

TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING

April 8, 20

The Regular Meeting of the Danbury Township Board of Trustees was called to order at 5:00 P.M. in the shelter house behind the Township Hall. The pledge of allegiance was recited the roll was called and the following members present: John Paul Dress, Dave Hirt, Dianne Rozak, Fire Chief Keith Kahler requested attendance, other Department heads and Fiscal Officer Carolyn Adams and assistant Susan Dress were excused due to the pandemic.

APPROVAL OF THE MINUTES

Mr. Hirt moved and Mr. Dress seconded approval of the minutes from the 3/11/20 meeting. All aye. The 3/24/20 meeting had been cancelled.

CORRESPONDENCE

Correspondence was read. Ms. Rozak will contact Ed Voisard regarding his concerns with the train whistle and his suggestion for a crossing gate in Margareta Twp., Erie County. Ms. Rozak will advise him to contact the Margareta Twp. Trustees.

ROADS-BUILDINGS-GROUNDS

Sacket Cemetery had one full service burial. It was determined that Township softball/baseball fields would only receive regular maintenance due to sports programs being cancelled. Trustees agreed that Mr. Waldron, Mr. Griffith and Mr. Bergman should return to work full-time effective immediately. Trustees approved an expanded FMLA leave request for Mark Turinsky under the CARES Act Covid-19 emergency leave for child care (qualifying reason #5) for 10 days sick time at 2/3 pay and up to an additional 10 weeks of pay at 2/3 salary. Trustees approved reinstatement of sick hours used by the road department during the March 13 – April 7 time period when the department was off on mandatory leave.

RESOLUTION 05-2020

A Resolution adopting the 2020 Road Stripping Program

See Attachment:

RESOLUTION 06-2020

Resolution Authorizing Participation in the ODOT Road Salt Contracts

Awarded in 2020

See Attachment:

POLICE

Mr. Dress read the report submitted by Police Chief Mike Meisler that listed the department responded to 190 incidents during the month of March and 34 to date in April. Mr. Hirt moved and Mr. Dress seconded Chief Meisler's request to apply for the drug prevention grant due May 1, 2020. All aye. Mr. Dress moved and Ms. Rozak seconded that Officer Schrader's pay be adjusted to the six-month rate as established in past practice. All aye. Ms. Rozak moved and Mr. Dress seconded to enter an executive session at 5:49 p.m. to discuss disciplinary issues. All aye. Mr. Dress moved and Mr. Hirt seconded to adjourn from executive session and reconvene the regular meeting at 5:56 p.m. All aye. Ms. Rozak moved to provide a disciplinary letter to Brian Sloan for infractions. Second by Mr. Hirt. All aye.

TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING

April 8, 20

| | |
|----------------|---|
| Other: | |
| Refusal: | 3 |
| Signage: | |
| Swimming Pool: | 1 |

Text/Map Amendment:
Total: 24

Board & Commission Activity

The Board of Zoning Appeals –

The BZA held an adjudication hearing April 15, 2020 via Zoom on the following case:

a. **BZA-2020-038**

APPROVED

198 Leddy Lane. Request for an Area Variance from Section 3.5 and 5.1.7 to allow for a 2-story addition to encroach into the required north, side-yard setback (1' proposed/ 5' required) and exceed the 40% lot coverage (44% proposed). **William Beckman, Owner/Applicant.**

The Zoning Commission -

The Zoning Commission meeting April 1, 2020 was cancelled due to the Covid-19 stay-at-home-orders.

Department Updates

- Reservations for the APA Conference in Houston were cancelled and reimbursements requested.
- All work is being conducted from home due to Covid-19.
- April 29-May 1, the APA's offered an online conference due to the cancellation of the Houston conference. The cost was \$125 and I received 24 continuing education credits which is equivalent to what I would have earned in Houston for a fraction of the cost. I will need to earn 8 more credit hours by the end of 2021.
- On April 6, 2020 we received notification from the County Prosecutor that the 2nd case filed against us from the owner and/or occupant of 194 Strauss, regarding the chicken concerns was ruled in our favor denying the appellant's claims.
- 6th District Court of Appeals Oral Arguments that were scheduled for April 20, 2020 in regards to the 194 Strause Lane denied bed & breakfast case. At last reporting, the County Prosecutor thought a decision should be made within in 90 days.

Office Activity

During the month of April, the Department went on 109 site visits, responded to 744 calls, e-mails and in-person inquiries as follows:

- | | | |
|---|-------------------|-----|
| • | Outgoing | 67 |
| • | Incoming | 191 |
| • | Other | 75 |
| • | Emails | 411 |
| • | Violation Letters | 6 |

NEW BUSINESS

Trustees approved, pending final approval and/or changes from the prosecutor, the telework policy, the Covid-19 leave policy and the Covid-19 leave policy application.

FISCAL BUSINESS

Ms. Rozak moved to approve payroll and bills in the amount of \$162,991.69 for the time period 3/12/20 through 4/8/20. Second by Mr. Hirt. All aye.

There were no visitors at the meeting. Trustees agreed the date of the next meeting would be dependent upon need and the Governor's orders. Mr. Dress moved to adjourn at 6:11 p.m. Second by Ms. Rozak. All aye.

The Board of Trustees of Danbury Township, Ottawa County, Ohio met in regular session on the 8th day of April, 2020 at 5972 E. Port Clinton Eastern Road, Marblehead, OH 43440 with the following members present: Mr. John Paul Dress; Mr. David M. Hirt; Ms. Dianne Rozak.

MR DRESS introduced the following resolution and moved its adoption:

Resolution No. 05-2020
A Resolution adopting the 2020 Road Striping Program

WHEREAS, the Danbury Township Trustees deem it in the best interest of the public safety and general welfare of said Township and its residents to stripe the roads in the Township.

NOW THEREFORE BE IT RESOLVED by the Township Trustees of Danbury Township, Ottawa County, that the following roads be striped:

1. Center lines only on Meter Road, Channel Grove Road, and Buck Road-139A
2. Center and edge lines on, Buck Road-139, Hartshorn Road, Marblewood Drive, Englebeck Road, Quarry Road and North Shore Blvd. to include stop bars and turning island at the intersection of North Shore Blvd.
3. Center and edge lines on Erie Beach Road to include School zone and crosswalk markings
4. Lightner Road from State Road to Kirk Road to include Rail Road Crossing, and additional lines on the overpass, with 1/2 of the cost for Lightner Road to be shared with Portage Township.

_____ seconded the Resolution, and the roll being called upon the question of its adoption, the vote resulted as follows:

Vote Record: Mr. Dress Y Mr. Hirt Y Ms. Rozak Y

ADOPTED this 8th day of April, 2020

Attest: Carolyn Adams
Fiscal Officer

Board of Trustees
Danbury Township
Ottawa County, Ohio

John Paul Dress
John Paul Dress

David M. Hirt
David M. Hirt

Dianne M. Rozak
Dianne M. Rozak

The state of Ohio, Ottawa County, ss

I, Carolyn Adams, Fiscal Officer of Danbury Township do hereby certify that the foregoing is taken and copied from the Record of Proceedings of said Danbury Township Board of Trustees, that the same has been compared by me with the Resolution on said Record and that is a true and correct copy thereof.

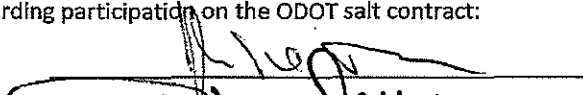
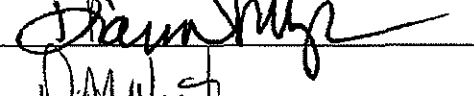
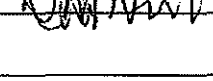
Carolyn Adams
Carolyn Adams
Danbury Township Fiscal Officer

**RESOLUTION AUTHORIZING PARTICIPATION
IN THE ODOT ROAD SALT CONTRACTS AWARDED IN 2020**

WHEREAS, the (Danbury Township Board of Trustees, Ottawa County) (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 its 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 of 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 ODOT road salt contract and agrees to 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
- 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 hereby agrees to purchase a minimum of 90% of its electronically submitted 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 24 by 12:00 p.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 by the deadline. The Department, upon receipt, will respond that it has received the request and that it has 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 or 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 on the ODOT salt contract:

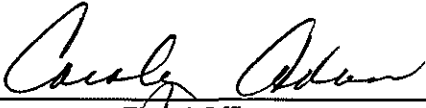
| | | | |
|---|------------------------|-----------------|---------------|
|  | (Authorized Signature) | <u>4-8-2020</u> | Approval Date |
|  | (Authorized Signature) | <u>4-8-2020</u> | Approval Date |
|  | (Authorized Signature) | <u>4-8-2020</u> | Approval Date |
| _____ | (Authorized Signature) | _____ | Approval Date |
| _____ | (Authorized Signature) | _____ | Approval Date |

**THIS RESOLUTION MUST BE UPLOADED TO THE SALT PARTICIPATION WEBSITE BY NO LATER THAN FRIDAY,
APRIL 24, 2020.**


PLEASE NOTE: THE DEPARTMENT WILL NOT ACCEPT TYPED SIGNATURES. PARTICIPATION AGREEMENTS SUBMITTED WITH TYPED SIGNATURES WILL BE INVALID AND INELIGIBLE FOR APPROVAL. YOU CANNOT SUBMIT A WORD DOCUMENT VERSION OF THIS PARTICIPATION AGREEMENT. NO EXCEPTIONS.


TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING

April 8, 20



Fiscal Officer







Danbury Township Board of Trustees