

SWANCREEK TOWNSHIP BOARD OF TRUSTEES

Regular Meeting
Monday September 9, 2013
Draft 2

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, and Damon Mattimore

170-13 Trustee Moore motioned to approve the 08-19-2013 regular meeting minutes 2nd by Trustee Holdeman.

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

171-13 Trustee Moore motioned to approve expenditures in the amount of \$36,012.69 2nd by Trustee Holdeman.

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

ADMINISTRATIVE

- Financial Reports reviewed

172-13 Trustee Moore motioned to sign the oversized equipment permit for Anderzack-Ptizen 2nd by Trustee Holdeman.

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

173-13 Trustee Moore motioned to accept the Local Government Distribution amount of \$19,211.51 2nd by Trustee Holdeman.

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

174-13 Trustee Holdeman motioned to accept the Tax Rates and Amounts from the County 2nd by Trustee Moore.

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

- Dawn to make copies of the amounts for each Trustee.
- Dawn will be attending a Fiscal Officer Training on October 1st 2013. Trustee Moore asked if Dawn was asking for permission. She said it was more of an FYI but if the Trustees didn't want her to go she wouldn't. Trustee Wiland asked if while she is there if she will ask if the Village F.O. is responsible for making the Estimated Budget.
- Hep B and Physical Forms: Will be looked at adjusted and revisited after the handbook is looked at again. So until then the forms will not be required.
- The Trustees discussed what is considered part time and when benefits should be given.

FIRE

- The Trustees discussed the upcoming contract with Swanton Village. There is a question on an estimated budget amount used to come up with the Twp. Cost.

175-13 Trustee Wiland motioned to ask legal counsel if there is any recourse on a previous contract with the Village of Swanton that used an inflated estimated budget of over \$100,000.00 more than appropriated to come up with the cost for our fire contract and if so would it be a conflict of interest between the Prosecutors office and the Village of Swanton 2nd by Trustee Holdeman.

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

Chris to CC Scott Haselman

- The Trustee asked Chris to send a letter to the Village of Swanton requesting the status of the 2014 Fire Contract proposal and for a time frame of when it will be ready.
- We will start on the Levy after the election in November.

OLD BUSINESS

- Homewood Park: The recorder check was sent.
- Extra Tile: Mr. Bechstein is interested. Matt needs the bill from Dawn to give a cost to the Trustees.
- Vacuum: Trustee Moore researched prices for a new vacuum. She will go buy a shark vacuum for the Township. Dawn will get her a Tax exemption form.

NEW BUSINESS

176-13 Trustee Moore motioned to go into executive session to discuss employee compensation 2nd by Trustee Holdeman. 7:59pm

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

- Fiscal Officer Dawn Wheatley was invited in. 7:59pm

177-13 Trustee Moore motioned to come out of executive session and back into regular session 2nd by Trustee Holdeman. 8:35pm

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

- The Trustees are looking into ways of cutting costs of insurance benefits.

178-13 Trustee Moore motioned to table employee compensation for now 2nd by Trustee Holdeman. 8:35pm

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

- Damon Mattimore asked if there were to be a change in insurance benefits if they would be immediate. The Trustees told him that they would notify employees beforehand most likely through a meeting to give them a chance to review things.
- Board of Elections asked to use the Township building for the November 5th election.

179-13 Trustee Moore motioned to allow the BOE to use the Twp. Building on November 5th 2013 2nd by Trustee Holdeman. 8:35pm

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

- Dawn to call Melanie to see if the Twp. can still charge for cleaning.
- Upcoming Events:
 - Delta Village Fire mtg. September 25th 2013 7:00pm. Chris to RSVP for the Trustees
 - Twp. Association Fall Banquet is October 1st, 2013 6:30pm
 - Fiscal Officer Training: October 1st, 2013 9:00am Perrysburg French Quarters
 - Record Retention Training: Delta October 10th 1:00pm **Trustees will be sending Chris Lauch for refresher**
 - OCA: Cemetery Maintenance meeting
- Legal Opinion: For employees that volunteer for the fire department. They do not get paid from the Township for the time they are at the fire call.

EMPLOYEE REPORT

- CHRIS LAUCH:
 - Lot Splits: Chris asked if the Trustee initials are on it does that mean they are ok with it. They replied that they rely on her to flag for them to notice if something is wrong so they are initialing that they have seen it.
 - Fuller abandoned cars: No status from Walt. Chris to request another status from Walt on the Trustees behalf.
 - 505.87: Letters have been posted with no reply. Chris will set up for them to be mowed.
 - Chris will check on the Langwell property.
 - Swanton Twp. has not gotten back with Chris on the invoice. Trustee Wiland will get with Chris to invoice them.
- MATT STOUT
 - APC is starting on road C then will move to 5-2 and then road 2.
 - Tim Austin requested to tie into Twp. drainage. Our tile can not handle extra drainage into it. Chris will send out a letter to him letting him know that the Township is unable to allow it.
 - Mark Weber Road 1: While doing the ditch cleaning the neighbor would like to pay to have her swale enclosed. The Trustees think that it would benefit both parties.
 - Matt requested a meeting to talk about the Cemeteries. We will meet Friday Sept. 13, 2013 at 9:00am

ZONING

CEMETERIES

- Deeds Signed
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TRUSTEE REPORTS

- Trustee Moore
 - Will be getting the vacuum
 - Will review the exit conference at the next meeting
- Trustee Holdeman
 - Nothing
- Trustee Wiland
 - October 5th Fall Clean up: Chris will put ad in the paper
 - Burning regulations: Chris will put in the paper as a public notice

Trustee Moore motioned to adjourn 2nd by Trustee Holdeman.

Adjourn at 9:23 PM

Swanecreek Township Board of Trustees

Attest: Dawn Wheatley
Fiscal Officer Swanecreek Township
September 23rd, 2013