

DANBURY TOWNSHIP BOARD OF TRUSTEES

January 23, 19

The Danbury Township Board of Trustees, Chairman Ms. Dianne Rozak, called the meeting to order. The pledge of allegiance was recited. Roll call Mr. Dress, Ms. Rozak and Mr. Hirt were present. Also present were, Fiscal Officer Carolyn Adams, Road Superintendent Brett Waldron, Police Chief Mike Meisler, Fire Chief Keith Kahler, and Zoning & Planning Administrator Kathryn Dale. Susan Dress was also attendance

Mr. Dress motioned and Mr Hirt seconded to accept the meeting of January 9, 2019 All voted yes.

Correspondence

- Ottawa County Engineer, upcoming events and deadlines for road programs submissions.
- Thank you note to Officer Fritz.
- Notice from Ohio Edison Nick Katsaros has been named First Energy Regional External Affairs contact at the Ohio Edison
- Notification from First Energy out lining resources in place for winter storm Harper.
- Annual Condition Bridge Report from Ottawa County Engineers Office.
- Bricker & Eckler newsletter regarding zoning issues.
- ODNR notification of Lake Erie coastal erosion within Danbury Township includes parcel # 01419126073000
- State Senator Randy Gardner sent a thank you to Fulton, Lucas, Wood, Ottawa and Erie Counties for the opportunity to serve our communities. Mr. Gardner resigned as State Senator to accept a position as Chancellor of the Ohio Department of Higher Education.

Roads, Buildings, & Grounds

Mr. Waldron provided a year end report outlining the many services preformed during 2018. The department has worked clearing snow and ice from our roads. Maintance continues on Road Department equipment.

Mr. Waldron requested that Jared Griffith be named as assistant Road Superintendent to preform duties of Superintendent in Mr. Waldron's absence. Ms. Rozak motioned to create assistant Road Superintendent position and increase Mr. Griffith's wages by \$.50 per hour wage effective January 26th. Mr. Hirt seconded the motion. Roll call Mr Dress, YES, Ms. Rozak YES, Mr. Hirt YES.

Ms. Rozak motioned, seconded by Mr. Dress to accept the Township Road Mileage Certification for 2018 at 16.193 miles. Roll call all voted yes. Certification to be forwarded to Ottawa County Engineers office.

Mr Hirt motioned and Mr Dress seconded Mr Waldron's attendance and expenses while attending the Ohio Township Association Conference for training. Roll Call: Mr. Dress YES, Ms. Rozak YES, Mr. Hirt, YES.

Police

Mr. Dress reviewed the monthly report ending January 23rd with 177 incidents reported to date in January. The Department has been awarded 2018-2019 Ohio Law Enforcement Body Armor Program. The grant from the State Attorney Generals' Office for the purchase of new vests.

Chief requested officer Carolyn DeMore receive \$2.50 per hour increase as her probationary period is over. Ms. Rozak motioned and Mr. Dress seconded the wage

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increase effective January 26, 2019. Roll call Mr. Dress YES, Ms. Rozak YES, Mr. Hirt YES.

The village of Marblehead has requested our K-9 guidelines as the Village is considering a K-9 unit. Chief Meisler will provide the Fiscal Officer with the Township guidelines.

Fire

Mr. Hirt read the report that Fire Chief Keith Kahler submitted that listed the details of the calls the fire department handled during the month of January and year to date totals.

		Fire & Ems Run Details					
		EMS	Fire	MVC*	Alarm **	CO***	Mutual Aid
As of 1/23/2019		45	1	0	1	0	0
To date		45	1	0	1	0	0
Year-To-Date		54					

*Motor Vehicle Crash(s)
 ** Alarm Activation(s)
 ***Carbon Monoxide Investigation(s)

Chief Kahler advised the Board that Ashley Simons has withdrawn from her EMT class, but would like to remain on the department as a fire fighter. Chief advised he did not feel it was in the best interest of the department. Ms. Simons will be notified that she will need to reimburse the Danbury Township Fire Department \$212.00 for the amount spent on training. Additionally Ms. Simon’s will not be a member of the fire department.

Zoning

Permits

To date there have been 8 permit applications submitted/processed totally \$567.76

Board and Commission Activity

Board of Zoning Appeals:

The BZA will hold an adjudication hearing January 16, 2019 on the following case:

- a. **BZA - 2019-001 9451 E. Harbor Road. Approved as Presented**
 Request for an area variance to Section 5.5.4B.ii.a. to allow more than one ground sign on the development site. Section 5.5.4.B.ii.d. to allow more square footage than allowed for said sign (32s.f. allowed/44.75 s.f. proposed) and Section 5.5.4.B.ii.d. to allow the sign to be longer than permitted (12’ max. width allowed/ 17’3” proposed). **Danbury Local School District, Owner & Applicant/ ADENA Corp., Glenn Guttenberg, Agent.**

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b. BZA – 2019 -002 **Approved as Presented**
1260 Englebeck Road. Request for an area variance to Section 5.1.1.A.ii to allow for a 40 x 60' (2400s.f.) Detached accessory Structure to exceed the allowable size (1200s.f.max allowed/2540 cumulative proposed). **Seth & Tamara LeBlanc, Owners/Applicant.**

Following the hearings, the BZA held their Election of Officers. Sherry Roberts will serve as the Chair for 2019, Joe Fetzer as Vice-Chair and Loretta Grentzer as Secretary.

Zoning Commission

Ottawa County Regional Planning held a meeting January 15, 2019 for the Final Plat of Phase 1 of Bayfield Subdivision. This is the Dave Young subdivision to the east of Anna Drive, 20 lots are proposed in this initial phase of the development. They also discussed a Final Plat for the Harbor Bay Subdivision and 10 new lots on the west side of Harbor Bay Drive. Both Final Plats were approved with corrections to be made.

The Zoning Commission Is scheduled to meet February 6, 2019. The meeting may be cancelled as some members are scheduled to be absent that evening, but we will make that call closer to the meeting date.

Department Updates

- Switching legal notices to adjacent property owners from the letter format to a postcard format due to hike in postage.
- Developing job description for Zoning Assistant.

Dismissal of Department Heads

Old Business

Mr. Hirt is working with Ohio Edison concerning the street lighting on Port Clinton Eastern/Bayshore Road. Numerous accidents have occurred since the re-configuration of the intersection was completed.

Fiscal Business

December Bank reconciliation was presented for signature. W2's have been distributed Motion to approve payroll and bills totaling \$78,075.99 was made by Mr. Dress and seconded by Ms.Rozak.. Roll call all voted yes.

Trustees convened to executive session to discuss personnel issues.

Motion to adjourn by Mr. Hirt seconded by Mr. Dress. All voted yes.

Fiscal Officer

Danbury Township Board of Trustees