

**Board of Trustees of Sandusky Township  
Sandusky County, Ohio**

**Minutes of Regular Meeting of May 21, 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 present and Attorney Jim Barney.

The minutes from the May 7, 2024 meeting were reviewed. A motion was made to accept the minutes with no additions or corrections by Paul. Kyle seconded the motion. There was no further discussion and the motion passed.

The revenues and expenditures were reported by Alexis as follows:

	May 7- May 20	YTD
Revenue	\$19,925.94	\$521,391.64
Expenditures	\$16,331.96	\$694,681.19

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

Kyle shared the following updates:

- Met with Chris Smith of Smith Painting regarding the painting of the shelter houses. Was hopeful to have the estimate by this meeting but has not yet received it.
- Received an email regarding a fiber optic cable going back to Pontiac Avenue and any required permits. Alexis will respond.

Paul shared the following updates:

- Mike Federico contacted the board regarding his neighbors' high grass. Spoke with the neighbor who was working on mowing and weed eating the grass at the time of contact. The neighbor also advised that he would be getting rid of an old car in the front yard.
- The new locks have been installed. Wants to make sure all department and board heads have access codes. Alexis advised that Brandon Kimmert with RSS told her not to put in a bunch of codes right away due to a missing piece of hardware. Once the additional piece of hardware is installed, it may wipe out all of the codes that have been entered. The additional piece of hardware should be in by the end of the week.

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

- Received call from resident at 704 Lime Street. A sycamore tree is blocking her driveway but is in the township right of way. She would like it removed. Got a quote from Jarrett Tree Service for \$3500 to remove.

Chip made a motion to hire Jarrett Tree service to remove the tree at 704 Lime street. Kyle seconded the motion. Kyle asked Brent to clarify the quote total again. There was no additional discussion and the motion passed.

- Mowing has begun. The east side is completed except for a small amount of boom mowing. They have moved to the west side.
- The New Holland mower is still having issues with the coolant.
- The new tractor is in at Streakers but the mowers have not arrived.
- Received a call from Mrs. Celek on County Road 73 regarding the sewer line in her yard. There is a sink hole that keeps showing up, but no one can find a leak. Brent filled it with stone and contacted Ryan Rusch from the sewer board to advise him of the issue.

Paul advised that new grass has been planted in the new portion of the park. The areas where the dead trees were removed need to have grass planted. New holes will be dug for the new trees to ensure no damage is done from the chemical residual.

- Will spray cemetery with Triplet to reduce weeds around headstones and then plant new grass.
- Thorosealing is complete on the foundation of the new fabric building.

Chip shared the following updates:

- 2237 Lake Street dumpster has been moved
- 675 Elizabeth street had a high grass complaint. A letter was dropped off at the residence and it has since been mowed.

Alexis shared the following updates:

- Obtained employee evaluation form
- Received opinions from IT specialists regarding new office computer. A dell tower priced at \$675 was recommended and then a separate monitor will need to be purchased.
- Wifi was fixed but could be a problem again in the future based on how things are hooked up.
- Received a quote from TekRx. Offer an ala carte program that charges \$105/hr for IT services. Offer an antivirus program for \$210/year and a \$300/year backup program.

Paul made a motion to utilize TekRx on an ala carte basis and purchase the antivirus program when the new computer is purchased. Chip seconded the motion. There was no further discussion and the motion passed.

Paul asked Attorney Barney about the status of the sewer board. Attorney Barney advised that a Public Records Request was drafted and will be sent.

The next meeting will be June 4, 2024 at 6 pm.

At 6:46 Chip made a motion to move into Executive Session per ORC 121.22 (G)2. Paul seconded the motion. Roll call was taken:

Kyle Amor: Yes

Paul Lotycz: Yes

Chip Overmyer: Yes


The motion passed.

Present in Executive Session: Trustees Kyle Amor, Paul Lotycz, and Gilbert Overmyer, Fiscal Officer Alexis Brickner, and Attorney Jim Barney.

At 7:14 pm the Trustees returned to regular session. No action was taken.

Alexis inquired about the Policy Manual. She asked for clarification on the wording regarding the \$300 stipend given to the full-time employees each year for clothing allowance. Alexis will prepare a document, with Attorney Barney, clarifying the wording in the policy manual for the next meeting.

With no further business before the board, Chip made a motion to adjourn. Kyle seconded the motion. Motion passed and the meeting adjourned at 7:17 pm.



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Paul Lotycz, Trustee



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Alexis Brickner, Fiscal Officer

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Kyle Amor, Trustee



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Gilbert Overmyer, Chairman