

DANBURY TOWNSHIP MEETING OVERVIEW

At the regular meeting of the Danbury Township Board of Trustees held **March 13, 2019** the following business was conducted:

- Fiscal Officer Carolyn Adams was excused.
- Road Superintendent Brett Waldron reported the following: The road tour resulted in much discussion regarding drainage. Paving is on schedule. Mr. Waldron and Mr. Hirt met with Steve Durnwald and Matt Lenke from ODOT to review issues on SR 163. Parts of the berm will be shaved down and other situations will be monitored. A quote for a new salt shed will be obtained, several snow and ice events were handled, maintenance on equipment continues, Mr. Dress and Ms. Rozak approved the mower lease agreement for 2019 and Tru-Green applications were approved in the amount of \$1,864.30. Discussion was held regarding needs for a maintenance building. Mrs. Dale will provide aerials of current township properties. Trustees agreed to a project offered by the Lions Club who will coordinate the building of an Osprey nesting stand and platform at Lake Point Park.
- Police Chief Michael Meisler reported 257 incidents in February and 92 to date in March. New K-9 Kalahan and K-9 Officer Brian Sloan will be on the road shortly. The dog has been trained for article and person searches as well as narcotics. Trustees approved the purchase of a 2019 Chevy Tahoe from Steinle at a cost of \$30,861 which includes rebates and \$7,700 for a trade-in on the Impala. After discussion with Chief Meisler the trustees had no objection to a liquor permit application from Boondocks WHM LLC. Trustees approved Patrolman Charlie Cunningham moving to the position of Police Sergeant/Road Patrol Supervisor effective March 23 at an increase of fifty cents per hour. Ptl. Cunningham reported to the meeting so trustees could congratulate him on the promotion.
- Fire Chief Keith Kahler reported 43 EMS calls, 2 fire calls, 6 motor vehicle crashes, 4 fire alarm activations, 1 carbon monoxide activation and 3 mutual aid calls during February. To date in March there have been 21 EMS calls, 1 fire call, 1 motor vehicle crash and 2 mutual aid calls. Trustees approved a property purchase from Lighthouse Bluffs for \$75,000 for 6.847 acres on SR 163 for the purpose of constructing a new central fire station. ODOT has approved a road cut for the property. All permits for a Meadowbrook controlled burn have been sent to the OEPA.
- Zoning and Planning Administrator Kathryn Dale reported the following: 12 permits were processed in February. The department went on 40 site visits and responded to 438 calls, emails and in-person inquiries. To date in March three permits have been written. The BZA will meet for three hearings on March 20. The Zoning Commission met March 6 to discuss code modifications. Regional Planning will review two rezonings and Lighthouse Bluffs phase 3 and 4. Discussion was held regarding a zoning assistant position and violations and complaints were reviewed.
- Ms. Rozak provided an update on the dog show, the newsletter and a historical marker dedication ceremony at the Marblehead Lighthouse scheduled for noon on May 25.
- No bills were available for approval due to the fiscal officer's absence.
- Trustees held an executive session to discuss personnel matters required to be kept confidential by law. Upon re-adjourning Mr. Dress moved to approve a termination agreement for Cheryl Harmsen. Trustees approved the motion unanimously.

At the regular meeting of the Danbury Township Board of Trustees held **March 27, 2019** the following business was conducted:

- Road Superintendent Brett Waldron reported the following: One cremation burial at Sackett; cemetery clean-up begins April 1 and brush-drop off opens the same day; Mr. Waldron will attend the ODOT grant workshop for road signage and the annual engineer's meeting in April; the athletic complex is being opened as weather permits. Trustees approved a road salt resolution with ODOT's bid program for road salt for winter 2019/20. Mr. Hirt reported the new street light is up and working at the Bayshore/State Road/Port Clinton Eastern intersection. The west light has been rotated to provide light over the intersection.
- Police Chief Michael Meisler reported 202 incidents to date in March. K-9 Kalahan certified yesterday. Officer Brian Sloan and Kalahan came to the meeting to meet the trustees and department heads. Chief Meisler reported the new vehicle will be outfitted by D.R. Ebel at a cost of \$1,903.82 and should be on the road by April 15.

- Fire Chief Keith Kahler reported 44 EMS calls, 5 fire calls, 2 motor vehicle crashes, 1 fire alarm activation and 4 mutual aid calls to date in March. Trustees acknowledged the retirement of Paul Blaho who has been with the fire department for 41 years. Chief Kahler requested to be excused from the next meeting.
- Zoning and Planning Administrator Kathryn Dale reported the following: The BZA held two hearings on March 20. The Zoning Commission will hold two hearings on April 3. The preliminary plats for Lighthouse Bluffs Phase III and IV were approved by Regional Planning. Mrs. Dale reviewed the status of current and closed violations and complaints. Trustees approved hiring a part-time zoning assistant to report to Mrs. Dale. The position will be posted on the website and applications will be taken through April 19.
- Ms. Rozak stated several residents did not receive the newsletter and asked the board if they would approve a notice on the website directing residents to contact the postmaster if they have not received a newsletter. The trustees agreed.
- Trustees approved payroll and bills from March 13 in the amount of \$117,297.89 and payroll and bills from the current meeting in the amount of \$93,716.31.
- Trustees held an executive session to discuss personnel matters and pay increases. No decision was made regarding increases. Trustees requested Fiscal Officer Carolyn Adams provide further information. 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 and safety. Trustees also approved hiring a part-time zoning assistant who will report to the Zoning and Planning Administrator and will work thirty hours per week during the busy season and twenty hours per week during the off-season.