

Held _____ December 13, _____ 20 _____ 23 _____

The annual Organizational meeting of the Danbury Township Board of Trustees was held at the Danbury Township meeting room on December 13, 2023. The meeting was called to order at 5:30 pm, by Fiscal Officer, Carolyn Adams and the Pledge of Allegiance was recited.

Roll call: Trustee Rozak, Trustee Dress and Trustee Hirt were present. Fiscal Officer, Carolyn Adams and Fiscal Office Assistant, Lynne James. There were no visitors in attendance.

Ms. Adams called for nominations for the 2024 Chairman of the Board.

Mr. Dress nominated Ms. Rozak. Both Mr. Hirt and Mr. Dress asked if Ms. Rozak would like to continue as the Chairman and Ms. Rozak stated that she would be honored to continue as Chairman for 2024.

Mr. Dress motioned and Mr. Hirt seconded that Ms. Rozak continue as the Chairman of the Board of Trustees for 2024. All ayes and motion carried.

Ms. Adams then turned the meeting over to Ms. Rozak.

Ms. Rozak nominated Mr. Hirt as Vice Chairman and Mr. Dress seconded; all ayes and motion carried.

Ms. Rozak moved to continue with the Trustees meetings on the 2nd and 4th Wednesdays of each month of 2024, at 6 pm; with the following two exceptions due to holidays:

Monday, November 25th instead of Wednesday, November 27th

Monday, December 23rd instead of Wednesday, December 25th

All Trustees were in agreement with the two changes. Mr. Dress seconded the schedule; all ayes and motion carried. Ms. James will have Ms. Dale update the web page.

The Trustees agreed to continue the monthly method of payment for the Trustees and the Fiscal Officer for 2024.

Ms. Rozak asked if any of the Trustees requested a change from their current appointed departments. There being no request to change, appointment of the Departments remained the same:

Road, Buildings and Grounds – Mr. John Paul Dress

Police – Mr. John Paul Dress

Fire – Mr. David Hirt

Zoning – Ms. Dianne Rozak

All Trustees were in agreement.

Moving to Legal Counsel Appointments:

Ms. Rozak moved to continue with Jeff Stopar of Semro Henry & Barga Ltd as legal counsel for the Board of Trustees on zoning matters. Mr. Hirt seconded, all ayes and motion carried.

Mr. Rozak motioned to continue to obtain advise from OTARMA and use Sedgwick for legal counsel as needed in Bureau of Worker's Comp matters. Mr. Dress seconded; all ayes and motion carried.

For all other Township matters Prosecutor Van Eerten will be used unless he recommends otherwise.

Ms. Rozak asked Mr. Dress if he would like to continue being the Representative to the Ottawa Regional Planning Commission for 2024. Mr. Dress accepted. Ms. Dale will continue to be the Alternate to the Ottawa Regional Planning Commission for 2024.

Ms. Rozak asked Mr. Hirt if he would like to continue being the Health Board Representative. Mr. Hirt accepted.

RECORD OF PROCEEDINGS

Minutes of

DANBURY TOWNSHIP BOARD OF TRUSTEES ORGANIZATIONAL MEETING

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held _____

December 13,

20

23

The Trustees agreed to continue memberships with the Ohio Township Association, Ottawa County Township Association and Ottawa County Safety Council.

Ms. Rozak briefly discussed why the Township no longer has an associate membership to the Marblehead Peninsula Chamber of Commerce. The Trustees use to pay out of their own pockets to hold a membership, however due to the increase in fees and lack of any benefits it may have for the Township, the Trustees chose not to renew this membership. However, she has made a recommendation to the Chamber to perhaps consider a lessor fee for Government and Non-Profit organizations. She will keep the Trustee advised.

Ms. Rozak requested that since some departments had not turned in their yearend inventory and Records Retention updates, that these be moved to the next meeting for approval. The Trustees agreed to move both approvals to the December 27th Meeting.

Ms. Rozak inquired and Ms. James confirmed that both herself and Ms. Adams would be attending the Winter Conference of the OTA in February.

Adjourn

Ms. Rozak thanked everyone for attending and there being no further business before the Board regarding the Organizational meeting, motioned to adjourn at 5:55 pm. Mr. Hirt seconded, all ayes and motion carried.



Fiscal Officer







Danbury Township Board of Trustees