

DANBURY TOWNSHIP MEETING OVERVIEW

At the regular meeting of the Danbury Township Board of Trustees held **May 9, 2018** the following business was conducted:

- Road Superintendent Brett Waldron reported the following: The department is busy mowing the parks, cemeteries and roadsides. A small wooden platform was built for the Keeper's House to cover the cracked and raised concrete at the annex. Mr. Waldron assisted with resolving a long-standing utility pole issue at Plymouth Shore. Stone will be needed for repairs at Lake Point Park as well as the brush area and dog park. Ms. Rozak will ask LaFarge if a donation is possible. Trustees reviewed a request for a ditch petition at Regatta subdivision and signed a cemetery deed.
- Police Chief Michael Meisler reported 273 incidents in April and 72 to date in May. Trustees declared the 2013 Ford Taurus as surplus and approved \$2,490 for D.R. Ebel to outfit the new cruiser. Lakeside requested security detail for their concerts. Chief Meisler will offer our patrolmen off-duty work for this detail. The cost of the security would be paid by Lakeside.
- Fire Chief Keith Kahler reported 38 EMS calls, 2 fire calls, 1 motor vehicle crash, 4 fire alarm activations and 7 mutual aid calls during the month of April. To date in March there were 11 EMS calls, 1 fire call, 1 motor vehicle crash, 3 fire alarm activations, 1 carbon monoxide alarm activation and 2 mutual aid calls. The fire levy successfully passed.
- Zoning and Planning Administrator Kathryn Dale reported the following: During the month of April 30 permits were processed and the department went on 56 site visits and responded to 428 calls, emails and in-person inquires. 5 permits have been processed to date in May. The BZA will meet on May 16 for an area variance hearing. The Zoning Commission met May 2 and approved text amendments. Trustees will meet at 6:15 p.m. on June 13 for a public hearing on these text amendments. BZA and Zoning Commission training will be held May 30 at township hall. Mrs. Dale reported on continuing education credits she received to maintain her AICP certification; the department is in the final stages of getting the township website updated; she attended a meeting at Lakeside to provide zoning requirements regarding two teardowns and she also updated the board on open violations and complaints. Trustees agreed the budget will be reviewed in detail prior to pursuing tall grass violations.
- A fuel station license agreement with Danbury Schools was approved. Trustees agreed that no campaign signs of any type would be permitted on township properties. Trustees held an executive session to discuss increases. Upon reconvening pay increases were approved for all employees with the exception of zoning due to severe constraints on the general fund.
- Trustees will be closely reviewing all general fund expenditures for potential cost reductions and will obtain data regarding an operating levy to be placed on the November ballot. Dave Robenstine will be contacted to assist with creating a detailed fiscal forecast.
- Trustees approved payrolls and bills in the amount of \$48,547.93.

At the regular meeting of the Danbury Township Board of Trustees held **May 23, 2018** the following business was conducted:

- Road Superintendent Brett Waldron reported the following: One full service burial was held at Sackett Cemetery; the parks, cemeteries and roadsides are being mowed in preparation for the holiday weekend; trustees approved the purchase of a 2018 Chevrolet Silverado 2500HD for the Road Department in the amount of \$21,573.28 from Steinle Chevrolet in Clyde. Ms. Rozak thanked Mr. Waldron and Chief Meisler for their assistance with the Dog Show and also advised that she secured a donation of ten loads of stone from LaFarge. Ms. Rozak sent a thank you letter to Quarry Superintendent Jeff Grashel for the donation.
- Police Chief Michael Meisler reported 254 incidents to date in May. The new vehicle has been delivered and is being outfitted. Chief Meisler will escort two motorcycle rides: one on Thursday and one on Friday.

- Fire Chief Keith Kahler reported 37 EMS calls, 5 fire calls, 1 motor vehicle crash, 3 fire alarm activations, 1 carbon monoxide alarm activation and 3 mutual aid calls to date in May. He reviewed the license agreement with the county for the fire department radio antenna to be placed on top of the water tower in Danbury. Trustees approved the agreement.
- Zoning and Planning Administrator Kathryn Dale reported the following: 13 permits have been processed to date in May. The BZA approved an area variance. Trustees appointed Susan Dress to the Zoning Commission as an alternate. Trustees will meet at 6:15 p.m. on June 13 for a public hearing on text amendments. BZA and Zoning Commission training will be held May 30 at township hall. Mrs. Dale reported she has contacted numerous property owners regarding violations for illegal rentals.
- Ms. Rozak reported the Dog Show was a success with \$545 raised for the Humane Society of Ottawa County. She thanked Carolyn Adams and Dave Hirt for their assistance. Ms. Rozak also reported she will attend the annual meeting of the Mineyahta property owners association as the township owns the Keeper's House and other lots in that neighborhood. Ms. Rozak also advised Cheryl Harmsen was able to secure a \$432 grant from the Ottawa County Safety Council which covered the entire cost of the mandatory annual drug training for employees.
- Trustees held an executive session to discuss hiring of personnel. Upon reconvening the board approved the hiring of Vikki Fritz as a patrol officer at a starting rate of \$20 per hour on or before June 23. Mrs. Fritz will be on a six-month probationary period.
- Trustees reviewed additional cost saving measures and discussed the details of an operating levy. Payroll and bills were approved in the amount of \$85,659.44.