

Chairman Rozak called the Regular Meeting of the Danbury Township Board of Trustees to order at 6:30 p.m. The pledge of allegiance was recited. The roll being called, 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, Fire Chief Keith Kahler, Zoning & Planning Administrator Kathryn Dale was excused. Susan Dress also attended.

**Mr Dress motioned and Mr Hirt seconded the approval of Meeting Minutes for April 10, 2019. Roll Call: all voted yes.**

**Correspondence**

- Resident thank you to Sgt. Cunningham during a medical issue.
- Annual Dog Show will be held May 19th.
- American Legion and V.F.W. of Marblehead both requested a donation to decorate graves of veterans in Township Cemetery's.

**Roads, Buildings, & Grounds**

Road Department report shows nothing at Sackett Cemetery. The new guidelines for the Township cleanup is proving to be successful. The Meadowbrook burn is tentatively scheduled for Friday April 26th weather permitting. Trustees authorized Mr. Waldron to contact an engineer to begin the process of designing a new salt shed. Maintenance work on roads and parks continues.

**Police**

Mr. Dress reviewed the monthly report ending April 24th, with 180 incidents reported. Chief reported the streetlight on Bayshore and Port Clinton Eastern intersection is working well. A telephone pole on St. Rt. 163, which had been reported to Frontier, has been replaced. Ms. Rozak moved to dispose of old Police Department uniforms, all identifying insignas, etc. have been removed, to be disposed of. Mr. Hirt seconded the motion. Roll Call: all voted yes.

**Fire**

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

		Fire & EMS Run Details					
		EMS	Fire	MVC*	Alarm **	CO***	Mutual Aid
As of	04/24/2019	34	6	1	2	0	2
To date		194	15	13	12	1	15
Year-To-Date		250					

\*Motor Vehicle Crash(es)

\*\* Alarm Activation(s)

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

## DANBURY TOWNSHIP BOARD OF TRUSTEES

Resignation of Mathew Roberts was accepted on a motion by Ms. Rozak and seconded by Mr. Dress. Roll Call: All voted yes.

Resignation of Jared Shaffer was accepted on a motion by Mr. Dress and seconded by Mr. Hirt. Roll Call: All voted yes.

The Medical Director for the Fire Department requested the purchase of a Medication Vault for #3 Squad for security purposes. The cost is \$1576.00. Mr. Dress motioned the purchase of the vault, seconded by Ms. Rozak. Roll Call: All voted yes.

### Zoning

#### Permits

To-date this month there has been 15 permit applications submitted/processed totaling \$1,507.11.

#### Board & Commission Activity

##### The Board of Zoning Appeals –

The BZA held adjudication hearings April 17, 2019 on the following cases:

a. **BZA-2019-033**

**Approved as Presented**

**Lighthouse Bluffs III & IV; Lighthouse Oval & Northshore Blvd.** Request for a Conditional Use in accordance with Section 3.1.4.C.v. & Section 4.7 to allow for a 47 site Single-Family Cluster Housing Community. **Lewis Land Professionals, Agent/Ken Cleveland & Jake Josh, LLC, Owner.**

b. **BZA-2019-040**

**Approved as Presented**

**250 Margaret.** Request for an Area Variance to Section 5.1.1.A.ii. to allow for a 24' x 26' (624s.f.) addition onto an existing detached garage that will exceed the allowable size (1,200 cumulative s.f. allowed/ 1,488s.f. proposed). **David Gulau, Owner.**

##### The Zoning Commission -

The Zoning Commission will hold a public hearings May 1, 2019 on the following cases:

- a. **ZC-2019-041 249 S. Bridge (SR 269).** Request for a Map Amendment from "R-3" High Density Residential to "C-2" General Commercial for PIN# 0140467606665000 (Sec. 4, Lot 3 Firelands Survey) consisting of 19.885 total acres. **Marjory Kobylski, Owner/Applicant; Safe Harbor Development, Mark Montgomery, Agent.**

Regional Planning Commission met April 16, 2019 to hear the aforementioned rezoning request for 19.8 acres behind Marblehead Bank and are recommending approval as presented. RPC also considered a Preliminary Plat for Regatta Subdivision Phase II, which involves 4 lots. This too was approved with a few corrections.

Reminder that the Board of Trustees will be hearing 2 rezoning requests May 8, 2019 starting at 5:45p.m.

#### Department Updates

- Interviews for the Zoning Inspector Assistant are scheduled for May 1, 2019.

#### Violations/ Complaints:

DANBURY TOWNSHIP BOARD OF TRUSTEES

**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. As of 04.17.19 appliances that were in the front yard have been removed as well as a bed frame and metal table. Some other items still remain.

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

**OPEN**

A Final Notice was sent 04.05.19. Owner has reached out and is getting permits renewed and inspections lined up with the Building Department. Gave the owner until 05.15.19 to get the POD out of the driveway since it contains remodeling material that they will be using now that permits have been reissued.

**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.

**1802 Bayview** (*Junk & Debris – Christiansen*)

**MONITORING**

Complaint was received 04.03.19 regarding the condition of the property. Attempt was made the same day to make direct contact with the owner. Contact was made 04.10.19 and the property is in much better condition than when the complaint was filed. Will continue to monitor.

**7487 E. Harbor** (*Illegal Use-Miller/Rock Harbor Cottages*)

**Partially OPEN**

Email received 04.04.19 about activity occurring on the property and if it was allowed. Upon inspection, there is a shed that has been installed without proper permits and multiple RV campers that have been brought in that expanded the nonconforming resort use without proper review. Letter was sent to the owner via certified mail 04.05.19. Permit was issued 04.16.19 for the fence & shed that were installed without proper permits. The owner requested to have until 05.04.19 to get the camper removed from the property since he needs to rely on family members who have a truck to remove it.

**Department heads released.**

DANBURY TOWNSHIP BOARD OF TRUSTEES

A motion at 7:00 p.m. by Ms. Rozak and seconded by Mr. Dress to go into executive session to discuss personell issues. Roll Call: All voted yes A motion at 7:20 p.m. by Ms. Rozak and seconded by Mr. Dress to return to regular session. Roll Call: All voted yes.

**OLD BUSINESS**

An email was received from Dennis Patthoff with the Ottawa County Park District as a follow up to his attendance at the April 10th meeting. Dennis Patthoff, spoke on the group’s ability to acquire land within the Township with the purpose to create public trails. At this time the Trustees have no plans for more trails within the Township.

**NEW BUSINESS:**

Motion to adjourn to Executive Session to discuss personnel issues at 7:45. Motion to close executive session at 8:00 and reconvene the regular meeting.

**Approval of Payroll & Payment of Bills**

Motion to approve January Bank Reconciliation by Ms. Rozak and seconded by Mr. Dress. Roll Call: All voted yes. Motion was made by Mr. Dress, seconded by Mr. Hirt to pay the bills and payroll totaling \$57,304.39. Roll Call: All voted Yes. There being no further business before the Board, Mr. Hirt moved and Mr. Dress seconded the motion to adjourn. All voted yes.

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Fiscal Officer

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Danbury Township Board of Trustees