

# SWANCREEK TOWNSHIP BOARD OF TRUSTEES

Regular Meeting  
Monday, September 23, 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 - Absent

Fiscal Officer: Dawn Wheatley - Absent

Guest: Ron Moore & Mike Mattin

Mike Mattin introduced himself to the Board of Trustees. He is running for the Delta School Board. He gave the Trustees a bit of his history and experience.

Trustee Moore welcomed him. She also explained the Township's policy on political signs in the right-of-ways. Mr. Mattin stated he understands and that he already spoke with Chris regarding this, so he is aware of where the right-of-way is and will be mindful of the placement of his signs during the election period.

Trustee Wiland questioned Mr. Mattin about the delay in the Delta School levy and recent funds that were found. Mr. Mattin said that he met with the Financial Advisement Committee and gave Trustee Wiland clarity and some explanation as to where the funds came from. Trustee Wiland asked Mr. Mattin if the new levy will be an operating levy, Mr. Mattin said yes, in his understanding that there will be a renewal levy in 2014. Mr. Mattin gave the Board his card and invited them to call or email him with any further questions.

**183-13** Trustee Moore motioned to approve the 9-9-13 Minutes, 2<sup>nd</sup> by Trustee Holdeman.

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

**184-13** Trustee Moore motioned to approve the 9-13-13 Special Minutes, 2<sup>nd</sup> by Trustee Holdeman.

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

**185-13** Trustee Moore motioned to pay the bills in the amount of \$17,729.50, 2<sup>nd</sup> by Trustee Holdeman

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

## **Administrative**

- Trustee Moore tabled the Administrative Report until the next meeting when the Fiscal Officer will be present.

## **Old Business**

- Homewood Park: Bev Schlosser, Fulton Co. Treasurer, emailed Chris to have her take a look at an updated list that she compiled of parcel owners and their information. Chris double checked her notes that were made on the original list and noted some items on Bev's new list. The recordings of transfers of parcels going to the Township and any payments needed to do so are given to Dawn to take care of.
- Drainage projects: Trustee Holdeman said they were supposed to install the catch basins today on the Co. Rd. C drainage project. The Board of Trustees will check with Matt further on the projects.
- Extra Tile: The Trustees will refer to Matt about this when he is here.
- Fulton County Township Association Banquet: Trustee Moore sent in her RSVP. The Trustees will RSVP for themselves if they plan to attend.

## **New Business**

- Upcoming events: Delta Fire Dept. Annual meeting on 9-25-3 at 7:00 p.m.; Chris already sent an RSVP on behalf of the Board of Trustees on September 10, 2013 to Brett Hite.

To be taken off New Business.

## **Employee reports:**

- Matt Stout: Absent
- Chris Lauch: BZA had a meeting with two hearings on 9-19-13. Chris will put a copy of the draft minutes in the Trustee's office for their review.

Swanton Township was invoiced for the crossover on Co. Rd. 1. Peggy Michaels emailed Chris and said their next meeting is on 9-24-13 and that she will be sending the payment.

Walt Hallett, Zoning Inspector, will be attending the Fulton County Regional Planning Commission meeting on 9-24-13. He will put together a summary and report it to the Trustees.

Chris sent an invoice to Mr. Fuller to his 202 N. Main St, Swanton address for the ORC 505.87 mowing of 1932 Co. Rd. EF, Swanton property.

Mr. Zeller called with questions regarding a friendly reminder letter not to park vehicles in the right-of-way that was sent to him from the Trustees. Chris explained to him how to measure the right-of-way and addressed his concerns and also offered him a citizen concern form. He requested trees on his road be trimmed back. Chris filled out a Maintenance Request sheet and gave it to Matt.

Trustee Moore asked Chris to remind Walt Hallett that his quarterly meeting with the Trustees will be at their 10-7-2013 meeting. Chris will email him.

## **Zoning**

- Employee report: The Trustees have reviewed Walt Hallett's report. A junk motor vehicle violation was noted on his report at 1932 Co. Rd. EF, Swanton.

## **Fire**

- Keep on agenda, will discuss when levy time gets closer.
- The Trustees received the legal opinion that they requested from Jon Whitmore, Fulton County Assistant Prosecuting Attorney.
- Village of Swanton: Mr. Gochenour was sent a second request on September 10, 2013 for a proposed contract. The Swanton Village Council members were carbon copied the request. The Township still has not received a proposed contract yet or a timeframe of when it will be available.

Trustee Wiland said he will write up a proposal contract based on the formula used for prior contracts for their review. He will be proposing a five year contract.

#### **Cemetery**

- Fence: Trustee Wiland will be looking into pricing for 4' - 6' fast growing Arborvitae trees for privacy at the Swanton Cemetery. Matt has posts set to replace the current fence there.

**187-13** Trustee Moore motioned to amend the Cemetery Rules & Regulations, 2<sup>nd</sup> by Trustee Holdeman.

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

Chris faxed all the funeral homes the new procedure for burial notices with the new burial notice form. Will fax them the amended Cemetery Rules & Regulations.

#### **Trustee Reports:**

- **Trustee Moore:** Meeting to go over the fiscal report with the Fiscal Officer, Dawn, was cancelled. Will reschedule when she gets back.

Vince Marinelli did not make it to the meeting to discuss insurance. Trustee Moore recessed the meeting at 7:39 p.m. to call Mr. Marinelli. Could not reach him. Resumed at 7:40 p.m.

The Trustees discussed insurance.

- **Trustee Holdeman:** Trustee Holdeman received a call from Vaughn Miller. The first foundation he purchased was cracked. The Township replaced it. Mr. Miller said there is a dip in the new one. Trustee Holdeman explained to Mr. Miller that when the Maintenance Dept. pours foundations they try to smooth them out the best they can and must keep pouring all of the foundation orders. Mr. Miller asked why they aren't poured deeper. Trustee Holdeman explained the process and the costs. He informed Mr. Miller the Township will not be replacing this foundation.

Trustee Holdeman will be attending the Fulton County Regional Planning Commission meeting on 9-24-13.

Chris will give a copy of the meeting agenda to Trustee Moore, as requested.

- **Trustee Wiland:** Trustee Wiland said that Matt will have the excavator. There is a large dip on Co. Rd. E that is as deep as a ditch that could possibly be dangerous.

**186-13** Trustee Wiland motioned to ask the County Engineer to shoot grade on Co. Rd. E, just West of Co.

Rd. 4, on the South side of the road and ask them for their recommendation to rectify it. Also, to request the County Engineer to shoot grade on Winding Way, 2<sup>nd</sup> by Trustee Holdeman

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

Trustee Wiland will touch base with Matt regarding this.

Trustee Wiland would like a letter sent to Mr. Lohman regarding the road marker sign he hit on Rainbow Drive. He would like the cost of the sign and post included in the letter. He will check with Matt to see if he has heard anything from Mr. Lohman.

The Highway Inventory has an error on it: Co. Rd. EF from Co. Rd. 1-2 to Co. Rd. 2, it should be Co. Rd. 1 to Co. Rd. 1-2. Chris will correct it.

- **Public Forum:** None

- Trustee Moore motioned to adjourn, 2<sup>nd</sup> by Trustee Holdeman.

Trustee Moore – Yea, Trustee Holdeman – Yea, Trustee Wiland – Yea

Adjourn 7:44 p.m.

Swanecreek Township Board of Trustees

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Pamela Moore

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Attest: Chris Lauch, Admin. Assist.

Dawn Wheatley, Fiscal Officer

Entered: October 7, 2013

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Ronald Holdeman

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Phil Wiland