

TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING

March 10 21

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, Fire Chief Keith Kahler, Mr. Ed McCall, and resident Bruce Zavotka, Mr. Dress moved approval of February 24th meeting minutes, Ms. Rozak seconded the motion, all voted aye.

- Sharon Ignasiak with Colonial Life Insurance gave a supplemental insurance presentation.

Correspondence

- State Senator Theresa Gavarone provided a State House update
- Darr’s Cleaning flyer/services available
- Ohio Deferred Compensation Employer Newsletter
- Monthly Summary Report / Star Ohio

Roads

- Sackett Cemetery held 2 full service burials and 1 cremation
- Meadowbrook update – gentleman trapping muskrats has 16 todate
- Annual equipment maintenance continues
- Ditch and Catch Basis cleaning
- Trimmed pine trees on Mystic Bay

Trustees authorized opening the ball fields for Peninsula Youth Athletic League. The group has strong COVID guidelines they will follow.

Ms. Rozak accepted Michael Valent’s March 10th resignation with regret. Mr. Dress seconded the motion. Roll Call all voted yes.

Ms. Rozak motioned Ron Eckel to be scheduled 24 hours per week, or if needed, a maximum of 30 hours per week. Mr. Hirt seconded the motion. Roll Call all voted yes.

Police

Chief Meisler reported the February incident count was 225. March is currently 81.

D.A.R.E. Pizza Party for the 6th grade class will be held March 19th and their graduation will be held March 25th.

Trustees discussed the need for 2 new police vehicles. The department can purchase two 2021 AWD Police Package Chevrolet Tahoe’s. The purchase price is \$37,960.40 (\$75,920.80 for both. These vehicles will not be built until June with delivery to the dealership in late August. Vehicles to be replaced are a 2015 Ford Taurus and a 2014 Ford Explorer that have well over 100,000.00 miles on each. After discussion Mr. Hirt motioned approval of the purchase and Ms. Rozak seconded the motion. Roll Call all voted yes. M

Fire

Ms. Rozak moved approval of the Medi Count EMS Billing contract renewal, Mr. Hirt seconded the motion. Roll Call all voted yes.

Bid openings for the new Fire Station was delayed until March 17, at 6:00 PM, due to a clerical error. All bids must be received by 4:30 PM at the Township Hall.

Fire & Ems Run Details						
	EMS	Fire	MVC*	Alarm**	CO***	Mutual Aid
03/10/2021	13	1	1	2	0	0
Year to date	115	4	3	14	0	0
Total	136					

*Motor Vehicle Crash(s)

** Alarm Activation(s)

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***Carbon Monoxide Investigation(s)

Zoning:

Permits

February had 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 about 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 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.

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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

Permits

To-date this month there has been 2 permit applications submitted/processed totaling \$ 139.20 collected in fees and BZA balances.

Board & Commission Activity

The Board of Zoning Appeals –

The BZA will hold adjudication hearings March 17, 2021 via Zoom on the following cases beginning at 5:00p.m.:

- a. **BZA-2021-025**
5686 E. Harbor Road, Unit A-1 & A-2 (Safe Harbor Development). Request for a Major Modification to a previously approved Conditional Use in accordance with Section 3.4 and 7.11 to allow a kennel (doggie daycare). **Samantha Puckett, Applicant/ Agent; Safe Harbor Development, Owner.**
- b. **BZA-2021-029**
6271 E. Harbor Road (Harbor Haven). Request for an Area Variance to Section 4.15.2.C to encroach into the required 45' east side-yard setback (0' proposed) and Section 4.15.2.C to allow encroachment into the required 20' buffer (0' proposed on east – See also Sec. 4.15.2.E). **Harbor Haven, LLC, Adam & Willie Steinbrick, Owner/Applicant; BEC Associates, Agent.**
- c. **BZA-2021-030**
243 Hamilton. Request for an Area Variance from Section 3.5 & Section 5.1.7 to allow for a deck to encroach into the north, side-yard setback (2' proposed/ 5' required). **Stacey Streeter, Agent; Owner/ Applicant.**
- d. **BZA-2021-031**
1944 Bayview. Request for a Conditional Use in accordance with Section 3.4 & 4.11 for a Limited Home-Based Business to allow for a jet ski repair shop. **Russell Veverka, Owner/ Applicant.**

The Zoning Commission -

The Zoning Commission held a public hearing March 3, 2021 on the following case and also discussed the rezoning study from "R-C" to "R-3".

- a. **ZC-2021-020**
8931 E. Harbor Road. Request for a Map Amendment from "A" Agricultural to "R-C" Recreational Commercial for PIN# 0140782014622000 (Sec. 1, part of Lot 2) consisting of 4.98 acres. **William "Bill" Ziegan, Owner/Applicant.**

The Zoning Commission voted 3-1 to Deny the Map Amendment request. The Trustee's will receive formal receipt of this action at your next meeting to schedule the public hearing for April 14, 2021 prior to the start of your regular meeting. Due to timing of legal notices, you can't schedule this until your March 24, 2021 meeting.

The Ottawa County Regional Planning Commission held a hearing on the map amendment request on February 16, 2021 and recommended **Denial**.

Department Updates

- Nothing New to Report

Violations/ Complaints:

ILLEGAL RENTAL:

None.

ILLEGAL CAMPERS:

None.

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JUNK & DEBRIS:

None.

TALL GRASS:

None.

CONSTRUCTION WITHOUT PERMITS:

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

Open

Apparently Mr. Tibbels siblings are refusing to agree to the latest agreement presented to them. I told Mr. Tibbels that we may need to just get the shed moved or removed so there is no longer an outstanding violation.

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. 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 1/27/21 week. Nothing new at the time of reporting. KAD has called Mr. Tibbels & his attorney asking for an update, but neither have returned her call.

Old Business

Ms. Rozak motioned moving to executive session to discuss employee compensation at 7:50 pm. Mr. Hirt seconded the motion. All voted yes. Ms. Rozak motioned returning to regular session at 8:05 pm, seconded by Mr. Hirt. Roll call all voted yes. Ms. Rozak moved that all full and part time hourly rate employees to receive a 3% pay raise effective the first full pay period in April. Mr. Hirt seconded the motion. Roll Call all voted yes.

New Business

- Mr. Hirt will continue with the Ottawa County District Health Advisory Board.
- Ms. Rozak shared the draft of our Spring Township News Letter.
- A motion by Mr. Dress and seconded by Ms. Rozak to approve the payroll and bills totaling \$98,256.32 for the period 2/25-3/10. Roll call was unanimous and motion carried.

There being no further business before the Board, Mr. Dress moved and Ms. Rozak seconded a motion to adjourn at 8:10 p.m. All voted yes.

Fiscal Officer

Danbury Township Board of Trustees