

RECORD OF PROCEEDINGS

Minutes of

DANBURY TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING

Meeting

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

Held April 22, 2026

Trustee Dress called the meeting to order at 6:00 PM. The Pledge of Allegiance was recited. Roll call: Trustee Dress, Trustee Rozak and Trustee Hirt were present, along with Fiscal Officer Stacey Stetler, Township Assistant Lynne James, Zoning Administrator Kathryn Dale, Zoning Assistant Dawn Connor and Police Chief Mike Meisler. Visitors in attendance were Susan Dress, Dan Toris and Marcia Asdal.

Mr. Hirt motioned and Ms. Rozak seconded the approval of the Regular Meeting minutes from April 8, 2026; all ayes and motion carried.

Correction noted in March 25, 2026 Minutes; spelling of Margaret's last name - Lenthe.

Zoning

PERMITS as of April 20:

To date this month there have been 21 permit application submitted/processed totaling \$3,547.03 collected in fees and application balances.

BOARD & COMMISSION ACTIVITY

The Board of Zoning Appeals –

The Board of Zoning Appeals held their regular meeting on April 15, 2026, for the following case:

a. **BZA-2026-053**

Approved as Presented

2496 S. Cook's Dock. Request for an Area Variance to Section 5.1.7 to allow for a deck & pergola addition to encroach into the south front-yard setback (20' required/ 0' proposed) and into the south, side/rear-yard (5' required/ Negative 4' proposed). **Gary & Christine Wolf, Owners/Applicants; Adam Timan, Agent.**

b. **BZA-2026-059**

Approved as Presented

2104 Robert. Request for an Area Variance to Section 5.6 to allow for a two-story, new single-family home to have less livable square footage on the ground floor than permitted (237s.f. proposed/600s.f. required). **Brian Froehlich, Owner.**

The Zoning Commission -

The Zoning Commission will hold their regular meeting on May 6, 2026, at 6:30p.m. on the following case:

- a. **ZC-2026-065 Request for Text Amendments.** Add new definition in Section 2.2 for "Bandstand". Add new section reference to definition for "Bar, Saloon, Tavern/Night Club" and "Restaurant" concerning outdoor music. Add new language to Section 5.2 "Accessory Structures" regarding outdoor music at "Bars, Saloons, Taverns/Night Clubs" and "Restaurants". **Danbury Township, Applicant.**

The Ottawa County Regional Planning will hold their meeting on this case on Tuesday, April 21, 2026. Their recommendation will be shared at your meeting.

The Board of Trustees have scheduled a public hearing on the following case prior to the start of your regular meeting May 13, 2026, at 5:45p.m.

- a. **ZC-2026-036 Request for Text Amendments.** Add new definition in Section 2.2 for "Right-of-Way" and expand definition of "Street". Set a 20' minimum street width and minimum widths for on-street parking within existing Conditional Use Sections 4.5.8 'Cluster Housing Community', Section 4.7.2.L 'Condominiums/Multi-Family Housing Development', Section 4.16.2.E 'Recreational Camp' and Section 4.17.8 'Resort'. Amend Section 4.16.3 'Recreational Camp', individual campsite setback requirements to correlate with and reference Ohio Department of Health requirements. Clarify Section 4.20.2.A.ii.b.ii that the side yard setback for Storage Areas shall be a minimum of 10' or the same as the underlying zoning district "whichever is greater". Modify Section 5.5.2 'Fences' removing a minimum 4-inch measurement from grade to the body of the fence panel. Add new language to Section 5.10 'Parking & Off-Street Loading Requirements' for non-residential uses to coordinate "Fire Lanes" & "No Parking Zones" with the Fire Chief prior to the release of a zoning permit. Add new language to Section 5.10 'Parking & Off-Street Loading Requirements' regarding shared parking arrangements. Clarify Section 5.10.3.C.iii that the parking requirements for hotels/motels are 1 per guest room and not per unit. **Danbury Township, Applicant.**

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DEPARTMENT UPDATES

- KAD will be out of the office 04.24.26-05.01.26 to attend the APA Conference in Detroit and then taking a few days off to move her son from co-op back to university.
- Ms. Rozak wanted the Board aware that Ms. Dale has been having some problems with her computer keeping up with the new GIS mapping system. Dot.net is recommending a new computer because the current computer is at least 6 years old. The quote is coming in at just under \$2,000 because of the memory and storage increases needed to run the map program.
- Marcel returned to the office 04.20.26!

VIOLATIONS/COMPLAINTS

Other Misc.:

248 Erie Beach (*Excessive Storage – Richards*)

J. Stopar filed 04.14.26 a Motion for Default Judgement since the property owner never replied to our complaint in a timely manner. They have 17 days to respond (14 days from the day of filing plus three for service by mail). This takes us to May 1, 2026.

Prior Info: Certified Letter to the property owner 07.03.25 for having too many boats, RV's, trailers on the property. There are currently 2 boats and 2 RV's, and one needs to be removed. We, along with the neighbors, have been patient with this, this summer because we received word that the owner, who is a repeat offender, was selling the house. As of 07.21.25 still waiting for the letter to be delivered. Certified letter was returned unclaimed. Letter re-sent via regular mail 08.01.25. Will re-check by 08.15.25. Re-inspection conducted 08.15.25 and all recreational vehicles are still parked on the property. Property owner has not reached out to us. Will be attempting to make contact with the owner or posting the property. Final Notice letter was sent via certified mail 08.27.25. Letter was claimed 09.03.25. Owner has until 09.10.25 to remove one of the units from the property. File turned over 10.20.25 to J. Stopar to file necessary zoning violation with Common Pleas Court. Complaint was prepared and officially received by the Court 02.04.26 (2026-CV-H-084). The defendant will have 28 days to file a response once receiving notice of the filing. The defendant received their summons on 02.12.26 and will have 28 days to file a response. According to the court case file, a telephone conference is scheduled for May 7, 2026 @ 2:30p.m. If the defendant doesn't respond within the 28 days, I am not sure what that does for the May telephone conference or what the exact next steps would be. The defendant had until March 12th to file a response and has not. I believe at this point we are waiting on J. Stopar to file a request for judgement.

615 S. Bridge Road (*Loss of Nonconforming Sign – Prokop*)

The owner was contacted and reminded 04.17.26 that the deadline is this Friday, 04.24.26.

Prior Info: Following the high winds 03.16.26, the southern off-premises sign (AKA Billboard) on this property was blown over and damaged. Because both posts were severed, the sign was a loss, per Article 6 of the Zoning Resolution. A letter was sent out to the owner the next morning. However, the owner started to install new posts in the same location, which is not allowed since there are already 2 other off-premises on the property, which is the maximum allowed and it would have needed to comply with all other requirements. The owner contacted the office 03.24.26 after receiving their letter and has all the paperwork necessary to request the 4 variances to put the sign back. They intend to file the paperwork in April in order to be on the May BZA agenda.

Illegal Rentals:

8146 Northshore Blvd. (*Illegal Rental – Thomas*)

J. Stopar reported 04.20.26 that he spoke with their attorney (date not provided) who was in general agreement with Stopar's draft, but he was making a few changes. Stopar is just waiting to hear back from him.

Prior Info: Due to a police response on a different matter, it came to light that this property was occupied by a short-term renter. This has been a repeat offender who has been tough to catch because they do not advertise on any of the rental platforms. The history of this has been turned over to J. Stopar because due to HB 315, zoning violations are now civil and must be pursued through Ottawa County Court of Common Pleas. Spoke with J. Stopar 06.24.25 and based on the documentation we do have on this, he believes the case is strong enough to pursue. He will be filing a complaint with the Court of Common Pleas within the next week. Anticipate complaint to be filed 07.21-07.23. Will provide you with a copy at the meeting if it is indeed filed. Complaint was officially filed 08.07.25 and enclosed is a copy for your review. Case is officially in the court's hands and updates will be provided accordingly. Property owners claimed their notifications of the court filing 08.20.25 and now have a certain amount

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of time to file a reply. Case is officially in the court's hands and updates will be provided accordingly. No reply has been filed by the property owners to date (they have until roughly Sept.19th). A conference call is scheduled though for November 3, 2025. Attorney for defendants filed their reply 09.29.25 denying all claims. Conference call was held on 11.03.25 to set filing schedules. A pre-trial date was scheduled for January. The defendant's attorney wants to settle the case. Stopar & I are discussing what this may look like and if it's a viable option. Obviously, zoning's biggest concern is compliance with the zoning regulations. Conference call is scheduled for 01/13/26. We will be holding an executive session at the beginning of your 01.28.26 meeting to conference with our attorney on this pending/imminent litigation. 02.11.26 - J. Stopar intended on sending you a draft of a consent decree regarding this case, however, we have recently learned of a new civil litigation case being filed involving this property. Jeff & I have spoken and think it might be wise to just sit back for a moment on this to see what information may come out as a result of this new case filing. Depending on the response that is filed and when that gets filed, we will determine if we move ahead with our scheduled conference call 03.06.26 or not. Telephone Conference is scheduled for 03.06.26 @ 11a.m. However, as last reported, we are waiting to see if a response will be filed before our conference call regarding another private civil suit involving these defendants & property. J. Stopar emailed that he would be sending you all a draft of a consent decree by 03.23.26. We will be having a brief executive session during your 03.25.26 meeting to discuss this imminent and pending litigation.

Construction w/out Permit:

1335 S. Danbury (*Temp. Sign made Permanent – U-Haul*)

Letter was sent 04.08.26 to new property owner notifying them that 2 temporary signs the previous property owner had along the roadway were installed as temporary signs and could not be replaced with permanent signage unless proper permits were received. At least one sign will have to be removed. The other sign may need to be setback more from the roadway. The property owner did reach out 04.14.26 and indicated they would get an application in to us, but we have not received that to date.

5925 E. Saylor (*Temp. Sign made Permanent – Anchor's Away*)

Letter was sent 04.10.26 to the property owner notifying them that a secondary permanent sign that had been installed was done so without proper permits. Sign will not be permitted unless variances obtained due to the proximity to another permanent sign and only one ground sign per parcel is allowed. We have not heard from them.

5741 Von Glahn (*Gazebo & Shed w/out permit – Zelms*)

CLOSED

Owner came in 04.10.26 and received necessary permit.

Prior Info: While out on inspections 03.30.26 we noticed a gazebo had been installed without proper permits. A letter was sent to the property owner 03.31.26 giving them until April 15th to contact the office.

1500 Heritage (*Storage Container/ Accessory Structure w/out permit – Miller-Oliver*)

CLOSED

Owner came in 04.17.26 and received necessary permit.

Prior Info: While out on inspections 04.01.26 we noticed a storage container/ accessory building had been installed without proper permits. A letter was sent to the property owner 04.02.26 giving them until April 17th to contact the office.

2166 Harbor Bay (*Gazebo w/out permit – KLT Investment Group, LLC*)

While out on inspections 04.01.26 we noticed a gazebo had been installed without proper permits. A letter was sent to the property owner 04.02.26 giving them until April 17th to contact the office. We have not heard from this property owner and will send a 2nd Notice to Comply

2178 Harbor Bay (*Fence w/out permit – Baiera*)

Owner has turned in all the necessary paperwork for the permit, but we are just waiting for payment.

Prior Info: While out on inspections 04.01.26 we noticed a fence had been installed without proper permits. A letter was sent to the property owner 04.02.26 giving them until April 17th to contact the office.

2425 Brooke Circle (*Pergola w/out permit – Peck*)

Owner sent in paperwork to receive necessary permit, but the pergola does not meet all the requirements and either need to be moved or receive a variance.

Prior Info: While out on inspections 04.01.26 we noticed a gazebo had been installed

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without proper permits. A letter was sent to the property owner 04.02.26 giving them until April 17th to contact the office.

Junk & Debris (§505.87):

218 Sunnydale (*Junk & Debris – J. Dunn*)

04.06.26 visit to the property showed continued progress. Spoke with occupant and have agreed to revisit 05.01.26 to see what further progress is made.

Prior Info: 02.13.26 we received a complaint regarding the condition of this property including misc. junk & debris and possible two junk vehicles. Upon initial inspection, there are bags of garbage piled up in front of the fence at the SW corner of the house and visible from the street. Much of the issue is apparently behind a fence and coordination with the complainant is needed to determine the extensiveness of the problem. The occupant of the property received their letter 03.02.26 and called into our office 03.04.26. The permit for the pergola will be addressed 03.12.26 and a dumpster has been ordered to arrive either 03.09.26 or 03.10.26. I explained that as long as progress is being made, we will work with them on extending timelines. As of 03.19.26 one dumpster has been brought to the property and filled. The occupant was not sure when Lake would be back to pick it up, but another dumpster cannot be brought in until the first one is removed. While they were waiting on that, since the brush drop off site was opened early, they were going to start tackling some of the brush overgrowth. As of 03.26.26 the first dumpster was removed, and a 2nd dumpster had arrived.

2128 E. Bayshore (*Junk & Debris – South Bayshore, LLC - Pendelton*)

Per last Trustee meeting, we will be sending this property owner a notice to clean up the property.

1265 Englebeck (*Junk & Debris – Carr*)

Per last Trustee meeting, we will be sending this property owner a notice to clean up the property.

1067 Englebeck (*Junk & Debris – Dress*)

Per last Trustee meeting, we will be sending this property owner a notice to clean up the property.

Fire

		Fire & Ems Run Details					
		EMS	Fire	MVC*	Alarm **	CO***	Inspect
2026							
	January	62	4	8	3	0	0
	February	75	1	1	3	0	0
	March	71	8	2	6	0	10
	April as of 22 nd	47	8	1	6	0	9
	May						
	June						
	July						
	August						
	September						
	October						
	November						
	December						
	Sub-Total:	255	21	12	18	0	19
	Total	325					

*Motor Vehicle Crash(s)

** Alarm Activation(s)

***Carbon Monoxide Investigation(s)

- EMA sirens were maintained and all should be working as of today.
- Mr. Hirt will attend the Swearing in of three new hires on April 29, at 6:30 pm.
- Engine 556 will be back in service on May 21st.

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Roads

- Sackett Cemetery – one full burial and one cremation.
- Opening parks and ball fields. Mr. Dress stated they looked into upgrading the port-o-johns; currently the price is \$75 each and another has been added behind Townhall for the baseball/softball activities. The higher end port-o-johns with lights and running water will run approximately \$3,000 each.

Blue awnings have been purchased for the field areas.

- Ms. Rozak asked the Department to blow off some of the trails at Meadowbrook in anticipation of The Biggest Week in American Birding May 8-17, 2026
- Ms. Rozak stated the controlled prairie burn schedule for last Monday has been postponed and they are looking at early next week. She will keep everyone posted via email.
- Yard light at the Maintenance Building has been sent to Ohio Edison.
- Mr. Dress and Superintendent Waldron attended the Annual Engineers meeting.
- Mr. Dress introduced Resolution 06-2026 Authorizing Ottawa Co Engineers to issue permits, collect fees in Township Right-of-Ways as follows:

The Board of Trustees of Danbury Township, County of Ottawa, Ohio, met in a regular meeting session at 6:00 p.m., on April 22, 2026, at the Danbury Township Building, 5972 E. Port Clinton Road, Marblehead, Ohio 43440, with the following members present:

Ms. Dianne Rozak; Mr. John Paul Dress; Mr. David Hirt

Mr./ Ms. Dress introduced the following resolution and moved its adoption:

RESOLUTION NO. 06-2026

A RESOLUTION AUTHORIZING THE OTTAWA COUNTY ENGINEER TO ISSUE PERMITS, ESTABLISH AND COLLECT FEES AND TO WORK WITH THE TOWNSHIP TO ENFORCE RULES AND REGULATIONS AS NECESSARY FOR THE OVERALL BENEFIT AND PROTECTION F THE TOWNSHIP INTEREST IN RIGHT-OF-WAY AND EASEMENTS

PREAMBLE

WHEREAS, it is provided by Section 5543.09 of the Ohio Revised Code that the Ottawa County Engineer shall supervise the improvements of public roads on behalf of the township, and;

WHEREAS, the Board of Danbury Township Trustees would like the Ottawa County Engineer to perform this supervision through a permit process by which they will administer, manage and oversee the mentioned improvements.

THEREFORE, BE IT RESOLVED,

Section 1. The Board of Danbury Township Trustees, Ottawa County, do hereby authorize the Ottawa County Engineer to administer the following permits as per guidelines established by the County:

- A. Driveway Permit
- B. Existing Driveway Permit
- C. Road Crossing Permit
- D. Utility Permit
- E. Right of Way Maintenance Permit
- F. Storm Sewer Tap
- G. Outlet Permit
- H. Moving Permit
- I. Other Permits as may be necessary

Section 2. The Board understands and agrees that permit fees are established and collected by the County. These fees will remain with the county to cover their costs to review, administer and inspect the work covered in the permits.

Section 3. The Board appoints the Chair of the Board of the Township to review permits and provide their contact information to the County Engineer. After review and approval of the permit by the township representative, a signed approval form will be returned to the Ottawa County Engineer's Office.

This Resolution shall take effect and be in force from or after the earliest period allowed by law.

Mr./ 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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Held _____ April 22, 20 26 _____

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

ADOPTED this 22nd day of April, 2026.

Attest: _____
Fiscal Officer, Stacey Stetler

Board of Trustees
Danbury Township
Ottawa County, Ohio

Dianne M. Rozak

John Paul Dress

David Hirt

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 this 22nd day of April, 2026 and filed with the Danbury Township Fiscal Officer.

Stacey Stetler
Danbury Township Fiscal Officer

Police

- Chief Meisler submitted the incident report: From 4-1-2026 to 4-22-2026, the department responded to 232 calls.
- The Board approved Chief Meisler applying for the 2026/27 DARE Grant.
- The Editor of the Beacon will be doing a story on K-9 Kalahan. She met with Sgt. LaMarca Monday at the school.
- Chief Meisler met with Lakeside Management yesterday at the office concerning their request for assistance in May. The Vietnam Traveling wall is coming to Lakeside as well as another exhibit, the Wounded Warrior Dogs of War.
- Senior Resources dropped off a box of File of Life magnets. Chief Meisler said they have plenty to give out should anyone need them.

Correspondence

- American Legion in the form of a Resolution, requesting sum from the general fund for the purpose of observing Memorial Day within the Township. The Board approved giving the same amount to the American Legion and the VFW that was given last year and directed Ms. Stetler to have checks ready by the next meeting.
- Ohio Gas Association postcard.
- Letter from Chief Robert Skeans on Kelleys Island Fire Dept., thanking Chief Hunsicker for his assistance on April 4, 2026.

Old Business

- Ms. James stated active shooter training/CRP training will be held at the Fire Station on June 1st, for all Danbury Township employees that wish to attend. Ms. Rozak authorized Ms. James to contact catering for a lunch to be provided between trainings.

New Business

- Ms. James presented the Board with a new five-year contract with Perry ProTech regarding Department copier/printers. They will absorb what's left of the old contract and with upgrading to new equipment and increasing color from 2000 to 2500, the new contract would be \$684.40 per month versus the current monthly cost of \$771.40.

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Ms. Rozak motioned and Mr. Hirt seconded approval of the new contract, all ayes and motion carried. Ms. James stated delivery and setup of equipment will be in May.

- 2026 Memorial Day Parade will launch in Marblehead at 10:30 am from Clemens Park. Mr. Hirt will speak and the event and Ms. Rozak will RSVP on behalf of the Board.
- Ms. Rozak requested a follow-up for the 4th of July Lakeside parade on the June 10th Agenda.
- Ms. Rozak received an email from ODOT stating that they were on track for the full closure of the Roundabout off Route 2 and 269 on April 27th and opening before Memorial Day Weekend.
- The Board approved Ms. James to attend the free Digital One conference at CIC, tomorrow at 8 am. Ms. James stated that this is our property, liability insurance through OTARMA and that our Representative, Brooke recommended attending.

Fiscal Business

- Ms. Rozak motioned and Mr. Hirt seconded, to post approve bills and payroll in the amount of \$25,655.16 for the period of April 9-16, 2026; all ayes and motion carried. (See page 8)
- Mr. Hirt motioned and Ms. Rozak seconded, to approve bills and payroll in the amount of \$148,327.03 for the period of April 17-22, 2026; all ayes and motion carried. (See page 9)
- Ms. Rozak motioned and Mr. Dress seconded, to post approve a Bill's Implement invoice in the amount of \$150 and approve a Bill's Implement invoice in the amount of \$5245. Ayes Ms. Rozak and Mr. Dress. Mr. Hirt abstained. Motion carried.
- Ms. Stetler submitted management reports: Appropriation, Fund, Revenue summaries.
- Ms. Stetler stated the Amended Official Certificate of Estimated Resources 2026 Funds Budget has been received from the Ottawa County Auditor. (page 10) The 2026 Budget is now on the Website. Ms. James included it for the change in salary amounts for Trustees and the Fiscal Officer, as it was agreed going into 2026 to cautiously pay based on the budget being under 10Mill, until that Amended Official Certificate was received.

Mr. Dress motioned and Ms. Rozak seconded the approval of back pay for the Trustees and the previous Fiscal Officer for Jan., Feb., and March, 2026 based on the 2026 budget information update, as the budget dictates these salaries. All ayes and motion carried.

- Ohio State Auditor's Office Amended the cost of their engagement letter an additional \$504.00, due to the additional time needed in gathering information, testing and reports.
- Splashtop software was approved by the Auditor's office and signed by Trustee Dress. It has been reviewed and approved by James VanEerten and our IT Department; Dotnet. Ms. Stetler has installed it on the UAN computer. Ms. Diane Schafer will be working with Ms. Stetler, to get her familiar with proper UAN procedure and they will update the Board at the end of June.
- Ms. Stetler reviewed the Appropriations status report with the Board. This shows everything that was appropriated at the beginning of the year by fund. There will need to be reappropriations this year as this was not done correctly. In the meantime, she has had to move things around within the fund codes to pay bills and will have a resolution adopting additional appropriations to the 2026 Budget at the next meeting. Ms. Stetler said leading up to that time she will meet with all the department heads to get an accurate additional appropriations account.
- Ms. Stetler would like to setup blanket certificates for supplies so departments can still function on a daily basis, but all other ordering will now require a requisition and a purchase will have to be approved before the order can be placed. She will have a

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plan for all of this and an acceptable procedure at the next meeting after her discussions with the department heads as stated above.

DANBURY TOWNSHIP, OTTAWA COUNTY
Payment Listing
 April 2026

4/22/2026 4:22:26 PM
 UAN v2026.1

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
49479	04/08/2026	04/08/2026	AW	All Star Professional Cleaning, LLC	\$210.00	V
49479	04/08/2026	04/08/2026	AW	All Star Professional Cleaning, LLC	-\$210.00	V
49480	04/08/2026	04/08/2026	AW	All Star Professional Cleaning, LLC	\$210.00	O
49481	04/08/2026	04/08/2026	AW	Beck Propane & Fuels	\$7,701.47	O
49482	04/08/2026	04/08/2026	AW	Beck Suppliers, Inc.	\$679.04	O
49483	04/13/2026	04/13/2026	AW	Jamie I. Taylor	\$78.00	O
49484	04/13/2026	04/13/2026	AW	Firelands Regional Medical Center	\$941.30	O
49485	04/13/2026	04/13/2026	AW	Great Lakes Electric	\$150.00	O
49486	04/13/2026	04/13/2026	AW	Ohio Diesel	\$52.92	O
49487	04/13/2026	04/13/2026	AW	Bound Tree Medical LLC	\$313.91	O
49488	04/13/2026	04/13/2026	AW	Staples Business Advantage	\$348.26	O
49489	04/13/2026	04/13/2026	AW	Charter Communications	\$734.74	O
49490	04/13/2026	04/13/2026	AW	TRi Motors Sales, INC.	\$1,320.17	O
49491	04/13/2026	04/13/2026	AW	John Deere Financial	\$363.58	O
49492	04/13/2026	04/13/2026	AW	Ohio Department of Commerce	\$90.00	O
49493	04/13/2026	04/13/2026	AW	The Dexter Company	\$83.44	O
49494	04/13/2026	04/13/2026	AW	Uline	\$3,720.93	O
49495	04/13/2026	04/13/2026	AW	All Star Professional Cleaning, LLC	\$316.00	O
49496	04/13/2026	04/13/2026	AW	Affidavit Maker Software, LLC	\$866.25	O
49497	04/13/2026	04/13/2026	AW	Countryside Veterinary Clinic	\$59.00	O
49498	04/13/2026	04/13/2026	AW	Ohio Treasurer	\$6,902.50	O
49499	04/13/2026	04/13/2026	AW	Sansio	\$1,000.00	O
49500	04/13/2026	04/13/2026	AW	Ottawa County Sanitary Engineering	\$254.75	O
49501	04/13/2026	04/13/2026	AW	AT&T MOBILITY	\$158.70	O
49502	04/13/2026	04/13/2026	AW	Galls,AN Aramark Company	\$596.93	O
49503	04/17/2026	04/17/2026	AW	Bill's Implement Sales	\$150.00	O
49504	04/17/2026	04/17/2026	AW	H2 Designs, LLC	\$210.00	O
49505	04/17/2026	04/17/2026	AW	Capital Tire, Inc.	\$1,528.00	O
49506	04/17/2026	04/17/2026	AW	TRi Motors Sales, INC.	\$995.38	O
49507	04/17/2026	04/17/2026	AW	Bowling Green State University	\$1,370.00	O
49508	04/17/2026	04/17/2026	AW	Galls,AN Aramark Company	\$840.97	O
49509	04/17/2026	04/17/2026	AW	Columbia Gas	\$1,254.58	O
49510	04/17/2026	04/17/2026	AW	Baumann Auto Center, Inc.	\$654.85	O
49511	04/17/2026	04/17/2026	AW	Cody Ortolani	\$150.00	O
49512	04/17/2026	04/17/2026	AW	T & T Laser Alignment	\$3,101.03	O
49513	04/17/2026	04/17/2026	AW	Beck Propane & Fuels	\$748.80	O
49514	04/17/2026	04/17/2026	AW	Ottawa County Sanitary Engineering	\$24.00	O
49515	04/17/2026	04/17/2026	AW	Beck Propane & Fuels	\$1,253.35	O
49516	04/17/2026	04/17/2026	AW	Verizon Wireless	\$444.34	O
49517	04/17/2026	04/17/2026	AW	Kuras Aeration Systems LLC	\$270.00	O
49518	04/17/2026	04/17/2026	AW	San Bay	\$35.09	O
49519	04/17/2026	04/17/2026	AW	Rumpke of Ohio INC	\$103.26	O
49520	04/17/2026	04/17/2026	AW	Tractor Supply Co.	\$104.99	O
49521	04/21/2026	04/21/2026	AW	Sedgwick Claims Management Services,Inc.	\$1,730.00	V
49521	04/21/2026	04/21/2026	AW	Sedgwick Claims Management Services,Inc.	-\$1,730.00	V
49522	04/21/2026	04/21/2026	AW	Jefferson Health Plan	\$43,853.00	V

RECORD OF PROCEEDINGS

Minutes of

DANBURY TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING

Meeting

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

Held _____

April 22,

20²⁶

DANBURY TOWNSHIP, OTTAWA COUNTY

4/22/2026 4:22:26 PM

Payment Listing

UAN v2026.1

April 2026

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
49522	04/21/2026	04/21/2026	AW	Jefferson Health Plan	-\$43,853.00	V
49523	04/21/2026	04/21/2026	AW	O.E. Meyer CO.	\$605.50	V
49523	04/21/2026	04/21/2026	AW	O.E. Meyer CO.	-\$605.50	V
49524	04/21/2026	04/21/2026	AW	Advance Stores Company, Incorporated	\$50.60	V
49524	04/21/2026	04/21/2026	AW	Advance Stores Company, Incorporated	-\$50.60	V
49525	04/21/2026	04/21/2026	AW	Liberty Auto Parts	\$173.24	V
49525	04/21/2026	04/21/2026	AW	Liberty Auto Parts	-\$173.24	V
49526	04/21/2026	04/21/2026	AW	Lowe's	\$37.12	V
49526	04/21/2026	04/21/2026	AW	Lowe's	-\$37.12	V
49527	04/21/2026	04/21/2026	AW	Bound Tree Medical LLC	\$1,192.91	V
49527	04/21/2026	04/21/2026	AW	Bound Tree Medical LLC	-\$1,192.91	V
49528	04/21/2026	04/21/2026	AW	Charter Communications	\$2,755.92	V
49528	04/21/2026	04/21/2026	AW	Charter Communications	-\$2,755.92	V
49529	04/21/2026	04/21/2026	AW	Bill's Implement Sales	\$5,245.00	V
49529	04/21/2026	04/21/2026	AW	Bill's Implement Sales	-\$5,245.00	V
49530	04/21/2026	04/21/2026	AW	Semro Henry & Spinazze Ltd.	\$2,559.41	V
49530	04/21/2026	04/21/2026	AW	Semro Henry & Spinazze Ltd.	-\$2,559.41	V
49531	04/21/2026	04/21/2026	AW	U.S. Bank Equipment Finance	\$823.24	V
49531	04/21/2026	04/21/2026	AW	U.S. Bank Equipment Finance	-\$823.24	V
49533	04/21/2026	04/21/2026	SW	Skipped Warrants 49532 to 49533 Series 1	\$0.00	V
49534	04/21/2026	04/21/2026	AW	Sedgwick Claims Management Services, Inc.	\$1,730.00	O
49535	04/21/2026	04/21/2026	AW	Jefferson Health Plan	\$43,853.00	O
49536	04/21/2026	04/21/2026	AW	O.E. Meyer CO.	\$605.50	O
49537	04/21/2026	04/21/2026	AW	Advance Stores Company, Incorporated	\$50.60	O
49538	04/21/2026	04/21/2026	AW	Liberty Auto Parts	\$173.24	O
49539	04/21/2026	04/21/2026	AW	Lowe's	\$37.12	O
49540	04/21/2026	04/21/2026	AW	Bound Tree Medical LLC	\$1,192.91	O
49541	04/21/2026	04/21/2026	AW	Charter Communications	\$2,755.92	O
49542	04/21/2026	04/21/2026	AW	Bill's Implement Sales	\$5,245.00	O
49543	04/21/2026	04/21/2026	AW	Semro Henry & Spinazze Ltd.	\$2,559.41	O
49544	04/21/2026	04/21/2026	AW	U.S. Bank Equipment Finance	\$823.24	O
49545	04/22/2026	04/22/2026	AW	Ohio Edison	\$5,041.98	O
49546	04/22/2026	04/22/2026	AW	Rumpke of Ohio INC	\$75.30	O
49547	04/22/2026	04/22/2026	AW	Freedom and Glory	\$535.43	O
49548	04/22/2026	04/22/2026	AW	Trugreen	\$650.88	O
49549	04/22/2026	04/22/2026	AW	The Standard	\$2,274.88	O
49550	04/22/2026	04/22/2026	AW	Guardian	\$2,840.22	O
49551	04/22/2026	04/22/2026	AW	Guardian	\$2,975.02	O

Total Payments: \$113,600.18

Total Conversion Vouchers: \$0.00

Total Less Conversion Vouchers: \$113,600.18

RECORD OF PROCEEDINGS

Minutes of

DANBURY TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING

Meeting

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

Held _____ April 22, 20 _____ 26 _____


AMENDED OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES

Office of Budget Commission, OTTAWA County, Ohio
 PORT CLINTON, Ohio, April 2, 2026

To the TAXING AUTHORITY of DANBURY TOWNSHIP

The following is the amended official certificate of estimated resources for the fiscal year beginning January 1, 2026, as revised by the Budget Commission of said County, which shall govern the total appropriations made at any time during such fiscal year:

FUND	Unencumbered Balance Jan. 1st, 2026	Taxes	Other Sources	Total
General Fund	\$ 1,220,126.15	\$ 598,100.00	\$ 282,600.00	\$ 2,100,826.15
Special Revenue Funds	\$ 5,114,344.12	\$ 3,284,900.00	\$ 990,000.00	\$ 9,389,244.12
Debt Service Funds	\$ 69,297.65	\$ -	\$ -	\$ 69,297.65
Capital Projects Funds	\$ 205,239.91	\$ -	\$ -	\$ 205,239.91
Special Assessment Funds	\$ -	\$ -	\$ -	\$ -
Enterprise Funds	\$ -	\$ -	\$ -	\$ -
Internal Service Funds	\$ -	\$ -	\$ -	\$ -
Fiduciary Funds	\$ 3,540.00	\$ -	\$ -	\$ 3,540.00
TOTAL	\$ 6,612,547.83	\$ 3,883,000.00	\$ 1,272,600.00	\$ 11,768,147.83



 Ottawa County Budget Commission

FUND	Unencumbered Balance Jan. 1st, 2026	Taxes	Other Sources	Total
Special Revenue Funds				
MVL Tax Fund	\$ 140,523.88	\$ -	\$ 83,400.00	\$ 203,923.88
Gasoline Tax Fund	\$ 372,956.34	\$ -	\$ 153,000.00	\$ 525,956.34
Road and Bridge Fund	\$ 1,322,962.62	\$ 908,200.00		\$ 2,231,162.62
Cemetery	\$ 41,381.67	\$ -	\$ 22,600.00	\$ 63,981.67
Police	\$ 2,010,232.52	\$ 1,304,400.00	\$ 351,800.00	\$ 3,666,432.52
Fire District	\$ 157,469.75	\$ -	\$ -	\$ 157,469.75
Zoning	\$ -	\$ -	\$ -	\$ -
EMS	\$ 89,179.69	\$ -	\$ -	\$ 89,179.69
Drug Law Enforcement	\$ 302.03	\$ -	\$ -	\$ 302.03
Enforcement & Education	\$ 9,335.43	\$ -	\$ -	\$ 9,335.43
Coronavirus Relief Fund	\$ 0.27	\$ -	\$ -	\$ 0.27
Fire & EMS Levy	\$ 967,984.74	\$ 1,072,300.00	\$ 399,200.00	\$ 2,439,484.74
CPT-2015	\$ 2,015.00	\$ -	\$ -	\$ 2,015.00
DARE Grant 16-17	\$ -	\$ -	\$ -	\$ -
NUE Grant	\$ 0.18	\$ -	\$ -	\$ 0.18
TOTAL SPECIAL REVENUE	\$ 5,114,344.12	\$ 3,284,900.00	\$ 990,000.00	\$ 9,389,244.12
Debt Service Funds				
General Bond Retirement	\$ 69,297.65	\$ -	\$ -	\$ 69,297.65
TOTAL DEBT SERVICE	\$ 69,297.65	\$ -	\$ -	\$ 69,297.65
Capital Project Funds				
Clean Ohio Trails	\$ -	\$ -	\$ -	\$ -
BWC Safety Grant Fire/EMS	\$ -	\$ -	\$ -	\$ -
Recreational Trails Fund	\$ -	\$ -	\$ -	\$ -
Fire Station	\$ 205,239.91	\$ -	\$ -	\$ 205,239.91
TOTAL CAPITAL PROJECT	\$ 205,239.91	\$ -	\$ -	\$ 205,239.91
Special Assessment Funds				
				\$ -
TOTAL SPECIAL ASSESSMENT	\$ -	\$ -	\$ -	\$ -

RECORD OF PROCEEDINGS

Minutes of

DANBURY TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING

Meeting

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

Held April 22, 2026

FUND	Unencumbered Balance Jan. 1st, 2026	Taxes	Other Sources	Total
Enterprise Funds				
				\$ -
				\$ -
TOTAL ENTERPRISE FUND	\$ -	\$ -	\$ -	\$ -
Internal Service Funds				
				\$ -
				\$ -
TOTAL INTERNAL SERVICE	\$ -	\$ -	\$ -	\$ -
Fiduciary Funds				
Agency	\$ 3,540.00			\$ 3,540.00
				\$ -
TOTAL FIDUCIARY FUNDS	\$ 3,540.00	\$ -	\$ -	\$ 3,540.00

Certificate of County Auditor That the Total Appropriations from Each Fund

Does NOT Exceed the Official Estimate of Resources

Rev. Code, Section 5705.39

County Auditor's Office, Ottawa County, Ohio, Port Clinton, Ohio. March 31, 2026
Danbury Township

I, Jennifer J. Widmer, County Auditor of Ottawa County, Ohio, do hereby certify the total appropriations from each fund taken together with all other outstanding appropriations, **does NOT** exceed the last amended official estimate of resources for the fiscal year beginning January 1st, 2026, as determined by the Budget Commission of said county.



County Auditor, Ottawa County, Ohio

Comments and Concerns

Marcia Ashal said regarding keeping the sirens; it really makes you appreciate the firefighters and she agrees on keeping them in service.

She also asked about posting an Agenda on the website prior to the meeting. Ms. Rozak stated that the Agenda changes throughout the day of the meeting, sometimes right up until 10 minutes prior to the meeting. Ms. Rozak said anyone is welcome to call Ms. James and request she email a copy, but be advised it very likely will change.

She asked if the Active Shooter training is open to the public. Chief Meisler stated that this one is just for Danbury Township Employees.

She asked regarding the minutes of the March meeting how we arrived at option 5 on the traffic study. Ms. Rozak stated that the Trustees referred to the safety service departments. Chief Meisler explained the traffic study and once options were suggested by ODOT, all department heads were asked what they each felt would be the safest option. Option 5 was unanimous.

She thanked the Board and Chief Meisler.

RECORD OF PROCEEDINGS

Minutes of

DANBURY TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING

Meeting

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

Held _____ April 22, 20 _____ 26 _____

With no further comments or concerns before the Board, the visitors left the meeting.

Executive Session: Ms. Rozak motioned and Mr. Hirt seconded to move into Executive Session for discussion of public employee compensation at 7:17 pm; all ayes and the Board moved into Executive Session.

Ms. Rozak motioned and Mr. Hirt seconded to come out of Executive Session at 7:45 pm; all ayes and motion carried.

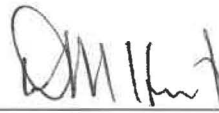
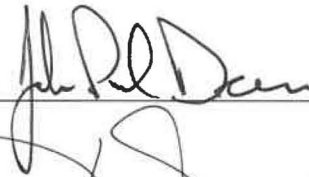
Ms. Rozak motioned and Mr. Dress seconded to go back into Regular Session at 7:46 pm; all ayes and the Board moved back into Regular Session. No Action was taken.

Adjourn

There being no further comments, concerns or business before the Board, Ms. Rozak motioned and Mr. Hirt seconded to adjourn at 7:48 pm. All ayes and motion carried.



Fiscal Officer



Danbury Township Board of Trustees