

The Danbury Township Board of Trustees, Chairman 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 in attendance

Mr. Dress motioned and Mr Hirt seconded to accept the meeting minutes of February 27th and March 13th meeting minutes. All voted yes.

Correspondence

- Ottawa County Engineer 2018 Annual Report
- Ottawa Regional Commission rezoning request from North Coast Zoological.
- Ottawa Regional Commission rezoning request from Daniel Jadwisiak

**Roads, Buildings, & Grounds**

Brett Waldron, Road Superintendent and Cemetery Sexton provided the following report:

- Sackett Cemetery held one cremation burial.
- Cemetery cleanup will begin April 1st.
- Brush collection site to open April 1st.
- March 29th, in Ashland, a grant workshop is being held for road signage. Attendance is mandatory to apply for grant funding.
- Annual Engineers meeting will be held April 9th at the fair ground.
- The athletic complex will open as weather permits.

The Ottawa County Engineer will not bid salt in 2019, resulting in the following motion by Mr. Hirt:

**# 3- 2019**

**RESOLUTION AUTHORIZING PARTICIPATION**

**IN THE ODOT ROAD SALT CONTRACTS AWARDED IN 2019**

**WHEREAS**, Danbury Township, Ottawa County, 5972 E. Port Clinton Rd. Marblehead, OH 43440(hereinafter referred to as the "Political Subdivision") hereby submits this written agreement to participate in the Ohio Department of Transportation's (ODOT) annual road salt bid in accordance with Ohio Revised Code 5513.01(B) and hereby agrees to all of the following terms and conditions in the participation of the ODOT road salt contract.

- A. The Political Subdivision hereby agrees to be bound by all terms and conditions established by ODOT in the road salt contract and acknowledges that upon award of the contract by the Director of ODOT it shall be bound by all such terms and conditions included in the contract; and
- b. The Political Subdivision hereby acknowledges that upon the Director of ODOT's signing of the road salt contract, it shall effectively form a contract between the awarded salt supplier and the Political Subdivision; and
- c. The Political Subdivision agrees to be solely responsible for resolving all claims or disputes arising out of its participation in the rod Salt contract and agrees hold the Department of Transportation harmless for any claims, actions, expenses, or other damages arising out of the Political Subdivision's participation in the road salt contract; and

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- d. The Political Subdivision's electronic order for Sodium Chloride (Road Salt) will be the amount the Political Subdivision agrees to purchase from its awarded salt supplier at the delivered bid price per ton awarded by the Director of ODOT; and
- e. The Political Subdivision's hereby agrees to purchase a minimum of 90% of its above requested salt quantities from its awarded salt supplier during the contract's effective period; and
- f. The Political Subdivision hereby agrees to place orders with and directly pay the awarded salt supplier on a net 30 basis for all road salt it receives pursuant to ODOT salt contract; and
- g. The Political Subdivision acknowledges that should it wish to rescind this participation agreement it will do so by written, emailed request by no later than Friday, April 19 by 12:00p.m. The written, emailed request to rescind this participation agreement must be received by the ODOT Office of Contract Sales, Purchasing Section email: [Contracts.Purchasing@dot.ohio.gov](mailto:Contracts.Purchasing@dot.ohio.gov) by the deadline. The Department, upon receipt, will respond that it has received the request and that it is effectively removed the Political Subdivision's participation request. Furthermore, it is the sole responsibility of the Political Subdivision to ensure ODOT has received this participation agreement as well as the receipt of any request to rescind this participation agreement. The Department shall not be held responsible liable for failure to receive a Political Subdivision's participation agreement and /or a Political Subdivision's request to rescind its participation agreement.

NOW, THEREFORE, be it ordained by the following authorized person(s) that this participation agreement for the ODOT road salt contract is hereby approved, funding has been authorized, and the Political Subdivision agrees to the above terms and conditions regarding participation for the ODOT salt contract.

Seconded by Ms. Rozak Roll Call: Mr. Dress **YES**; Ms. Rozak **YES**; Mr. Hirt **YES**

**Police**

Mr. Dress reviewed the monthly report with 202 incidents reported to date for March. The title for the 2012 Impala was notarized and given to the Chief as trade for new vehicle, additionally the check for balance due on the new Tahoe was signed to complete the purchase.

Our new K-9 Kalahan became certified on March 26, and is on the road today working with K-9 officer Brian Sloan. Kalahan and Officer Sloan came to the Trustees meeting to be introduced to the board. Chief Meisler and Sargent Cunningham presented a large photo of Officer Sloan and Kalahan.

**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 March and year to date totals.

		Fire & Ems Run Details				
	EMS	Fire	MVC*	Alarm **	CO***	Mutual Aid
As of 3/27/2019	44	5	2	1	0	4
To date	147	8	11	10	1	11
Year-To-Date	188					

\*Motor Vehicle Crash(s)

\*\* Alarm Activation(s)

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\*\*\*Carbon Monoxide Investigation(s)

Chief Kahler recommended Dean Heberlein as VFF and EMT-P at the rate of \$16.50 per hour. Motion by Ms. Rozak and Seconded by Mr. Dress, to hire Mr. Heberlein. Roll Call: Mr. Dress YES Ms. Rozak YES, Mr. Hirt YES.

Chief Kahler advised the Board of property on St. Rt. 163 that is available for purchase. Parcel # 0141171815676000 is zoned C-2 containing 6.847 acres. The property is centrally located with ample room for a new fire station. The owners have agreed to an offer of \$75,000.00. A motion by Ms. Rozak to pursue the purchase of the property, seconded by Mr. Hirt. ROLL CALL Mr. Dress YES, Ms. Rozak YES, Mr. Hirt YES.

**Zoning**

**Permits**

To-date this month there has been 12 permit applications submitted/processed totaling \$ 1,431.18.

**Board & Commission Activity**

**The Board of Zoning Appeals –**

The BZA held adjudication hearings March 20, 2019 on the following cases:

a. **BZA-2019-022**

**DENIED**

**194 Strause Lane.** Request for a Conditional Use in accordance with Section 3.1.2.C.iii and Section 4.5 to allow for a Bed & Breakfast. Also a request for a Variance to Section 4.5.1 that the use must be owner-occupied. **Lynne Hamer, Owner/Applicant; Gregory Johnson/ Agent.**

b. **BZA-2019-025**

**APPROVED W/ COND.**

**6721 E. Harbor Road (Snug Harbor).** Request for a Conditional Use in accordance with Sec. 3.1.10.v. for a 12 unit Resort. Area Variances requested to Sec. 4.4.1. to encroach into the west, side-yard setback (45' required/ 10' proposed) and south, front-yard setback (55' required/25' proposed), Sec. 4.4.4. to allow a reduction in open space (1.10ac. required), Sec. 4.4.5 to allow the Resort designation on less than 5 acres (4.40ac. proposed) and Sec. 4.4.7. to reduce the separation requirement between units (20' required/10' proposed). **Safe Harbor Marina, Mark & Kenny Montgomery, Owner/Applicant.**

c. **BZA-2019-027**

**WITHDRAWN**

**618 Central.** Request for an Area Variance to Section 7.9.3.A to allow more than a 20% addition onto a nonconforming structure (217s.f. allowed/ 920s.f.; 84.8% proposed) and to Section 3.1.5.D to allow the addition to be located 2.1' from the north, side property line were 3' is required. **Darrell Waite, Owner/Applicant.**

**The Zoning Commission -**

The Zoning Commission will hold public hearings April 3, 2019 on the following cases:

a. **ZC-2019-029**

**1530 S. Danbury Road (SR 269).** Request for a Map Amendment from "A" Agricultural to "R-C" Recreational Commercial for PIN# 0141914126079001 (Sec. 4, west half Lot 19 Firelands Survey) consisting of 10.882 total acres. **North Coast Zoological, LLC, Owner/Applicant; Michael Prosser, Agent.**

b. **ZC-2019-030**

**5677 E. Bayshore Road.** Request for a Map Amendment from "A" Agricultural to "R-3" High Density Residential for PIN# 0141160415534004 (Sec. 4, Lot 20 Firelands Survey) consisting of 7.539 total acres. **Daniel Jadwisiak, Owner/Applicant.**

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Regional Planning Commission met March 19, 2019 and recommended approval as presented for these two cases. RPC also considered a Preliminary Plat for Lighthouse Bluff's Phase III & IV. It was approved with noted corrections needed.

### Department Updates

- Received a rather large public records request for zoning files. The requestor spent the day 03.26.19 examining files.
- Nothing new to report.

### Violations/ Complaints:

**5677 E. Bayshore** (*Illegal Use – Jadwisiak*)

**Submitted**

#### **Rezoning Application**

Letter was sent 02.28.19 to the property owner notifying them that a duplex is not a permitted use at this location and establishment of such use would be at their own risk.

**321 Sackett** (*Junk & Debris – Garner*)

#### **Monitoring**

Letter was sent 02.28.19 to the property owner notifying them that the various junk and debris and appliances need to be dealt with. Been an off & on, on-going issue. Timeframe to be corrected to be determined. Owner called 03.04.19 and acknowledges it needs to be taken care of. Confirmed they received the letters and will work on it once weather starts to break.

**312 Willowdale** (*Storage Pod – James*)

#### **OPEN**

Letter was sent 03.01.19 to the property owner notifying them that the temporary storage pod in front of the house has exceeded the allowable time to be there, especially since all construction activity has stopped. 03.15.19 deadline. To-date, no response from owner. Second letter was sent certified 03.22.19, signed for 03.26.19 and owner will have until 04.03.19 to remove the POD.

**129 S. Bridge** (*Utility Trailer - Thompson*)

#### **CLOSED**

Letter was sent 03.18.19 to the property owner about the trailer being located in the road right-of-way and that it was circumventing the signage regulations by being strategically placed. Asked to move it further to the east on the property or remove it altogether by 03.29.19. Owner moved the trailer 03.22.19.

**0 E. Harbor** (*Tall grass – Parkrest, LLC*)

#### **OPEN**

Complaint was received 03.13.19 about noxious vegetation. Certified letter was sent 03.18.19. Owner will have 7 days upon receipt of receiving letter to cut. Owner received the letter 03.26.19. Asked for additional time to get it cut. Given until 04.30.19. Owner indicated the property floods so it is difficult to get in to cut. May look into drainage matters to help. Told they only need to do the front 70 feet/setback area of the property.

### Comments & Concerns

Brian McCune discussed drainage concerns on St. Rt. 163 near HyWay Bait and Tackle and PerryView subdivision. Excavation the area has created changes to the contour creating flooding and ponding on the roadway. ODOT is responsible for the road and will be contacted.

### Dismissal of Department Heads

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**Fiscal Business**

A Motion to approve payroll and bills totaling \$117,297.89 for period ending March 13th. by Mr. Hirt and seconded by Ms. Rozak. Roll call all voted yes. A Motion to approve payroll and bills totaling \$93,716.31 for period ending March 27th. by Ms. Rozak and seconded by Mr. Hirt. Roll call all voted yes. The Fiscal Officer continues to monitor the Healthcare billing for accuracy. All funding transferred from Star Ohio to the operating account has been credited back to Star.

Ms. Rozak motioned to convene executive session to discuss police personnel at 7:30PM. Seconded by Mr. Dress. Trustees held an executive session to discuss personnel matters and pay increases.

Mr. Hirt motioned to adjourn executive session at 8:15 and reconvene to regular session. Seconded by Mr. Dress. No decision was made regarding pay increases.

Trustees approved hiring a part-time township assistant at ten to fifteen hours per week to assist the Fiscal Officer and handle Worker's Compensation, Safety and the upcoming census. Trustees also approved hiring a part-time zoning assistant who will report to Kathy Dale Zoning and Planning Administrator and will work thirty hours per week during the busy season and twenty hours per week during the off-season.

Motion to adjourn at 8:30 by Ms. Rozak seconded by Mr. Hirt, all voted yes.