

SWANCREEK TOWNSHIP BOARD OF TRUSTEES

Regular Meeting

Monday December 16, 2013

The regular meeting of the Board of Trustees was called to order at 7:00 p.m.

Prayer

Pledge

Board members present: Pamela Moore, Chairman, Phil Wiland, Vice Chairman, Ron Holdeman, Trustee

Employee: Chris Lauch, Administrative Assistant/F.O. Asst., Matt Stout, Maintenance Supervisor, Walt Hallett III Zoning Inspector

Fiscal Officer: Dawn Wheatley

Guests: Greg Winsman, Darrin Gramling

332-13 Trustee Moore motioned to approve the 12-02-2013 regular meeting minutes 2nd by Trustee Holdeman.

Roll Call: Trustee Wiland-Yea, Trustee Holdeman-Yea, Trustee Moore-Yea.

333-13 Trustee Moore motioned to approve expenditures for this meeting in the amount of \$31,317.08 2nd by Trustee Wiland.

Roll Call: Trustee Wiland-No, Trustee Holdeman-Yea, Trustee Moore-Yea.

The previous payment register amount will be different now that the checks have been voided. Dawn will bring to next meeting with the listing showing the voids with the new amount.

334-13 Trustee Moore motioned to approve the 12-09-2013 special meeting minutes 2nd by Trustee Holdeman. Trustee Wiland did not realize that they were having the full time employees paying 10% of their health insurance premiums with a compensatory offset because it is not saving the Township any money then. Trustee Wiland also asked if giving the employees a raise is going to put them in the next bracket which could raise the insurance premium cost.

Roll Call: Trustee Wiland-Yea, Trustee Holdeman-Yea, Trustee Moore-Yea.

Changing the order of the agenda so Matt can go home he has been Plowing all day.

EMPLOYEE REPORT

- CHRIS LAUCH:
 - BZA meeting Thursday at 6:30pm
 - There are Board members up for reappointment. Chris to send letters of interest to them.
- MATT STOUT
 - Patterson Footer: Dawn to bill \$170.00
 - Lee High Dr.: Matt questions what is the Twp. responsibility and what is the Village. There were some railroad ties pushed with the plow because they were in the right of way close to the road. Chris said that the Water District has a list of homes that annexed to the Village. Chris will send out a Twp. letter stating that things cannot be put in the right of way if one needs to be sent from the Twp.
 - The Salt shed is postponed until the spring.
 - Cemetery Fence will not be done now until Spring
 - Mock drainage issue: He is looking into having the neighbors help will not know the Twp. responsibility until Rod Criege engineers it this Spring/Summer 2014
 - Trustee Wiland said that road C west by Blue Creek there is a dip that needs looked at.
 - Road 2 ditch between roads B & C is on maintenance.

New Business

335-13 Trustee Moore motioned to go into executive session to discuss employee compensation and do employee evaluations 2nd by Trustee Wiland. 7:24pm

Roll Call: Trustee Wiland-Yea, Trustee Holdeman-Yea, Trustee Moore-Yea

7:30pm Trustees invited Matt Stout.

7:41pm Matt Stout came out.

7:45pm Dawn Wheatley was invited in.

7:48pm Chris Lauch invited back.

8:15pm Chris Lauch came out.

336-13 Trustee Moore motioned to come out of executive session and into regular session 2nd by Trustee Holdeman. 8:34pm

Roll Call: Trustee Wiland-Yea, Trustee Holdeman-Yea, Trustee Moore-Yea

337-13 Trustee Moore motioned to table pay increases until the organizational meeting 2nd by Trustee Holdeman.

Roll Call: Trustee Wiland-Yea, Trustee Holdeman-Yea, Trustee Moore-Yea

338-13 Trustee Moore motioned to change the title of the Administrative/Fiscal Officer Assistant to

just Administrative Assistant 2nd by Trustee Holdeman.

Roll Call: Trustee Wiland-Yea, Trustee Holdeman-Yea, Trustee Moore-Yea.

339-13 Trustee Moore motioned to change the job description for the administrative Assistant to state that they assist all elected officials instead of the word Trustees 2nd by Trustee Holdeman.

Roll Call: Trustee Wiland-Yea, Trustee Holdeman-Yea, Trustee Moore-Yea

- Water District Contract: We received the new wording from the prosecutor.

340-13 Trustee Moore motioned to approve the new wording on the Water District Contract for 2014 2nd by Trustee Holdeman.

Roll Call: Trustee Wiland-Yea, Trustee Holdeman-Yea, Trustee Moore-Yea

- Agenda for Organizational Meeting. Dawn to send Pam last years.

ADMINSTRATIVE

- Financial Reports there is a 10.00 difference. Dawn n stated she had done payroll but had not cleared the 10.00 that is withheld from a paycheck.
- Dawn to pull report for child support and warrants to verify the correct amount of payments were made.
- Inventory

341-13 Trustee Holdeman motioned to dispose of the inventory numbers 00182 and 00127 for printers that have been disposed of 2nd by Trustee Moore.

Roll Call: Trustee Wiland-Yea, Trustee Holdeman-Yea, Trustee Moore-Yea

- Signed PO for Vactor repair.

OLD BUSINESS

- The insurance premium will be 8,729.38 per month
- Have not received an opinion from the Prosecutor yet on the signs on Twp. property.
- OTA Conference: All registered.
- County Road 2 Blue Creek is on maintenance

ZONING

FIRE & RESCUE

- Levy in May:
 - Will be meeting with County Auditor on Jan 3rd
- Swanton Contract:
 - Still waiting on numbers from the Auditor in regards to the Village Administrators comment of how much the Twp. collects from Twp. residents inside the Village limits.

342-13 Trustee Moore motioned to renew the Swanton Fire and Rescue Service Contract 2nd by Trustee Holdeman.

Discussion form the Trustees

Trustee Wiland gave these numbers for future reference and negotiations. They show the percentage of Twp. runs versus the percentage of the total we pay.

entity	runs	total!2012runs888	contract \$	\$ spent \$277,250	plus extra	cost per run
SWANCREEK TWP	128-	14.4% of total runs	\$66,608	24% of total spent	28% of total	\$618
SWANTON TWP	172-	19. 3% of total runs	\$92,368	33.3% of total spent	36% of total	\$582
FULTON TWP	77-	8.6% of total runs	\$27,760	10% of total spent	16% of total	\$522
HARDING TWP	14-	1.5% of total runs	??\$5152	2% of total spent	2% of total	\$368
total	391-	44% of total runs	\$191,888	69% of total spent	81% of total	\$490
SWANTON VIL	497-	56 % of total runs	\$85,362	31% of total spent	19% of total	\$171
		total spent 201 2	\$277,250		\$277,250	
		less contracts	\$191,888	plus extra - total	\$224,637	
		SWANTONS' AMT	\$85,362	19% of total paid	\$52,613	\$105
		2012 revenue	\$292,636			
		2012 spent	\$277,250			
		2012 surplus	\$15,386			

Roll Call: Trustee Wiland- A Qualified Yea because he is not satisfied with the contract, Trustee Holdeman-Yea, Trustee Moore-Yea

CEMETERIES

- Deeds Signed

- Mrs. Pamela Raab Swanton Cemetery H-14-4
- Mr. William Lewallen Sr. Shiloh Cemetery C-57-5,6,7,8,9 & 10

TRUSTEE REPORTS

- Trustee Moore
 - Thanked Trustee Wiland on behalf of the Twp. for his service and that he will be missed.
- Trustee Holdeman
 - Regional Planning tabled the lot *combination issue*.
 - The County OTA meeting went well they Prosecutor Scott Haselman was there to swear in the newly elected Officials.
- Trustee Wiland
 - OPWC was denied but the LTIP was accepted. Our portion of the Project will be \$242,000.00 according to the estimate. There may be a chance for us to get the 0% loan but will not know this until sometime in January. Hayley will be contacting us.
 - We will need to check with Hayley on easements.
 - EMA raised their fee. They went to a per capita formula so our fee will go from \$600.00 top \$3006.00.

PUBLIC FORUM

Trustee Holdeman motioned to adjourn 2nd by Trustee Moore.
Adjourn at 9:42 PM

Swan creek Township Board of Trustees

Trustee Wiland

Trustee Holdeman

Trustee Moore

Attest: Dawn Wheatley
Fiscal Officer Swan creek Township
January 10, 2014