misc. Supplies-Variou Depts.	\$693.47
539-2017	Timothy J. Almendinger	Quarterly Per Response Pay	\$253.36
540-2017	John L Belcher	Wages 6/17/17-6/30/2017	\$1,333.15
541-2017	Daniel J Bergman	Wages 6/17/17-6/30/2017	\$1,334.02
542-2017	Bradley L Biers	Wages 6/17/17-6/30/2017	\$731.60
543-2017	Paul Blaho	Quarterly Per Response Pay	\$40.78
544-2017	Terry L Conaway	Wages 6/17/17-6/30/2017	\$250.35
545-2017	J. Charles Cunningham	Wages 6/17/17-6/30/2017	\$1,442.97
546-2017	Kathryn A. Dale	Wages 6/17/17-6/30/2017	\$1,653.50
547-2017	John C. Englebeck	Quarterly Per Response Pay	\$30.59
548-2017	John D. Grieve	Wages 6/17/17-6/30/2017	\$557.93
549-2017	Jared E Griffith	Wages 6/17/17-6/30/2017	\$1,239.83
550-2017	Cheryl K Harmsen	Wages 6/17/17-6/30/2017	\$659.27
551-2017	Donald R Hawk	Wages 6/17/17-6/30/2017	\$355.60
552-2017	Scott W Hites	Quarterly Per Response Pay	\$572.60
553-2017	James S Holzhauer	Wages 6/17/17-6/30/2017	\$0.14
554-2017	Stephanie A Hunsicker	Wages 6/17/17-6/30/2017	\$135.71
555-2017	Nichole L. Ihnat	Quarterly Per Response Pay	\$65.87
556-2017	Matilda A Johnson	Wages 6/17/17-6/30/2017	\$547.70
557-2017	Keith M Kahler	Wages 6/17/17-6/30/2017	\$1,498.67
558-2017	Tammy J Kahler	Wages 6/17/17-6/30/2017	\$273.62
559-2017	Lindsey N Knox	Wages 6/17/17-6/30/2017	\$497.98
560-2017	Bradford K LaMarca	Wages 6/17/17-6/30/2017	\$1,359.52
561-2017	Austin Lucas	Quarterly Per Response Pay	\$94.59
562-2017	Brian C McCune	Wages 6/17/17-6/30/2017	\$1,402.75
563-2017	Donald D McCune	Wages 6/17/17-6/30/2017	\$1,202.44
564-2017	Jamie T McDonald	Quarterly Per Response Pay	\$20.39
565-2017	Mark A Meisler	Wages 6/17/17-6/30/2017	\$1,519.31
566-2017	Michael S Meisler	Wages 6/17/17-6/30/2017	\$1,550.62
567-2017	Kegan J Rakosky	Wages 6/17/17-6/30/2017	\$877.08
568-2017	Megan A. Rakosky	Wages 6/17/17-6/30/2017	\$568.32
569-2017	Randy R Rakosky	Wages 6/17/17-6/30/2017	\$783.81
570-2017	Trevor J Ross	Wages 6/17/17-6/30/2017	\$534.64
571-2017	Matthew J Salyers	Wages 6/17/17-6/30/2017	\$637.90
572-2017	Matthew M Shark	Wages 6/17/17-6/30/2017	\$1,162.84
573-2017	Brian P. Sloan	Wages 6/17/17-6/30/2017	\$1,373.50

**DANBURY TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING MINUTES**

JULY 12, 2017

574-2017	Christopher J Suppelsa	Quarterly Per Response Pay	\$212.60
575-2017	Timothy N Taylor	Wages 6/17/17-6/30/2017	\$287.55
576-2017	Mark M Turinsky	Wages 6/17/17-6/30/2017	\$1,172.58
577-2017	Brett A Waldron	Wages 6/17/17-6/30/2017	\$1,507.28
578-2017	Sean A Waugh	Wages 6/17/17-6/30/2017	\$693.59
579-2017	Joshua P. Young	Wages 6/17/17-6/30/2017	\$1,427.66
581-2017	Internal Revenue	Federal WH	\$8,323.36
582-2017	Ohio Public Employees D.Comp	Voluntary Contributions	\$605.00
583-2017	PERS -Service Credit	Service Credit-CKH	\$250.00
584-2017	BP Business Solutions	Monthly Card Fee	\$5.01
41764	Timothy W. Almendinger	Quarterly Per Response Pay	\$293.89
41765	Collin R Armstrong	Quarterly Per Response Pay	\$684.95
41766	Kim A Caskey	Quarterly Per Response Pay	\$10.20
41767	Cody J Dunn	Quarterly Per Response Pay	\$491.50
41768	Todd A Hefflinger	Quarterly Per Response Pay	\$396.31
41769	Matthew D Hill	Quarterly Per Response Pay	\$122.54
41770	Layne W.H. McNeal	Quarterly Per Response Pay	\$187.48
41771	Thomas E McNeal	Quarterly Per Response Pay	\$565.15
41772	Blake A Molnar	Quarterly Per Response Pay	\$126.19
41773	Kimberly K Oxendale	Wages 6/17/17-6/30/2017	\$293.17
41774	Emily J Tennant	Quarterly Per Response Pay	\$25.34
41775	Everett L Tennant Jr.	Quarterly Per Response Pay	\$273.62
41776	Matthew S Uhinck	Quarterly Per Response Pay	\$371.71
41777	Ohio Child Support Payment	Child Support WH	\$37.26
41778	O.C. Municipal Court	Garnishment WH	\$226.92
41779	Verizon Wireless	Telephone-Fire/EMS	\$316.54
41780	Galls, AN Aramark Company	Operating Supplies -Police	\$95.62
41781	Time Warner Cable Northeast	Telephone-Fire/EMS	\$137.59
41782	Frontier	Telephone-Keepers House/Police	\$77.54
41783	AccuShred, LLC	Shredding	\$105.00
41784	Columbia Gas	Natural Gas	\$85.34
41785	Treasurer, State of Ohio	2015-2016 Audit Costs	\$225.50
41786	O.C. Sanitary Engineering	Water/Sewer	\$216.31
41787	D.R. Ebel Police & Fire Equipment	Operating Supplies -Police	\$299.99
41788	JUDE ZELLER	Pest Control	\$265.00
41789	Lakeland Auto & Marine Inc.	Operating Supplies-Fire/EMS, Vehicle Repairs-Roads	\$688.99
41790	Cheryl Harmsen	Postage Reimbursement	\$13.18
41791	Barnes Nursery, Inc.	Kid Mulch-Playgrounds	\$945.00
41793	Gene Ptacek & Sone Fire Equip. Co	Fire Extinguisher Inspections-Police	\$336.07
41794	Rakich & Rakich, Inc.	Other Materials & Supplies -JLB	\$196.96
41795	Cleveland Communications, Inc.	Operating Supplies-Police	\$108.17
41796	Vance Outdoors Inc.	Operating Supplies-Police	\$138.00
41797	Rakich & Rakich, Inc.	Other Materials & Supplies -Police	\$40.00
41798	MT Business Technologies, Inc.	Copier Maint. Agreement-Various Depts.	\$253.62
41799	Lowe's	Operating Supplies-Parks/Police	\$73.34
41800	FRMC/Corporate Health Center	Drug Screen-General	\$44.00
41801	Culligan of Northern Ohio	Bottled Water-Garage	\$28.10
41802	Starcher Enterprises,LLC	Operating Supplies-Fire/EMS	\$13.08
41803	Bound Tree Medical LLC	EMS Supplies	\$2,004.23
41804	Finley Fire Equipment Co.	Operating Supplies-Fire/EMS	\$1,307.75
41805	H.B. Magruder Hospital	Medications-EMS	\$70.93
41806	MNCO	Legal Ads-Zoning	\$198.46
41807	Postmaster	Postage Stamps-General's	\$147.00
41808	Treasurer, State of Ohio	MVR Fees-Fire/EMS	\$102.00
41810	O.E. Meyer CO.	EMS Supplies	\$148.65
41811	Treasurer, State of Ohio	OH DAS Membership	\$100.00
41812	Jeff Kuras	Portable Restrooms	\$415.00
41813	Cyclone Services Inc.	Trash Pick-up	\$100.00

**DANBURY TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING MINUTES**

JULY 12, 2017

41814	Fin Feather Fur Outfitters Sandusky	Operating Supplies-Police	\$115.55
41815	Traffic and Parking Control Co, Inc.	Flashing Signs-Roads	\$3,825.00
41820	Lucky Farmers, Inc.	Fuel Costs-June 2017	\$4,707.48
Total Payments			\$63,862.34

PAYMENT TO BILLS IMPLEMENT SALES APPROVED

Mr. Scott moved and Ms. Rozak seconded the motion to approve payment in the amount of \$12.00 to Bill's Implement Sales for the purchase of road supplies. Mr. Hirt-abstained, Ms. Rozak-yes, Mr. Scott-yes. Motion carried.

JUNE FINANCIAL REPORTS & BANK RECONCILIATION APPROVED

Ms. Rozak moved and Mr. Scott seconded the motion to approved the June financial reports and bank reconciliation as submitted by Fiscal Officer Shelley Seamon. The vote was unanimous and motion carried.

**REVENUE & EXPENDITURE
MONTHLY TOTALS FOR
June 2017**

Fund	Revenues	Expenditures
General	\$6,821.82	\$24,004.74
Motor Vehicle License Tax	\$5,353.59	\$0.00
Gasoline Tax	\$7,835.25	\$0.00
Road and Bridge	\$100.00	\$18,651.48
Cemetery	\$1,054.60	\$405.77
Police District	\$22.50	\$51,060.88
Fire District	\$0.00	\$34,115.73
Zoning	\$3,599.19	\$175.07
Drug Law Enforcement	\$37.00	\$0.00
Enforcement and Education	\$0.00	\$0.00
Fire & EMS Levy	\$18,125.14	\$38,477.37
CPT-2015	\$0.00	\$0.00
DARE Grant 2016-2017	\$0.00	\$81.72
	\$42,949.09	\$166,972.76

COMMENTS & CONCERNS

Mr. Scott opened the floor for comments from the public. There were none.

Executive Session

Mr. Scott moved and Ms. Rozak seconded the motion to go into executive session from regular session at 7:30 p.m. to discuss employment matters with the Assistant Prosecuting Attorney of Ottawa County. The vote was unanimous and motion carried.

Mr. Hirt moved and Ms. Rozak seconded the motion to reconvene to regular session from executive session at 8.10 p.m. The vote was unanimous and motion carried.

Mr. Scott stated that no action was taken.

There being no further business before the Board, Mr. Scott moved and Mr. Hirt seconded the motion to adjourn at 8:11 p.m. The vote was unanimous and motion carried.