

# RECORD OF PROCEEDINGS

Minutes of

## DANBURY TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

June 13, 20 18

The Special Meeting of the Danbury Township Trustees was called to order at 6:15 p.m. by Chairman Dave Hirt. The pledge of allegiance was recited. Roll call indicated Mr. Dress, Ms. Rozak and Mr. Hirt were present.

Also present were, Fiscal Officer Carolyn Adams, and Zoning & Planning Administrator Kathryn Dale.

### PUBLIC HEARING

ZC-2018-045 Text Amendments.

Article 7, Section 7.5.3 & Section 7.8.1.B Establish term limits for the elected positions of the Zoning Commission and Board of Zoning Appeals. Section 7.5.4 & Section 7.8.1.C Tie vote on an application under consideration shall be placed on the next agenda. Article 7, Section 7.6 General simplification, clarification and number restructuring to refer to ORC 519.12 regarding the Zoning Commission amendment process and notification requirements. Article 7, NEW Section 7.6.3.B – Optional language consideration dependent on the outcome of HB 500 by time the zoning resolution is codified at the end of 2018. Language is in regards to whether State statute requires applications to be forwarded to Regional Planning for a recommendation as a mandatory requirement or optionally. Danbury Township Applicant.

Motion by Mr. Dress and seconded by Ms. Rosak to be adjourned, motion carried.

### REGULAR MEETING

President Hirt called the Regular Meeting of the Danbury Township Board of Trustees held at the Danbury Township Hall on June 13, 2018 to order at 6:30 p.m.

The pledge of allegiance was recited.

At the conclusion of pledge of allegiance, the roll was called and the following members were present: Mr. Dress, Ms. Rozak, and Mr. Hirt.

Also present were, Fiscal Officer Carolyn Adams, Road Superintendent Brett Waldron, Police Chief Mike Meisler and Zoning & Planning Administrator Kathryn A. Dale. Fire Chief Keith Kahler was delayed.

Visitor in attendance was Susan Dress.

### APPROVAL OF MEETING MINUTES OF MAY 23, 2018

Ms. Rozak motioned to approve the meeting minutes from the May 23rd, Mr. Dress second. Roll call indicated all voted yes.

### ROADS-BUILDINGS-GROUNDS

Road Superintendent Brett Waldron reported one full service burial was conducted. The department has been busy cleaning ditches in various parts of the Township. The water hydrant at the Dog Park has been repaired. Road Right of Ways and Parks, continue to be mowed and trimmed. The new truck and been placed in service. Mr. Dress motioned to declare the 2007 F250 truck as surplus. Mr. Hirt seconded the motion. Roll call all voted yes.

### POLICE

Mr. Dress read the police activity report for June. There were 233 calls for service to date. The new unit 444 is now in service. New Patrolman Vikki Fritz will begin work June 25<sup>th</sup>. Officer Josh Young and Canine Officer JO JO competed at the Police and Fire games. Jo Jo earned 1 Gold medal and 3 bronze.

**RECORD OF PROCEEDINGS**

Minutes of

**DANBURY TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING**

Meeting

BEAR GRAPHICS 800-325-8084 FORM NO 10148

Held June 13, 2018

**FIRE**

Mr. Hirt read the report submitted by Fire Chief Keith Kahler. Details are listed below:

		Fire & Ems Run Details					
		EMS	Fire	MVC*	Alarm **	CO***	MUTUAL AID
Month of	May	66	7	5	7	1	6
As of	6/13/2018	32	1	2	9	1	1
Year-To-Date		270	16	10	28	3	19

- \*Motor Vehicle Crash(es)
- \*\* Alarm Activation(s)
- \*\*\*Carbon Monoxide Investgation(s)

Chief Kahler presented a proposal for new radios. The cost for base and hand held radios was \$3283.50. The cost of outfitting all trucks is \$7237.55. Ms. Rozak made a motion to purchase the radios and Mr. Hirt seconded. Roll call all voted yes.

**ZONING**

Permits applications to date total 10 totaling \$377.33.

The BZA will hold adjudication hearings of June 20<sup>th</sup> on the following cases:

1. BZA 2018 – 083 6657 E. Harbor Road, area variance
2. BZA 2018 – 084 402 & 416 S. Church Road, area variance

- **ZONING COMMISSION:**  
The Board of Trustees held a special public hearing prior to the start of the regular meeting on text amendment to Article 7 regarding tie votes and term limits on elected positions of Chair, Vice Chair, and Secretary and Changes due to House Bill 500 currently under consideration.
- **Department**  
Training was held for the BZA and ZC May 30th.  
June 8th the new website was launched.
- A number of open violations are being monitored.

Department heads were dismissed.

**EXECUTIVE SESSION**

Motion by Ms. Rozak and seconded by Mr. Hirt to go into executive session to discuss personnel issues. Roll call all yes 7:00 PM.  
Motion by Ms. Rozak and seconded by Mr. Hirt to reconvene to regular session at 7:10 PM roll call voted yes.

**FINANCIAL**

A General Fund levy was discussed with further questions to be answered by the County Auditor.

Additional cost saving measures were discussed. The decision was made to eliminate Township clean-ups and newsletters. The shelter house at Lake Point Park may be reserved at cost of \$300.00 for the day. This is open to the public unless it is reserved.

## RECORD OF PROCEEDINGS

Minutes of

DANBURY TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

June 13, 20 18

## RESOLUTIONS

## RESOLUTION # 05-2018

A RESOLUTION ADOPTING TEXT AMENDMENTS TO THE DANBURY TOWNSHIP ZONING RESOLUTION

WHEREAS, on April 4, 2018 the Danbury Township Zoning Commission, in accordance with Ohio Revised Code section 519.12(A)(1) initiated, by motion, the following amendments to the Danbury Township Zoning Resolution:

- Article 7, Section 7.5.3 & Section 7.8.1.B – Establish term limits for the elected positions of the Zoning Commission and Board of Zoning Appeals.
- Article 7, Section 7.5.4 & Section 7.8.1.C – If a vote results in a tie, then the application under consideration shall be placed on the next agenda.
- Article 7, Section 7.6 – General simplification, clarification and number restructuring to refer to ORC 519.12 regarding the Zoning Commission amendment process and notification requirements.
- Article 7, NEW Section 7.6.3.B – Optional language consideration dependent on the outcome of HB 500 by the time the zoning resolution is codified at the end of 2018. Language is in regards to whether State statute requires application to be forwarded to Regional Planning for a recommendation as a mandatory requirement or optionally.

WHEREAS, said text amendments were forwarded to the Ottawa County Regional Planning Commission (OCRPC) April 5, 2018 and considered by the Ottawa County Regional Planning Commission (OCRPC) on April 17, 2018 where the Commission recommended unanimous approval of said text amendments as presented; and

WHEREAS, the Danbury Township Zoning Commission held a public hearing on May 2, 2018 and by motion and vote, the Zoning Commission unanimously recommended approval of said text amendments as presented; and

WHEREAS, the Board of Trustees held a public hearing on June 13, 2018 and, at the conclusion of the public hearing, voted to accept the recommendation of the Zoning Commission as set out in Exhibit A as attached hereto.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Danbury Township, Ottawa County, Ohio:

1. The Board finds Decision Standard "iii" of the Danbury Township Zoning Resolution which states the following is satisfied:
  - a. The proposed amendment will clarify the intent of the Resolution: and
2. The Board does hereby adopt the amendment of the Danbury Township Zoning Resolution attached hereto as Exhibit A; and
3. That it is hereby found and determined that all formal actions of this board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action were taken in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code: and
4. That this Resolution shall be effective at the earliest date allowed by law.

Mr. Dress seconded the Resolution, and the roll being called upon the question of its adoption, the vote resulted as follows.

Vote Record:

Ms. Rozak Yes  
Mr. Dress Yes  
Mr. Hirt Yes

## RESOLUTION #06-2018

Resolution of the Board of Trustees of Danbury Township of Ottawa County, Ohio for the Purpose of Applying for the OSS Solid Waste District's Competitive Funding Grant

Trustee Dress moved for the adoption of the following resolution:

Whereas, the Danbury Township Board of Trustees find it necessary to apply for a grant funding to purchase a concrete pad for the Danbury Township recycling area; and  
Whereas, grant funding is available through OSS Solid Waste District's Competitive Funding Grant:

Now Therefore, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF DANBURY TOWNSHIP OF OTTAWA COUNTY, OHIO:

THAT, The Board of Township Trustees of Danbury Township declares it shall approve to pursue the application of a grant from the OSS Solid Waste District in the amount of \$4680.00 toward the purchase of a concrete pad for the Danbury Township recycling area and that an original piece quote

RECORD OF PROCEEDINGS

Minutes of

DANBURY TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held June 13, 2018

~~in the amount of \$ 6240.00 has been received from Masonry Construction and that Danbury~~  
Township will provide 25% matching funds in the amount of \$1560. And that Trustee Dianne Rozak will be the designated contact person for the project and may be contacted at 419-340-9359 by telephone and at [dianne@danburytownship.com](mailto:dianne@danburytownship.com) by email.

The Board of Township Trustees of Danbury Township hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of this Board; and that all deliberations of this Board which resulted in this formal action were taken in meetings open to the public in full compliance with applicable legal requirements, including ORC 121.22

Motion was seconded by Trustee Hirt.

Roll call:

- Dress Yes
- Rozak Yes
- Hirt Yes

**APPROVAL OF PAYROLL & PAYMENT OF BILLS**

Motion to pay the bills and payroll in the amount of \$195,445.83 by Mr. Hirt seconded by Ms. Rozak. Roll call all voted yes.

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

\_\_\_\_\_  
Fiscal Officer

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Danbury Township Board of Trustees