

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

**Minutes of Regular Meeting of January 7, 2025**

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 in attendance.

The Trustees held reorganization.

Alexis acted as Chairman and requested nominations for President. Kyle nominated Paul Lotycz for President. Chip seconded the motion. Discussion was had regarding Kyle being the President. There was no further discussion and the motion passed. Paul nominated Kyle Amor for Vice President. Chip seconded the motion. There was no further discussion and the motion passed.

Kyle made a motion to continue to hold regular Township meetings on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of every month at 6:00 pm. Chip seconded the motion. There was no further discussion and the motion passed.

Chip made a motion to raise the pay of the Zoning Board members to \$78 per meeting. Kyle seconded the motion. There was no further discussion and the motion passed. Kyle made a motion to raise the pay of the Zoning Board secretary to \$104 per meeting. Chip seconded the motion. There was no further discussion and the motion passed. Chip made a motion to reappoint Chad Bender to the Zoning Board. Kyle seconded the motion. There was no further discussion and the motion passed.

Kyle made a motion to raise the pay of the Zoning Board of Appeals members to \$78 per meeting. Chip seconded the motion. There was no further discussion and the motion passed. Kyle made a motion to raise the pay of the Zoning Board of Appeals secretary to \$104 per meeting. Chip seconded the motion. There was no further discussion and the motion passed.

Chip made a motion to reappoint Clarence Frampton to the Zoning Board of Appeals. Kyle seconded the motion. There was no further discussion and the motion passed.

Kyle made a motion to reappoint Naquel Bender to the Sewer Board. Chip seconded the motion. There was no further discussion and the motion passed.

Kyle made a motion to re-appoint Brandi Baez as the Zoning Inspector at a rate \$600/month. Chip seconded the motion. There was no further discussion and the motion passed.

Chip made a motion to reappointment Brent Saionz as Road Superintendent with a 3% raise bringing him \$28.64/hour. Kyle seconded the motion. There was no further discussion and the motion passed.

Chip made a motion to reappointment Chad Bender as the Assistant Road Superintendent with a 3% raise bringing him \$27.58/hour. Kyle seconded the motion. There was no further discussion and the motion passed.

Chip made a motion to reappointment Tom Willis, Part-time Road Crew, with a 3% raise bringing him \$16.97/hour. Kyle seconded the motion. There was no further discussion and the motion passed.

Kyle made a motion to reappoint Ryan Schiets as part-time seasonal at \$16/hour. Chip seconded the motion. There was no further discussion and the motion passed.

Kyle made a motion to reappoint Troy Thatcher as Sexton at a rate of \$16/hour (\$1.00 raise). Chip seconded the motion. There was no further discussion and the motion passed.

Kyle made a motion to reappoint Dean Schneider as the Fire Chief at a rate of \$848/month. Chip seconded the motion. There was no further discussion and the motion passed. There is currently no Assistant Chief. Election of officers will be held by the Fire Department on Monday January 13. Kyle made a motion to pay the new assistant chief at a rate of \$500/month. Chip seconded the motion. There was no further discussion and the motion passed.

Chip requested to move back to the salary of Zoning Inspector, Brandi Baez. Kyle rescinded his previous motion to pay Brandi Baez \$600/month. He then made a motion to pay her \$650/month. Chip seconded the motion. There was no further discussion and the motion passed.

Chad Bender questioned the rate of pay for the part-time seasonal snow removal position. The board explained that the current part time employee is at \$16.97 and do not see it fit to pay the seasonal position more than the part time.

Paul made a motion to appoint Kyle Amor and Alexis Brickner to the Records Management Committee. Chip seconded the motion. There was no further discussion and the motion passed.

Paul made a motion to appoint Kyle Amor and Alexis Brickner to the Audit Committee. Kyle made a motion to appoint Paul Lotycz and Alexis Brickner to the Audit Committee. Chip seconded Kyle's motion. There was no further discussion and the motion passed.

Chip made a motion that electronic funds transfers (EFT) may be used by the Township's Fiscal Officer for Year 2025 for legal or contractual requirements; when expedited payment is required to meet a payment deadline; when it is already standard industry practice such as with all payments made to any office of the State of Ohio; or when it is the most cost-effective payment procedure. Although Sandusky Township's primary method of disbursement is check based, electronic fund transfers (EFT) are occasionally necessary to conduct the financial business of the Township. Kyle seconded. Roll call vote was taken, Kyle Amor: Yes, Paul Lotycz: Yes, Gilbert Overmyer: Yes.

Alexis noted that the OTARMA More grant is again available to our township. She noted that all safety equipment is eligible for the grant. We should collect receipts for gloves, reflective gear, boots, etc. to apply for the grant.

Trustees moved into regular session at 6:27 pm.

The minutes from the December 17, 2024 meeting were reviewed. A motion was made to accept the minutes with no additions or corrections by Chip. Kyle seconded the motion. There was no further discussion and the motion passed.

The revenues and expenditures were reported by Alexis as follows:

	December 17- December 31	2024 YTD	January 1- January 6	2025 YTD
Revenue	\$30,653.47	\$1,342,155.61	\$0.00	\$0.00
Expenditures	\$14,653.37	\$1,702,947.35	\$12,373.03	\$12,373.03

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

Gary and Linda Estep attended the meeting. Brandi answered zoning questions for them prior to the meeting but they wanted to inform the board that they have moved some of the rocks in the road right of way. They are working on moving the larger rocks but are unable to do it with the ground now frozen. They will move them as

soon as possible. Gary also inquired about the storm drain on Summit that was plugged. Chad Bender advised that it was jetted and cleaned out.

Garrett Schneider of the Fire Department attended the meeting. Garrett advised that the Township Fire Association is looking to upgrade technology in the fire trucks. The association would like to purchase iPad's for 3 of the fire trucks that would allow for more information to be obtained while in route and at emergency scenes, better visibility of precise location of emergency callers, and overall better quality of communication of information between dispatch, the department, and other departments during emergencies. The department needs to create an account with FirstNet to complete this setup and would like to have the Fiscal Officer take care of the monthly billing. The FirstNet requires setup be done as an "agency" as a whole and would need to be set up as a collaboration between the Board of Trustees and the Fire Department Association. Paul inquired about the capability of the iPad to have a phone line attached to them. Alexis advised that she believed they would have a phone line because they require a cellular plan. Garrett advised that he was quoted, roughly, \$120/month for the service of all 3 iPads with a one-time fee of \$105. Paul inquired if the fire department was hoping to have the board pay for the service or if the association would be paying for it. Garrett advised that the association is prepared to pay for the entire cost of the iPad's but would need assistance from the Fiscal Officer to set up the account and maintain billing but is also open to cost sharing with the Board as the upgrades will benefit the citizens of the Township.

Chip inquired about cell phones being used by the fire department. There are no cell phones being used at the township as a whole. We are paying Spectrum for business voice service at \$50/month which is for the phone on the Trustee side. Alexis advised that it may be possible to put phone lines for the garage, trustee side, and fire department under a plan with FirstNet at a discounted rate.

Paul would like to gain more information about the plans and options before we move forward. Alexis will contact FirstNet. Chip advised that he would like to try and bundle phones with the iPads.

Brandi Baez, Zoning Inspector, attended the meeting and gave the following update:

- Covered all issues with the Esteps

Chip inquired about any issues. Brandi advised that there are no issues currently but she is working with Kenny Clark on his property and he is working well with her to remedy all issues.

Kyle advised that he received a complaint about junk at 1180 Muskellunge Creek Road. Brandi will address the issue. She will also be addressing issues with Matt Hoffman regarding his property.

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

- Plowed on Monday morning; called in Ryan Schiets
- Had issue with plow coming unhooked on Kingsgate. Plow was fixed by the crew between plow routes but will need to be worked on.
- Tom Frey stopped at the station and commented on the flags at the Fire Station being tattered. Brent obtained 2 new sets of flags.

Kyle advised that there was a sinkhole that has formed on Township Road 138 by the Toledo Edison substation. Brent will look into the sinkhole.

Chip inquired about the road paving for the 2025 year with the co-op pricing. The county will work with the townships to obtain the best deal possible. The board discussed the 5 year paving plan that was created in 2022. The roads tentatively scheduled for the 2025 year are Kingsgate, Melody, Shannon Road, and White (from Lake to Napoleon). The board will meet with the Road Crew to discuss what needs paved moving forward.

Dean Schneider, Chief of the Fire Department attended the meeting and gave the following update:

- 12 emergency runs in December, 167 runs for the 2024 year.
- The chassis inspection trip for the new fire truck is scheduled for January 30-31. There will be 3-4 firefighters attending.
- Received a call from Madison Motors. The tire that was lost at the incident in November, was sent out for testing and came back with positive results. The tire is still usable and was remounted on the truck. Discovery was also made in the billing for disposal of the replaced tires. It was incorrect so Madison corrected the invoice and we now have a credit.
- Submitted application for the State Fire Marshals equipment grant to help cover the cost of 30 new helmets. Ordered a new Assistant Chief helmet for whomever is elected to the position.
- Ordered extra jack and stabilizer pieces for the new tools that were purchased to add additional safety. Funds for these additional pieces will be coming from the Fire Department's Association fund.
- Called to get new auger for Grain Rescue tube that can be run by battery power. Monies for this will also be taken from the Association Fund.
- Volunteer Fire Department Dependents Fund information has to be recieved. Meeting will be held to satisfy those requirements on January 11.

Alexis inquired about any further discussion being had about payment from the turnpike for coverage to that entity. Dean advised that nothing further has come from that original inquiry but more questions can be asked.

Kyle advised that he submitted 1520 Pontiac Drive to Mr. Young at the Land Bank. Jared completed the 1<sup>st</sup> inspection on the property and will continue to move forward.

Paul advised that there is also a property on State Street, owned by Ackerman's, that would be good to submit to the land bank too. It is currently in back taxes. Kyle will turn that property in.

Paul advised that he went CenTec and looked at plaques for the trees. They have an etched type plaque that last 40+ years that run \$60. The cast ones are \$250. Paul will have one made for the tree he purchased and will have that as a model.

At 7:55 pm Chip made a motion to enter Executive Session per ORC 121.22 (G) 1 regarding personnel matters. Kyle seconded the motion. Roll call was taken:

Kyle Amor: Yes

Paul Lotycz: Yes

Gilbert Overmyer: Yes

The motion passed.

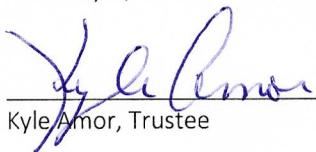
Present in Executive Session: Trustees Gilbert Overmyer, Kyle Amor and Paul Lotycz, Fiscal Officer Alexis Brickner, Road Superintendent Brent Saionz, and Assistant Road Superintendent Chad Bender.

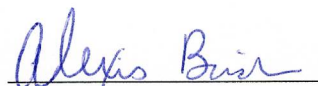
At 8:23 pm the Trustees returned to Regular Session. No action was taken.

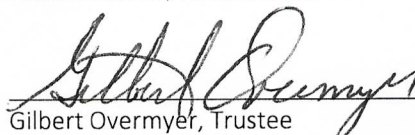
Next meeting is January 21<sup>st</sup> at 6 pm. Paul will not be in attendance.

With no further business before the board, Chip made a motion to adjourn. Kyle seconded the motion. Motion passed and the meeting adjourned at 8:24 pm.

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Paul Lotycz, Chairman

  
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Kyle Amor, Trustee

  
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Alexis Brickner, Fiscal Officer

  
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Gilbert Overmyer, Trustee