

RECORD OF PROCEEDINGS

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

Held September 9, 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 and Fire Chief Shawn Hunsicker. Visitor in attendance was Tim Mackey.

Mr. Dress motioned and Ms. Rozak seconded the approval of the Regular Meeting minutes from August 26, 2026; all ayes and motion carried.

Zoning

Permits for August:

35 permit applications were processed for the month of August totaling \$ 4,765.41 in collected fees.

Accessory Building:	5
Addition	
Commercial:	
Residential:	7
Appeals	
Area Variance:	3
Conditional Use:	1
Deck:	3
Dock:	
Fence:	4
New SF Home:	6
New Commercial Structure:	
Other:	2
Refusal:	3
Signage:	1
Swimming Pool:	
Text/Map Amendment:	
Total:	35

Board & Commission Activity

The Board of Zoning Appeals –

The BZA held adjudication hearings on August 19, 2026, on the following cases:

- a. BZA-2026-161 Approved as Presented
524 W. Sixth Street. Request for Area Variances from Section 5.2.2. to allow for the principal building to be located closer to the detached accessory building than allowed (2’8” proposed/ 5’ required) and to Section 7.12.3.A to allow more square footage onto a nonconforming structure than permitted (20%; 320.2s.f. allowed/ 36.2%; 579.4s.f. proposed). Rachel Murphy, Owner/ Applicant.
- b. BZA-2026-170 Continued
8183 E. Lake Blvd. Request for an Area Variance to Section 3.5 to allow the maximum height of a new single-family home to be exceeded (35’ max. allowed/ 38.5’ proposed). Andrew & Cassandra Burns, Owners/Applicants; Doug Price, H&H Custom Homes, Agent.
- c. BZA-2026-171 Denied
9680 E. Harbor Road. Request for a Conditional Use in accordance with Section 3.5 and 4.20 to allow for a Storage Area. Also requesting Area Variances from Section 4.20.2.A.i. to allow for a reduction in the minimum lot size requirement for Storage Areas (Min. 3ac. required/ 1.4ac. proposed) and to Section4.20.2.A.ii.a.i. to allow for a storage building to encroach into the front-yard setback (200’ min. required/ 167’ proposed). Thomas & Suzanne Hanselman, Owners/ Applicants.

The Zoning Commission -

The Zoning Commission held a public hearing on August 5, 2026, on the following case:

- a. ZC-2026-140 Approved as Presented
0 & 8300 Northshore Blvd. Request for Map Amendment from “A” Agricultural to “R-2” Suburban Residential for Section 2, Pt. of Lot 14, PIN# 0141165415591000 (1.01ac.), and PIN# 0141165115588000 (0.994ac.). Bigwater Fishing, LLC, Ross Robertson & Moon City Holdings, LLC, J.J. Smithey/ Applicants.

RECORD OF PROCEEDINGS

Minutes of

Meeting

DANBURY TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING

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

Held September 9, 20 26

The Board of Trustees held a special meeting on August 12, 2026, for the following case:

- a. **ZC-2026-117** **Approved w/ Modification**
8786 Northshore Blvd. Request for Map Amendment from “A” Agricultural and “R-3” High Density Residential to “R-C” Recreational Commercial for Section 1, Pt. of Lot 2, PIN# 0142024532068000 (8.8207ac.), and Section 2, Lot 13 PIN# 0141157315495000 (1.2ac.) consisting of 10.0207ac. to be rezoned of 19.2517ac. **Camp Runinmuck New Generations (C.R.N.G.), Patrick Teresi, Agent/ Applicant.**

Ottawa County Regional Planning Commission met August 18, 2026, and discussed the creation of 4 new single-family lots in Harbor Bay Estates. The land proposed to be split was at one time approved for duplex condominiums. Only one of those building were built and sold. The creation of these new lots essentially voids the rest of that condominium plan. Regional Planning approved the request and there are minor corrections needed to the plan submitted from the County’s point of view. From the Township’s point of view there is a variance that will be needed for the lot the duplex was left on because it does not meet the minimum requirements for a condominium. The alternative is that the developer could dissolve the condo declarations and then the lot would be closer to meeting the requirements for a two-family.

Department Updates
During the month of August, the Department conducted the following:

- Inspections 154
- Emails 1,039
- Violation Letters 7
- Nuisance Resolutions 2

PERMITS as of September 8th:
To date this month there have been 7 permit applications submitted/processed totaling \$605.00 collected in fees and application balances.

BOARD & COMMISSION ACTIVITY
The Board of Zoning Appeals –
The Board of Zoning Appeals will hold their regular meeting on September 16, 2026, on the following cases:

- a. **BZA-2026-186**
143 Laser Lane. Request for Area Variances to Section 5.7.3 to allow for a covered porch addition to encroach into the west, front-yard setback (19'4" required/ 13'8" proposed), Section 3.5 to allow the max. lot coverage to be exceeded (40% required/ 41.7% proposed) and to Section 7.12.3.A to allow more square footage than allowed onto a nonconforming structure [20% (195.2s.f.) allowed/ 40s.f. available/310s.f.(31.8%) proposed]. **Joseph Boss, Owner/Applicant.**
- b. **BZA-2026-194**
736 Oak Avenue. Request for a Conditional Use in accordance with Section 3.4. and Section 4.7 to allow for a 2-family dwelling in the "L" Lakeside Zoning District. **Greg & Katie Bricker, Owners/ Applicants; David Hottenroth, Architect/ Agent.**
- c. **BZA-2026-204**
328 Walnut Avenue. Request for Area Variances from Section 3.5 to allow for to allow for an addition to exceed the maximum lot coverage [55% (726s.f.) allowed/ 58.2% (769s.f.) proposed] and to Section 7.12.3.A to allow more square footage onto a nonconforming structure than permitted (20%; 235s.f. allowed/ 25.9%; 304s.f. proposed/ 28.4%; 333s.f. total). **Wm. Johnson & Esther Lehmann, Owners/ Applicants; John A. Feick, Architect/ Agent.**
- d. **BZA-2026-206**
9608 E. Bayshore. Request for an Area Variance from Section 5.2.1.A.i.b. to allow more cumulative accessory building square footage than allowed (1,200s.f. permitted/ 1,680s.f. proposed). **Bradley Hutcherson, Owner/ Applicant.**
- e. **BZA-2026-170** **Continued Until 10.21.26 Per Applicant**
8183 E. Lake Blvd. Request for an Area Variance to Section 3.5 to allow the maximum height of a new single-family home to be exceeded (35’ max. allowed/ 38.5’ proposed). **Andrew & Cassandra Burns, Owners/Applicants; Doug Price, H&H Custom Homes, Agent.** – Ms. Rozak and Ms. Dale had a brief discussion about this property.

RECORD OF PROCEEDINGS

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

Held September 9, 26 20

The Zoning Commission -

The Zoning Commission meeting for September 2, 2026, was cancelled as there were no cases to be heard.

The Board of Trustees held a special meeting on September 9, 2026, at 5:30p.m. for the following case:

- a. ZC-2026-140
0 & 8300 Northshore Blvd. Request for Map Amendment from "A" Agricultural to "R-2" Suburban Residential for Section 2, Pt. of Lot 14, PIN# 0141165415591000 (1.01ac.), and PIN# 0141165115588000 (0.994ac.). Bigwater Fishing, LLC, Ross Robertson & Moon City Holdings, LLC, J.J. Smithey/ Applicants.

Ms. Dale stated she just received the September RPC agenda today.

DEPARTMENT UPDATES

- We're hosting a countywide BZA & Zoning Inspector's Training September 29, 2026, at 3:00 p.m. at the Fire Station.

VIOLATIONS/COMPLAINTS

Other Misc.:

None at this time.

Illegal Use:

5874 E. Harbor (Beachglass Lounge Patio Extension)

Emailed the attorney & owner 08.28.26 stating why the outdoor patio is included in the parking calculations (because they get an occupancy permit for it). If the lots are consolidated, then the 2 lacking spaces would have to be made up for at that time. Owner indicated that surveying work is scheduled for October to establish necessary ingress/egress & shared parking easements.

Prior Info: A certified letter will be going out to the owners of Beachglass Lounge notifying them that the recent patio extension they've added does not meet parking requirements and crosses over the property line onto the gallery property, which is not approved for restaurant/ bar use. The State of Ohio Div. of Liquor Control has also been notified because this patio area is not properly fenced/ roped off for alcoholic sales. Div. of Liquor Control Inspector assigned to case. Follow-up with her 06.11.26 indicated that flowerpots and landscaping are an acceptable barrier, but they are currently too small. 'No Alcohol Beyond This Point' signs have to be posted and not allowed to carry over to the Gallery for time being. Filed paperwork for outdoor bar, did not have that covered on their initial permit. May eventually be able to extend over to the Gallery, but that requires additional review and a 'Tenancy Rights' lease agreement. Certified Letter sent to property owner 06.10.26 (7019228000063185589). Letter delivered and claimed 06.11.26 @2:35p.m. Owner emailed 06.11.26 acknowledging letter. KAD met with owner at the property 06.12.26 and reviewed issues as outlined in letter. Plan to install a barrier on the patio along the property line so patrons know not to move chairs. Owner agreed that timeframe to get more gravel laid for 12 additional parking spaces by July 31st was reasonable & fair. Indicated they have already reached out to Rich Gillum, Esq. about a shared parking and ingress/ egress easement. 06.26.26 KAD visited the property. Nothing was taking place on the gravel lot extension, and no rope has been installed on the patio. 3 new sculptures have been installed around the patio area. One is in the NE corner of the patio that cannot be used for the bar/ restaurant. 07.07.26 KAD called Cary Jr. for an update. Added 3-4 parking spots in the back because they had some other excavation work being done. Easement language has not started yet but having conference call with their attorney this week. Cary Jr. asked about new bandstand requirements. He was concerned about 5' offset from property line since the patio goes up to and over the property. Discussed again putting up a rope so patrons are not over the property line. Confirmed they have until July 31st to get the parking and rope up. 07.14.26 Cary Jr. reached out with a few updates. Confirmed 07.16.26 that they have added 9 of the 12 additional parking spaces they need. Still need to add 3 more to the back lot. Lots of discussion about consolidating property vs. leaving as it is due to the patio encroachment. Also shared with them 2 potential locations for a bandstand that would meet the new requirements. 08.10.26 emailed the property owner because we have not heard anything from them since July 17th and last spoke to their attorney July 21st. Owner indicated that they have been in touch with a surveying company to establish shared parking easements, but they need to get back to us on where they are in the queuing (a few weeks, a month, longer). 08.26.26 Report: The attorney was apparently supposed to have sent us a letter, but it was never received. Attorney sent over letter dated 08.11.26. The letter is essentially contesting the calculation of required parking since the entire patio is not on

RECORD OF PROCEEDINGS

Minutes of

Meeting

DANBURY TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING

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

Held September 9, 20 26

the restaurant property. Also contesting that parking needs to be provided for outdoor dining. Told the attorney that I'd be back in touch once I got caught up on things. Hoping that will be later this week.

127-129 Kenton Row (Illegal 3-Family – Ruttencutter)

Paperwork turned in 09.03.26 which needs to be refused and variance applied for. Plan to be on October BZA Agenda. Went to HP-DRB 09.05.26.

Prior Info: Received anonymous complaint 06.08.26 from Lakeside and then directly 06.09.26 indicating that an accessory building at the back of the property is being illegally used as a 3rd dwelling unit. KAD inspected 06.10.26. Not entirely definitive. There is an A/C unit at the back of the space and a tv antenna extended to the building. DKC contacted OC Sanitary Engineer's office, and they have no record of improvements or of the shed building being supplied with water/sewer. KAD sent certified letter (70220410000225730960) to the property owner 06.15.26. Certified letter was claimed by the owners 06.18.26 @ 10:37a.m. Owners came into the office 06.18.26 and were advised that accessory buildings are not permitted for habitation and 3-families are not a permitted use in Lakeside. Owners admitted that a toilet does exist in the building and they are staying in it when both main house units are occupied by renters. Advised they could connect the two structures, but the back building cannot have its own separate entrance and cannot be a full independent unit. Owners will be in touch with an architect to determine how that connection will need to be constructed. No specific follow-up date given, but will follow up with them if we do not hear back from them in a couple of weeks. 07.11.26 KAD went into Lakeside Saturday evening at 10p.m. No lights were on in the 2nd story of the shed. Owner may be working with Pete Johnson on plans to connect the building to the southern unit. Anticipate plans in September to rectify the issue. Owner has submitted a concept to Lakeside, which Lakeside has shared 08.20.26. Need to review what was sent, which is not a detailed plan and try to determine if it will meet zoning requirements or not.

Illegal Rentals:

126 Hidden Beach (Illegal STR - Pokorny)

09.01.26 CLOSED

Closing at this time but will continue to monitor.

Prior Info: 07.28.26 Repeat offender. Cert. Letter (70220410000225730021) sent to property owner and Regular mail letter sent to TOD listed in auditor's records. Certified letter received 07.31.26 @12:38p.m. Received word 08.12.26 that renters were supposed to be on the property from 08.13.26-08.16.26. Upon inspection there was a camper on the property, but no indication that renters were there.

Construction w/out Permit:

None at this time.

Junk Vehicles (Trustee Res. 09-2015 & §505.173):

None at this time.

Junk & Debris (§505.87):

4799 East Harbor Road (Junk and Debris-Heaven Shorelines/Tavakoli)

Nothing New to Report.

Prior Info: 07.07.26 Complaint received via phone regarding condition of property. General complaint of junk all over the yard and giant pile of pallets. Photos taken and Certified Letter sent 07.10.26 (70220410000225735118). Delivery attempt 07.16.26 but "No access to delivery location". Notice left 07.17.26 @ 2:13p.m. "No authorized recipient available". Certified letter delivered 07.22.26 @ 2:59 p.m. Owner emailed 07.27.26 and stated that the broken screen door has been fixed or removed. The netting has been removed that blocked the front door and some of the tiles that were stacked in the front yard were removed or reduced. Owner states they are trying to establish a mushroom farm and that is the reasoning for all the wood wrapped in plastic and the pallets that the wood sits on. Owner has been told they should take out an agricultural exemption permit to establish that that is indeed what they are doing, but they have yet to turn that in. Need to email property owner about getting Ag. Exemption application in.

146 Strauss (Junk & Debris – Fleenor)

Abatement was completed 08.19.26. Staff met with the owner and his wife on 08.27.26, and he had all the junk & debris next to the garage side door removed. He had a small sorting table set-up in the driveway. We told him we'd be back in touch following Labor Day and will be contacting him to set up another check-in on 09.11.26. He wanted to get the one truck emptied out next. During our follow-up we'll see if that's been completed and then decide where he moves to next on the property.

RECORD OF PROCEEDINGS

Held September 9, 26 20

218 Sunnydale (*Junk & Debris – J. Dunn*)
Reinspection conducted 09.03.26. Still needs to remove items just inside the gate. Weeds along the fence have regrown and are not being maintained. Told the occupant that if he’s working during the day, then his dad needs to be there dealing with some of this stuff. Reminded them that the Township clean-up days would be the week of September 15th. Told them we were disappointed this wasn’t completed yet and we would be checking back in the week of the 22nd.

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. 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. Marcel & KAD met with Cody 05.08.26, photographed and documented the rear yard. While a lot of progress has been made, a lot more needs to be removed, including the 2 vehicles. He said they’ve had 2; 30yd dumpsters and 1; 10yd. brought in and taken out. A cousin and his dad will be removing much of the remaining items since the items belong to his dad. Some brush needs to be removed along the SW corner of the fence and grass all along the fence needs to be cut. Does have fence panels on site to be able to repair sections falling over and tied up. Gave him until June 1, 2026, to hopefully wrap this up or be closer to an end. Scheduled to re-check June 1, 2026, Met with the occupant of the property 06.03.26, photographed and documented the rear yard. Blazer vehicle has been removed. According to occupant, the truck was being picked up yet that morning, as well as the truck bed junk pile. Someone with a front loader was arriving as we were leaving. We did not set a next follow-up date with him because we said we’d be back to see where things were after the day’s items were removed and then discuss a follow-up date. Discussed the fence also needing replaced. Occupant said they plan on working on that this summer yet. All brush except for SW corner was cleared away. As of 3p.m. 06.03.26 occupant and owner were arrested following grand jury indictments. As of 06.24.26 Occupant and owner were released on bond following grand jury indictments. Will follow-up July 1, 2026. 07.01.26 KAD & Marcel met with the owner of the property. Junk vehicles have been removed. Washer/dryer, mattresses and a bunch of stuff were taken to the dumpster days. Tall vegetation around the fence is all cut and being maintained with the exception of the SW corner of the property where some junk remains. Owner has one trailer loaded and ready to be taken to junkyard. Gave them until August 1, 2026, to get the last of the junk removed and/or better organized. Upon reinspection of the property 08.05.26, more of the junk and debris had been removed. They still had a small trailer that was loaded and ready to go along with some canisters. Some of the weeds were overgrown again along the fence, but the grass was otherwise cut. Scheduled to re-check September 1, 2026, and it was explained that by then, we want to see some action on repairs to the fence as well.

Tall Grass/ Vegetation (§505.87):

437 Sycamore Ave (*Retzke – Tall grass*)
As of 09.01.26 the owner had contacted Bell Heating & Cooling and was having 2 LP tanks removed. They are working on securing openings and had someone set-up with a tall enough ladder to remove the rest of the ivy on the house.

Prior Info: 07.21.26 Neighbor called to report yard not being taken care of and concerns about health and safety due to condition of home. Photos taken and certified letter (0140466205991000) sent 07.21.26. Letter was returned as unclaimed. 08.10.26 Nothing has been done. Photos taken and added to file. 2nd letter sent to the property regular mail 08.11.26 and Property Posted. 08.18.26 Large amounts of vegetation has been removed. They are continuing to work on Ivy removal from sides of residence. Photos taken. As of 08.24.26 we will continue to monitor to ensure that the rest of the ivy is removed from the house. There are other issues that need to be addressed, including replacement or securance of broken windows/doors. As far as the vegetation citation though, this is very close to being completed.

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held September 9, 20 26

7291 Applewood (Huddleston- Tall grass) – 09.03.26 CLOSED
Resolution 15-2026 passed 08.26.26. Owner claimed final notice 09.02.26 and called. Reinspected 09.03.26 and rear yard had been cut.
Prior Info: Cert. Letter (70220410000225729957) sent 07.21.26. Cert. Letter was delivered 07.24.26 @ 2:26 p.m. 08.03.26 Photos taken. Front lawn was mowed but back was not touched. 08.10.26 Photos taken. Back yard is still overgrown. 08.11.26 2nd notice to comply sent by Cert. Mail (70220410000225730144). Delivered 08.17.26 @ 9:19 a.m. As of 08.24.26 the rear yard still has not been mowed. They have moved a fence panel to try to obstruct visibility of the rear yard.

Camper Occupied:

4345 E Harbor (Motor Home-Svete)
08.20.26 Motor Home parked behind barn. Cease & Desist sent via regular mail. Property owner called 08.25.26 and said it is uninhabitable and was abandoned there by former tenant. Stated he will have it removed in the next week. As of 09.08.26 it's still on the property but clearly not being inhabited.

550 Hartshorn Rd. (Camper Occupied/Unpermitted Structure – Ruple, Inc.)
Message left with property owner 08.28.26. No return call. KAD called again 09.08.26 and spoke with the property owner. Stated that he does own the land but is in the process of selling the business operation. Explained that zoning infractions are cited to the property owner and not a tenant. Occupant apparently stayed in the camper in an emergent situation and confirmed she is an employee of the business. Owner also stated that the camper was brought in for a women's bathroom because there is only a port-a-let on the property. Said the camper is air conditioned, the main building is not, so the women use the camper as an office. Told the property owner that we need to issue a permit for that if that is indeed the case and we also need to get a permit issued for the building that was installed behind the main building without proper permits. Owner said they have moved locations in Florida and needs to get address updated with the Auditor. Did not provide us with the updated address. Owner was going to work on getting paperwork together for permits and verify with the occupants what is happening with the camper. Will check back by 09.22.26 if we don't hear back from him.

Prior Info: Complaint received by Trustee Dress regarding a possible zoning violation/illegal occupancy at this location. Zoning followed up and complainant reported a woman, child and dog living in a trailer on the property. Property was inspected on 08.06.26 and there is a travel trailer with water hooked up and slide outs extended. An unpermitted pole barn was also observed behind the main structure. Certified letters were sent to the property owner (70220410000225730045) and the occupant (70220410000225730052) on 08.6.26. The Ottawa County Building Department was also advised. 08.08.26 Letter to occupant delivered 08.10.26. Owner's letter is out-of-state and still waiting to be delivered. Occupant called 08.12.26 and stated she was the plant manager for the concrete plant. She called again 08.13.26 claiming that there is a new owner as of 07.20.26. She claims now that the trailer is their office, and they didn't know they needed a permit for the building. We're waiting for the letter delivery to the property owner because we have a strong reason to believe that the occupant is not being truthful. The police have been to the property and have essentially confirmed occupancy of the camper.

84 Perryview (Campers x 2 occupied – Yeckley)
One camper remains on the property, but continuing to monitor if any active violations are occurring.
Prior Info: Complaint received by Trustee Rozak over 4th of July weekend that campers were being occupied on this street. Upon inspection 07.06.26 upon inspection 2 campers were on the property, and it appears that the garage on this lot may also be illegally converted or used as a residence without proper permits. Certified letter (70220410000225735101) sent 07.07.26. 07.14.26 letter is being held in Fremont at Post Office per the customer's request. Letter delivered 07.22.26. 07.26.26 Camper still plugged in and appeared to be in use as sleeping quarters. Photos taken and added to file. Air conditioning unit observed on the north side of the garage. Photo in file.

Boat / Trailer Storage:

248 Erie Beach (Excessive Storage – Richards)
Waiting on J. Stopar to get the repayment terms together for the Board's review.
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

RECORD OF PROCEEDINGS

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

Held September 9, 2026

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. 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. The property owner did not respond to the Motion for Default Judgement by May 1. A conference call was held on 05.07.26 with the Court and the defendant did not participate in that either. The Court advised J. Stopar to file the Judgement paperwork for the Court to sign off on and they will have a hearing date (TBD) on what the penalty will/should be. We've been keeping an eye on the property because the property owner is here and has been moving items around on the property, but still seems to remain in violation. On May 28, 2026, the Judge accepted our motion for default judgement and has now Ordered the property owner to remove any illegally stored recreational vehicles and be enjoined from storing more than 3 recreational vehicles on the property. A hearing is scheduled for July 10, 2026 @ 9:00a.m. before the court to determine the civil penalty amount.

Penalty Hearing held 07.10.26 @ 9:00a.m. J. Stopar & KAD attended. Much to everyone's surprise, Mr. Richard's was in attendance as well. Judge Winters advised him he had the right to attorney and a right to request a continuance of the hearing, but Mr. Richards did not bring an attorney, said he could not afford one and opted not to continue the hearing. The Judge reviewed why we were there and pointed out that at no point since this case was filed in February of this year, had Mr. Richards made any contact with the court, and so by default, the Township essentially won the case. We would now be discussing what the penalty should be for the violation. J. Stopar explained that we were here for a zoning violation as a result of the state statute changing last year and the Judge fully understood. J. Stopar called KAD to the stand where we reviewed the many attempts to contact Mr. Richards not only since July of 2025 when this issue/ case evolved, but years prior. We reviewed photographs we had of the property showing continuous violation and reviewed our summary of actions taken since 2014 including the 2020 criminal case in Municipal Court that resulted in him being found guilty and subject to fines for the exact same issue. In summation, we established he had been in continuous violation for 279 days, that could have resulted in a \$139,500 fine but we were just looking to recoup our expenses and asked for a minimum of \$6,544.00 plus extra to cover today's legal fees. Ultimately, the Judge rendered the decision that the penalty would be \$7,500. J. Stopar will now send the court the paperwork needed for the Judge to sign off on. I'm not sure how long Mr. Richards has to pay this back to the Township. I had asked J. Stopar to look into whether this penalty could be assessed to the property tax card, but it cannot. Mr. Richards commented at the end of the hearing that he could not afford this and asked if he could set up a payment plan. Our response was we could further discuss once the decision was signed.

J. Stopar needs to put together an agreement with Mr. Richards about repayment and he was supposed to have us a draft of this for this meeting. However, due to some personal matters, J. Stopar was not able to get that ready in time and plans to have it for your next meeting on September 9th.

Signage:

1205 SR 269 (Utility Vehicle as Sign – Aligned Capital Ventures) - Re-opened

08.24.26 certified letter sent to the property owner again about utilizing a trailer for signage as well as having too many temporary signs in front of the property. 6 out front, 2 banners, 2 flutter flags and 2 yard signs. 09.01.26 @ 3:43 p.m. Cert. Letter delivered. Owner called 09.04.26 and 09.08.26 asking for clarification regarding trailer location. Signs have been removed to be in compliance, but the trailer has to be back behind their gates.

Prior Info: Voicemail message was left 05.29.26 for owner. Dawn spoke to Troy on 06.02.26 and advised him he is going to need to get a permit for the fence by the retention pond. He was also advised to move the trailer with sign graphic back by the storage units and that he can only have three temporary signs displayed at one time. The signs must be behind the telephone poles and

RECORD OF PROCEEDINGS

Minutes of

DANBURY TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING

Meeting

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

Held September 9, 2026

can only be out fourteen days a month. As of 06.15.26 trailer moved to behind fence. Permit issued 06.17.26 for fence. Flutter flags were removed 06.17.26. Two signs remain. Previously closed 06.17.26. 08.24.26 certified letter sent to the property owner again about utilizing a trailer for signage as well as having too many temporary signs in front of the property. 6 out front, 2 banners, 2 flutter flags and 2 yard signs.

Further department information: N/A

Fire

		Fire & Ems Run Details				
2026	EMS	Fire	MVC*	Alarm **	CO***	Inspect
January	62	4	8	3	0	0
February	75	1	1	3	0	0
March	71	8	2	6	0	10
April	70	10	1	7	0	13
May	94	9	1	10	1	19
June	84	9	5	10	1	7
July	116	10	6	12	1	11
August	110	8	5	6	2	5
September as of 9 th	25	2	0	1	0	4
October						
November						
December						
Sub-Total:	707	61	31	58	5	69
Total	931					

*Motor Vehicle Crash(s)
** Alarm Activation(s)
***Carbon Monoxide Investigation(s)

Fire

- After discussion with the Chief, Mr. Hirt motioned and Ms. Rozak seconded approval of the Stryker contract for 3-year maintenance program; \$7,553.60 annually for a total of \$22,660.80 this does not include replacement parts, however with a contract they are discounted.. All ayes and motion carried.
- Three department employees are attending medic classes and one is attending fire class.

Roads

- Sackett Cemetery – no burials.
- Primary focus was maintaining and mowing the Twp properties and the ROW for Labor Day weekend
- Clean up week starts next week; September 15-19th.
- Mr. Dress stated that he along with the Fiscal Officer attended a meeting at the County Engineer's office regarding the OPWC Grant. They will know in November if the Grant was approved and funds would be received in June of 2027.
- Mr. Dress and Supeintendent Waldon met with Greg Spatz resulting in his Engineer needing to talk with the County Engineer regarding correct mapping.

RECORD OF PROCEEDINGS

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

Held September 9, 2026

Police

- Chief Meisler submitted the incident report: For the month of August the department responded to 460 calls. From 9-1-2026 to 9-9-2026, the department responded to 99 calls.
- Labor Day Weekend went well.
- The Zoning/Admin vehicle will be ready by Friday.
- Annual School Evacuation drill at Danbury Schools is tomorrow afternoon at 1:45 pm.
- Entertainment events at Lakeside end after this weekend.
- Chief Hunsicker met with Chief Meisler regarding AED's for new car and police office. The Fire Chief will price and order these along with replacement Narcan for the Police Department.

Correspondence

Permit 26-238 was sent by Ott. Co. Eng., it may have been a mistake as the appropriate paperwork for signage was not attached and sent to the wrong email address. Ms. James has emailed for clarification.

Chief Hunsicker issued a letter of commendation to ODNR, Danbury Fire, Police and EMS.

Thank you from Dan Zwyer to Officer Belcher for coming out to confirm internet phone scam.

Letter from Archer Energy the new Ottawa County Natural Gas Aggregate.

Summer newsletter from Black Swamp Conservancy.

Old Business

- Ms. Rozak stated that she finished preparing a proposed draft for the Meadowbrook Endowment of \$20,000.00 from Attorney Bruce Francisky and sent it to him for review. Once he looks it over, she will have the Trustees look it over and then it is sent to James Van Eerten for review and presentation to Judge Winters. All endowments must be approved by The Court of Common Pleas.
- Reminder; Ottawa Co Engineers will be holding a meeting on September 30 regarding EPA's unfunded mandate with storm water management and MS4 permit. Ms. Rozak, Mr. Dress and Superintendent Waldron will attend.

New Business

- Ottawa Co Engineers ROW permit 26-244, 8166 North Shore Blvd was approved and signed.
 - Regarding an email from a resident and after confirming with Fire/EMS, Police and ODOT, Ms. Rozak stated she will communicate the denial of no parking signs on E Mistic Bay Blvd.
- She also advised the resident that if their HOA wished to put up a fence and take out trees, it would be at their expense and would not be the Township's responsibility.
- Ms. James introduced the OTARMA information which will be submitted tomorrow in preparation for renewal meeting with Derek in October.
 - Ms. James stated the Ottawa Co Safety Council meeting will be held at African Safari at 11 am on September 16th.
 - Ms. Rozak is beginning to look at new Grants in regards to the new property acquisition. She has been keeping in contract with Western Reserve Land Conservancy and the 55 acre Coe property that will be known as Meadowbrook Ledges. Still waiting to sign receipt of the property, as a survey still needs to be conducted and Western Reserve Land Conservancy is handling this.
- Coastal Management has a grant application due December 20th and will be dependent on when everything is signed, but the property will need a master plan and trail plan. She has requested quotes from companies and will keep the Board advised.

RECORD OF PROCEEDINGS

Minutes of

Meeting

DANBURY TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING

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

Held September 9, 20 26

Fiscal Business

- Mr. Dress motioned and Ms. Rozak seconded, to approve bills and payroll in the amount of \$159,819.64 for the period of Aug 27th to Sept 9th, 2026; all ayes and motion carried.
- Mr. Dress motioned and Ms. Rozak seconded to pay Bill's Implement invoice in the amount of \$144.74. Mr. Dress and Ms. Rozak ayes; Mr. Hirt abstained.

DANBURY TOWNSHIP, OTTAWA COUNTY
Payment Listing
8/27/2026 to 9/9/2026
9/9/2026 4:02:30 PM
UAN v2026.2

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
301-2026	08/28/2026	09/02/2026	CH	OPERS	\$17,507.44	O
314-2026	08/28/2026	09/02/2026	CH	OPERS	\$27,427.45	O
320-2026	08/03/2026	09/09/2026	CH	Guardian	\$2,720.35 *	O
320-2026	09/09/2026	09/09/2026	NEG ADJ	Guardian	-\$154.80	O
49829	09/09/2026	09/09/2026	AW	Kuras Aeration Systems LLC	\$220.00	O
49830	09/09/2026	09/09/2026	AW	Diane Schaefer	\$687.50	O
49831	09/09/2026	09/09/2026	AW	Culligan of Northern Ohio	\$18.98	O
49832	09/09/2026	09/09/2026	AW	All Star Professional Cleaning, LLC	\$526.00	O
49833	09/09/2026	09/09/2026	AW	Galls,AN Aramark Company	\$286.28	V
49833	09/09/2026	09/09/2026	AW	Galls,AN Aramark Company	-\$286.28	V
49834	09/09/2026	09/09/2026	AW	Ridgecrest Products, INC.	\$584.75	O
49835	09/09/2026	09/09/2026	AW	Hartung Title Agency	\$125.00	O
49836	09/09/2026	09/09/2026	AW	Semro Henry & Spinazze Ltd.	\$1,627.17	O
49837	09/09/2026	09/09/2026	AW	Industrial Environmental	\$1,174.63	O
49838	09/09/2026	09/09/2026	AW	AT&T MOBILITY	\$164.95	O
49839	09/09/2026	09/09/2026	AW	TRi Motors Sales, INC.	\$2,192.31	O
49840	09/09/2026	09/09/2026	AW	Cleveland Communications, Inc.	\$365.25	O
49841	09/09/2026	09/09/2026	AW	NITRO PEST SOLUTION	\$159.00	O
49842	09/09/2026	09/09/2026	AW	Catawba Clean Scene	\$420.00	O
49843	09/09/2026	09/09/2026	AW	INTERSTATE BATTERY	\$36.40	O
49844	09/09/2026	09/09/2026	AW	D.R. Ebel Police & Fire Equipment	\$339.98	O
49845	09/09/2026	09/09/2026	AW	Judco, Inc.	\$215.00	O
49846	09/09/2026	09/09/2026	AW	Ohio Diesel	\$148.33	O
49847	09/09/2026	09/09/2026	AW	Bill's Implement Sales	\$144.74	O
49848	09/09/2026	09/09/2026	AW	Uline	\$158.15	O
49849	09/09/2026	09/09/2026	AW	Galls,AN Aramark Company	\$318.11	O
49850	09/09/2026	09/09/2026	AW	Beck Suppliers, Inc.	\$92.28	O
49851	09/09/2026	09/09/2026	AW	Beck Propane & Fuels	\$2,716.78	O
49852	09/09/2026	09/09/2026	AW	Treasure, State of Ohio	\$107.00	O
49853	09/09/2026	09/09/2026	AW	Law Enforcement Systems	\$129.00	O
49854	09/09/2026	09/09/2026	AW	TRi Motors Sales, INC.	\$91.51	O
49855	09/09/2026	09/09/2026	AW	Streacker Tractor Sales, Inc.	\$189.60	O
49856	09/09/2026	09/09/2026	AW	Tractor Supply Co.	\$187.98	O
49857	09/09/2026	09/09/2026	AW	Liberty Auto Parts	\$37.99	O
Total Payments:					\$57,958.48	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$57,958.48	

-144.74
57,813.74

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

RECORD OF PROCEEDINGS

GOVERNMENT FORMS & SUPPLIES 844-224-9338 FORM NO. 10148

Held September 9, 2026

0843 1212-2121 Danbury Township Board of Trustees

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 09/09/26: \$83,063.10

TRANSACTION SUMMARY

SUMMARY BY TRANSACTION TYPE

TOTAL ELECTRONIC FUNDS TRANSFER (EFT)

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT

TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES

CASH REQUIRED FOR CHECK DATE: 09/09/26

83,063.10

83,063.10

18,756.54

101,819.64

TRANSACTION DETAIL

ELECTRONIC FUNDS TRANSFER - Your financial institution will initiate transfer to Paychex at or after 12:01 A.M. on transaction date.

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION		BANK DRAFT AMOUNTS & OTHER TOTALS
09/08/26	MARBLEHEAD BANK, A	xxxxxxxxxxxx027	Direct Deposit	Net Pay Allocations*	69,545.84	69,545.84
09/08/26	MARBLEHEAD BANK, A	xxxxxxxxxxxx027	Garnishment	Employee Deductions	811.88	811.88
09/08/26	MARBLEHEAD BANK, A	xxxxxxxxxxxx027	Taxpay®	Employee Withholdings		
				Social Security	574.30	
				Medicare	1,379.18	
				Fed Income Tax	6,362.52	
				OH Income Tax	1,946.47	
				OH BELSD SD Inc	2.40	
				OH BELVU CTY Inc	9.60	
				OH CLGSD SD Inc	14.40	
				OH FRESO SD Inc	87.70	
				OH FRMNT CTY Inc	126.92	
				OH LORAN CTY Inc	94.91	
				OH NOLMS CTY Inc	57.58	
				OH NORSD SD Inc	18.58	
				OH NORWK CTY Inc	61.60	
				OH DAKHA VIL Inc	0.60	
				OH PCLIN CTY Inc	10.80	
				Total Withholdings	10,747.56	
				Employer Liabilities		
				Social Security	574.30	
				Medicare	1,379.18	
				Total Liabilities	1,953.48	12,701.04

0943 1212-2121 Danbury Township Board of Trustees

Run Date 09/04/25 09:21 AM

Period Start - End Date
Check Date 06/15/26 - 08/28/26
09/09/26

Cash Requirements
Page 1 of 2
CASHREQ

- Ms. Stetler submitted management reports: Fund, Revenue and Appropriation summaries to Trustees and department heads.
- State Bank emailed an Agreement for Deposit of Public Funds to Ms. Stetler today, which she presented to the Board for review. She said if there are no changes we don't need to update but she will check with the bank to see what names they have on file and if any further action is necessary.
- Reminder, Mr. Dress, Ms. Rozak and Ms. Stetler will meet with the Budget Commission at 2 pm on September 16th.
- Resolution 17-2026 Accepting additional revenue to the 2026 budget was introduced as follows:

The Board of Trustees of Danbury Township, County of Ottawa, Ohio, met in regular session at 6:00 p.m., on September 9th, 2026, at the Danbury Township Hall, 5972 E. Port Clinton Eastern 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. 17-2026

A RESOLUTION APPROVING TRANSFER OF FUNDS AND
ACCEPTING ADDITIONAL REVENUE
INTO THE ADOPTED 2026 BUDGET

WHEREAS, the Board of Danbury Township Trustees accepts transfer of funds and supplemental appropriations as outlined below into the adopted 2026 budget; and

WHEREAS, the Board of Danbury Township Trustees authorizes the Fiscal Officer to transfer the funds and add the supplemental appropriations into their respective funds as outlined below;

From Fire and Rescue, Ambulance and EMS Serv. (2282) to Fire & EMS Levy (2281) in the amount of \$89,179.69.

	Increase	11
Fire & EMS Levy Fund		
2281-230-400-0000 Supplies and Materials	\$89,179.69	

RECORD OF PROCEEDINGS

Minutes of

Meeting

DANBURY TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING

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

Held September 9, 2026

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees at the conclusion of the public meeting, by motion and vote, voted to notify the Ottawa County Auditor the updated 2026 Budget for Danbury Township reflecting this transfer and supplemental appropriation;

BE IT FURTHER RESOLVED by the Board of Trustees of Danbury Township, Ottawa County, Ohio:

- 1) That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action were taken in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code; and
2) That this Resolution shall be effective at the earliest date 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:

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

ADOPTED this 9th day of September, 2026

Attest:

Stacey Stetler
Fiscal Officer

Board of Trustees
Danbury Township
Ottawa County, Ohio

Dianna 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 9th day of September, 2026 and filed with the Danbury Township Fiscal Officer.

Stacey Stetler
Danbury Township Fiscal Officer

Comments and Concerns

None

Adjourn

There being no further comments, concerns or business s before the Board, Ms. Rozak motioned and Mr. Hirt seconded to adjourn at 6:42 pm. All ayes and motion carried.

Fiscal Officer

Danbury Township Board of Trustees