

TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING

July 10, 19

The Regular Meeting of the Danbury Township Board of Trustees was held at the Danbury Township Hall, July 10, 2019 and called to order at 6:30 p.m. by President Dianne Rozak.

The pledge of allegiance was recited the roll was called and the following members were present:, Ms. Dianne M. Rozak and Mr. David M. Hirt. Mr. John Paul Dress was excused, . Also present were, Fiscal Officer Carolyn Adams, Road Superintendent Brett Waldron, Police Chief Mike Meisler, Fire Chief Keith Kahler was excused, Zoning & Planning Administrator Kathryn A. Dale.

APPROVAL OF THE MINUTES

Ms. Rozak moved and Mr. Hirt seconded the motion to approve the June 26th meeting minutes. Roll call was unanimous and motion carried

CORRESPONDENCE

- Road closure and pavement work dates provided by the Ottawa County Engineer
- Ohio Public Works Commission funding applications are available through their web site.
- Ottawa County Emergency Management Agency and the Ohio Emergency Management Agency held a meeting to discuss Hazard Mitigation Grant Assistance.
- The Marblehead Lions Club Festival Parade will be held August, 24th at 10:00 am.
- July 16th, 2019 Ottawa County Regional Planning Commission regular meeting has been cancelled as no subdivision plats or zoning requests were filed with the Commission.
- FirstEnergy Solutions Corp. provided progress and outlook on HB6.

ROADS-BUILDINGS-GROUNDS

Road Superintendent Brett Waldron reported the department has been very busy mowing the parks and road right of ways. The sign grant that was submitted earlier this year has been approved. The second Township cleanup begins Monday, July 15th. The additional recycling pad prep work is completed and ready for concrete. The walking bridges at Lake Point Park are becoming hazardous. Needed repairs will be addressed.

FIRE

Mr. Hirt read the report submitted by Chief Keith Kahler. Details are listed below:

Fire & Ems Run Details						
	EMS	Fire	MVC*	Alarm **	CO***	Mutual Aid
Month of June	28	1	1	6	0	0
As of 7-10-2019	370	23	20	33	2	17
Year-To-Date	465					

*Motor Vehicle Crash(es)
 ** Alarm Activation(s)
 ***Carbon Monoxide Investgation(s)

EMS billing for 2019 to date, \$65,206.90.

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Trustees accepted the resignation of Lucas Preston-Colvin effective July 7, 2019

ZONING

Ms. Rozak moved to set a Public Hearing for July 24, 2019 @ 6:00p.m. for a Map Amendment as follows:

ZC-2019-080 Map Amendment from "A" Agricultural to "C-2" General Commercial for part of PIN# 0140838328384000 (Sec. 4, Lot 14 Firelands Survey) consisting of approximately 2.57 total acres out of 17.45, located at 5910 E. Port Clinton Eastern Road (Spare Attic). **Tom & Christine Steinbrick, Owner/Applicant.**

Mr. Hirt seconded the motion. All voted yes.

Permits

To-date this month there has been 6 permit applications submitted/processed totaling \$270.00.

Board & Commission Activity

The Board of Zoning Appeals –

The BZA will hold adjudication hearings July 17, 2019 on the following cases:

- a. **BZA-2019-100**
7335 Brooklyn. Request for an Area Variance to Section 3.5.7 to allow for a new single-family home to encroach into the east, front-yard setback (3' proposed/ 20' required). **Ben & Kathleen Bush, Owners.**
- b. **BZA-2019-101**
8254 Joann (Rocky Point RV & Marina). Request for an Area Variance to Section 4.2.2.iii & v. to allow the east, access drive to encroach into the 20' required buffer (10' & 15' proposed). **Rocky Point RV & Marina, LLC, John Seifert, Owner.**
- c. **BZA-2019-106**
7581 E. Harbor Road, Big Bopper's. Request for Area Variances from Section 3.1.8.D to allow for an addition at the rear of the existing restaurant to encroach into the front-yard setback (21' proposed/70' required) and the side-yard setback (3' proposed/10' required), Section 7.9.3.A. to allow for the addition onto a nonconforming structure to exceed the 20% addition limitation (41% proposed) and Section 5.2.1.C.vi to have fewer parking spaces than required (20 proposed/37 required). **Kizzie Culbert, Agent/ Kenneth Kostal, Owner.**

The Zoning Commission -

The ZC held a public hearing Monday, July 1, 2019 on the following case:

- a. **ZC-2019-080**
Approval
Map Amendment from "A" Agricultural to "C-2" General Commercial for part of PIN# 0140838328384000 (Sec. 4, Lot 14 Firelands Survey) consisting of approximately 2.57 total acres out of 17.45, located at 5910 E. Port Clinton Eastern Road (Spare Attic). **Tom & Christine Steinbrick, Owner/Applicant.**

Department Updates

- None at this time.

Violations/ Complaints:

JUNK & DEBRIS:

10038 E. Bayshore (*Multiple issues– Matusiczky*)

Open

As of 07.09.18 vehicles and shed are still there. Working with Shrock Excavating and sort of hung-up on a date certain due to their schedule. Vehicles will be out by end of July. The owner would ideally like to have shed taken care of by then

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too. Will touch base again once vehicles are removed to get a more concrete date on the shed.

Prior Info: Owner's brother called 06.14.19 and is going to begin working on the clean-up of the property. Much of the brush has been cleared. They are hoping to have the shed knocked down and cars out by the end of June. The brother (Brian) has been very good about staying in contact since receiving the letter. Complaint received 05.29.19 about a dilapidated shed on the property, two junk vehicles and lots of overgrowth. The house has been abandoned for a while. Certified letter was sent to the owner of record on 06.06.19.

2468 Cook's Dock (*Multiple issues– Nesser*)

Open

As of 07.03.19 grass has been cut and most trimming complete, but vehicles still remain. 2nd Letter – Notice to Comply sent via Certified Mail 07.10.19.

Prior Info: Complaint received 06.13.19 about three junk vehicles tall grass and misc. junk & debris. Certified letter was sent to the owner of record on 06.15.19 and signed for 06.18.19. Property will be re-checked July 2. Grass has been cut as of 06.24.19, but trimming still needed and vehicles remain.

158 Hidden Beach (*Multiple issues–Williams*)

Open

Complaint received 06.21.19 about two junk boats and lots of overgrowth. Certified letter was sent to the owner of record on 06.26.19. Owner called and left message 07.01.19 that they would be in to cut grass over the 4th of July holiday weekend. As of 07.09.19 grass was cut, but lots of debris left behind and boats were not addressed.

TALL GRASS:

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

Open

Emailed Property Owner's attorney 06.14.19 because no attempt has been made to rectify the issue despite regular grass getting cut. Atty. failed to reply, so 2nd email sent 06.24.19. Atty indicates they hope to cut the vegetation in the next 2-3 weeks.

0 Church Road (*Tall grass – Herbert*)

Open

Complaint received 07.03.19 regarding tall grass on the property. Certified letter sent 07.05.19.

CONSTRUCTION WITHOUT PERMITS:

8146 Northshore Blvd. (*Deck w/out Permit– Thomas*)

Open

Certified letter unclaimed. Property Posted 07.05.19. As of 07.09.19 the signs on the property were removed. Prior Info: Deck was constructed onto the rear of the house without proper permits. Letter sent 06.12.19. Certified letter has not been signed for to-date. Sign will be posted on the property.

7340 E. Bayshore (*Addition w/out Permit – Peterson*)

Open

Owner reached out via email 07.02.19 and will get proper permits. Letter sent to the property owner 06.24.19 for a whole addition being constructed onto the rear of the home without proper permits.

1696 Jeanie (*Deck/Bridge w/out Permit – Henderson*)

Open

Owner came in 07.01.19 after receiving letter. He provided a copy of letter sent to his association asking for approval of the bridge that may be in the private drainage easement. Association member came in 07.03.19 and 07.08.19 asking for clarification on what is and is not allowed. Awaiting decision by the association.

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Prior Info: Letter sent to the property owner 06.26.19 regarding a deck/bridge being constructed without proper permits which so happens to be over a drainage ditch easement.

327 Laurel (*Shed w/out Permit – Rosson*)

Open

Owner reached out via email asking for copy of the letter electronically. Letter sent to the property owner 06.25.19 regarding a shed being installed without proper permits.

445 Laurel (*Shed w/out Permit – Sibbring*)

Open

Notice received from Lakeside that shed was installed without proper permits. Letter to go out yet this week.

ILLEGAL RENTALS:

8146 Northshore Blvd. (*Deck w/out Permit & Illegal Rental – Thomas*)

Open

Certified letter unclaimed. Property Posted 07.05.19. As of 07.09.19 the signs on the property were removed. Prior Info: Cease & Desist sent 06.12.19 for illegal rental. Certified letter has not been signed for to-date. Sign will be posted on the property. Property owner was previously warned about this in 2018.

126 Hidden Beach (*Illegal Rental – Pokorny*)

Investigating

Complaint received 06.18.19 about house being rented frequently. Owner has received violation letter in the past. Monitoring for activity. No advertisements indicating it is being rented.

ILLEGAL OCCUPANCY OF CAMPERS:

1941 Willard (*Camper Occupied Illegally – Blodin/Ray*)

CLOSED

Electric has been disconnected and no camper was on the property as of 07.05.19.

Prior Info: Owner called 06.14.19 and reiterated camper cannot be occupied no matter what excuse he gave for why the unit is hooked to electric. Police monitored on weekends. Ohio Edison cut the taps at the temporary pole on 06/19/19 disconnecting power to the property which will hopefully prevent the illegal use of the property. Certified 2nd Notice to Comply was sent to the property owners 06.06.19 about illegal use of a camper on the property. Same owners were notified in 2018 about the violation. Part of the issue is a temporary electric pole was installed for new construction that has never taken place. Both the Ottawa County Building Department and Ohio Edison have been requested to remove the electric hook-up to the property.

OTHER VIOLATIONS:

312 Willowdale (*Storage Pod – James*)

CLOSED

POD removed as of 07.02.19.

Prior Info: Municipal Court hearing held 06.12.19 found the defendant guilty, waiving \$400 of the \$500 fine provided the POD is removed by July 3rd.

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. A complaint was filed 05.21.19 with the Ottawa County Municipal Court after review & approval by the County Prosecutor. The owner has made no attempt to remove the POD or get the necessary inspections scheduled to finish the construction project needed to occupy the residence.

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8390 Northshore Blvd. (Disposal of Fish Offal – Little Ted’s Cottages)

Monitor

Complainant sent email 06.26.19 about their observations. Called again 07.02.19. KAD went out and documented observation. Did not seem to be coming from the dumpsters but rather the water or mayflies.

Prior Info: Complainant was notified 05.23.19 about the process and steps that will be taken to correct the issue. The managers of Little Ted’s were also made aware of the complaint and process that will be followed should more complaints arise.

Email complaint was received 05.21.19 regarding the smell of fish disposal at this address. A similar complaint was filed at the end of last September and a letter sent to the property owners. The Prosecutor’s office has been contact about this so we can have a plan of action/ be on the same page moving forward if this is becoming a regular issue. An inspection was conducted yesterday and there was no noticeable smell coming from the area of concern.

7356 E. Harbor Road (Corner of Sunnysdale) (General Property Complaint)

DISCUSSION Response from Prosecutor received 07.08.19 after resending initial request for thoughts. Email sent to the Prosecutor 06.24.19. No response to-date. Complaint was received 06.17.19 regarding multiple issues with the property.

POLICE

Ms. Rozak read the report submitted by Police Chief Mike Meisler that listed the department responded to 133 incidents in the month of July to date. A discussion of the funding for the police department was held. Mr. Dress will be in attendance to continue the discussion at the next meeting.

NEW BUSINESS

Trustees approved continued membership with the Ottawa County Safety Council, dues for 2019-2020 are \$150.00.

FISCAL BUSINESS

A motion by Ms. Rozak and seconded by Mr. Hirt to approve 6/27-7/10 payroll and bills totaling \$98,838.12. Roll call was unanimous and motion carried.

No further business was before the Board, Ms. Rozak moved and Mr. Hirt seconded a motion to adjourn at 7:40, motion carried.

Fiscal Officer

Danbury Township Board of Trustees