

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

Minutes of Regular Meeting of May 7, 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.

The minutes from the April 16, 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:

| | April 16- May 6 | YTD |
|--------------|-----------------|--------------|
| Revenue | \$32,051.74 | \$501,490.70 |
| Expenditures | \$458,382.68 | \$678,349.23 |

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

Brandon Kimmet with RSS Security attended the meeting. Brandon explained how the wifi enabled door handles would work. He explained that users can be programmed with a fingerprint, 4 digit code, and NFC tag. There are also standard keys for the doors if something would fail. Each user will be programmed to only have access to the appropriate doors. There can be one or two system administrators that will program each user and monitor the entry logs. Paul also inquired about getting estimates done for more security, such as cameras, to add as a line item for discussion in the budget for future renovations of the township house.

Paul made a motion to use RSS Security to update the door handles to wifi enabled handles. Kyle seconded the motion. There was discussion regarding updating the interior door handles and Brandon will quote that service as well. After this discussion, the motion passed.

Kay Saionz attended the meeting and advised that prior to John Willey leaving the Regional Planning office, he asked the Zoning Board to review the zoning maps and make sure they were correct. 2 properties needed to be updated. Those changes have been made and a new map is being printed. Kay also spoke with the new Regional Planning director, Mike Szabo. He is reviewing the new Zoning Regulations handbook to ensure all the changes have been properly entered. Finally, Kay advised that there is a young child in the township who is suffering from Juvenile ALS. She asked the Fire Chief if it would be possible for the child to ride in a fire truck in an upcoming parade. The Fire Chief advised that it would be no problem but he and Kay will also work with the parade coordinator's to see if it is possible to have something more done for him at the 4th of July parade, which is also the young man's birthday.

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

- Building foundation at the cemetery has been plastered. The crew will begin Thorosealing the base next week. It will be ready for Miller Builders to construct the building as soon as this is complete.
- Mowing will begin as soon as the weather breaks.
- A crossover on East County Road 73, that was previously jetted, needs repaired. The jet came out of the pipe when it was being done and took the aggregate out. Brent will cut out that section of the road and would like to place a pipe to alleviate the issue. He will contact Jamie Montooth to have him boer under the road and get the pipe placed. It will allow the catch basins on each side to be connected.

Kyle inquired about issues with the New Holland tractor. The radiator was acting up last year. It appeared to be an issue with the cap. After running the tractor, the issue persisted. It was found that the wrong cap was originally given to them so they obtained a different style. Brent believes this will solve the problem.

Kyle also inquired about Burkett Electric coming in to wire up the exhaust fan. Brent advised that they would be here this upcoming week.

The board commented on how nice the south side of the garage building looks after the removal of the overhead door. Brent advised that road crew installed a motion light for the fuel pump area also.

Paul commented on the removal of the park trees. All were removed except one that appears to still be alive.

Chip advised that he received a price sheet from Haynes Construction if the Road crew would like to utilize them for stone and dumping. He also inquired about the mowing of the right of ways on County Road 65 near the Four Mile House cemetery. Brent advised that they mow it when they mow the cemetery and also mow them when they mow ditches.

Kyle inquired about the sucker trees that are growing on the property line on the north side of the cemetery. Brent will remove them after the next burial.

Brian Woods attended the meeting and gave the following update:

- Received a complaint about high grass on 2147 Napoleon Road. A high grass letter will be sent to the property owner.

Kyle inquired about the timbers being put up on the Ed Artz property. Brian advised that the property is now owned by Allen Artz and he has a permit. Kyle also inquired about the fence on the corner of Croghan and Brush. Brian advised that it is in the side yard of the property. Since it is in the side yard, it is an appropriate height. Brian will verify that he did obtain a permit for the fence.

Paul inquired about the work being done on County Road 234. He is concerned about how close to the right of way the construction is being done. Brian advised that the structure follows the setback regulations. Brent advised that they have encroached on the right of way with their equipment but the completed structure will be fine. Paul also inquired about the cottages on Shannon Road. Mike Szabo from regional planning asked if our township had received any permit requests for those locations. Brian advised he has not received any.

Chip inquired about the Kevin Artz property where a shed is being added too. Brian advised that they have a permit for that as well.

Dean Schneider of the fire department attended the meeting and gave the following update:

- 14 Emergency runs in April
- Had training at Madison Motors. Battery powered hydraulic tools were demoed. Sales rep for the tools suggested looking into grant from BWC for tools. Dean will apply for grant.
- New Positive Pressure Ventilation fan has been delivered. Cost will very closely be covered by raffle ticket sales and chicken barbecue proceeds.

- Chicken barbecue was not as successful as previous years. Discussion is being had about how to proceed in the future.
- New truck will likely not be delivered until 2026
- New boots have been ordered. funds from State Fire Marshals PPE grant will cover most of the cost.
- Most inspections have been completed.

Kyle shared the following updates:

- contacted Smith Painting. Awaiting a quote.
- Email received regarding stop signs on St. Thomas and St. Peters. Resident would like to have the intersection changed to a 4-way stop, or flip the stop signs so vehicles stop on St. Thomas, St. Peters would be a throughway. Chip will contact Carlos Baez at the Engineers office to have a traffic study done.
- Reiter Construction completed the work in the garage building. The work was very nicely done and looks great.
- The office computer is not working properly. It takes nearly 15 minutes to boot up.

Paul made a motion to replace the office computer. Kyle seconded the motion. Chip inquired about who would get a new computer. The board requested Alexis find and purchase a new computer. Alexis asked if anyone had a specific brand or company to purchase the computer through, there was none. Alexis will find one to purchase. There was no further discussion and the motion passed.

- The replacement of the dead park trees was discussed. The board will wait a few months to ensure the chemical that was sprayed is completely removed and then new trees will be planted.

Chip shared the following updates:

- 2237 Lake Street has a dumpster in the right of way. Chip advised him it needs to be out of the right of way. Home owner stated it should be gone by the end of the month.
- 1920 Melody Drive has been mowed.
- Dropped off high grass letter to 1855 County Road 128

Alexis shared the following updates:

- Presented a Resolution appointing William Lamalie from Rice Township as the Township representative for the 9-1-1 Program Review Committee.

Paul made a motion to adopt the Resolution. Kyle seconded the motion. There was no further discussion and a roll call vote was taken:

Kyle Amor: Yes

Paul Lotycz: Yes

Gilbert Overmyer: Yes

The motion passed.

- All departments need to start working on numbers for the 2025 budget.

Kyle inquired about County Township Association Dues. Alexis advised that the paperwork was completed and a check was written to take care of those. He also inquired about the bill from the County Sanitary Department sewer bill. Alexis advised that it went up \$40/month due to an increase by the city. Paul advised that it is expected to go up annually. The board will look into our usage and rates. Kyle also inquired about Annual Employee Evaluations. Alexis will get an evaluation form around to have those completed.

The next meeting will be May 21, 2024 at 6 pm.

At 7:57 Chip requested a motion to move into Executive Session per ORC 121.22 (G)2. Paul moved to enter into executive session. Kyle 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, and Fiscal Officer Alexis Brickner

At 8:58 pm the Trustees returned to regular session. No action was taken.

With no further business before the board, Chip made a motion to adjourn. Paul seconded the motion. Motion passed and the meeting adjourned at 8:58 pm.



Paul Lotycz, Trustee



Alexis Brickner, Fiscal Officer



Kyle Amor, Trustee



Gilbert Overmyer, Chairman