

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

MINUTES OF REGULAR MEETING of May 5, 2020

The Trustees of Sandusky Township met in regular session at through Telemeeting at 6:00 p.m., with the following members present:

Mr. Paul Lotycz

Mr. Mike Willis

Mr. Gilbert Overmyer

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

Ms. Zienta reported the following Revenue and Expenditures:

	4-22-2020 through 5-5-2020	Year to Date
Revenue	29,317.99	511,867.73
Expenditures	43,217.41	306,684.05

Trustees reviewed Management Reports.

The April 21, 2020, Credit Card Account Transaction Detail was reviewed and approved.

Mr. Don Bixler provided the following zoning report for April 2020:

- Received 28 phone calls
- Mailed 10 applications
- Approved 4 applications
- Denied 2 applications
- Mailed 1 conditional use permit application
- Mailed 2 variance applications
- Received 1 variance application
- Mailed 1 zoning change request application

Mr. Brent Saionz provided a quote from Jarrett Tree Service for \$2,150.00 to remove a tree on Whittaker Drive. Quote includes cutting tree down, grinding the stump and removing the brush. Mr. Saionz called them to trim the tree and after looking at the tree, Jarrett Tree Service recommended removing it.

Mr. Mike Willis made motion to hire Jarrett Tree Service to remove the tree on Whittaker Drive for \$2,150.00. Mr. Paul Lotycz seconded motion. Vote as follows: Mr. Willis - yes, Mr. Overmyer, yes, Mr. Lotycz - yes.

Trustees discussed groups/people using the township hall and shelter house areas. There have been requests to open the hall back up for groups to meet again and the use of the shelter areas. The Governor still has orders of no gatherings of more than 10 people is allowed. Trustees are concerned about additional exposure to people by opening up these areas. Until further notice, the township hall and the shelter areas are closed to the public.

Mr. Mike Willis spoke with Mfr. Jim Zimmerman, Sr. Mr. Zimmerman stated the drain tile is keeping up okay and maybe forget about installing the 8" tile. Trustees will monitor the area and determine if the additional 8" tile is needed.

Mr. Saionz provided a quote from Universal Farms to grind the brush pile. As the pile is now, the cost will be \$2,600.00. They offer a \$500.00 credit if they take the mulch. The soonest they will be able to get to the pile is mid-June and by then the pile will grow larger.

Mr. Saionz received a call from someone that is interested in purchasing mulch. Mr. Saionz told him he could possibly grind the brush himself and take the mulch. The person will look at the pile next week.

Mr. Randy Kingsborough, Fangboner Road, has requested to have the ditch enclosed on the property. The county engineer recommended concrete pipe and told Mr. Kingsborough that is the township's job to do.

After discussing, Mr. Saionz will look at the area and provide a permit application to Mr. Kingsborough. If it is approved, Mr. Kingsborough will be responsible for installing it.

Mr. Paul Lotycz spoke with Zoning Inspector Don Bixler. The Zoning Board of Appeals has four appeal applications to hear. Mr. Bixler will facilitate social distancing at the hearings. Ms. Cyndi Zienta added that Mr. Tom Drusback has decided to hold 2 hearings this month and 2 hearings next month.

Mr. Gilbert Overmyer suggested that after the ZBOA meeting, the hall be locked up for 5 days to give time for any covid-19 contamination to "die". Then after 5 days, Mr. Chris Michael will go in and sanitize the room. This will limit his exposure.

Mr. Mike Willis viewed the disabled vehicle on Ravine Drive. The owner of the vehicle, Mr. Robert Clayton, lives at 551 Crestwood Avenue. Mr. Willis spoke to Mr. Clayton last Friday and asked that he remove the vehicle. Mr. Clayton moved the vehicle last Sunday.

Mr. Overmyer informed Mr. Saionz of a dead tree on Ravine Drive near the cul-de-sac. Mr. Saionz believes that tree is on personal property, but will look at the road right-of-way to determine.

Mr. Mike Willis made motion to approve the updated Credit Card Policy. Shell/Wex reduced the credit line to \$1,100.00 effective 4-2-2020. Mr. Paul Lotycz seconded motion. Vote as follows: Mr. Lotycz - yes, Mr. Overmyer - yes, Mr. Willis - yes.

Mr. Gilbert Overmyer made motion to increase email storage from 1GB to 5GB for an additional \$100/year. Mr. Mike Willis seconded motion. Vote as follows: Mr. Lotycz - yes, Mr. Overmyer - yes, Mr. Willis - yes.

The 2021 Budget Hearing will be July 7, 2020. Ms. Zienta requested everyone submit budget requests within the next two weeks.

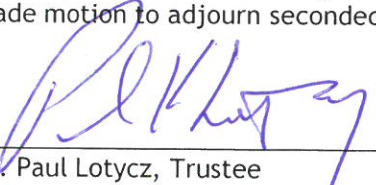
COVID-19 HHS Relief Program - the CARES Act provided \$1,243.15 to the township because the township receives Medicare-fee-for-service. As a condition to receiving this - we cannot seek collection of out-of-pocket payments from COVID-19 patients that are greater than what the patient would have otherwise been required to pay if the care had been provided by an in-network provider. Certified Ambulance is aware of this.

OTARMA provided the township \$500.00 as part of the OTARMA CARES Program to provide some financial assistance for the impact from COVID -19.

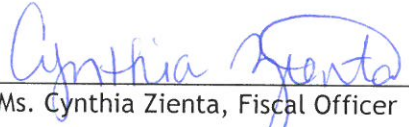
Ms. Zienta reports the StarOhio interest received for April 2020 was \$1,000 less than March 2020.

Ms. Zienta provided information on GovDeals fees. Govdeals charges a fee of 7.50% with a minimum fee of \$5.00. One item sold for \$6.00 and GovDeals took \$5 in fees. Ms. Zienta recommends grouping lower amount items together when selling.

At 6:40 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.

  
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Mr. Paul Lotycz, Trustee

  
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Mr. Mike Willis, Trustee

  
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Ms. Cynthia Zienta, Fiscal Officer

  
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Mr. Gilbert Overmyer, Chairman