

# SWANCREEK TOWNSHIP BOARD OF TRUSTEES

## Regular Meeting

Monday August 5, 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

Guests: Mr. Ron Moore, Mr. Rick Kazmierczack

**155-13** Trustee Holdeman motioned to approve the 7-15-2013 regular meeting minutes 2<sup>nd</sup> by Trustee Wiland.

Roll Call: Trustee Wiland – Yea, Trustee Holdeman – Yea, Trustee Moore: – Yea, Trustee Wiland stated that he told Dawn not to pay the Providence invoice. Dawn said she specifically asked Trustee Wiland and he said to go ahead that if there was a correction we would just have a credit.

**156-13** Trustee Moore motioned to approve expenditures in the amount of \$40,337.34 2<sup>nd</sup> by Trustee Wiland.

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

Trustee Wiland wanted to emphasize the importance of the accuracy of the minutes. Trustee Moore stated that the Trustees get the minutes to review ahead of time and that if there is corrections they can tell Dawn. Trustee Wiland stated he should not have to *do* the Fiscal Officers job.

MR Walter Hallet III Zoning Inspector was asked to attend a meeting once a quarter to review what has been going on in the zoning department. Trustee Moore stated that the reports looked good.

The Trustees discussed some of the hot points that have been ongoing.

Wheeler Property: There has been progress. He addressed the citizen concern. The property owner died, his wife is to be dealing with a lawyer about the estate. The wife lives out of state and has someone doing some work at the property and was unaware of some of the issues. She has received the certified letter she is now aware that the grass needs maintained and that the worker needs to keep things picked up. If not complied with in 3 weeks Walt will be filing charges with the County Prosecutor.

Rainbow Dr.: Walt spoke to Mr. Brunner about some of the issues. He did move on the Richardson concerns. 2 of the dogs have been removed from the property. Hank said the noise is better. Walt said that he is working on getting a decibel reading of the dog barking.

Warnke on 5-2: White truck in yard with a for sale sign on it. How do the Trustees want to handle it? The Trustees stated that it has been long enough that it needs to be moved on.

The Nowak property was discussed. Walt stated he did notice some other areas in the zoned area that need addressed.

Chris asked if it was acceptable to put the fence extension on the same permit as something else. The answer was yes. The Trustees also discussed the ODNR lot split.

The Trustees asked Walt to be at the October 7<sup>th</sup>, 2013 meeting.

### Administrative

- Dawn asked if the Trustees wanted to put the employee report first. They said it is fine where it is.
- Financial Reports were reviewed by the Trustees
- Blanket certificate signed
- Dawn will be going on vacation Saturday August 10<sup>th</sup>, 2013 to Saturday August 17<sup>th</sup>, 2013 she will need the timesheets on Friday the 9<sup>th</sup> at the end of the day so she can do payroll for the next week. Dawn will send out a memo to remind the employees.
- Dawn will send out a reminder memo reminding about needing a voided check or deposit slip so she can set up the direct deposit.
- Reminder that Dawn has not received the Hep B or physical forms from any of the employees. Matt had questions on the forms. The physical requested is just a basic average physical nothing out of the ordinary just what you would have for your regular yearly check up anyway.

### Old Business

- Homewood Park: There is another property to be donated to the Township. Dawn will sign the paperwork and send it back to the Prosecutor.
- Hunters Ridge violation: The property has been sold and the new owner is cleaning it up. Can be taken off the agenda.

**157-13** Trustee Moore motioned to approve the contractor agreement 2<sup>nd</sup> by Trustee Holdeman.

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

**158-13** Trustee Moore motioned to sign the ditch petition to move forward with branch 23 maintenance 2<sup>nd</sup> by Trustee Holdeman.

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

**159-13** Trustee Moore motioned to sign the Bond for the Ditch petition 2<sup>nd</sup> by Trustee Holdeman.

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

- Extra Tile: Nothing as of yet
- Swanton Twp. Crossover: Still waiting on Swanton Twp. To get their cost to us. Chris to email Peggy and ask the status.

### New Business

- Mowing invoices:
- 160-13** Trustee Moore motioned to assess the taxes on the following properties to pay for the mowing on a violation 3507 Co. Rd. 2, 1517 Co. Rd. 3, and 6590 Co. Rd. 1-1 2<sup>nd</sup> by Trustee Holdeman.  
Roll Call: Trustee Moore – Yea, Trustee Holdeman – Yea, Trustee Wiland – Yea
- 161-13** Trustee Moore motioned to sign the road striping contract with the County 2<sup>nd</sup> by Trustee Holdeman.  
Roll Call: Trustee Moore – Yea, Trustee Holdeman – Yea, Trustee Wiland – Yea
- Chain Saw Class: August 28<sup>th</sup> at 8:00am Matt needs the information because he is getting calls regarding the class and he doesn't have the details.

#### **Employee reports:**

- Chris Lauch:
  - There was a friendly reminder sent in regards to a grass violation. The Trustees would like a 505.87 sent out to the property owner.
  - The Water District asked if it would be possible to change their dates to the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday or if it would interfere with the Zoning meetings. Chris sent out an email to the Board members to see if a problem. She will let the Water District know.
  - Chris asked about sending the double sold graves the information certified mail to verify they received it. Dawn said she could do that.  
Chris asked if the Township would sell the section of chain link fence that has been sitting in the back for years. The Trustees asked Matt Stout if the Township needed it. He said that the maintenance dept. would like to hold on to it for now.  
Chris asked if the Trustees needed to review the Water Districts information before she put it on the Township web page. The Trustees stated it is the Water Districts public record and that they did not need to review it but would not mind having a copy of it.
- Matt Stout:
  - Basin on road C: going to clean it to see if can find the outlet.
  - Repair on road 2: is 250X4 and marked for the County Engineer to mark with their markings.
  - Road 1 ditch: Did some investigating and the culvert is full at 64. Matt will touch base with Swanton Township to see if can get the water moving.
  - He would like to rent an excavator to work on winding way. He will get a cost together for the Trustees.
  - The John Deere is going again

#### **Fire**

- Levy keep on agenda with May 2014 timeframe as when to place on ballot.
- Swanton Village Contract: Trustee Wiland would like to send a letter to the Village asking for the particulars of the new contract. The other Trustees reviewed it and signed it.
- Trustee Moore would like a copy to take to Mr. Gochenhour.

#### **Cemetery**

##### **Deeds Signed for:**

**Darcy Raker:** Raker Cemetery Section F Lot 12 Grave 7

**Edgar Zysset:** Swanton Cemetery Section F Lot 23 Grave 10

Paige Lynn is spilling out onto Swanton Cemetery. The maintenance dept. will put the old fence back up on the new property line.

#### **Trustee Reports:**

- **Trustee Moore:**
  - There is one training yet for the OTA leadership course and they will only be offering it at their office in Blacklick. She is requesting permission to go to it.
- 162-13** Trustee Wiland motioned to allow Trustee Moore to go to the OTA training in Blacklick Ohio 2<sup>nd</sup> by Trustee Holdeman.  
Roll Call: Trustee Moore – Abstain, Trustee Holdeman – Yea, Trustee Wiland – Yea
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  - **Trustee Holdeman:**
    - Asked why there was mowing done at the Black property. Trustee Wiland stated that they were needing to mow the road side anyway so why not start there. Trustee Wiland said it was Damon's call on if it got done since he was in charge while Matt was on vacation.
  - **Trustee Wiland:**

- EMA meeting this morning discussed part time office help. The EMA is requesting the rate increase. The Commissioners are no longer in charge of it. He reviewed some suggestions on how to divide the costs.

- Backhoe: Discussion

**163-13** Trustee Wiland motioned to purchase a backhoe not to exceed \$8,297.00 2<sup>nd</sup> by Trustee Moore.

Roll Call: Trustee Moore – Yes, Trustee Holdeman – No, Trustee Wiland – Yea

Dawn will make a Purchase Order for Trustee Wiland to give to Meyer Equipment.

Trustee Moore will be meeting with Dawn to go over finances. Trustee Wiland asked about the OPERS late fee. We have not received it yet. Dawn will call OPERS to see if they will waive the fee since it was late because of a problem with how OPERS had her change a code after the Trustees changed the pay frequency.

### **PUBLIC FORUM**

Mr. Rick Kazmierczak: Spoke to Trustee Moore and they will be attending each other's meetings to allow for better communications between the Water District and Trustees. The Water District is working with Maumee Panning to see if they can get some grants etc... to see if can help to put more water line at less cost to the residents. They are also working with the Engineers to see if plastic pipe can be used instead of copper to keep the cost down. He also asked if the Township had a requirement of copper. Trustee Wiland thought the Township required copper. Mr. Kazmierczak also stated he is running for Township Trustee and wanted us to know it is not for insurance like rumors are saying. He has insurance already. Trustee Moore asked if elected if he would stay on the Water District Board. He stated it would depend on what the Trustees wanted. She said she thought it would be a good idea to have a Trustee on the Board.

Trustee Moore motioned to adjourn 2<sup>nd</sup> by Trustee Holdeman  
Adjourn 9:17pm

Swan creek Township Board of Trustees

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Pamela Moore

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Attest:  
Dawn Wheatley, Fiscal Officer  
Entered: August 19, 2013

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Ronald Holdeman

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Phil Wiland