

**BOARD OF TRUSTEES OF SANDUSKY TOWNSHIP
SANDUSKY COUNTY, OHIO**

MINUTES OF REGULAR MEETING of April 4, 2023

The Trustees of Sandusky Township met in regular session at Sandusky Township Hall at 6:00 p.m., with the following members present:

Mr. Paul Lotycz

Mr. Mike Willis

Mr. Gilbert Overmyer

Fiscal Officer was not present.

Mr. Paul Lotycz made motion to accept the minutes. Mr. Gilbert Overmyer seconded motion. Vote as follows: Mr. Overmyer - yes, Mr. Willis – yes, Mr. Lotycz - yes.

Mr. Gilbert Overmyer made motion to accept and pay the bills. Mr. Paul Lotycz seconded motion. Vote as follows: Mr. Overmyer – yes, Mr. Willis – yes, Mr. Lotycz - yes.

Ms. Zienta reported the following Revenue and Expenditures:

	3-22-2023 through 4-4-2023	Year to Date
Revenue	23,132.75	457,006.85
Expenditures	82,901.55	284,006.68

Trustees reviewed Management Reports.

Mr. Kyle Amor attended meeting to observe.

Mr. Brent Saionz received a quote for the snowplow truck box and plow. The amount for the box plow is \$140,000 from Kalida and is valid for 60 days. Kalida will store it until the truck comes in. Mr. Saionz stated the truck will not be in until the end of the year or next year. Mr. Paul Lotycz couldn't see paying 100% of it when we wouldn't have it. He can see putting a down payment on it. After discussing, Mr. Gilbert Overmyer suggested holding off on this until they get the fire truck purchase squared away. Mr. Saionz stated the old truck is in good shape and he can make it last.

Mr. Saionz had the catch basins on CR 73 jetted out last week. He received a complaint on water issues in the backyards on Cherry Ridge Drive. Mr. Lotycz received a call from Mr. Dick Celek about water problems. He and Mr. Saionz walk the area from CR 73 through Cherry Ridge. They did find some leaves in one catch basin and it was flowing. Mr. Rudy Springer called Mr. Lotycz in February about water in his backyard. Mr. Springer thought it was due to the sanitary sewer installation years ago. Mr. Lotycz talked with County Engineer Carlos Baez. The county looked at their drains and they have no problems with them. Mr. Baez suggested he contact Ditch Maintenance. Mr. Lotycz contacted Jenna at Ditch Maintenance. She provided a map of that area showing storm water tile and where the land owners can tie in to the system.

Mr. Saionz had to cut a tree out of the park that had split. There was also a tree down on North River Road. Someone had cut it up and pulled it across the road.

Mr. Saionz received a call from Rice Township about a basement plugging with debris. Mr. Saionz had the crossover on Fangboner clean out.

Trustees received an email from Ms. Casey Fisher of Northcrest Avenue. They have noticed a lot of water in the back yards of her and her neighbor's property. She is asking if anything can be done or what she can do. Mr. Saionz and Mr. Willis informed her she can tie into the storm tile at her cost.

Mr. Mike Willis made motion to purchase a pumper from 4 Guys Stainless Tank & Equipment for \$901,950.00. Mr. Paul Lotycz seconded motion. Vote as follows: Mr. Overmyer – yes, Mr. Lotycz – yes, Mr. Willis – yes.

Trustees received the yearly insurance bill from OTARMA. After reviewing, the inventory list they have has a few outdated items and some items that need to be added.

Mr. Sean O'Farrell contacted Mr. Willis about his property on Stewart Drive. He has it rented for 5 months and then again from August to December.

Trustees wondered what is considered long-term rental and short-term rental.

Mr. Brian Woods stated he does not have the definition but his belief that long-term would be a year lease.

Mr. Lotycz will have Mr. Barney provide more information on long-term/short-term.

Mr. Overmyer received a text message from Ms. Betsy Pence. She is also wondering the definition.

Mr. Paul Lotycz read a letter from Fiscal Officer Cynthia Zienta. She is resigning from her elected position of Sandusky Township Fiscal Officer effective April 30, 2023. She will complete the April payroll on April 30th and will need the payroll on April 28th. Then meet with a Trustee to turn over all paperwork, keys, computer and printer.

Mr. Lotycz texted Ms. Zienta to setup a time to meet.

Mr. Lotycz provided the title to the new Bobcat and requested Ms. Zienta file for government plates.

Mr. Lotycz talked with Ms. Alexis Schneider Brickner and she is interested in the Fiscal Officer position. Mr. Lotycz talked to Atty. Jim Barney about this. Mr. Barney suggested Trustees hire a Deputy Fiscal Officer immediately. Mr. Barney also provided training material to Ms. Schneider Brickner.

Mr. Paul Lotycz made motion to hire Ms. Alexis Schneider Brickner as Deputy Fiscal Officer effective immediately. Mr. Gilbert Overmyer seconded motion. Vote as follows: Mr. Overmyer – yes, Mr. Willis – yes, Mr. Lotycz – yes.

Mr. Mike Willis made motion to accept Ms. Zienta's resignation. Mr. Gilbert Overmyer seconded motion. Vote as follows: Mr. Overmyer – yes, Mr. Willis – yes, Mr. Lotycz – yes.

Trustees asked Mr. Saionz if he has ordered salt yet. He has not but will call and get it delivered.

Mr. Overmyer obtained quotes for rubber mulch for the park. After reviewing, Mr. Paul Lotycz made motion to purchase 8 pallets of green rubber mulch up to \$5,240.00. Mr. Mike Willis seconded motion. Vote as follows: Mr. Overmyer – yes, Mr. Willis – yes, Mr. Lotycz – yes.

Mr. Overmyer received a call from the Attorney for Norfolk and Southern. They would like to revisit closing the railroad crossing. They performed a traffic study last year. Seventy-five cars traveled across the tracks a day. At that time, Trustees did not believe that.

Norfolk and Southern want to do another traffic study and asked the township to do the same. Mr. Overmyer contacted the county engineer and they will perform a traffic study for the township.

The railroad is open to not closing it but gaiting and locking it, with the keys given to emergency personnel. If the new traffic study shows 15 cars or less cross the tracks every day, they will not worry about closing it.

The County Engineer will hold road bid openings on April 18, 2023 for the combined bid for the Sandusky County, Rice Township and Sandusky Township.

Mr. Overmyer asked if Mr. Saionz received his pesticide certification. Mr. Saionz will know in 5 days if he passed the certification.

Fire Chief Schneider turned in mileage reimbursement for fire inspections performed by Mr. Charlie Baxter.

Ms. Zienta explained the current policy to perform fire inspections is \$15.00/hour. No mileage reimbursement has ever been paid/approved for fire inspections. Ms. Zienta also asked if Mr. Baxter used the new fire department pickup truck to perform the inspections.

Mr. Mike Longanbach stated the inspectors always use their own vehicles to perform inspections. Mr. Lotycz thinks it is a good idea if they use the township vehicle when doing inspections.

Mr. Gilbert Overmyer made motion to pay the mileage this one time to Mr. Baxter and speak to him on not using his personal vehicle anymore. Total reimbursement \$189.62. Mr. Paul Lotycz seconded motion. Vote as follows: Mr. Overmyer – yes, Mr. Willis – yes, Mr. Lotycz – yes.

Zoning Inspector Brian Woods had some confusion on a permit. He received a call from someone asking if there was a permit for a building going up on Whittaker Drive. Mr. Woods is not familiar with Whittaker Drive so he knew he hadn't given a permit. Mr. Woods went to the property and asked the contractor if they had a permit. They told Mr. Woods they are not responsible for that. They also did not have the owners name.

Mr. Woods left and called Mr. Barney. Mr. Barney instructed him to put a cease and desist on it until they can provide a permit, which he proceeded to do.

The following Monday, the builders called him and said they talked to the owner and the owner stated he did have a permit. Mr. Woods told them he has never been out there. Come to find out the owner does have a permit. The owner came to Mr. Woods' office and filled out the permit 1 ½ months ago. That is why the address was not familiar to him.

Mr. Woods does not have a key to the zoning lockbox at the hall. Mr. Saionz will look for the key.

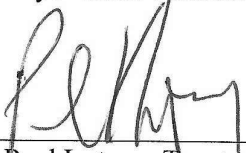
Mr. Woods would like to shorten the permits from legal size to letter size. It will be cheaper for the township. Mr. Woods would like to have just one copy of the permit instead of three. The property owners do not need a copy of the approved permit because he gives them a card with the permit number to put in their window. Trustees are okay with that.

The Sandusky County Auditor sent back the CAUV application. They need a copy of the current lease for the property.

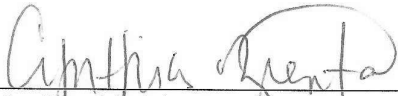
Ms. Zienta informed the Board the Trustee's lease with Mr. Dave Wagner expired on 12-31-2021. The lease with Mr. Thomas Michael expired on 12-31-2022. She noted a discrepancy with lease amount numbers on the Michael lease.

Mr. Overmyer will take care of the Wagner lease and Mr. Lotycz will take care of the Michael lease.


At 7:28 p.m. with there being no further Business to come before the Board of Trustees, Mr. Overmyer made motion to adjourn seconded by Mr. Lotycz.



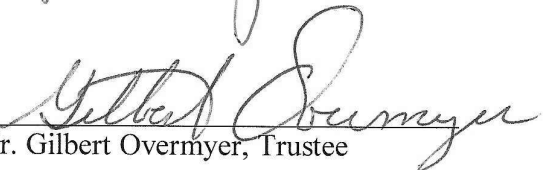
Mr. Paul Lotycz, Trustee



Ms. Cynthia Zienta, Fiscal Officer



Mr. Mike Willis, Chairman



Mr. Gilbert Overmyer, Trustee