

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

**Minutes of Regular Meeting of June 4, 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, and Gilbert Overmyer. Kyle Amor was absent.

Fiscal officer Alexis Brickner was present.

The minutes from the May 21, 2024 meeting were reviewed. A motion was made to accept the minutes with no 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:

	May 21- June 3	YTD
Revenue	\$28,965.18	\$576,503.63
Expenditures	\$43,773.08	\$738,454.27

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

Chris & Sharon Babione attended the meeting. They addressed the board regarding their property on Shannon Road. They would like to make some updates to the property in the upcoming years and wanted to know what steps they needed to take to be able to do so. Paul and Brian Woods advised them that they needed to reach out to Mike Szabo at the Regional Planning office first, discuss their plans with him and then contact Brian regarding township regulations.

Gary Morykwas attended the meeting and had 5 concerns:

1. Inquired about the house at 2720 Port Clinton Road. The lawn is not being mowed.  
The board will send a high grass letter to the property owner.
2. Stated that the 5/7/24 minutes reported that the board entered Executive Session but it was not stated what the Executive Session was for.  
Alexis advised that the ORC was stated in the minutes. Gary advised that the reason must also be stated with the cited ORC. Alexis will adjust in the future.
3. A home on Gabirch Dr was torn down several years ago after the owner passed. A family member would like to build again on the property but the septic system is a concern. The health department will need to be involved.
4. Inquired about the files for the Sandusky Township Sewer District  
The board advised that the files will be moved into the hallway this week.
5. Inquired about the property at 545 Crestwood Drive. Is there any sewer in the added structure and advised that it is in the utility right of way.  
Brian Woods advised that the building meets all of the height requirements, there is no sewer in the storage shed (there are pictures from inside the building). Brian also advised that it is 7 feet off the utility line but every property in the neighborhood is built to the telephone poles. If he is required to move his structure, the entire neighborhood will need to move.

Brian Woods, zoning inspector, attended the meeting and gave the following update:

- Was contacted by Jim Zimmerman regarding his rental properties. He would like to sell the houses but maintain possession of the buildings on the property. The board advised that he needs to speak with regional planning. Brian doesn't feel the township should approve it due to the amount of property between the houses and buildings. Brian will contact him and have him contact Regional Planning and an Attorney to draft the paperwork before working with zoning.
- Sheetz gas station submitted a permit for signs for their new property. All of the signs are larger than what Zoning allows so Brian rejected the permit. They submitted payment for both the initial permit and the variance. Brian will get ahold of the Zoning Board of Appeals to set up a meeting.

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

- Jarrett Tree Service cut the tree down on Lake Street.
- The backhoe needs new rear tires. Westend Tire quoted them at \$759.00/tire, including labor.
  - Chip made a motion to purchase new rear tires for the backhoe from Westend Tire at the price of \$759.00/tire. Paul seconded the motion. There was no further discussion and the motion passed.
- Received a text from the salesman of the Kubota mower. The delivery date has been moved up 3 weeks.
- Would like to purchase a sprayer for the side by side to spray around the cemeteries. It is currently on sale at Tractor Supply for \$749.
  - Chip made a motion to purchase the side by side sprayer from Tractor Supply. Paul seconded the motion. There was no further discussion and the motion passed.
- Mowing on the east side has been completed. They are moving to the west side.

Paul inquired about additional grass being planted on the park and the tree out front being cut down. Brent has not had a chance to complete those projects yet.

Chip shared the following updates:

- High grass letter sent to 2610 Hayes Avenue.
- Representatives from Ag Credit will be attending the next meeting.

Alexis shared the following updates:

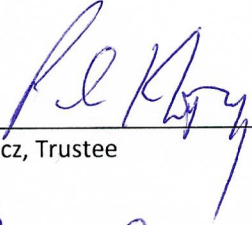
- Obtained information from the auditor regarding expiration of levies.
- Received a letter from AEP regarding a tax rider that we were improperly billed for. We may have an increase on our next bill but probably should not due to tax exemption.
- Presented updated wording to Uniform Allowance Policy in the employee handbook.
  - Paul made a motion to add "Additionally the Township will issue an annual boot stipend of \$300 to each full time employee as designated by the Board of Trustees." Chip seconded the motion. There was no further discussion and the motion passed.
- Need provisional budget numbers from everyone at the next meeting.

Chip advised that he sent an email to Dan Fredrick and Miller Builders but has not received a response from either on timing of when they will be coming up to complete the projects.

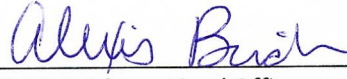
Paul inquired if Chip was going to apply for grants from OSS or Communities Grant Foundation. Chip has not prepared anything at this time. He will check with the Fire Department to see if they have anything going in.

The next meeting will be June 18, 2024 at 6 pm.

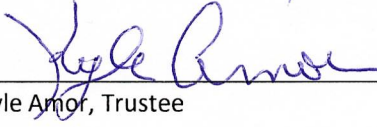
With no further business before the board, Chip made a motion to adjourn. Paul seconded the motion. Motion passed and the meeting adjourned at 7:01 pm.



Paul Lotycz, Trustee



Alexis Brickner, Fiscal Officer



Kyle Amor, Trustee



Gilbert Overmyer, Chairman