

Board of Trustees of Sandusky Township
Sandusky County, Ohio

Minutes of Regular Meeting of January 2, 2024

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

Paul Lotycz, Gilbert Overmyer and Kyle Amor.

Fiscal officer, Alexis Brickner was in attendance.

The Trustees held reorganization.

Alexis acted as Chairman and requested nominations for President. Paul nominated Gilbert Overmyer for President. Kyle Amor seconded the motion. Roll call vote was taken, Kyle Amor: Yes, Paul Lotycz: Yes, Gilbert Overmyer: abstained. Kyle nominated Paul Lotycz for Vice President. Chip seconded the motion. Roll call vote was taken, Kyle Amor: Yes, Paul Lotycz: Yes, Gilbert Overmyer: Yes.

Chip made a motion to continue to hold regular Township meetings on the 1st and 3rd Tuesday of every month at 6:00 pm. Paul seconded the motion. Roll call vote was taken, Kyle Amor: Yes, Paul Lotycz: Yes, Gilbert Overmyer: Yes.

Chip made a motion to give a Cost of Living raise of 2% to all Zoning and Zoning Board of Appeals members. Paul seconded the motion. Roll call vote was taken, Kyle Amor: Yes, Paul Lotycz: Yes, Gilbert Overmyer: Yes. Paul made a motion to re-appoint Brian Woods as the Zoning Inspector at a rate \$675/month. Chip seconded the motion. Roll call vote was taken, Kyle Amor: Yes, Paul Lotycz: Yes, Gilbert Overmyer: Yes.

Chip made a motion to reappointment the following employees with a 3% Cost of Living raise for the 2024 year:

- Brent Saionz, Road Superintendent: \$27.81/hour
- Chad Bender, Assistant Road Superintendent: \$26.78/hour
- Tom Willis, Part-time Road Crew (Snow Removal): \$16.48/hour

Kyle Amor seconded the motion. Roll call vote was taken, Kyle Amor: Yes, Paul Lotycz: Yes, Gilbert Overmyer: Yes.

Paul made a motion to reappoint Troy Thatcher as Sexton at a rate of \$15/hour (\$1.00 raise). Chip seconded the motion. Roll call vote was taken, Kyle Amor: Yes, Paul Lotycz: Yes, Gilbert Overmyer: Yes.

Paul made a motion to reappoint Dean Schneider as the Fire Chief and Tom Willis as the Assistant Fire Chief. Kyle Amor seconded the motion. Roll call vote was taken, Kyle Amor: Yes, Paul Lotycz: Yes, Gilbert Overmyer: Yes. Chip made a motion for a 3% Cost of Living increase for each of these positions. Paul seconded the motion. Roll call vote was taken, Kyle Amor: Yes, Paul Lotycz: Yes, Gilbert Overmyer: Yes.

Paul made a motion to appoint Kyle Amor and Alexis Brickner to the Records Management Committee. Chip seconded the motion. Roll call vote was taken, Kyle Amor: Yes, Paul Lotycz: Yes, Gilbert Overmyer: Yes.

Kyle made a motion to appoint Paul Lotycz and Alexis Brickner to the Audit Committee. Paul seconded the motion. Roll call vote was taken, Kyle Amor: Yes, Paul Lotycz: Yes, Gilbert Overmyer: Yes.

Chip made a motion to keep part time and snow removal pay at \$16/hour. Paul seconded the motion. Roll call vote was taken, Kyle Amor: Yes, Paul Lotycz: Yes, Gilbert Overmyer: Yes.

Chip made a motion that electronic funds transfers (EFT) may be used by the Township's Fiscal Officer for Year 2024 for legal or contractual requirements; when expedited payment is required to meet a payment deadline; when it is already standard industry practice such as with all payments made to any office of the State of Ohio; or when it is the most cost-effective payment procedure. Although Sandusky Township's primary method of disbursement is check based, electronic fund transfers (EFT) are occasionally necessary to conduct the financial business of the Township. Kyle seconded. Roll call vote was taken, Kyle Amor: Yes, Paul Lotycz: Yes, Gilbert Overmyer: Yes.

Chip made a motion to move into regular session. Kyle seconded. There was no discussion and the motion passed.

Trustees moved into regular session at 6:21 pm.

The minutes from the December 19, 2023 meeting were reviewed. Paul advised that he had submitted spelling and date corrections via email and Alexis corrected those errors. A motion was made to accept the minutes with no other additions or corrections by Paul. Chip seconded the motion. There was no further discussion and the motion passed.

The revenues and expenditures were reported by Alexis as follows:

	December 19- December 31	YTD
Revenue	\$29,715.80	\$1,236,983.22
Expenditures	\$9,956.92	\$1,257,396.88

Paul made a motion to accept and pay the bills. Kyle seconded the motion. There was no further discussion and the motion passed.

Kay Saionz attended the meeting to hear the outcome of the proposed changes to the Zoning regulations.

Brent Saionz of the roads department attended the meeting and gave the following update:

- Kalida Truck sent a bid. The quote from 2022 was \$104,300 for the plow, bed, salt spreader, plow lights and certified hydraulics. The quote for the same items at this time would be \$107,800. The truck and chassis would be separate.
- Waiting on a quote for the ditch mowing tractor from Streakers.
- Tore the bearing out of boom mower. Parts are ordered.
- Inquired about getting a new water softener for the garage. Will contact Ryan Rusch to get a price for next meeting.
- Leaf pickup is complete.
- The window in the Kubota has been replaced.

Chip presented paperwork from Carlos Baez regarding our certified road mileage and culvert replacements. Paperwork will be filled out and given to the County.

Dean Schneider, Chief of the Fire Department attended the meeting and gave the following update:

- 9 emergency runs in December, 103 runs for the 2023 year.
- CE's through Vanguard are no longer available. The township will be working with Sandusky County EMS to obtain the necessary CE's from now on.
- Board of Pharmacy inspector called and may be stopping to do an overview of items on the drug list.
- Appreciation dinner for the Fire Department will be held January 6.

Kyle discussed the amendments to the Zoning regulations presented at the last meeting. Kyle moved to adopt the proposed changes to the solar facility and array regulations. Paul seconded. There was no further discussion, and a roll call vote was taken. Kyle Amor: Yes, Paul Lotycz: Yes, Gilbert Overmyer: Yes. Kyle moved to adopt the proposed changes to the wind energy zoning regulations. Paul seconded. There was no further discussion, and a roll call vote

was taken. Kyle Amor: Yes, Paul Lotycz: Yes, Gilbert Overmyer: Yes. Kyle moved to adopt the proposed changes to the building setback regulations. Paul seconded. There was no further discussion, and a roll call vote was taken. Kyle Amor: Yes, Paul Lotycz: Yes, Gilbert Overmyer: Yes.

Paul inquired about the reporting requirements for the use of the COVID money to be spent on the fire truck. Alexis advised that the resolution stating what we would be spending the money on needed to be filed. Filing is done once a year in April and would be taken care of prior to that time. The money has to be spent by December 2026.

Chip shared the following updates:

- Spoke with Thomas Drusback from the Zoning Board of Appeals, Ryan Rusch from the Sewer Board, and Jeff Phillips from the Zoning Board, whose term expired on 12/31/2023. They all agreed to another term on their respective boards.
- A quote was received for a 24 x 60 fabric building with two closed end walls with framing for two overhead garage doors for \$20,316.00. The garage doors are not included in this price but were quoted by Tritch for \$7,950.

Paul made a motion to have Miller Brothers from Orrville, OH erect this structure at the cost of \$20,316.00. Kyle inquired about whether someone from the company had come to look at the foundation that it was being placed on. Chip advised that the contractor had looked at the foundation and approved it. Chip seconded the motion. Kyle inquired about what would happen with the rusting blocks. Brent advised that the road crew will apply Thoroseal waterproofing paint to them. There was no further discussion and the motion passed.

Chip made a motion to order the two 12 x 12 overhead doors from Tritch Door for the fabric building. Paul seconded the motion. There was no further discussion and the motion passed. Chip commented that Tritch will order the doors now to lock in the price but will store them at their facility until they are ready to be installed.

- Received communications from the Buehrer Group in Maumee and Reel Engineering in Bellville regarding developing plans for the Township building. They are both willing and able to complete the engineering project. The group would like to wait for more information from Gorman and Miller before making a decision on who to use.
- Kyle inquired about the hall rental agreement that was presented by Chip at a prior meeting. The board decided not to move forward with renting the meeting room out at this time.
- Called Jeff McCormack regarding painting the underside of the shelter houses. Would like to get a quote from him to repaint a few other areas of the building as well. Kyle inquired about painting the man door on the south end of the garage. It was determined that the door is rotted and needs to be replaced.

Alexis shared the following update:

- Temporary Appropriation of Funds for the 2024 Fiscal Year were presented.

Paul made a motion to adopt a Resolution of the Board of Trustees of Sandusky Township to Reallocate Funds to Meet Year End Compensation Needs. Chip Seconded the Motion. A roll call vote was as follows:

Kyle Amor: Yes

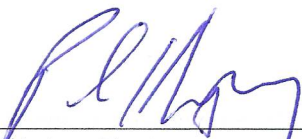
Paul Lotycz: Yes

Gilbert Overmyer: Yes

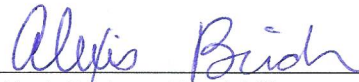
Employee Handbooks will be reviewed at the next meeting. Chip requested Brent and Chad be present and Alexis to print hardcopies of the most recent version.

Next meeting is January 16th at 6 pm.

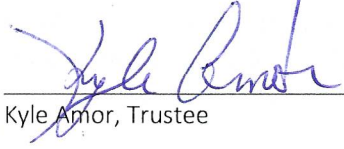
With no further business before the board, Paul made a motion to adjourn. Kyle seconded the motion. Motion passed and the meeting adjourned at 7:34 pm.



Paul Lotycz, Trustee



Alexis Brickner, Fiscal Officer



Kyle Amor, Trustee



Gilbert Overmyer, Chairman