

SWANCREEK TOWNSHIP BOARD OF TRUSTEES

Regular Meeting
Monday April 15, 2013

The regular meeting of the Board of Trustees was called to order at 7:00pm

Pledge

Board members present were Chairman Pamela Moore, Vice Chair Phil Wiland, and Trustee Ron Holdeman

Employee: Matt Stout Maintenance Supervisor, Administrative Asst. Chris Lauch

Fiscal Officer: Dawn Wheatley

Guest: Mr. Ron Moore, Mrs. Connie Johnston, Mr. Ralph Smith, Mr. Henry Smith, Mr. Dale Brunner, **Mr. Jim McConkey**

78 – 13 Trustee Wiland motioned to approve 3-18-2013 regular meeting minutes 2nd by Trustee Holdeman.

Roll call: Trustee Wiland – Yea, Trustee Holdeman – yea, Trustee Moore – Abstain.

79 – 13 Trustee Moore motioned to approve 4-01-2013 special meeting minutes 2nd by Trustee Holdeman.

Roll call: Trustee Wiland – Abstain, Trustee Holdeman – yea, Trustee Moore – Yea.

80 – 13 Trustee Moore motioned to approve 4-01-2013 regular meeting minutes 2nd by Trustee Holdeman.

Roll call: Trustee Wiland – Abstain, Trustee Holdeman – yea, Trustee Moore – Yea.

81 – 13 Trustee Moore motioned to approve expenditures in the amount of \$30,163.71 2nd by Trustee Holdeman.

Roll call: Trustee Wiland – Yea with the exception of warrant #26189 because he doesn't feel the **Township should pay for the** Township Fiscal Officer to be able to work from home, Trustee Holdeman – yea, Trustee Moore – Yea.

Administrative

- Financial reports were reviewed.
 - Trustee Wiland asked that the Fiscal Officer not to give the Admin. Asst. the financial reports and to only give the Mntn. Supervisor the reports that pertain to road and bridge dept.

- The trustees discussed direct deposit payroll and switching banks.

82 – 13 trustee Moore motioned to switch the Township banking from PNC bank to farmers and merchants Bank 2nd by trustee Wiland.

Roll call: trustee Wiland – yea, trustee Holdeman – yea, trustee Moore – yea.

83 – 13 Trustee Moore motioned to use direct deposit for Township officials and employees 2nd by trustee Holdeman.

Roll call; trustee Wiland – yea, trustee Holdeman – yea, trustee Moore – yea.

84 – 13 Trustee Moore motioned to pay all hourly employees on a weekly payroll starting April 15, 2013 2nd by trustee Holdeman.

Roll call: trustee Wiland – yea, trustee Holdeman – yea, trustee Moore – yea.

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Old Business

- Homewood Park: Another parcel donated need Trustee Moore's signature on the exemption form then we can record the deed.
- Road mileage: no word yet.
- Early Tax Distribution: Trustee Wiland feels that we should look into possibly getting a tax distribution advance to get our money earlier instead of it sitting in an account in the Treasurer's office receiving interests that the Township does not benefit from. Keep on the agenda and we will look into requesting just after the tax due date.
- Delinquent taxes: Trustee Wiland received information from the County Treasurer on the amount of delinquent taxes in the County 7% of the total are Swancreek Township share. It is something to keep in mind when looking at the budget. Trustee Wiland will ask the Treasurer to keep us informed.
- Hunters Ridge abandoned property: Nothing new, the Township received a phone call asking if we knew who was looking into the property, Chris informed her that we do not know and referred her to the prosecutor's office.
- CPR: April 22nd at 9:00am at the Swanton village fire station.
- County Road 5 – 2 and E: maintenance supervisor Matt stout and Trustee Holdeman met with Randy from the County engineer's office all went well; County engineer Onweller was out to supervise the tree coming down today.
- Maintenance supervisor stout requested that he be able to pay for the maintenance cell phone to enable him to use it for personal use as well. The Township will pay \$25 allowance as we do for zoning inspector and the other maintenance employee for using their personal phones and Mr. Stout would pay the balance due. He also asked if it could be withdrawn from his payroll check. The Trustees discussed this, it would benefit the Township they asked for an agreement to be drawn up that if employment was terminated that the phone would be turned into the Township.

85 – 13 Trustee Moore motioned to allow maintenance supervisor Matt Stout to use the cell phone for personal use with the Township to pay \$25 and the balance of the bill to be deducted from his paycheck 2nd by trustee Holdeman.

Roll call: trustee Wiland – yea, trustee Holdeman – yea, trustee Moore – yea.

86-13 Trustee Moore motioned to go into executive session to discuss employee compensation 2nd by trustee Holdeman at 7:35 PM.

Roll call: trustee Wiland – yea, trustee Holdeman – yea, trustee Moore – yea.

7:44 PM trustees called maintenance supervisor Matt Stout into executive session.

87–13 Trustee Moore motioned to come out of executive session and go into regular session 2nd by trustee Wiland at 7:55 PM

trustee Moore motioned to table supervisor salary 2nd by trustee Holdeman.

Roll call trustee Wiland – yea, trustee Holdeman – yea, trustee Moore – yea.

88 – 13 Trustee Moore motioned to pay maintenance supervisor Matt stout the bonus that he declined at the beginning of the year because he works hard and deserves it 2nd by trustee Wiland.

Roll call: trustee Wiland – yea, trustee Holdeman – yea, trustee Moore – yea.

New Business

- New hire: Trustee Moore requested to be left out of the loop since her husband has applied for the job. There will be interviews set up for Friday April 19, 2013 at 9:00am. Dawn asked if she needed to be there or if they would be able to keep track of the names and times for her. The Trustees said they would give her their notes.

Employee reports:

- Chris Lauch:
 - Received the permits from NORTA and Mike Blohm
 - Triangular processing report not received yet
- Matt Stout:
 - Rd. 5-2 project underway. Chris to send a letter to the County Engineer to let him know the Township is in agreement with his plan. FYI the wood from the tree was distributed per the Engineers instruction.
 - There will be 2 30 yard dumpsters delivered on the 17th
 - Have dumpster for Cemetery clean up
 - Still working on the Cemeteries.
 - Swanton Cemetery flower bed: Trustee Moore will contact the Swanton Garden Club about possibly helping out with them she will also check into getting some donations of flowers from local greenhouses.
 - Trainings on the 22nd, 24th, and 30th. The 30th is the applicators training and both maintenance employees will be attending.
 - The catch basin inventory will be depleted by the end of the year so will need to order more next year.

Zoning

- No Report
- Junk motor: Walt is agent of the Trustees so he can enforce in the unzoned area.
- Trustee Wiland noted that there was a violation from the County Prosecutor that took 5 months to get going. He feels that a letter should be sent to the Zoning inspector addressing this.
 - ***Trustee Wiland suggested a meeting with Zoning Inspector, The County Prosecutor and the Peaceful Valley Association that has citizen concerns that feel have not been tended to.***
 - The Trustees are going to request Walt Hallett III Zoning Inspector to a special meeting on May 6th 2013 at 6:00pm before the regular meeting to discuss the ***Peaceful Valley Association*** concerns.
- The Trustees received a new zoning map to be signed. Trustee Wiland stated that the map needs to be referred from the Zoning Board then they can sign it.

Fire

- Trustee Wiland sent a records request to the Village of Swanton requesting data pertaining to fire and rescue for all in agreements with the Village.

Cemetery

- Flood Plain: Not marked yet. Matt stated that we need a new resolution requesting the surveyor to mark it.

89-13 Trustee Wiland motioned to have the County Surveyor stake out the flood Plain in Swanton Cemetery 2nd by Trustee Holdeman.

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

- Signed Deed for Mr. Thomas Krause in Swanton Cemetery

Trustee Reports:

- Trustee Moore: Attended the OTA Fish Fry will be attending the pipeline meeting
- Trustee Holdeman: Attended the OTA Fish Fry
- Trustee Wiland:
 - NORTA is selling rails to Trails to Toledo Metro Parks
 - The Township road is on that property

90-13 Trustee Wiland motioned to ask for a legal opinion on if there will be any issues with the Township road being on the Rails to Trails property now that it is being sold to the Metro Parks and is there anything that the Township should do with Rails to Trails before the sale to ensure that there won't be any problems when it comes to right of way and repair maintenance on the road 2nd by Trustee Holdeman.

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

91-13 Trustee Wiland motioned to send out the Township newsletter 2nd by Trustee Moore.

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

92-13 Trustee Wiland motioned to put an ad in the paper for the Cleanup day on May 18th 2nd by Trustee Holdeman.

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

- Easement Update: waiting on one easement and one work agreement. Chris to send Mrs. Zielinski and Mr. MacDonald 2nd letter reminding them about the request.
- Income Survey: Cost is 2 stamps per resident in the selected area.
- Rd. C Trowbridge ditch cleaning: When we are having our OPWC project done will see about getting a cost for them to clean out the Twp. Part of the ditch.
- Fewless Creek Branch 23 status request went out but never received a response. Chris is to send a status request to the County Engineer as well as a status of the Storeholder ditch.

Public Forum

Mrs. Connie Johnston of 109 has drainage issue that York Twp. Is stating that is stalled because Swancreek Twp. is not cooperating. The Trustees stated that they are willing to work together but York Twp. Did not agree with the shared amount. Matt spoke to Rails to Trails and they are willing to work with us but some of the residents that benefit may not be so willing.

93-13 Trustee Wiland motioned to ask for a legal opinion to see if a the Township does work to improve drainage that will also benefit residents can that resident be charged for it and if they do not pay can it be assessed to the residents taxes 2nd by Trustee Moore.

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

Mr. Henry Smith of road 5-2 has issue with neighboring barking dogs and is not getting resolution from the County Sherriff. He was informed that there is a noise regulation in the zoned area and that if he fills out a citizen concern form so that the Zoning Inspector can look into it.

Mr. Dale Brunner asked about rezoning there area to a residential instead of AG/RE area. Chris told him the process and fee then Trustee Wiland said that the Trustees could do it also.

Trustee Wiland gave the other Trustees a list of roads that he would like to see done in the next 5 years.

- Trustee Wiland motioned to adjourn 2nd by Trustee Holdeman
 - Adjourn 9:04pm

Swancreek Township Board of Trustees

Pamela Moore

Attest: Dawn Wheatley, Fiscal Officer
Entered: May 20, 2013

Ronald Holdeman

Phil Wiland