

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

MINUTES OF REGULAR MEETING of June 1, 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. Gilbert Overmyer

Mr. Gilbert Overmyer made motion to accept the minutes of 5-18-2021. Mr. Mike Willis seconded motion. Vote as follows: Mr. Overmyer - yes, Mr. Willis - yes, Mr. Lotycz - yes.

Mr. Willis noted he did not remember Ms. Zienta giving an exact percentage of how much the General Fund has been spent down.

Mr. Gilbert Overmyer made motion to accept the minutes of the Special meeting on 5-24-2021. Mr. Paul Lotycz seconded motion. Vote as follows: Mr. Overmyer - yes, Mr. Willis - yes, Mr. Lotycz - yes.

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

Ms. Zienta reported the following Revenue and Expenditures:

	5-19-2021 through 6-1-2021	Year to Date
Revenue	16,769.01	475,042.61
Expenditures	37,051.19	439,498.26

Trustees reviewed Management Reports.

Mr. Paul Lotycz reviewed the Credit Card Account Transaction Detail.

Zoning Inspector Brian Woods attended meeting. He is not sure of the zoning process and wasn't able to meet with former Inspector Don Bixler for direction. Mr. Bixler will be on vacation and he will meet with him after he gets back.

There are several checks on the desk and he has 5 checks himself and doesn't know how the Trustees would like them turned in. Trustees instructed Mr. Woods to check with Ms. Cyndi Zienta for information.

He also talked about a monthly report and Trustees gave him a copy of Mr. Bixler's last report.

Mr. Woods explained how he has been handling zoning questions. When he receives a call, he instructs them to go to the township website and read the zoning resolution. They usually call back with more questions and he will then schedule an appointment with them. He meets them at their home and they review the Resolution together. If they are ready to do the permit, he issues it right then. Otherwise, he will go back at a later time when they are ready. The downside to this process is he spending a lot more time on the job and a lot more miles are involved. He will sit down with Mr. Bixler and go over things.

Trustees like the idea of zoning permit holders placing a permit card in their windows so neighbors know they have a permit for their project. Mr. Paul Lotycz made motion to allow Mr. Woods to order permit cards from Engler Printing. Mr. Mike Willis seconded motion. Vote as follows: Mr. Lotycz - yes, Mr. Willis - yes, Mr. Overmyer - yes.

Mr. Woods requested the Sheriff's Department keep an eye on the car parked across the sidewalk near Brush Street.

Mr. Mike Willis received a high grass complaint from Mr. Longnecker regarding the property at 2650 Port Clinton Road. Trustees asked Mr. Woods if the Land Bank is working on this property yet.

Mr. Woods explained the Sandusky County Prosecutors office has not done any foreclosures in two years. They say they will start working on foreclosures.

The Land Bank can not take any property unless the Prosecutor forecloses on it. One thing Mr. Woods suggests is Trustees contact the County Prosecutor and ask if it is being litigated yet.

Mr. Woods also mentioned the Board of Revisions Can take over a property if the amount of delinquent tax exceeds the worth of the property. The County Auditor and the County Treasurer are both on the Board of Revisions and neither want to move forward with foreclosing on anything. He feels the County Treasurer is letting back taxes build and it will get to the point where they have to sell it off to somebody for a lessor amount like what happened a few years ago.

Trustees asked Mr. Woods about the property on North Street. Mr. Woods explained it would take thousands of dollars to clean up that property because of what is buried in the ground. It will take a joint effort to get it cleaned up.

Road Superintendent Brent Saionz provided the following report:

- Mowing is continuing
- The County Work Release Program is down on workers right now. Because their mowers are wide, they will not mow the cemetery but will cut the weeds. He heard on the radio that the city of Fremont pulled out of the program and the County reupped support.
- Tom Willis mowed the road right-a-ways for half a day.
- Performed work on his mower.
- Cleaned up a tree on Dickinson Street
- Placed high water signs on CR 211 on Saturday
- Received a call from the Sheriff on Saturday about a couch on Dickinson Street. Picked up several items that were on the edge of Dickinson Street.
- Chad Bender will begin working on Monday
- Chris Michael mowed the park last week and he doesn't think he fell asleep doing it. It took him approximately 3 ½ hours to complete
- The cemeteries are mowed

Trustees need to look at Chris's job description as EMS is ending on July 1, 2021. Will have Fire Chief Dean Schneider review it also.

Fire Chief Dean Schneider provided the following report:

- Fire calls for May 2021 - 10
- Squad calls for May 2021 - 21 with 6 being no transport
- Baumann's may be able to get a pickup truck for the Fire Department. Will keep Trustees updated.
- Participated in the Memorial Day Parade with three vehicles.
- He knows the township is low on funds, but requests trustees start putting money back for the replacement of the equipment van.

Mr. Schneider spoke to Horton about the value of the squads. They can not give a value because they typically trade in junk squads. He recommends searching on Govdeals for squads that have sold. Mr. Schneider did some research and any item valued over \$2,500 has be sold by auction. Mr. Schneider talked with a representative from Govdeals. The Fire Departments account is temporarily closed but

the Township account is open. He recommends putting a minimum bid on the squads. After they are out of use, clean them up, remove all items and take several pictures.

Mr. Schneider feels Govdeals is the best option for selling the equipment. He will come up with a minimum bid price.

The County Engineer forwarded an email sent to Construction Equipment Supply regarding the concrete drive they want to put in on Walter Avenue. Walter Avenue is a township road and they were instructed to contact the township. They also included their permit model. They require that concrete driveways stay at least 6 feet back from the edge of the pavement.

Mr. Mike Willis thinks this is a good idea to keep the concrete back from the road. Mr. Paul Lotycz would like to have a Resolution done for this.

Mr. Brent Saionz looked at the current township culvert permit application and it states "concrete is prohibited within 5 feet from edge of pavement".

Trustees are okay with keeping that policy.

Woodville Township Trustee Bill Hammer emailed Trustees regarding Sandusky County Township Association Membership for Associates. Trustees will contact Mr. Hammer to find out who Sandusky Township had on for Associate Members last year.

Trustees discussed the two properties on Port Clinton Road that have high grass. Trustees instructed Mr. Saionz to mow 2650 Port Clinton Road.

Mr. Willis talked to Sandusky County Sanitarian Martha Bowen regarding the Lopez property. He explained the roof has a hole that is covered with a tarp. She will look at the property. Ms. Bowen also provided an update on the Bloom Road sanitary sewer project. The project will cost \$40,000 to complete. She is working with a neighbor to also join the system to make it worthwhile to do.

Frederick Monuments has donated a stone for the Jerry Preston Memorial Tree. Trustees will have to pay for the lettering. Once it is done, it will be placed next to the tree that was planted in the Township Park.

Mr. Paul Lotycz reports the closing on the property purchased around 4 Mile House Cemetery was to be today but was rescheduled for next Tuesday.

Ms. Cyndi Zienta has scheduled the 2022 Budget Hearing for July 6, 2021. Trustees will review at the next regular meeting.

The Ohio Division of Liquor Control provided information on a Liquor Permit request form Hy Miler. Mr. Paul Lotycz made motion to approve the liquor permit request from Hy Miler. Mr. Mike Willis seconded motion. Vote as follows: Mr. Lotycz - yes, Mr. Willis - yes, Mr. Overmyer - yes.

Mr. Paul Lotycz made motion to approve a supplemental appropriation to account number 2031-330-190-0000 - Salaries by \$3,000.

Reason - the 15% raise (\$3.34) given to Road Superintendent Brent Saionz.

Mr. Mike Willis seconded motion. Vote as follows: Mr. Lotycz - yes, Mr. Willis - yes, Mr. Overmyer - yes.

Mr. Paul Lotycz made motion to approve a supplemental appropriation to account number 2021-330-190-0000 - Salaries by \$8,000.

Reason - the 87% (\$11.61) increase in pay for new hire Assistant Road Superintendent Chad Bender.

Mr. Gilbert Overmyer seconded motion. Vote as follows: Mr. Lotycz - yes, Mr. Willis - yes, Mr. Overmyer - yes.

Mr. Lotycz noted they raised the pay to keep a great assistant road superintendent and not have to keep retraining people.

Mr. Paul Lotycz made motion to approve a supplemental appropriation to account number 1000-110-221-0000 - Medical/Hospitalization by \$48,500.00.

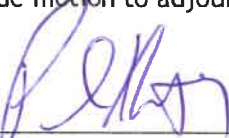
Reason - Gilbert Overmyer added his spouse to the health insurance policy - \$32,000.00

Chris Michael added his spouse to the health insurance policy - \$16,500.00

Mr. Mike Willis seconded motion. Vote as follows: Mr. Overmyer - yes, Mr. Lotycz - yes, Mr. Willis - yes.

Mr. Saionz has not received his cell phone reimbursement since it was discussed. Mr. Lotycz asked him if he has cell phone service started yet and Mr. Saionz said he has. Trustees asked for his number. Mr. Saionz provided 419-680-8072. He also stated he now has a backup phone and that number is 419-607-0003. If they cannot reach him at the 8072 number to call the 0003 number. Trustees asked why he has a backup phone and he stated it was cheaper to keep his old flip phone and add another line.

At 6:57 p.m. with there being no further Business to come before the Board of Trustees, Mr. Willis made motion to adjourn seconded by Mr. Overmyer.




Mr. Paul Lotycz, Chairman



Ms. Cynthia Zienta, Fiscal Officer



Mr. Mike Willis, Trustee



Mr. Gilbert Overmyer, Trustee