

DANBURY TOWNSHIP BOARD OF TRUSTEES

January 22, 20

Chairman Dress 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; Road Superintendent Brett Waldron, Police Chief Mike Meisler, Fire Chief Keith Kahler, Zoning & Planning Administrator Kathryn Dale, Fiscal Officer Carolyn Adams and assistant Susan Dress.

Mr Hirt motioned and Ms. Rozak seconded the approval of Meeting Minutes for January 8, 2020. Roll Call: all voted yes.

Correspondence

- Ottawa County Soil & Water: 2020 Tree order form
- Ottawa County Soil & Water Breakfast to be held March 20th.
- Correspondence from Edward Johnston regarding Lakeside speed limits.
- Sydnee Perram, thank you regarding OTA scholarship.

Roads, Buildings, & Grounds

Mr. Waldron presented activity report as follows. One full service burial was held at Sackett Cemetery. Several snow events have occurred. Winter service and maintenance of equipment continues. Ditch and catch basin cleaning continues as weather permits. Year end activity report for 2019 was presented. Trustees accepted 2019 road mileage for the Township Highway System Mileage Certification at 16.193 miles. Motion by Ms. Rozak and seconded by Mr. Dress to accept Regatta Passage Drive as a township road. Roll call all voted affirmative. Trustees discussed the need for a streetlight at the intersection of Regatta Passage Drive and East Harbor Road due to the traffic volume. Mr. Hirt to contact Ohio Edison the Township electric provider. An agreement with the Ottawa County Senior Resources to provide mowing at the Danbury Senior Center was received, Mr. Dress motioned acceptance of the agreement for 2020, this service has been provided by the Township for many years, Ms. Rozak seconded passage. All voted in the affirmative. The trails at Meadowbrook Park have been undermined by water. Ms. Rozak will look for grants and possible help from the Army Corp. of Engineers to mitigate damage. Vince Gresh will repair and level Lake Point Park bridges. The cost is \$2500.00 to be completed by spring.

Police

Mr. Dress reviewed the monthly report ending January 22, with 165 incidents reported. The Department will add a new light bar to one cruiser this year. New cell phone quote will be received by March 17th. The Fire Department has additional portable radios the department can have. All other upgrades can wait. A new COPS grant is available. Chief Meisler will explore. The Ottawa County Drug Task Force 2020 Funding request has been received. The suggested amount is \$3250. Mr. Dress motioned and Mr. Hirt seconded the funding. It is stimulated the funds will come from the General Fund. Roll Call all voted affirmative.

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 January, and year to date totals.

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		Fire & EMS Run Details					
		EMS	Fire	MVC*	Alarm **	CO***	Mutual Aid
As of	01/22/2020	35	0	3	3	0	0
To date		35	0	3	3	0	0
Year-To-Date		41					

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

Chief Kahler solicited quotes for clearing the property at location of the new fire station. Quotes were received from: Soski Excavating - \$7500.00, Lake Erie Tree Service - \$3500.00, Holcomb Enterprises - \$13,600.00, Shortridge Landscaping & Excavating, \$12,240.00. After discussion, Mr. Hirt motioned and Ms. Rozak seconded contracting with Lake Erie Tree Services for \$3500.00. Roll Call all voted affirmative.

- Election of VFDF Board Members. Ms. Rozak motioned Mr Dress serve as a board member seconded by Mr. Hirt. All voted affirmative. Ms. Rozak motioned Mr. Hirt serve as a board member seconded by Mr. Dress. All voted in the affirmative.

Zoning

Annual official notification was received from the Ottawa County Recorder referencing newly enacted Zoning resolution or amendment requirements.

Regional Planning will file the 2020 Census Initial Boundary Validation Program countywide.

Permits

To-date this month there has been 5 permit applications submitted/processed totaling \$1,970.00.

Board & Commission Activity

The Board of Zoning Appeals –

The BZA will hold adjudication hearings February 19, 2020 on the following cases.

- BZA-2020-005 63 Erie Beach Road.** Request for an Area Variance from Section 5.1.C.ii to allow an accessory structure to be located in the rear-year setback (5' required/ 3'7" proposed). **Colette & Mark Twarek, Owners/Applicants.**
- BZA-2020- 240 Tibbels.** Request for an Area Variance from Section 7.9.3.A to allow for an addition onto the nonconforming home to exceed 20% of the original square footage [291s.f. allowed/ 588s.f. all new (47%) or 1,260 w. garage attachment (86%) proposed]. **Roy Edward & Diane Veley, Owners/Applicants.**

An application was received by Gregory Huffman to serve on the BZA as an Alternate. The term available for this position expires 12/31/2023. Motion by Ms. Rozak seconded by Mr. Hirt to appoint Mr. Huffman to the BZA Board effective this date. Roll call all voted in the affirmative.

The Zoning Commission -

The Zoning Commission will hold a public hearing February 5, 2020 on the following case:

- ZC-2019-233 7356 E. Harbor Road. Map Amendment** from "R-2" Suburban Residential to "R-C" Recreational Commercial for PIN# 0141178715753000 (Sec. 2, Pt. of Lot 18 Firelands Survey) consisting of approximately 0.63acres. **Herbert Beidel, Sr. Owner & Applicant/ Don Lombardy, Agent.**

OCRPC met January 21, 2020 regarding this case and recommended approval of the request. The vote was not unanimous.

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Department Updates

- Computers updated to windows 10.

Violations/ Complaints:

DILAPIDATED STRUCTURES:

7597 E. Harbor Road (*Mazur Barn*)

Open

Owner has until March 9, 2020 to remove the barn.

7857 E. Harbor Road (*Karns House*)

Open

Owner has until April 7, 2020 to remove the house.

ILLEGAL RENTAL:

0 E. Harbor Road (*Rock Harbor - Miller*)

Open

Certified letter sent to the property owner letting them know the recent change of use from a storage building to a SF home is not part of the Rock Harbor Cottages property, thus cannot be rented for a period of less than 30 days as they are advertising online.

353 Miley (*Illegal Rental - Brugnone*)

Open

Certified letter sent to the property owner letting them know the SF home cannot be rented for a period of less than 30 days as they are advertising online.

CONSTRUCTION WITHOUT PERMITS:

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

Open

Atty. & property owner received their certified letters 1/10 & 1/11 respectively. Atty. called 1/17 to say they have filed mediation paperwork. Court has confirmed this has been filed and the mediation date is to be held at 10:00a.m. on 1/28.

Prior Info: 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. 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. Awaiting decision by the association. Association emailed over 09.28.19 weekend and stated that the bridge had been denied and asked the homeowner to remove what of the structure was in place by November 1, 2019. Will monitor to see if that work takes place before pursuing any zoning action further. 11.07.19 spoke with homeowner and they indicated that they have been in touch with their attorney over this issue. Spoke to homeowner's attorney on 11.12.19 regarding the matter. Homeowners & their Atty. met 12/3/19. As of 12/5/19 they are going to request mediation with the Association. They are giving the Association until 12/23 or 12/30 to respond. Received an email from the Association 12/16/19 indicating that they have not heard anything from the Henderson's or their attorney regarding this matter. Follow-up was requested from the Attorney, he indicated he got behind in some of his paperwork and intends to file the mediation request 12/23/19. To-date the attorney representing this homeowner has failed to follow thru and submit the necessary paperwork to Ottawa County Municipal Court requesting mediation. He has assured me for over a month that this was being taken care of. A certified letter has been sent out to both the property owner and attorney requiring that the bridge/deck be removed by February 1, 2020. Mediation is scheduled for January 28, 2020.

Safety

Better You, Better Ohio handouts were distributed to Department heads. Updates were given on the Status of COLA & Hold Harmless requests from vendors.

Old Business

A Healthcare committee comprised of employees and Trustees will be formed. Ms. Rozak and department heads will meet with ODOT meeting on the 23rd, to discuss traffic issues.

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New Business

Gary Kohli president of Ottawa County Park District Board spoke about the bike trail proposed to include Danbury Township.

New Owners of the Peninsula Restaurant spoke with the Trustees about their plans for their new restraint. Owners plan to open between May and July. Yucatan and American cuisine, and a bar to be featured.

A number of area Students attended the meeting as part of the criteria for the Ohio Township Student Scholarship. The Trustees and Fiscal Officer signed their applications.

Fiscal Business

Ms. Rozak motioned payment of payroll and bills in the amount of \$54,158.89 for the period of 1/9 – 1/22, and December 2019, bank reconciliation. Mr. Hirt seconded. Roll call all voted in the affirmative.

Resolution #3-2020

ANNUAL APPROPRIATION RESOLUTION

The *Board of Trustees* of Danbury Township, in Ottawa County

Ohio met in regular session on the 22nd. day of January, 2020, at the Danbury Township Hall with the following members present:

- Mr. John Paul Dress
- Ms. Dianne Rozak
- Mr. David Hirt

Mr. Dress moved the adoption of the following Resolution:

BE IT RESOLVED by the *Board of Trustees* of Danbury Township, Ottawa County Ohio that to provide for the current expenses and

other expenditures of said Board of Trustees, during the fiscal year, ending *December 31, 2020*,

the following sums be and the same are hereby set aside and *appropriated* for the several purposes

for which expenditures are to be made for and during said fiscal year, as follows, viz:

Ms. Rozak seconded the **Resolution** and the

roll being called upon its adoption the vote resulted as follows:

- Mr. Dress Yes
- Ms. Rozak Yes
- Mr. Hirt Yes

Motion to adjourn at 7:55pm.

Fiscal Officer

Danbury Township Board of Trustees

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