

DANBURY TOWNSHIP MEETING OVERVIEW

At the regular meeting of the Danbury Township Board of Trustees held **January 9, 2019** the following business was conducted:

- Road Superintendent Brett Waldron reported the following: Cleanup week dates for 2019 are April 22 – 26, July 15 – 19 and October 21 – 25. The dates will be posted on the website. Ditch cleaning continues as does brush cutting in parks and the right of way. Maintenance on equipment continues. Trustees approved emergency repairs on the International plow in the amount of \$3,037.91 and the brush grinding quote from Universal Farms in the amount of \$6,423.07.
- Police Chief Michael Meisler reported 281 incidents in December and 65 to date in January. The grant for body armor has been submitted to the Department of Justice. The Chief submitted his annual report of department activity.
- Fire Chief Keith Kahler reported 55 EMS calls, 1 fire call, 5 fire alarm activations and 4 mutual aid calls during December. To date in January there have been 15 EMS calls, 1 fire call and 1 fire alarm activation. The association will purchase a rolling rack hose management system. The department will purchase one also and it will include the roller. The Chief submitted his annual report of department activity.
- Zoning and Planning Administrator Kathryn Dale reported the following: 11 permits were processed in December and the department went on 50 site visits and responded to 336 calls, emails and in-person inquiries. To date in January two permits have been written. The BZA met for two hearings and the Zoning Commission met for their organizational meeting. Officers remain the same. Regional Planning will meet January 15 for final plat approval for Bayfield Subdivision and new lots at Harbor Bay Estates subdivision. Mrs. Dale submitted her annual report of department activity.
- Mr. Hirt said he is still working on lighting for the new intersection; Fiscal Officer Carolyn Adams is preparing the W-2 forms, the Ottawa County Township Association meeting will be held January 24 at Liberty Aviation; trustees approved \$175 for communications training for Kathryn Dale with Alison Lanza Falls; trustees set an executive session for personnel matters for January 23 at 7:30 p.m.; trustees approved \$96,516.23 for payroll and bills.

At the regular meeting of the Danbury Township Board of Trustees held **January 23, 2019** the following business was conducted:

- Road Superintendent Brett Waldron reported the following: Road projects for paving and repair were approved by the trustees in the amount of \$204,530; a year-end report was submitted; several snow and ice events were handled; maintenance on equipment continues. Trustees approved a fifty-cent per hour increase for Jared Griffith along with a position change to Assistant Road Superintendent effective January 26. Trustees approved Mr. Waldron's attendance for one day of seminars at the OTA conference in Columbus.
- Police Chief Michael Meisler reported 177 incidents to date in January. The grant for body armor was approved by the Attorney General's office with a 25% match by the department; the Frontier pole on SR 163 has an active construction ticket; the potential new K-9 will be evaluated after training is completed; trustees approved a \$2.50 per hour increase for Ptl. DeMore in keeping with the mid-probation increase schedule
- Fire Chief Keith Kahler reported 45 EMS calls, 1 fire call, 2 motor vehicle crashes, 3 fire alarm activations and 3 mutual aid calls to date in January. One probationary employee left the EMS training class and will reimburse the township for the costs associated with the class.
- Zoning and Planning Administrator Kathryn Dale reported the following: 8 permits were processed to date in January. The BZA approved two area variances. Election of their officers was held and officers will remain the same for 2019. Regional Planning approved the final plat for Phase 1 of Bayfield Subdivision and the final plat for Harbor Bay Estates. The Zoning Commission is tentatively scheduled to meet on February 6 based upon the number of members

that will be available. Mrs. Dale reported she will begin notifying adjoining property owners of BZA hearings by utilizing a postcard due to the upcoming postage increase. A job description for Zoning Assistant is being developed.

- Dave Hirt advised the Ottawa County Township Association meeting will be held January 24 at Liberty Aviation.
- Fiscal Officer Carolyn Adams reported the new valuation for Danbury Township properties was reported at \$485,440,140 which reflects an increase of approximately ten percent. W-2s have been prepared and delivered to employees. Appropriations will be ready for approval at the next meeting. Trustees approved bills and payroll in the amount of \$78,075.99.
- Trustees held an executive session regarding personnel matters required to be kept confidential by law. After returning to regular session trustees accepted a summary report of findings presented by Michelle Ish.