

SWANCREEK TOWNSHIP BOARD OF TRUSTEES

Regular Meeting  
Monday May 20, 2013

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

Prayer

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. and Mrs. Ostrander

**101-13** Trustee Moore motioned to approve April 15<sup>th</sup> regular meeting minutes 2<sup>nd</sup> by Trustee Holdeman  
Trustee Wiland Voiced his feelings that he is disgusted that the Fiscal Officer has had mistakes in the minutes and that he does not have all the pages. Dawn told him she stapled them together so all the pages should be there. Trustee Moore stated that everyone else has theirs and that they got them ahead so if there is a mistake they can let her know to correct it. He stated that he should not have to do her job.

Roll Call: Trustee Wiland – Yea under protest, Trustee Holdeman – Yea, Trustee Moore Yea

**102-13** Trustee Moore motioned to approve May 6<sup>th</sup> special meeting minutes 2<sup>nd</sup> by Trustee Wiland.

Roll Call: Trustee Wiland – Yea under protest, Trustee Holdeman – Yea, Trustee Moore Yea

**103-13** Trustee Moore motioned to approve May 6<sup>th</sup> regular meeting minutes with the correction of putting the rest of resolution 100-13 in 2<sup>nd</sup> by Trustee Wiland.

Roll Call: Trustee Wiland – Yea under protest, Trustee Holdeman – Yea, Trustee Moore Yea

**104-13** Trustee Moore motioned to approve expenditures in the amount of \$26,671.56 2<sup>nd</sup> by Trustee Wiland.

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

Dawn to check into why Ohio Plan didn't take out the full amount that they said they were going to take out.

**Administrative**

- Financial reports were reviewed.

**105-13** Trustee Moore motioned to amend the 2013 appropriations to accommodate the increased costs 2<sup>nd</sup> by Trustee Holdeman.

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

**106-13** Trustee Moore motioned to pay for the OTA memberships for elected officials and associate memberships for Twp. employees 2<sup>nd</sup> by Trustee Holdeman.

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

**107-13** Trustee Moore motioned to apply for Twp. credit cards for the following

Maintenance Supervisor Matt Stout and Maintenance Employee Damon Mattimore with a limit of \$2,000.00

Trustee Wiland, Trustee Holdeman, Trustee Moore and Administrative Assistant Chris Lauch with a limit of \$5,000.00 and Fiscal Office Dawn Wheatley with a limit of \$5,000.00 2<sup>nd</sup> by Trustee Holdeman.

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

**Old Business**

- Homewood Park: Nothing new
- Early Tax Distribution/Delinquent taxes: Trustee Wiland to look into more details and if we really want to ask for early distribution.
- Hunters Ridge abandoned property: The property owner did not show for the hearing. Chris to ask the Prosecutor what to do next and what the timeline is on the foreclosure process.
- County Road 5 – 2 and E: Crossover is in. Basin will be set then will be at a standstill until we can figure out how to get the tree stump out without disturbing the phone lines in the ground.
- Employee compensation:

**108-13** Trustee Moore motioned to go into Executive Session to discuss employee compensation 2<sup>nd</sup> by Trustee Holdeman. 7:44pm

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

Trustee Moore invited Maintenance Supervisor Matt Stout into Executive Session. 7:44pm

**109-13** Trustee Moore motioned to come out of Executive Session and back into Regular Session 2<sup>nd</sup> by Trustee Holdeman. 7:49pm

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

**110-13** Trustee Moore motioned to give part time employee John Simon \$1.00 per hour raise making his rate \$11.00 per hour starting as of today 5-20-2013 2<sup>nd</sup> by Trustee Holdeman.

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

**111-13** Trustee Moore motioned to ask Township legal Counsel to draw up a contract for Maintenance Supervisor Matt Stout to sign stating that the Township cell phone and related accessories that the Township purchased will stay with the Township in the event that he would leave and showing the agreement that he will have the cost of the phone plan minus \$25.00 that the Township will pay taken out of his paycheck 2<sup>nd</sup> by Trustee Holdeman.

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

- Water Board Seats: Will do all interviews on Monday June 3<sup>rd</sup>. Will not need to interview those that had been previously interviewed. Mr. Lang requested that the Board give him a list of questions that will be asked in the interview. Trustee Moore stated that she did not have a problem giving her questions to him if they decided to. The board feels that it would not be fair since the others would not have the questions. Chris will let Mr. Lang know as well as compile a list of applicants for the Trustees.
- Rd. 5-2 between roads A & B: Discussed that there are more residents in the area asking for help. The Township will do what is needed to repair what is the Townships. The Township is going to contact the County Engineer to get them involved in the drainage issues.
- **112-13** Trustee Wiland motioned to send a letter to County Engineer Frank Onweller to ask him to expedite a plan to correct drainage issues on road 5-2 between road A and B and request him to look at the impact That Glenn Hunter and Associates is having on the neighborhood and ask for a study of the water quality that is draining from his property to the other residents. Also request the status of Branch 23 petition 2nd by Trustee Moore.  
Roll Call: Trustee Wiland – Yea, Trustee Holdeman – Yea, Trustee Moore Yea
- Johnston Drainage issue: Matt to get the cost for just the Townships responsibility.
- OPWC Easements:
  - Working easement: Trustee Wiland spoke to the property owner because they had concerns about their septic tank. Trustee Wiland assured him it will not be affected.
  - Zielinski easement: Still no response from the Power of Attorney. Send certified letter asking for response within 7 days. Ask legal counsel what recourse the Twp. has.
- **113-13** Trustee Wiland motioned to ask Township Legal Counsel what recourse they have if there is no response to the Townships many requests for an easement from a property owner 2<sup>nd</sup> by Trustee Holdeman.  
Roll Call: Trustee Wiland – Yea, Trustee Holdeman – Yea, Trustee Moore Yea

#### **Employee reports:**

- Chris Lauch:
  - Presented Walt’s report on the barking dog at Peaceful Valley.
  - Meeting was on Wed. for Zoning Map there is and as that goes in the paper then the Trustees can sign it at the next meeting.
  - ORC junk motor and vegetation: There will be a certified letter to go out from the Trustees then if no compliance the Zoning inspector will take it from there. The time limit for grass will be 5 days and for junk motors is 10 days.
- Matt Stout:
  - Circle Drive: The County wants the Twp. to block off a tile that is going into a County basin. Matt says it is not the Townships. A letter from the Trustees stating that the tile is not the Townships and that if they want it blocked off they will have to do it themselves.
  - Mr. Ostrander asked Matt to verify that he spoke to him about the signs he requested. Matt stated he did talk to him and let him know he had to take it to the Trustees.

#### **Zoning**

- Job description to be put in handbook.
- Richardson Violation: Having the Decibel reader checked out then will check the property again to verify readings.

#### **Fire**

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#### **Cemetery**

- Flood Plain: Has been marked and the fence lines are good.
- Woda/Swanton/ Paige Lynn Fence: Doesn’t look promising. Trustee Wiland suggested maybe planting a row of trees for privacy instead.
- A request to put money down then give two post dated checks to purchase a grave. The Trustees said that we could not do that. They will need to have the full amount up front to purchase to make the purchase. A question was also brought up if a person owned a house in the Township but did not reside in it would they qualify for the resident price for a grave sale. The answer is no they would need to reside because technically the renter is paying the taxes through their rent payments.

**Trustee Reports:**

- Trustee Moore: Gave Councilwoman Haselman a copy of our request to the Village of Swanton. Councilwoman Haselman said she asked at the meeting and was told it would take some time but they were working on it. The reports asked for are already generated so it should not take that long.
- 114-13** Trustee Moore motioned to ask Township Legal Counsel what is considered a reasonable time to respond to a records request 2<sup>nd</sup> by Trustee Wiland.  
Roll Call: Trustee Wiland – Yea, Trustee Holdeman – Yea, Trustee Moore Yea
- Trustee Holdeman:
- Trustee Wiland:
  - Trustee Wiland feels that the electric companies should not be charging the fees just to have electric for areas that rarely uses electric such as an emergency siren and a shed that never uses electric. The other Trustees agreed. Letters will go out to Tri County Electric and Toledo Edison. They also talked about disconnecting the electric to the Quonset building and the storage building at Swanton Cemetery.
  - Trustee Wiland researched how we are supposed to be notified if an area in the Townships is annexed. He will see who to contact to have them notify us.
  - CDBG
- 115-13** Trustee Wiland motioned to send the 2013 CDBG application to the Fulton County Commissioners 2<sup>nd</sup> by Trustee Moore.  
Roll Call: Trustee Wiland – Yea, Trustee Holdeman – Yea, Trustee Moore Yea
  - OPWC Ditch Project:
- 116-13** Trustee Wiland motioned to accept the final estimate of \$343,000.00 from the County Engineers office (dropping the striping on road 2) approving the plans with the revision to the back slope of road 3 ditch authorizing the County Engineer to proceed to bid with the completion date to be no later than October 25<sup>th</sup>, 2013 2<sup>nd</sup> by Trustee Holdeman.  
Roll Call: Trustee Wiland – Yea, Trustee Holdeman – Yea, Trustee Moore Yea
- 117-13** Trustee Wiland motioned to join the County Engineer to have road striping done to road 2 between roads C and D center and edge lines and road EF between roads 1-2 and 1 center line only 2<sup>nd</sup> by Trustee Holdeman.  
Roll Call: Trustee Wiland – Yea, Trustee Holdeman – Yea, Trustee Moore Yea

**Public Forum**

**Mr. Ken Ostrander** Questioned if the junk motor ORC covered old farmer equipment. He was told that it would be agricultural exempt otherwise it would fall under blight. He voiced his concern at the lack of response and slow response time by the Delta Fire Department. The Trustees told him that that happens when it is a volunteer dept. Swanton’s response times are better because they have a manned station. /he was also concerned that the Fire Chief at Delta also has job as Fire Marshall and runs an ALS unit. Trustee Wiland stated that they are all part time jobs with part time salaries. That it is common in cases like that. Mr. Ostrander also thought that Swanton charged excessively for their services to the Township. The Trustees responded that you have to pay the manned station in turn there is better response times.

- Trustee Moore motioned to adjourn 2<sup>nd</sup> by Trustee Holdeman
  - Adjourn 9:38pm

Swanecreek Township Board of Trustees

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Pamela Moore

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Attest: Dawn Wheatley, Fiscal Officer  
Entered: June 3, 2013

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Ronald Holdeman

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Phil Wiland