

SWANCREEK TOWNSHIP BOARD OF TRUSTEES
Special Meeting
Cemetery
Monday September 13, 2013

The special meeting of the Board of Trustees was called to order at 9:00am
Board members present were Chairman Pamela Moore, Vice Chairman Phil Wiland, Trustee Ron Holdeman
Fiscal Officer: Fiscal Officer Dawn Wheatley
Employee: Matthew Stout Maintenance Supervisor, Chris Lauch Administrative Assistant

The meeting was called to discuss the prosecutor's legal opinion on Swanton Village Fire, and cemetery administration.

Legal Opinion:

The prosecutor responded to the request on representing us with respect to dealing with the Village of Swanton Fire contract do to his wife being on the Village Council. He stated that we should send anything regarding the Village of Swanton to Prosecutor Asst. Jon Whitmore and not send any to him to avoid a conflict of interest or we can pay for outside council.

180-13 Trustee Wiland motioned to send any legal opinions regarding the Village of Swanton to be sent directly to Mr. Jon Whitmore as per request from County Prosecutor Mr. Scott Haselman2nd by Trustee Holdeman.

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

181-13 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.

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

APC: Road C issue will be corrected by having a 12ft. strip between the road and the ditch but may need to haul in dirt.

Cemetery:

Matt Stout reaffirmed the need for open/close burial notices be faxed and confirmed before the grave will be prepped.

182-13 Trustee Wiland motioned that a burial will not be sent until the burial slip is sent as well as a release form 2nd by Trustee Holdeman.

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

Chris will send a letter stating that burials will not be set up until the burial slip and release form is received 9-1 Monday through Friday if it is sent before or after hours it will not be acknowledged until the next business day.

We do realize there may be an exception occasionally but hope this will avoid mishaps or miscommunication.

Chris is working on the books to verify and put on the excel sheet, if there is a question Matt will go out to Cemetery to verify if correct and then move on from there.

There was a question on deeming an area of a cemetery closed through the state. Chris will check on it and bring to meeting.

Trustee Moore commended Matt Chris and Dawn on working together to get the Cemetery Records straightened out and put in a form to make it easier to use.

Trustee Moore motioned to adjourn 2nd by Trustee Holdeman
Adjourn 10:31am

Swan creek Township Board of Trustees

Pamela Moore

Attest: Dawn Wheatley, Fiscal Officer
Entered: September 23, 2013

Ronald Holdeman

Phil Wiland