

RECORD OF PROCEEDINGS

Minutes of

Meeting

TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING

BEAR GRAPHICS 800-325-6094 FORM NO. 10148

Held _____

January 27, 21
20

Trustee Hirt called the meeting to order at 6:00 PM. The Pledge of Allegiance was recited. Roll call: Trustee Dress, Trustee Rozak, and Trustee Hirt, Fiscal Office Assistant Susan Dress, Fiscal Officer Carolyn Adams and Road Superintendent Brett Waldron. Ms. Rozak moved approval of January 13th meeting minutes, Mr. Hirt seconded the motion, all voted aye.

Roads

- Sackett Cemetery one cremation burial
- Continue to install new street signs throughout the Township
- 2 minor snow events
- Buck Road curve erosion project should be completed by the end of the week (75%) completed.
- Year End Report presented.
- Trustees signed the corrected the Township Mileage Certification as provided by the Ottawa County Engineer, Township Road 1262 was added.

Mr. Hirt introduced the following resolution and moved its adoption

Resolution # 03-2021 2021 Road Paving

WHEREAS the Danbury Township Board of Trustees agree to hot mix paving on the following roads effective January 27, 2021 and now therefore;
Meter Drive (TR # 222 \$114,378
Mistic Bay Point (TR # 1246): \$105,051

BE IT ORDAINED BY THE BOARD OF TRUSTEES OF DANBURY TOWNSHIP on the 27th day of January, 2021 authorize Ottawa County to bid, award and contract these projects on our behalf.

Ms. Rozak seconded the motion the vote results as follows. Mr. Dress YES, Ms. Rozak YES, Mr. Hirt YES

Mr. Hirt introduced the following resolution and moved its adoption:

Resolution No. 04-2021 A Resolution adopting the 2021 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 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. Center and edge lines on Lightner 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.

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

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Vote Record: Mr. Dress yes, Mr. Hirt yes, Ms. Rozak yes

- Trustees discussed bids that were received for tree removal on Mystic Bay Blvd.
- Trustees signed contracts for the Site Development and Salt/Material Building Project

Police

Chief Meisler submitted the incident report through January 27th. The department responded to 164 calls.

Officers' DeMore and Scott represented the Township in Toledo for the funeral of Officer Brandon Stalker, who was killed in the line of duty January 18th.

Fire

Trustees certified the annual Board Members to the VDVF.

| | | Fire & Ems Run Details | | | | | |
|--------------|--|------------------------|------|------|---------|-------|------------|
| | | EMS | Fire | MVC* | Alarm** | CO*** | Mutual Aid |
| 01-27-2021 | | 43 | 1 | 0 | 2 | 0 | 0 |
| Year to date | | 43 | 1 | 0 | 2 | 0 | 0 |
| Total | | 46 | | | | | |

*Motor Vehicle Crash(s)

** Alarm Activation(s)

***Carbon Monoxide Investgation(s)

Zoning:

Permits

To-date this month there has been 13 permit applications submitted/processed totaling \$1,996.68 collected in fees and BZA balances.

Board & Commission Activity

The Board of Zoning Appeals –

The BZA held an adjudication hearing January 20, 2021 via Zoom on the following cases:

a. **BZA-2021-001**

Approved as Presented

2380 N. Buck Road. Request for an Area Variance from Section 5.2.1.B & Section 5.2.1.C.ii to allow for a 10' x 10' shed to encroach into the south, front-yard setback (5' proposed/ 20' required). **Tom Beercheck & Jennifer Brown, Owners/ Applicant.**

The Zoning Commission -

The Zoning Commission meeting scheduled for February 3, 2021 has been cancelled as there is no business to conduct.

The Trustee's held a public hearing on the following case prior to the start of their regular meeting:

- a. **ZC-2020-269 Request for Text Amendments** to add new definitions to Section 2.2, expand Permitted and Conditional Uses listed in Section 3.4 Use Matrix, Reduce Commercial front-yard setbacks in Section 3.5 District Requirements and increase setback requirements for Commercial Zoning Districts that abut Residential Zoning Districts and lower maximum building height requirement in Manufacturing Zoning Districts. Add new Section 4.18 establishing Use Standards for Solar Field or Farm, modify Section 5.2.4 clarifying permitted accessory uses in the LBO Zoning District, modify Section 5.10.3.B. establishing parking space requirement for Athletic Fields, modify Section 5.10.4 clarifying parking lot setback requirements from property lines and cross-reference to Landscaping & Buffering

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Requirements of Section 5.8 and modify Section 6.4 clarifying wall signage requirements for commercial uses in residential zoning districts that was erroneously left out from a prior amendment. **Danbury Township, Applicant.**

Department Updates

Items for discussion:

- Zoning Annual Report
- Abandoned Building Discussion
- Complaint Violation Discussion
- R-C to R-3 Discussion

Violations/ Complaints:

ILLEGAL RENTAL:

None.

ILLEGAL CAMPERS:

None.

JUNK & DEBRIS:

None.

TALL GRASS:

None.

CONSTRUCTION WITHOUT PERMITS:

5080 E. Port Clinton Eastern Road (Pergola & fence w/out Permit – Mavros)

Open

Letter was sent to the property owners 01.22.21 notifying them they needed a permit for a pergola & fence installed without proper permits. Given until February 5, 2021 to make contact with my office.

172 Elizabeth (Shed w/out Permit – Guy Tibbels)

Open

Owner has reached an agreement with his family to essentially set up an easement agreement, which will allow him to use the land for the shed. According to his attorney is should all be signed and recorded by the end of the week.

Prior Info: A replacement shed was installed without a permit. Located partially on property not owned solely by the lot owner. Letter was sent via regular mail 06.26.20. Owner called 06.29.20 and is trying to make sure property agreements with his siblings and family business are in place and have actually been recorded. Owner is actively working on getting the necessary paperwork in order. As of 11.18.20 Owner has made an offer to purchase the additional land he needs for the shed from the family business. Awaiting to see if they will accept the offer and allow the transfer to go through. The owner called 01.11.21 and said that his family is refusing to sell him the additional land needed for the shed. He is scheduled to meet with his attorney on 11.12.21 to see if they can come up with some sort of other agreement or temporary easement.

- Ms. Dale presented the annual zoning report
- Discussion about abandoned buildings. Trustees to allocate \$30,000.00 for the purpose Property Demolition and Abatement.

Old Business

- Trustees reviewed the 2020 department inventories.

Mr. Hirt moved the adoption of the following resolution:

RESOLUTION 02-2021

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A RESOLUTION TO APPROVE ACCEPTANCE OF A DONATION, THE RELATED NECESSARY EXPENDITURES AND DESIGNATION OF A SIGNATORY FOR ACQUISITION OF PARCEL #0141149915391000 LOCATED AT 0 SR 163 (REAR)

WHEREAS, The Danbury Township Board of Trustees, by unanimous vote, agreed on January 27, 2021 to accept the donation from the Ahrens family of parcel #0141149915391000; and

WHEREAS, the Trustees agreed to utilize Hartung Title in Port Clinton, Ohio to process the transaction and to accept responsibility for all related closing costs from Hartung Title; and

WHEREAS, the Trustees agreed to designate Trustee Dianne M. Rozak as signatory for this township property acquisition;

NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF TOWNSHIP TRUSTEES, that the Trustees agree to immediately move forward with the necessary actions to acquire this parcel. Further, it is hereby found that all formal actions of this Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board, and that all deliberations of this Board that resulted in this formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Motion seconded by: Mr. Dress

Upon roll call on the adoption of this Resolution, the vote was as follows:

Mr. David M. Hirt, Yes Ms. Dianne M. Rozak, Yes Mr. John Paul Dress, Yes

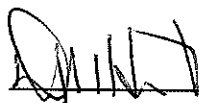
New Business

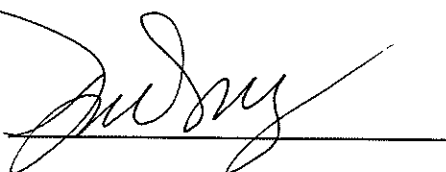
Danbury Township Employee Pandemic Safety Travel Policy Update on a motion by Ms. Rozak and seconded by Mr. Hirt, all voted yes.

Fiscal Business

A motion by Mr. Dress and seconded by Ms. Rozak to approve the payroll and bills totaling \$41,420.94 or the period 1/14 – 1/27. Roll call was unanimous and motion carried. Mr. Dress motioned acceptance of the January bank reconciliation, seconded by Ms. Rozak, Roll call was unanimous. There being no further business before the Board, Mr. Dress moved and Ms. Rozak seconded a motion to adjourn at 8:00 p.m.

Fiscal Officer







Danbury Township Board of Trustees