

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

**Minutes of Regular Meeting of November 5, 2024**

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

Gilbert Overmyer, Paul Lotycz, and Kyle Amor.

Fiscal officer Alexis Brickner was in attendance.

The minutes from the October 15, 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:

	October 16 – November 4	YTD
Revenue	\$45,853.93	\$1,165,148.35
Expenditures	\$137,626.77	\$1,283,386.96

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

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

- Received quotes from Jarrett Tree Service for trimming and removal of trees at the Binkley Cemetery on 19 and the Four Mile House cemetery. The quotes were for \$12,500 and \$4,400 respectively. The quote for Binkley included approximately 15 trees and 16 trees at the Four Mile House cemetery. The Binkley Cemetery requires trimming around a power line which is what increased the overall cost.

Chip made a motion to move forward with the quote for the active cemetery on Four Mile House Road for \$4,400. Paul seconded the motion. There was no further discussion and the motion passed.

Chip made a motion to hold off on trimming the trees at Binkley Cemetery until after the first of the year. Paul would like to table the conversation until he has a chance to look at the cemetery. Brent advised that the neighbor of the cemetery would be willing to allow Jarrett to enter her property to trim them back. Paul and Kyle would also like to hold off until next fiscal year. Paul seconded Chip's motion. There was no further discussion and the motion passed.

- The new mower is working well except for the float on the side mower. Will be working with Streacker on getting that issue fixed.
- Talked with Streacker's regarding brush trimmer attachment for the excavator for 2025 season. The trimmers are currently 2 months out if we are ready to order one.

Paul inquired about whether these attachments are available for rent. Brent advised that they are not but it would be used to trim brush and grind trees along the roadsides. The board would like Brent to inquire about what all is included in the price with the grinder, specifically the forestry kit.

- Continuing to pick up leaves. Had issues with the vac overheating and found that the fines from all the dry leaves had packed the radiator. Cleaned it out and was working better.

Kyle advised that he received a call from a resident regarding a sink hole on Sunset Lane. Brent advised that OUPS was out checking the area but he is unaware of any drainage in the area that would be causing the issue. Will dig up the hole once OUPS is complete to see what the problem is.

Kyle also advised that he was down Werth Road and saw our excavator out. Brent advised that he was working on the berm. Will contact Haynes Construction to get a few more asphalt grindings to set up the area a little better than just stone.

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

- Residents on Summit Street inquired about building permit. Building has already been placed on property and appears to be more of a dwelling than a building/shed. Resident advised that they intend to put a home on the property but there may not be enough room to place a home and be compliant with zoning regulations due to size and placement of accessory building. Residents were also given a permit to put up a 6 ft. fence around the entire property as long as they were 10 ft off the corner. Brandi advised the owners that they could put up a 4 ft. fence around the entire property, 20 feet off the corner. Fence permit was also originally issued in September of 2023 and is now considered expired.

Board advised that fence permit is expired and needs to be reissued. A permit needs to be secured for the building that is on the property. Chip also advised that he is willing to meet with the residents and Brandi to discuss the issues. Brandi also explained to them that they are able to try to obtain a variance for the house.

- Resident at 1512 Laurel Street has a barbed wire fence with razor wire. Barbed and razor wire are both illegal in residential area. Will consult with Attorney Barney on sending a violation letter.

Kyle shared the following updates:

- Met with other Trustees at the township building and flagged out new locations of park trees.

Chip advised that he spoke with Brian from Sullivan Gardens and he is planning to be at the park to plant the new trees at the end of the week.

Paul shared the following updates:

- Received a proposal from Adkins Fence for \$16,939.18 to put up a 4 ft. high, 100x175 foot (572 lineal feet) fence in the park to be used by dogs. Fence is black coated chain-link, with two 4x4 entryways with gates and a 4x10 foot double gate to allow for mower entrance. Will be working with the Township Park Committee to try and secure a grant from the Sandusky County Park District to offset the cost of the fence.
- Inquired about the status of the payment from GovDeals for the old mower. Alexis advised that all paperwork is in and completed to get ACH set up for direct deposit and are waiting to hear back from the GovDeals rep. Brent will contact GovDeals to see what the status is.

Chip shared the following updates:

- Spoke with Brian from Sullivan Gardens regarding planting of the trees. Brian clarified that the \$1000 cost to plant them included all materials and labor.
- Received an email from Joshua Hendriks regarding current use of and businesses involved in the sale of cannabis in the township. Advised Alexis to invite him to a meeting if he would like to discuss further.
- Spoke with Tom Willis. Will return to work sometime after receiving surgery on November 25.

Paul inquired about the status of the cemetery hoop barn. Chip advised there has not been any progress at this time but they were supposed to start last Friday. Kyle inquired about any contact with the architect on the renovation of the township building. Chip advised that he has not heard from him either.

Alexis shared the following updates:

- Met with two marketing companies regarding the township website. Will be receiving quotes from both companies prior to the next meeting. Both companies are willing to be as involved or uninvolved as we want/need them to be. Each company could bill us on an hourly basis or we could work off a retainer with them.

Paul advised that he spoke with Josh Randall, who is also in website design and is going to obtain a proposal from his company as well.

- Contacted McKenzie Frey from the Park Committee and had her draft a google form for Tree donations/sponsorships. McKenzie completed a draft and was sent to the trustees for review. Tree sponsors will be able to choose what type of tree they want to sponsor.
- Received a Permit Request form from the Department of Liquor Control regarding Sheetz. Inquired about whether the board would like to request a hearing prior to a decision on their permit or waive our right to a hearing. The board advised they would like to waive the hearing.

Paul advised that he would like to meet with Alexis and McKenzie Frey to work on the Park grant.

At 7:22 pm Chip made a motion to move into Executive Session per ORC 121.22 (G) 1 regarding personnel matters.

Kyle seconded the motion. Roll call was taken:

Gilbert Overmyer: Yes

Paul Lotycz: Yes

Kyle Amor: Yes

The motion passed.

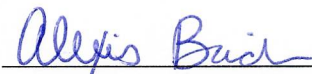
At 7:50 pm the Trustees returned to Regular Session. No decisions were made.

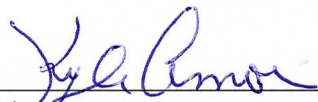
Next meeting is November 19<sup>th</sup> at 6 pm.

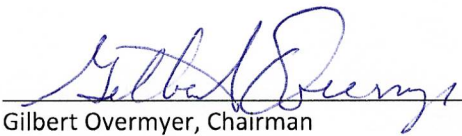
Paul made a motion to adjourn. Kyle seconded the motion. Motion passed and the meeting adjourned at 7:50 pm.

---

Paul Lotycz, Trustee

  
Alexis Brickner, Fiscal Officer

  
Kyle Amor, Trustee

  
Gilbert Overmyer, Chairman