

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

MINUTES OF REGULAR MEETING of April 6, 2021

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

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

Ms. Zienta reported the following Revenue and Expenditures:

	3-17-2021 through 4-6-2021	Year to Date
Revenue	356,776.38	418,795.82
Expenditures	95,433.75	343,504.74

Trustees reviewed Management Reports.

Michael and Jane Russell, 514 Adams Street attended meeting. They need city water and do not know who to contact. Ms. Tiffany Jones was also in attendance and advised her she works for the city water department and to contact Safety Service Director Ken Frost or City Engineer Tucker Frederickson.

The Russell's also have an issue with a drain the township put in beside their driveway years ago. The road has been repaved so high that the water floods their driveway. The drain beside the driveway does not take the water and the cover on top is cracked up. The drain at the end of the street is also plugged and when it rains, the front yard is also flooded.

Mrs. Russell stated she attended a meeting last year about this problem and nothing has been done about it. Road Superintendent Brent Saionz will have it cleaned out and repair the grate, he just hasn't gotten to it yet.

Ms. Maria Pena, 601 Tucker Road attended meeting. Ms. Pena owns property at 2122 W Garrison Street and is currently running a Barber/Salon Shop out of the trailer. She has received information from the zoning inspector that she needs to apply for a conditional use permit.

Ms. Pena contacted former Zoning Inspector Matt Hoffman and a permit and he told her that as long as she does not put a sign out front, she will not need a permit. Ms. Pena has put a lot of money into the property. She has also put up a sign.

It was explained to Ms. Pena that she needs to apply to the Zoning Board of Appeals for a Conditional Use Permit.

Ms. Tiffany Jones, 1643 Dickinson Street attended meeting. She applied for a permit to put up a garage in the same spot where it was previously and it was denied. It needs to be 10 feet from the property line and it is only 8 feet. The previous garage burned down many years ago. She has already replaced the concrete pad and has a contractor to start in a couple weeks.

Ms. Jones doesn't feel she needs to obtain a zoning variance from the Board of Appeals since there was a garage there years ago. It was explained to her that if the previous garage was grandfathered in prior to the start of zoning, that has since expired since the garage burned down and you only have a certain amount of time to rebuild it. That time has expired and she needs to apply to the Appeals Board or move the placement 10 feet from the property line.

Ms. Jones asked what would happen if she started the project without going to the Appeals Board. She can be fined up to \$100 a day until she complies with the Zoning Resolution.

Ms. Jones asked about the gate that is behind the church and who has access to it. Ms. Cyndi Zienta will check back through the minutes to see who was given a key to the gate.

Mr. Brian Woods attended meeting and is interested in the Zoning Inspector position. He explained he will handle complaints and all the paperwork but will not actively "storm troop" the township for violations. He will not be able to start until May 1, 2021.

Mr. Paul Lotycz made motion to hire Mr. Brian Woods for the position of Zoning Inspector beginning May 1, 2021. Salary will be \$600/month. Mr. Mike Willis seconded motion. Vote as follows: Mr. Willis - yes, Mr. Lotycz - yes, Mr. Overmyer - absent.

Fire Chief Dean Schneider provided the following report for March 2021:

- March 2021 Fire calls - 10
- March 2021 Squad calls - 22 with 5 being non-transport
- Provided mutual aid for the Keegan fire
- Unit 8 tarp had to be repaired
- Manifold will need to be replaced - obtaining quotes
- Running out of turn-out gear that is not out-of-date. Fire Safety Services has turn-out gear that is not as high quality as the members have but will be okay for back-up gear for people that are in probation. The boots are outdated also.

Mr. Paul Lotycz made motion to purchase four sets of turn-out gear at \$1,800/set, two sets of turn-out gear at \$2,500/set and 6 pairs of boots at \$325/piece. Mr. Mike Willis seconded motion. Vote as follows: Mr. Willis - yes, Mr. Lotycz - yes, Mr. Overmyer - absent.

Mr. Schneider detailed an incident that happened a 1 ½ weeks ago. An EMS call came in and no one showed up for the call. Mr. Schneider and Garrett Schneider then responded with a 10 minute delay. The members that were on call didn't know they were on call.

Mr. Schneider stated that basically, all the township is doing is showing up on calls and transporting to the Hospital. The county is there before the township and treats the patient. They then wait for the township to show up to transport. It is getting difficult to have coverage for the squad. His biggest fear is a call will come in and the county is unable to respond and the township does not respond. Or we do respond and do not know what to do since the EMT's are not using their skills anymore - this would be a disaster.

Mr. Schneider will recommend termination of the EMS service effective July 1, 2021 to the Fire Department members next week.

The department is discussing First Responders.

The Fire Department will have a Chicken Barbecue on May 2, 2021. Mr. Schneider asked if the driveway will be completed by then. Trustees will look at putting the driveway in.

Mr. Schneider requests Trustees place speed bumps on the driveway leading past the township park as cars speed down the parking lot. Road Superintendent will place two speed bumps in that area.

Mr. Brent Saionz provided an estimate from Universal Farms to grind the brush on the property. Estimate is for \$2,833.00 with a \$500n deduction is Universal Farms can remove all mulch from site.

Mr. Mike Willis made motion to hire Universal Farms to grind the brush pile for \$2,833.00. Mr. Paul Lotycz seconded motion. Vote as follows: Mr. Willis - yes, Mr. Lotycz - yes, Mr. Overmyer - absent.

Bark Creek Lawn Care provided an estimate to apply two applications to the grass at the township hall for \$218/piece. Mr. Mike Willis made motion to hire Bark Creek Lawn Care to provide lawn care services to the township hall property for 436.00. Mr. Paul Lotycz seconded motion. Vote as follows: Mr. Willis - yes, Mr. Lotycz - yes, Mr. Overmyer - absent.
Mr. Saionz will obtain a quote for treating the new area.

Mr. Saionz reports Zimmerman Painting has been sold. He is waiting on the transfer to go through to get a quote for striping the township hall parking lot.

Mr. Paul Lotycz requested Mr. Saionz trim the trees at the end of Shannon Road as they are blocking the view for drivers.

Trustees discussed Cell phone reimbursement and made the following decisions:

Mr. Mike Willis made motion to amend the Sandusky Township Employee Handbook by adding the Employee Cell Phone Reimbursement Policy (see attached). Mr. Paul Lotycz seconded motion. Vote as follows: Mr. Willis - yes, Mr. Lotycz - yes, Mr. Overmyer - absent.

Mr. Mike Willis made motion to provide a monthly stipend of \$40/month to the Road Superintendent and the Assistant Road Superintendent for Cell Phone Reimbursement. Mr. Lotycz seconded motion. Vote as follows: Mr. Willis - yes, Mr. Lotycz - yes, Mr. Overmyer - absent.

Sandusky County Sanitarian Martha Bowen informed the Board the property at 1109 Bloom Road has a failing septic system and needs to tie into the sanitary sewer system. The area is small and they would like to run the lines in the road right-of-way. Trustees do not have a problem with that.

Fiscal Officer Cyndi Zienta presented the following:

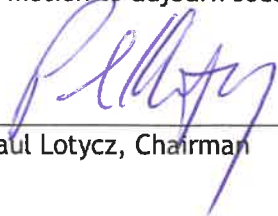
- The ODOT Road Salt Submission was completed on 3-24-2021
- Presented information to Trustees regarding Township Noise Resolutions
- Provided Property Insurance Renewal information to Trustees
- Received another fraudulent Unemployment claim
- Requested employee's initial receipts when purchases are made to help with determining what fund to expense it from
- Provided Request/Approval for Outside Employment forms to employees to complete. This was requested to be done by the Auditor of State
- Discussed the MORE grant that is available to the Township. The can receive \$500 and suggests the speed bumps be used for the grant. The fire department can receive \$1,000 and suggests the turn-out gear be used for the grant. Trustees were okay with that.
- The Sandusky Township Sewer District has a MORE Grant available to them and Ms. Zienta will talk with that board about using their grant to purchase items and donate to the township. Mr. Saionz would like have more safety cones.

The Bureau of Workers' Compensation requires employers participating in a group-rating plan to complete two hours of safety training to be in compliance. Ms. Zienta provided information to the Board and requested one Trustee complete the two hour training.


Mr. Mike Willis made motion to have Gilbert Overmyer complete the two-hour safety training requirements for the Bureau of Workers' Compensation. Mr. Paul Lotycz seconded motion. Vote as follows: Mr. Willis - yes, Mr. Lotycz - yes, Mr. Overmyer - absent.

Mr. Dean Schneider mentioned the fuel pump is not working properly again and needs repaired.

At 7:46 p.m. with there being no further Business to come before the Board of Trustees, Mr. Willis made motion to adjourn seconded by Mr. Lotycz.

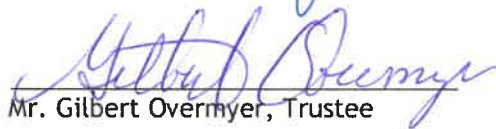


Mr. Paul Lotycz, Chairman



Ms. Cynthia Zienta, Fiscal Officer

Mr. Mike Willis, Trustee



Mr. Gilbert Overmyer, Trustee