

# RECORD OF PROCEEDINGS

Minutes of

**DANBURY TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING**

Meeting

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

Held \_\_\_\_\_

February 14, 20 24

Trustee Rozak called the meeting to order at 6:00 PM. The Pledge of Allegiance was recited. Roll call: Trustee Rozak, Trustee Dress and Trustee Hirt were present, along with Fiscal Office Assistant Lynne James, Fire Chief Keith Kahler, Fire Chief Shawn Hunsicker, Roads Superintendent Brett Waldon, Zoning and Planning Administrator Kathryn Dale. Fiscal Officer Carolyn Adams was absent. Visitor in attendance was Stephen Fehrmann.

Mr. Dress motioned the approval of the January 24, 2024, Trustee Meeting minutes. Mr. Hirt seconded; all ayes and motion carried.

### Fire

Fire & Ems Run Details						
	EMS	Fire	MVC*	Alarm **	CO***	Mutual Aid
January	39	1	0	4	0	0
February as of the 14 <sup>th</sup>	23	0	3	0	1	0
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
2024 Sub-total	62	1	3	4	1	0
Total	71					

\*Motor Vehicle Crash(s)

\*\* Alarm Activation(s)

\*\*\*Carbon Monoxide Investigation(s)

- Ms. Rozak moved to approve Tim W Almendinger to part-time status at \$18.77/hour. Mr. Dress seconded, all ayes and motion carried.
- Resolution 02-2024 Commending Matthew Scott Uhinck on his retirement: (see below)

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## DANBURY TOWNSHIP BOARD OF TRUSTEES

5972 E. Port Clinton Rd.

Marblehead, Ohio 43440

Members of Board:  
John Paul Dress  
David M. Hirt  
Dianne M. Rozak

Carolyn Adams, Fiscal Officer  
(419) 732-3039  
Fax: (419) 734-3137

### RESOLUTION # 02-2024

#### A RESOLUTION COMMENDING MATTHEW "SCOTT" UHINCK ON HIS RETIREMENT FROM THE DANBURY TOWNSHIP FIRE DEPARTMENT

Ms. Rozak introduced the following resolution:

**WHEREAS;** the Danbury Township Board of Trustees recognize the many hours, sacrifices, concern and caring that each safety service employee gives to their position at Danbury Township, and  
**WHEREAS;** Scott Uhinck has retired from over 50 years of service as a Firefighter for the Danbury Township Fire Department, and  
**WHEREAS;** the Danbury Township Board of Trustees desire to commend and thank Mr. Uhinck for his dedication and commitment to the Department.

#### NOW THEREFORE BE IT RESOLVED THAT:

The Danbury Township Board of Trustees extend their deep and sincere gratitude to Scott for his many years of service and loyalty to all the residents of Danbury Township.

This Board finds and determines that all formal actions of this Board concerning and relating to the passage of this resolution were taken in open meetings of this Board, and that all deliberations of this Board that resulted in formal actions were taken in meetings open to the public, in compliance with all legal requirements, including but not limited to ORC 121.22, except as otherwise permitted thereby. This resolution shall take effect and be in force from or after the earliest period allowed by law.

Mr. Hirt seconded the resolution and the roll being called upon the question of its adoption the vote resulted as follows:

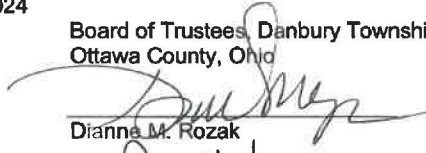
Vote Record: Mr. Hirt Yes Ms. Rozak Yes Mr. Dress Yes

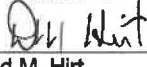
ADOPTED this 14th Day of February, 2024

Attest:

  
Fiscal Officer Carolyn Adams

Board of Trustees, Danbury Township  
Ottawa County, Ohio

  
Dianne M. Rozak

  
David M. Hirt

  
John Paul Dress

### AUTHENTICATION

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution duly passed by this Board of Trustees in session February 14, 2024 and filed with the Danbury Township Fiscal Officer.

  
Carolyn Adams, Danbury Township Fiscal Officer

### Roads

- Sackett Cemetery – 1 full burial.
- Mr. Waldron gave the Trustees information to look over regarding a previous discussion last year to straighten and clean up the old head stones at Sackett Cemetery. Mr. Waldron will get a general idea of cost for the project. The Board will review the information and determine how to proceed.
- Mr. Waldron stated the road tour will be coming up in March and would like to know the Board members attending and he will work with their schedules to set a date.
- Winter maintenance program on equipment.

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- Ms. Rozak approved Streaker Tractor upgrade estimate in the amount of \$6359.99. Mr. Dress seconded, all ayes and motion carried.
- In regards to the upcoming payment of Von Glahn, the Engineers requested, and Mr. Waldron stated that with the Boards approval, he would discuss the following with the residents on Von Glahn: An Easement to move the North/South ditch over six feet due to current narrow slope and sinking of road. If residents agree, Mr. Waldron will organize a meeting with Engineers for further discussion. The Board agreed; he will continue to update the Board.
- Latest meeting with PMBA was looking over mechanical, electric and plumbing MEP. Ms. Rozak presented Grant information available through Ohio Senate Capitol Budget. Mr. Dress and Ms. James will get her information and she will submit the form to see if we are eligible.
- Looks good to release Salt Barn retainage fee held back, due to Engineers report.
- Resolution 01-2024 Road Paving Project for 2024 – Von Glahn Road.

The Board of Trustees of Danbury Township, Ottawa County, Ohio met in regular session on the 14<sup>th</sup> day of February, 2024, at 5972 E Port Clinton Eastern Rd, Marblehead, OH 43440 with the following members present: Ms. Dianne Rozak; Mr. John Paul Dress; Mr. David M. Hirt.

MR. HIRT introduced the following resolution and moved its adoption:

**Resolution No. 01-2024  
Road Paving Project for 2024**

WHEREAS the Danbury Township Board of Trustees agree to hot mix paving on the following road for the 2024 Road Paving Project for Danbury Township:

1. Von Glahn Road (TR #259) \$126,000.00

**Totalling: \$126,000.00**

**NOW THEREFORE BE IT RESOLVED** by the Township Trustees of Danbury Township, Ottawa County to authorize Ottawa County to bid, award and contract these projects on our behalf.

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

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

**ADOPTED** this 14<sup>th</sup> day of February, 2024

Attest:

Carolyn Adams  
Fiscal Officer

Board of Trustees  
Danbury Township  
Ottawa County, Ohio

John Paul Dress

David M. Hirt

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

- Mr. Hirt excused himself from the meeting and stepped into the hallway. After a brief discussion with Mr. Waldron, Ms. Rozak motioned and Mr. Dress seconded to approve the rental contract for three mowers in the amount of \$4,500.00. Both ayes and motion carried.
- Mr. Waldron had nothing further to discuss and Mr. Hirt entered back into the regular meeting session.
- Mr. Dress inquired about old fuel tanks. Mr. Waldron stated they are ready to be removed; the Board agreed to get rid of them and he will keep the board advised.

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Held \_\_\_\_\_ February 14, \_\_\_\_\_ 20 \_\_\_\_\_ 24 \_\_\_\_\_

- Mr. Dress inquired about how interviews are going. Mr. Waldron stated he had two interviews and just received a third application. He will keep the board advised.

#### EXECUTIVE SESSION:

Ms. Rozak explained to visitor Stephen Fehrmann that the Fire Chief had requested an Executive session and asked him to step out in the hallway for 10 minutes. Once Mr. Fehrmann was excused, Ms. Rozak moved to go into Executive Session with Fire Chief Kahler and Fire Chief Hunsicker at 6:38 pm. for the purpose of discussing employee wages. Mr. Dress seconded, all ayes and the Board moved into Executive Session.

Ms. Rozak motioned to come out of Executive Session at 6:48 pm. Mr. Hirt seconded, all ayes and motion carried.

Ms. Rozak motioned to go back into Regular Session at 6:48 pm. Mr. Hirt seconded, all ayes and motion carried. Ms. Rozak asked Chief Hunsicker to invite Mr. Fehrmann back to regular session.

Ms. Rozak moved for a pay increase of .50 cents/hour to the part-time fire employees that are not being paid on a "per run" basis, effective the first pay period in March. Mr. Hirt seconded, all ayes and motion carried.

- Chief Kahler requested and Ms. Rozak moved to have his May Bonus paid out in March. Mr. Hirt seconded, all ayes and motion carried.

#### Police

- Chief Meisler submitted the incident reports: For the month of January, 2024 the department responded to 244 calls. From 2-1-2024 to 2-14-2024, the department responded to 85 calls.
- The new patrol vehicle is going to DR Ebel for outfitting the week of March 18<sup>th</sup>.
- The agency was recently re-certified by the Ohio Collaborative Group for keeping current with their Use of Force and Recruitment and Hiring Policies.
- Officers Berkey and Rohrbach have been attending Crisis Intervention Training at Terra State Community College. Training is every Thursday this month, one day each week for five days. Officer Ortolani is scheduled for the spring CIT.

Visitor Stephen Fehrmann told of a discussion he had with Sheriff Levorchick regarding crisis management and how he could be involved.

#### Zoning

#### Permits for the month of January

19 permit applications were processed for the month of January totaling \$3,776.32 in collected fees.

Accessory Building:	2
Addition	
Commercial:	1
Residential:	6
Appeals:	
Area Variance:	1
Conditional Use:	
Deck:	1
Dock:	
Fence:	1
New SF Home:	1
New Commercial Structure:	4
Other:	1
Refusal:	
Signage:	
Swimming Pool:	1
<u>Text/Map Amendment:</u>	
<b>Total:</b>	<b>19</b>

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## Board & Commission Activity

### The Board of Zoning Appeals –

The BZA will hold an adjudication hearing Wednesday, January 17, 2024, on the following case:

- a. **BZA-2024-001** **Approved as Presented**  
**2301 Split Rock.** Request for an Area Variance to Section 3.5 to allow for a new house to be constructed and encroach into the front, side & rear setbacks (35' west, front required/ 33.14' proposed; 10' south, side required/ 9' proposed; 35' east, rear required/ 34' proposed). **Timothy Lubbe & Kathryn Lenz, Owners/ Applicant; Wayne Homes, Jeremy Parish & Kerri Voges, Agents.**

### The Zoning Commission -

The Zoning Commission meeting scheduled for January 3, 2024, was cancelled.

### Department Updates

The 2023 Zoning Department Annual Report is enclosed. Highlights included:

- 46 BZA Cases (41 in 2022)
- 4 ZC Cases (7 in 2022)
- 302 permits issued (301 in 2022; 1 more)
- 26 New SF Home permits (32 in 2022)
- 18 New Commercial Structures for a total of 173,278s.f. (11 and 74,952s.f. in 2022)
- 6,300 Calls, emails, office visits
- 893 site visits (Inspections and Violation follow-ups)
- 50 Violation letters
- 1 abatement for tall grass, 1 Common Pleas Cases and 3 Municipal Court proceedings.

### Office Activity

During the month of January, the Department went on 93 site visits, responded to 422 calls, e-mails and in-person inquiries as follows:

- Outgoing 30
- Incoming 85
- Other 11
- Emails 296
- Violation Letters 13

### PERMITS as of February 12, 2024

To-date this month there have been 14 permit applications submitted/processed totaling \$1,440.40 collected in fees and application balances.

## BOARD & COMMISSION ACTIVITY

### The Board of Zoning Appeals –

The BZA has no cases for their February 21, 2024 meeting, but will be meeting to approve minutes and sign decision sheets from January.

### The Zoning Commission -

The Zoning Commission met February 7, 2024 and approved minutes from their meeting in December. There were no cases to be heard.

## DEPARTMENT UPDATES

- Nothing New to Report.

## VIOLATIONS/COMPLAINTS

### Illegal Rentals:

**2042 Wyandot** (*Illegal Rental – Fredrickson*)

#### **Open**

A certified Cease & Desist letter was sent to the property owner 02.09.24 for advertising short term rental of the dwelling.

**5643 Constitution Blvd.** (*Illegal Rental – Cook*)

#### **Open**

A certified Cease & Desist letter was sent to the property owner 02.09.24 for advertising short term rental of the dwelling.

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## **Illegal Use:**

None at this time.

## **Junk & Debris:**

### **4625 E. Bayshore Road** (*Junk & Debris/ Garbage - Zivkovic*)

**Open**

Ms. James received an anonymous phone call from someone 01.26.24 concerned about the amount of garbage bags being dumped on this property between the two accessory buildings and visible from E. Bayshore/ State Road. While we typically do not react to anonymous calls, the concern about sanitation warranted driving past the property and photographing it. The Ottawa County Health Department was contacted to see if this was something they could or should also be involved with. They indicated they would send someone out the week of January 29<sup>th</sup> to inspect. On February 2, 2024, they indicated that an inspector had been out to the property, but the owners were not home so they left their business card and would give the owner a week to call before they send out a letter. On February 7, 2024, a certified letter was sent to the property owner regarding the junk & debris referencing ORC 505.87.

### **185 Forest Green** (*Junk & Debris/ Garbage - Lyons*)

**Open**

Mr. Waldron shared with me that I may want to take a look at this property because they noticed during snow plowing the garbage piling up outside the front door. The property has recently been foreclosed on and is now in the bank's ownership. I've been advised that lights have been on in the house at night, so it is possible the people or person are squatting in the house until the bank formally evicts them. On February 7, 2024, a certified letter was sent to the prior property owner and bank regarding the junk & debris referencing ORC 505.87.

### **1805 Arlington** (*Junk & Debris - Holmes*)

**Open**

Nothing New to Report

Prior Info: Letter was sent April 27, 2023. Have not heard from them. Will continue to follow-up and monitor. Asked that this all be wrapped up by the end of the summer. Drove past property 05.30.23 to see if anything more has been worked on. Doesn't appear to be. The owner of the property passed away 05.31.23. The wife is still living, but ill herself. The youngest son has been the one cleaning up the property. Will continue to monitor. Was by the property 07.11.23 and some progress has been made, just not to the piles that I'd like to see tackled on the property. Very slow going. The neighbor is doing some work on their house and has a dumpster in for that. The neighbor said once they are done with their project, they have offered to allow the Holmes' to use what space is left. On January 10, 2024, the property was inspected, and I was pleased to see that the owner has approximately 90%-95% of the property cleaned up. There is a very small area that he is still sorting and working on. After speaking with him, he intends to complete this and work on it even through the winter, but not when temperatures are below freezing and snow on the ground.

## **Tall Grass:**

None at this time.

## **Camper Occupied:**

None at this time.

## **Construction without Permits:**

### **4683 E. Port Clinton Eastern** (*Pergola - Marotta*)

**CLOSED**

The property owner constructed a pergola onto the rear of the home and was sent a letter January 25, 2024. They were given until February 2 to get the necessary paperwork in for proper permits. The owner came into the office 01.31.24 and received their necessary zoning permit.

### **106 Springcrest** (*Sunroom Addition - Patterson*)

**Open**

The property owner constructed a sunroom onto the rear of the home and was sent a letter January 25, 2024. They were given until February 2 to get the necessary paperwork in for proper permits.

### **469 Church Road** (*Deck - Knoble*)

**CLOSED**

The property owner constructed a deck onto the rear side of the barn & installed a doorway. It is unclear at this time why the door was installed, and they were sent a letter January 23, 2024. They were given until February 2 to get the necessary paperwork in for

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proper permits. The owner mailed in all their paperwork 02.02.24 and received their necessary zoning permit.

**2290 Danbury Station** (*Covered Patio Addition & Shed – Slaughterbeck*) **CLOSED**

The property owner constructed a covered patio addition onto the rear of the home and a shed on the property and was sent a letter January 26, 2024. They were given until February 2 to get the necessary paperwork in for proper permits. The owner came into the office 02.02.24 and received their necessary zoning permit.

**2823 Amherst** (*Covered Deck Addition & extension – Galmarini*) **CLOSED**

The property owner constructed a covered deck addition onto the rear of the home and extended the deck to accommodate the covering on the property and was sent a letter January 26, 2024. They were given until February 2 to get the necessary paperwork in for proper permits. The owner called 02.06.24 and stated they would be mailing the information in. The owner received their necessary zoning permit 02.12.24.

**2779 Amherst** (*Covered Deck Addition – Marlatt*) **CLOSED**

The property owner constructed a covered deck addition onto the rear of the home and was sent a letter January 26, 2024. They were given until February 2 to get the necessary paperwork in for proper permits. The owner came into the office 01.30.24 and received their necessary zoning permit.

**2761 Amherst** (*Covered Deck Addition – Whitfield*) **CLOSED**

The property owner constructed a covered deck addition onto the rear of the home and was sent a letter January 26, 2024. They were given until February 2 to get the necessary paperwork in for proper permits. The owner came into the office 01.31.24 and received their necessary zoning permit.

**5677 E. Bayshore Road** (*Fence – Tucholski*) **CLOSED**

The property owner installed fencing on the property and was sent a letter January 26, 2024. They were given until February 2 to get the necessary paperwork in for proper permits. The owner came into the office 01.31.24 and received their necessary zoning permit.

**1766 Jeannie Drive** (*Covered Deck Addition – Best*) **Open**

The property owner installed a covered deck addition onto the rear of the home and was sent a letter January 30, 2024. They were given until February 9 to get the necessary paperwork in for proper permits. The owner called 02.09.24 and said they would be dropping off the paperwork over the weekend/ early next week.

**1680 S. Anna Drive** (*Deck & Covered Deck Addition – Dove*) **CLOSED**

The property owner installed a deck & covered deck addition onto the rear of the home and was sent a letter January 30, 2024. They were given until February 9 to get the necessary paperwork in for proper permits. The owner mailed in the necessary paperwork for a permit.

**1795 Danielle Drive** (*Carport & Shed – Internicola*) **Open**

The property owner installed a carport & shed on the property and was sent a letter January 31, 2024. They were given until February 9 to get the necessary paperwork in for proper permits. The owner came into the office 02.06.24 and the buildings he installed do not meet the zoning requirements. He does not wish to relocate them into compliance, so he will need to apply for variances.

**8016 Rollie** (*Shed – Zimmer*) **Open**

The property owner installed a shed on the property and was sent a letter February 1, 2024. They were given until February 12<sup>th</sup> to get the necessary paperwork in for proper permits.

**174 Perryview** (*Shed – Lepole*) **CLOSED**

The property owner installed a shed on the property and was sent a letter February 1, 2024. They were given until February 12<sup>th</sup> to get the necessary paperwork in for proper permits. The property owner came into the office 02.06.24 and received their necessary zoning permit.

**81 Margaret** (*Front Porch Addition – Gosik*) **Open**

The property owner appears to be constructing a front porch on the house and was sent a letter February 1, 2024. They were given until February 12<sup>th</sup> to get the necessary

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paperwork in for proper permits.

**650 Timber Lane** (*Pergola Addition & Shed – Dziak*)

**CLOSED**

The property owner has constructed a pergola over their deck and installed a shed and was sent a letter February 2, 2024. They were given until February 12<sup>th</sup> to get the necessary paperwork in for proper permits. Owner called 02.06.24 and stated they will be in 02.07.24 to get their necessary permits. The property owner came into the office 02.07.24 and received their necessary zoning permit.

**600 Timber Lane** (*Fencing – Zelinski*)

**CLOSED**

The property owner has installed fencing on the property and was sent a letter February 2, 2024. They were given until February 12<sup>th</sup> to get the necessary paperwork in for proper permits. The property owner came into the office 02.07.24 and filled out the necessary paperwork but did not have payment. Once payment is received, the zoning permit can be issued. The owner came received their necessary zoning permit 02.12.24.

**5144 E. Bayshore Road** (*Fencing – Gwin*)

**Open**

The property owner has installed fencing on the property and was sent a letter February 2, 2024. They were given until February 12<sup>th</sup> to get the necessary paperwork in for proper permits.

**7465 E. Bayshore Road** (*Shed – Devol*)

**Open**

The property owner has installed a new shed on the property and was sent a letter February 9, 2024. They were given until February 23<sup>rd</sup> to get the necessary paperwork in for proper permits.

**1959 S. Willard** (*Deck – Williamson*)

**Open**

The property owner has installed a deck on the property and was sent a letter February 9, 2024. They were given until February 23<sup>rd</sup> to get the necessary paperwork in for proper permits.

**2121 Walleye** (*Covered Deck – May*)

**Open**

The property owner has installed a covered deck addition on the property and was sent a letter February 9, 2024. They were given until February 23<sup>rd</sup> to get the necessary paperwork in for proper permits.

**790 Englebeck** (*Carport – Wehrly*)

**Open**

The property owner has installed a carport on the property and was sent a letter February 9, 2024. They were given until February 23<sup>rd</sup> to get the necessary paperwork in for proper permits.

**2170 N. Buck Road** (*Breezeway Addition – Crow’s Nest*)

**Open**

Nothing new to report.

Prior Info: A letter was sent to Crow’s Nest 06.29.23 for the construction of an addition/ breezeway connection from the restaurant to the pavilion out back without proper permits. The restaurant manager submitted an application while I was on vacation, but it was incomplete. He stopped in the office this past Friday, 07.22.23 and now fully understands what is needed. He stated that he will get this taken care of as fast as he can. He is likely going to need professional drawings made by an architect and have it inspected to see if it will even meet commercial building code. I asked him to keep me updated on his progress. The restaurant Manager has been in to discuss what is needed and is remaining in contact about their progression. They have been in touch with an architect and contractor to determine if what was installed will meet code and then are also working on the proper plans to submit for permits. It’s not that this won’t be allowed, they just need to get their permits in order properly. The manager of the restaurant claims that the Fire Chief has inspected what they did and has no objections. They were scheduling a special inspection with the Building Department as well to determine if there are any code requirements that would have to be corrected before finalizing any plans & drawings. 10.25.23 report: I have contacted the restaurant manager requesting an update on the outcome of the County’s special inspection. The manager responded back and indicated he had waited 2 weeks for a response, but here to find out he sent the information to the wrong person. The interim CBO indicated they are no longer offering “Special Inspections” and he asked the girls in the officer to let the manager know that drawings need to be submitted before they proceed with any inspections.



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## **2991 Waterside Court (Lanai w/out permit – Bilton)**

**Open**

In 6<sup>th</sup> District Court of Appeals. The Township was granted an extension to file the reply brief which is now due March 8, 2024.

Prior Info: Letter sent to property owner 10.26.22 notifying them that a permit is necessary for the lanai, screened-in porch they constructed without any permits on the rear of the condo unit. The owner contacted me 11.04.22 and understands that a variance will be necessary. Paperwork has begun for them to be able to get on the December meeting agenda. Application was denied at the December BZA Meeting. The owner has retained legal counsel and is indicating they intend to proceed with an appeal with the Ottawa County Court of Common Pleas. On January 26, 2023, the property owner through their legal counsel has filed their Notice to Appeal the BZA decision to the Court of Common Pleas. Transcript has been ordered, case file and transcript must be filed with the court no later than March 7, 2023. Jeff Stopar will be handling the case for us. The transcript was submitted by the Court Reporter and case filed 02.23.23 with the Court. Attorney Conference call is scheduled to be held the morning of 03.13.23. Would assume at that time a briefing scheduled will be laid out. The Attorney Conference call took place 03.13.23. The Bilton brief is due May 4, 2023. The Township response brief will be due June 8, 2023, and then their final counter brief will be due June 29, 2023. At any point, the attorneys from either side can request extensions. On May 1, 2023, the appellants and property owner requested a 14-day extension to file their brief, to now be due May 18, 2023. This will push all subsequent briefs back equally in time. A second extension was requested from the appellant's attorney and their brief was submitted to the court on May 23, 2023. The Township brief is due June 27, 2023. J. Stopar was going to request a 10-day extension for filing our brief that was due 06.27.23. Should now be due 07.07.23. J. Stopar filed the Township's Brief & Response 07.07.23. The Appellant's final brief will now be due 07.28.23. The Appellant's final brief was supposed to be due 07.28.23 but they filed another extension request to file it no later than 08.11.23. The Appellants final brief was submitted to the Court 08.08.23. Have not had a chance to touch base with J. Stopar on what the "Next Steps" are. I believe the options will be for either to request Oral Arguments or just let the briefs speak for themselves and wait for the Judge's Decision. The local, Court of Common Pleas Judge's Decision came in on November 20, 2023, affirming or upholding the BZA's decision. The homeowners had 30 days to file a further appeal with the 6<sup>th</sup> District Court of Appeals. This Appeal was filed December 8, 2023, and we will now be at the disposal of that Court's timeline on this matter. I will keep the Board abreast of what occurs. In 6<sup>th</sup> District Court of Appeals. The Appellants filed a brief January 18, 2024, and requested Oral Arguments. The Township's reply brief is due by February 5, 2024, but J. Stopar has indicated that he will likely take an automatic 10-day extension.

Ms. Rozak and Ms. Dale met with a group that are interested in looking into areas to create large data centers. Currently in New Albany Ohio there is an 800,000 square foot data center operated by roughly 50 employees. These buildings have their own built-in fire suppression systems. This is a clean industry and one of many areas they are interested in, is Danbury Township. They are looking in the vicinity of Lightner Road because of the existing water, sewer and electric. They will be contacting property owners in these areas to see if they have interest in selling, if the Township does not object. They said it would not affect property values, as it is very project oriented. This may be five or six years down the road, but there would have to be an agreement for a reclamation plan if technology changes and these buildings become obsolete or no longer needed. After a discussion with the Board, Ms. Rozak will continue to get more information and discuss with department heads.

### **Correspondence**

Ottawa Co Farm Bureau Legislative Luncheon Monday, March 25, 2024, 11:30 am, at Bay Township Firehall. LexisNexis notice. Marblehead American Legion thanking the Board for their annual support. They have enclosed a list of all Veterans within Sacket Cemetery.

Ms. Rozak motioned and Mr. Hirt seconded to increase annual donation to The Marblehead American Legion and The VFW to \$250.00 each. All ayes and motion carried.

# RECORD OF PROCEEDINGS

Minutes of

DANBURY TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING

Meeting

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

Held

February 14, 20 24

## Old Business

- Mr. Dress spoke with department heads regarding new hire probationary wages. New hires would still have a probationary six months, but the wage should not be synonymous with the time period. This isn't stated in the Policy Manual, so nothing needs to be changed and can be discretionary per department and depending on experience.
- Ms. Rozak applied for 2024 Parks and Trails Grant and we are receiving \$19,985.00.

## New Business

- Ohio EPA notices for violations are being sent to Ms. James and she will continue to forward to the zoning department.
- Ms. Rozak motioned to approve Cemetery Deeds for Terri Patrick and Cheryl Wieldraayer. Mr. Dress seconded, all ayes and motion carried.
- There was a brief discussion on department credit cards and moving forward, having each department on their own card and have more detailed information on purchases.
- Annual BMV records were reviewed on employees. Ms. James will have OTARMA advise and get back with the Board.

## Fiscal Business

- Ms. Rozak motioned and Mr. Dress seconded, to approve bills and payroll totaling \$206,013.74 for the period January 25<sup>th</sup> to February 14, 2024. All ayes and motion carried. (see below)
- Appropriation Fund, Revenue Fund and Fund Summary were provided to the Trustees.
- Ms. Rozak motioned and Mr. Hirt seconded to approved the December bank reconciliation. All ayes and motion carried.

# RECORD OF PROCEEDINGS

Minutes of

## DANBURY TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING

Meeting

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

Held \_\_\_\_\_

February 14, 20 24

DANBURY TOWNSHIP, OTTAWA COUNTY

2/14/2024 1:46:21 PM

**Payment Listing**  
1/25/2024 to 2/14/2024

UAN v2024.1

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
42-2024	02/01/2024	01/29/2024	CH	Ohio Edison	\$358.32	O
43-2024	01/29/2024	01/29/2024	CH	Cintas	\$14.48	O
44-2024	01/29/2024	01/29/2024	CH	Cintas	\$114.70	O
45-2024	02/08/2024	01/29/2024	CH	Ohio Edison	\$667.14	O
48-2024	02/07/2024	01/29/2024	CH	Ohio Edison	\$6.53	O
49-2024	02/02/2024	02/02/2024	CH	Columbia Gas	\$1,463.89	O
50-2024	02/02/2024	02/02/2024	CH	Culligan of Northern Ohio	\$23.49	O
51-2024	02/02/2024	02/02/2024	CH	Auditor of State	\$2,173.00	O
52-2024	02/07/2024	02/03/2024	CH	Ohio Edison	\$229.38	O
53-2024	02/07/2024	02/03/2024	CH	Ohio Edison	\$75.34	O
54-2024	02/07/2024	02/03/2024	CH	Ohio Edison	\$12.36	O
55-2024	02/12/2024	02/03/2024	CH	Ohio Edison	\$104.81	O
58-2024	02/01/2024	02/05/2024	CH	Guardian	\$1,818.81	O
59-2024	02/05/2024	02/05/2024	CH	MWG Administrators	\$3,076.12	O
61-2024	01/31/2024	02/05/2024	CH	Paychex of New York, LLC	\$1,297.28	O
64-2024	01/31/2024	02/05/2024	CH	Aflac	\$222.39	O
66-2024	02/01/2024	02/05/2024	CH	Jefferson Health Plan	\$23,058.78	O
73-2024	02/12/2024	02/14/2024	CH	Ohio Edison	\$73.93	O
76-2024	02/14/2024	02/14/2024	CH	TRIAD TECHNOLOGIES	\$241.84	O
77-2024	01/31/2024	02/14/2024	CH	Paychex of New York, LLC	\$73,745.21	O
78-2024	02/14/2024	02/14/2024	CH	Paychex of New York, LLC	\$56,926.02	O
47821	02/05/2024	02/05/2024	AW	Judco, Inc.	\$2,306.98	V
47821	02/05/2024	02/05/2024	AW	Judco, Inc.	-\$2,306.98	V
47822	02/05/2024	02/05/2024	AW	H.B. Magruder Hospital	\$133.35	O
47823	02/05/2024	02/05/2024	AW	Bound Tree Medical LLC	\$1,920.11	O
47824	02/05/2024	02/05/2024	AW	Bound Tree Medical LLC	\$216.87	O
47825	02/05/2024	02/05/2024	AW	O.E. Meyer CO.	\$462.82	O
47826	02/05/2024	02/05/2024	AW	Postmaster	\$783.58	O
47827	02/05/2024	02/05/2024	AW	Postmaster	\$72.08	O
47828	02/05/2024	02/05/2024	AW	All Star Professional Cleaning, LLC	\$200.00	O
47829	02/05/2024	02/05/2024	AW	The Standard	\$811.76	O
47830	02/05/2024	02/05/2024	AW	Port Clinton Ford Mercury Inc.	\$70.45	O
47831	02/05/2024	02/05/2024	AW	Pelz Lettering	\$58.00	O
47832	02/05/2024	02/05/2024	AW	Charter Communications	\$360.00	O
47833	02/05/2024	02/05/2024	AW	Charter Communications	\$2,456.77	O
47834	02/05/2024	02/05/2024	AW	Pocket Press, LLC	\$199.90	O
47835	02/05/2024	02/05/2024	AW	Capital One	\$274.46	O
47836	02/05/2024	02/05/2024	AW	U.S. Bank Equipment Finance	\$516.25	O
47837	02/05/2024	02/05/2024	AW	Catawba Security	\$418.80	O
47838	02/07/2024	02/05/2024	AW	Firelands Regional Medical Center	\$82.00	O
47839	02/07/2024	02/05/2024	AW	LORIS Printing	\$46.00	O
47840	02/05/2024	02/05/2024	AW	Genoa Bank	\$76.89	O
47841	02/05/2024	02/05/2024	AW	Genoa Bank	\$1,328.20	O
47842	02/14/2024	02/14/2024	AW	Beck Suppliers, Inc.	\$3,610.26	O
47843	02/14/2024	02/14/2024	AW	Judco, Inc.	\$110.00	O
47844	02/14/2024	02/14/2024	AW	Lowe's	\$262.42	O

# RECORD OF PROCEEDINGS

Held \_\_\_\_\_ February 14, 20\_\_\_\_ 24\_\_\_\_

DANBURY TOWNSHIP, OTTAWA COUNTY

2/14/2024 1:46:21 PM

**Payment Listing**

UAN v2024.1

1/25/2024 to 2/14/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
47845	02/14/2024	02/14/2024	AW	Ottawa County Treasurer	\$641.93	O
47846	02/14/2024	02/14/2024	AW	Ottawa County Treasurer	\$462.44	O
47847	02/14/2024	02/14/2024	AW	Lakeland Auto & Marine Inc.	\$152.58	O
47848	02/14/2024	02/14/2024	AW	AccuShred, LLC	\$93.75	O
47849	02/14/2024	02/14/2024	AW	Capital Tire, Inc.	\$1,674.48	O
47850	02/14/2024	02/14/2024	AW	All Star Professional Cleaning, LLC	\$450.00	O
47851	02/14/2024	02/14/2024	AW	Atlantic Emergency Solutions	\$444.19	O
47852	02/14/2024	02/14/2024	AW	Firelands Regional Medical Center	\$247.00	O
47853	02/14/2024	02/14/2024	AW	Kathryn A. Dale	\$17.46	O
47854	02/14/2024	02/14/2024	AW	LORIS Printing	\$48.00	O
47855	02/14/2024	02/14/2024	AW	INTERSTATE BATTERY	\$51.00	O
47856	02/14/2024	02/14/2024	AW	Port Clinton Ford Mercury Inc.	\$154.91	O
47857	02/14/2024	02/14/2024	AW	Port Clinton Ford Mercury Inc.	\$70.45	O
47858	02/14/2024	02/14/2024	AW	Baumann Auto Center, Inc.	\$79.95	O
47859	02/14/2024	02/14/2024	AW	Ohio Diesel	\$1,216.00	O
47860	02/14/2024	02/14/2024	AW	Cleveland Communications, Inc.	\$7,500.00	O
47861	02/14/2024	02/14/2024	AW	Bill's Implement Sales	\$20.00	O
47862	02/14/2024	02/14/2024	AW	Cyclone Services Inc.	\$130.00	O
47863	02/14/2024	02/14/2024	AW	Ray's Electronics, Inc.	\$360.00	O
47864	02/14/2024	02/14/2024	AW	Gannett Ohio LocalIQ	\$69.96	O
47865	02/14/2024	02/14/2024	AW	Brett A. Waldron	\$56.54	O
47866	02/14/2024	02/14/2024	AW	Jared E. Griffith	\$19.35	O
47867	02/14/2024	02/14/2024	AW	Galls,AN Aramark Company	\$636.08	O
47868	02/14/2024	02/14/2024	AW	Bound Tree Medical LLC	\$80.90	O
47869	02/14/2024	02/14/2024	AW	DGL Consulting Engineers, LLC	\$11,160.00	O
Total Payments:					\$206,013.74	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$206,013.74	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

\* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.

### Comments and Concerns

- No comments or concerns.

#### EXECUTIVE SESSION:

There being no further comments or concerns, Ms. Rozak motioned to go into Executive Session discuss matters to be kept confidential by HIPPA. Mr. Hirt seconded, all ayes, motion carried and the Board moved into Executive Session at 7:59 pm.

Ms. Rozak motioned and Mr. Hirt seconded to come out of Executive Session at 8:09 pm. All ayes and motion carried.

Ms. Rozak motioned and Mr. Dress moved to return to Regular Session. All ayes and motion carried. No action taken at this time.

# RECORD OF PROCEEDINGS

Minutes of

DANBURY TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING

Meeting

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

Held

February 14, 20 24

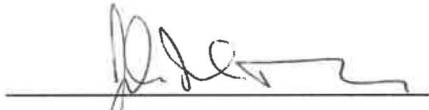
## Adjourn

There being no further comments, concerns or business before the Board, Mr. Hirt motioned and Mr. Dress seconded, to adjourn at 8:09 pm. All ayes and motion carried.

  
\_\_\_\_\_  
Fiscal Officer

  
\_\_\_\_\_

  
\_\_\_\_\_

  
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Danbury Township Board of Trustees

# RECORD OF PROCEEDINGS

Minutes of

**DANBURY TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING**

Meeting

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

Held \_\_\_\_\_

**February 14,** \_\_\_\_\_ **20** \_\_\_\_\_ **24**

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