

**November 21, 2024**

**The Margaretta Township Trustees met on November 21, 2024 at 1:00 PM**

Present were Mr. Bias, Mr. Pooch and Mr. Cullen. The pledge of allegiance was recited

Mr. Cullen moved, seconded by Mr. Pooch to approve the minutes from the November 7, 2024 meeting as presented by the Fiscal Officer Robert Day. Vote: all ayes

Mr. Pooch moved, seconded by Mr. Cullen to approve and sign the warrants and EFTs submitted for payment by the Fiscal Officer. Vote: all ayes

Mr. Cullen moved, seconded by Mr. Pooch to approve the financial reports submitted by the Fiscal Officer. Vote: all ayes

**Kelly Ried, Wreaths Across America:**

Mrs. Ried discussed the "48 State Tour – Saving America's Graveyards". The group provides info on cleaning and maintaining cemeteries. She will pursue additional information.

**Barb Weyer, Castalia Village Council:**

Mrs. Weyer extended her appreciation to the Township Road Department for the work in the Village. She also indicated that the Village has 50 tons of salt available for use this winter.

**Matt Stacy, Firefighters Local 4469:**

The Trustees responded to letters from the Union concerning employees working while on sick leave for a family member. The Trustees also addressed staffing concerns within the Fire Department.

**Bid Opening – Village Hill Estates Drainage Project:**

At 10:10 AM Mr. Bias paused the regular session to allow for the proper opening of bids on the Village Hill Estates Drainage Project. There were three bids properly submitted:

Bid #1 Ed Burdue & Company \$148,080.17

Bid #2 Hula Construction \$116,685.50

Bid #3 Great Lakes Demolition Co. LLC \$167,975.00

Mr. Pooch moved, seconded by Mr. Cullen to accept the bid from Hula Construction for \$116,685.50 pending approval/recommendation for the Erie County Engineer's Office. Vote: all ayes.

**Bob Biglin, Road & Cemetery Departments:**

Mr. Biglin reported that the trees on Homegardner Road in front of Dr. Smith's property are in need of removal. He will verify the trees are out of the right-of-way and contact the Smiths for removal.

Mr. Biglin informed the Trustees that trucks in the Road Department will be going for ODOT inspections.

Mr. Biglin reported that he will be attending the annual meeting with the County Engineer on 12/5/24.

**Chris Schaeffer, Zoning Inspector:**

Mr. Schaeffer reported that he has sent letters to Anthony's Villa regarding the compliance issues and he will contact the Health Department regarding a second residence on the property.

Mr. Schaeffer discussed the ongoing issues with Castalia Farms regarding zoning compliance. They have been informed that have until 2/1/25 to comply with building code violations.

Mr. Schaeffer discussed the progress of the Zoning Board regarding VRBOs and short-term rentals. Specifically permits and allowable number of people in each residence.

Mr. Schaeffer and Mr. Pooch discussed an email from Sandusky City Manager John Orzech regarding the capacity of sewer line which flows to the city from the Bay Bridge PUD. Mr. Schaeffer will follow up on this issue and possible future meeting.

**Kerry Jett, Fire Chief:**

Chief Jett presented an employment application for Firefighter Bryan Cox. The Trustees will review and give consideration for hire.

Chief Jett reported that the Fire Department will perform a community outreach effort at Routh Packing with the inspection of the fire extinguishers.

Chief Jett requested a work session for budget review on 12/5 at 6:00 PM. The Trustees agreed on this time. Fiscal Officer Bob Day will provide all necessary documents.

Mr. Pooch discussed the Health Department inspection of Anthony's Villa. He provided a list of needed repairs to the septic and leach systems. He also indicated that there is a need to trim trees along the driveway to allow for fire and EMS vehicles to get to the property.

**Board Items:**


Mr. Bias discussed the ETCA Christmas Dinner on 12/12/24 at Quarry Hill Winery. All will attend.

Mr. Bias reported that Great Lakes Computer Service will have a site visit on 11/26/24 to review needed computers/IT Services. A quote for services will follow.

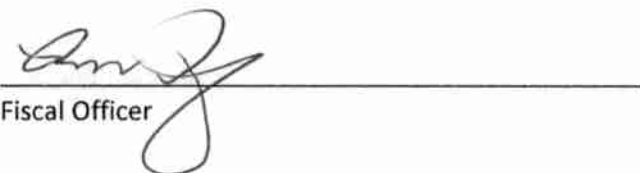
Mr. Bias suggested having the Township Holiday Luncheon at noon on 12/19/24 immediately following the regular Trustee meeting.

Mr. Bias reported on the meeting with Erie Metro Parks regarding the proposed pickle ball courts at Lions Park.

Mr. Pooch moved, seconded by Mr. Cullen to adjourn. Vote: all ayes. Meeting adjourned at 12:30 PM.



Chairperson



Fiscal Officer