

SWANCREEK TOWNSHIP BOARD OF TRUSTEES

Regular Meeting
Monday July 1, 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, Matt Stout, Maintenance Supervisor

Fiscal Officer: Dawn Wheatley

140-13 Trustee Moore motioned to approve the 6-3-2013 regular meeting minutes 2nd by Trustee Holdeman.

Roll Call: Trustee Wiland – Yea under protest due to the typos Trustee Wiland stated that it looked like part was cut and pasted Dawn said it was to have the template to make the minutes uniform with the same format and that she would correct the mistakes on Resolution 121-13 take out yea under protest, resolution 139-13 should say 129-13, leave Trustee

Wiland's yea under protest on May20th, Trustee Holdeman – Yea, Trustee Moore: – Yea,

141-13 Trustee Moore motioned to approve the 6-17-2013 regular meeting minutes 2nd by Trustee Holdeman.

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

142-13 Trustee Moore motioned to approve the 6-24-2013 regular meeting minutes 2nd by Trustee Holdeman.

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

143-13 Trustee Moore motioned to approve expenditures in the amount of \$26,806.92 2nd by Trustee Wiland.

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

Administrative

- Financial Reports and bank reconciliation were reviewed by the Trustees

144-13 Trustee Moore motioned to amend the appropriations 2nd by Trustee Holdeman.

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

- Budget meeting with the County Auditor is August 21, at 2:45pm

- Trustee Moore asked how the direct deposit is going. Dawn said she will be sending out a memo to everyone asking for a deposit slip from their check book or a voided check so she can get it started.

- She also asked about STAR Plus: Dawn said she just has to call Nick at STAR and get it set up now. She did not do it when they talked about until the banking was switched over to the new bank.

Old Business

- Homewood Park: Nothing more yet

- Early Tax Distribution/Delinquent taxes: No longer going to do because it is only a percentage of what the County Auditor has collect up to the time requested which would have only been between \$5,000.00 and \$6,000.00. Trustee Wiland asked why Schools do it all the time then. Dawn replied that the Schools piece of the "Tax Pie" is larger than the Townships so their disbursement would be larger.

- Hunters Ridge violation: Chris let the County Prosecutor know that the Trustees wish to have the Foreclosure procedure started.

- Rd. 5-2 between Rd. A & Rd. B: Met with the County Engineer discussed the drainage issues. There is nothing new to report Maintenance Dept. will continue with what needs done and contact Mr. Bechstein.

- Storeholder Ditch: Engineers said they are at a standstill because someone has a fence across it to keep their deer in.

- Road 2 petition: The Trustees thought they had volunteered to be the petitioners, but Rod Crieger from the Engineers office would like to have a resident that showed interest do it if he can reach him. Trustee Wiland asked what the next step is since they did make resolution to petition the ditch cleaning. Should we send a letter?

145-13 Trustee Wiland motioned to send copies of resolution #218-12 and #223-12 regarding petitioning cleaning of Branch 23 to the Engineer asking the status.

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

146-13 Trustee Wiland motioned to ask the Engineer the status of the Storeholder ditch cleaning.

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

- Cleaning agreement: Not ready to approve new contract yet. Need to ask for insurance and BWC. Dawn stated when BWC did audit they asked for BWC and W-9.

147-13 Trustee Wiland motioned to ask for a legal opinion on if all contractors need to have BWC and liability insurance 2nd by Trustee Moore.

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

- Received the Village of Swanton's records that we requested. Trustee Moore asked when the Trustees wanted to start working on negotiations. Trustee Wiland stated he had already started and that everyone should put their thoughts together. Trustee Wiland will put a proposal together for the Swanton Contract.

New Business

- Upcoming Events:
 - OCA: No one will be attending the Cemetery Conference.
 - County Auction: nothing to put in.
- OPWC:
 - 9 bidders
 - The County recommendation on lowest and best is Anderzack-Pitzen Construction Inc. with a bid of \$274,110.50

148-13 Trustee Wiland motioned to take the Engineers recommendation of Anderzack-Pitzen Construction Inc. 2nd by Trustee Moore.

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

- **OPWC In Kind work:** Dawn will pull the previous job from 2009/2010 time frame to find the example.
- PCORI Fee: A new fee by law with the Health Care Reform: There is a fee associated with the Insurance and with the HRA. Then there is an IRS Form that has to be filled out. Dawn did some research and from what she can see we are not exempt from this. She will call Stapleton to verify her findings and see who needs to sign the form.
- **Recycle Program:** The Trustees received the Totals per year from 2006 to present. Trustee Wiland asked about getting a surveillance system to try to keep down the amount of dumping that has been going on at the recycle building. He will get some quotes together to bring to the next meeting.

Employee reports:

- Chris Lauch:
 - There are some properties that need mowed should she call someone to mow or are we doing in house. Matt said that it would be too much wear and tear on our equipment. She will call Tex to mow the road 2 property and Fleck for the roads 3 and 1-1 properties. Trustee Moore stated that the Township should get a list of companies and their prices to have on hand for when these jobs come up.
- Matt Stout:
 - Road FG: Matt asked if the Trustees wanted him to re do the whole road or just the bad areas and then put more stone as needed later. They said to just do the bad areas.
 - Dilbones: bottom of branch 23 ditch. Is it ok to clear the grass to try to alleviate some of the problem. Trustees agree to try to alleviate the problem to have the maintenance dept. clean out the grass.
 - Rd. 2 work
 - Kellers is done
 - Dilbones need graded and seeded
 - Johnson: York asked if they can connect their tile into our basin. Trustees feel that they should have their own for maintenance reasons. All that we need to do to finish our part of the project is grade.

Zoning

- Employee report - None to review at this time.

Fire

- Levy keep on agenda with May 2014 timeframe as when to place on ballot.
- Add Swanton Village Contract to agenda

Cemetery

- Signed Deed for Mable Longoria fro Swanton Cemetery Section H Lot 1 Grave

Trustee Reports:

- **Trustee Moore:**
- **Trustee Holdeman:**
- **Trustee Wiland:**
 - Quonset and Cemetery electric: Dawn checked with the Insurance and PEERP and there is no reason to have to have the exhaust fan in the building if it is not storing over 600gal of combustibles like fuel and such.

149-13 Trustee Wiland motioned to turn off the electric to the quonset hut on road 3 and the storage building in Swanton Cemetery 2nd by Trustee Moore.

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

- Trustee Wiland would like to take the savings from the electric and use it to retrofit the maintenance building to more energy efficient lighting. Trustee Moore stated we should start with just w few at a time as to not put more strain on the budget. Dawn will start a fund costcenter to track the progress.
- WODA gave a final no on the fence at Swanton Cemetery. He thinks planting trees could give us the same use and a nicer look. They would be put on the proper property line. It would be done in phases. Trustee Moore mentioned that she spoke to the Village of Swanton and Paige Lynn and they asked if we could move our sign so it is not in direct line of site from the resident's window. Matt will take out the signs. He did take out part of the fence because of poison ivy.

Rd. 2 siren: There was a company doing maintenance on the siren and they rutted up the residents yard. Trustee Holdeman told Matt to give them dirt to fix the yard. While the maintenance dept. was out they had the roller with them and just rolled out the ruts. It looks good and they did not need the dirt. Trustee Wiland pointed out that the Company that did the damage should have taken care of it. Dawn asked if we needed to bill them. They said no since there really wasn't any expense since they were going by anyway.

Chris to send a note to Swanton Township asking what their cost was for the road 1 crossover project.

There is a resident interested in buying our left over drainage tile that we cannot return. Matt to check with another person to see if they will pay what we paid for it and Trustee Holdeman will talk to Mr. Rabb to see what he wanted to pay for it.

Public Forum: None

- Trustee Moore motioned to adjourn, 2nd by Trustee Holdeman.
Adjourn 9:10pm

Swan creek Township Board of Trustees

Pamela Moore

Attest:
Dawn Wheatley, Fiscal Officer
Entered: July 15, 2013

Ronald Holdeman

Phil Wiland