

**SWANCREEK TOWNSHIP  
BOARD OF TRUSTEE  
REGULAR MEETING  
Monday, January 16, 2017**

Chairman Holdeman called the meeting to order at 7:00 p.m.

Prayer

Pledge of Allegiance

Roll call - Board of Trustees present: Ron Holdeman-Chairman, Phil Wiland - Vice Chairman, and Rick Kazmierczak- Trustee

Employees: None

Fiscal Officer: Jo Stultz

**GUESTS:** See Sign In Sheet

**GUEST:** None

**038-17** Trustee Kazmierczak motioned to approve the 1-2-17 Organizational Meeting Minutes and 1-2-17 Regular minutes, 2<sup>nd</sup> by Trustee Holdeman

**Roll Call: Trustee Kazmierczak-Yea, Trustee Holdeman-Yea, Trustee Wiland-Yea**

**039-17** Trustee Kazmierczak motioned to approve the 1-4-17 Special minutes, 2<sup>nd</sup> by Trustee Wiland

**Roll Call: Trustee Kazmierczak-Yea, Trustee Holdeman-Yea, Trustee Wiland-Yea**

**040-17** Trustee Kazmierczak motioned to approval of expenditures in the amount of \$24,620.44, 2<sup>nd</sup> by Trustee Holdeman

**Roll Call: Trustee Kazmierczak-Yea, Trustee Holdeman-Yea, Trustee Wiland-Yea**

Trustee Kazmierczak will check with E.M.A. about invoicing as we don't have it yet.

Public Forum other than pipeline or water line project: None

**Fiscal Officer:**

**041-17** Trustee Wiland motioned to approve electronic warrant to OPERS for \$3242.79 error due to rounding, and warrant # 32964 to Forrest Napa-Swanton for \$24.87- incorrectly invoiced, 2<sup>nd</sup> by Trustee Kazmierczak

**Roll Call: Trustee Kazmierczak-Yea, Trustee Holdeman-Yea, Trustee Wiland-Yea**

**Resolutions:** None

Josie asked for clarification on if she was responsible for notifying the Public of Trustee Meetings, of assembling the Agenda, and having the Agendas, sign in Sheets, and Payment listings out for meetings. Trustee Holdeman said no, that the Administrative Assistant will be responsible for that.

**New Business:**

Discussion about Fulton County Road Project bids. Trustee Wiland had hand out with proposed roads to be Chip Sealed and Crack Sealed with footage, approximate cost, and when last done. Discussion was had about what roads needed striping as well. It was decided to have Maintenance pull cores from Glenmar, Chauduary, and Creekside .

**042-17** Trustee Kazmierczak motioned to have the Engineers Office request bids for the Township on agreed upon roads, 2<sup>nd</sup> by Trustee Holdeman

**Roll Call: Trustee Kazmierczak-Yea, Trustee Holdeman-Yea, Trustee Wiland-Yea**

Trustee Kazmierczak said that he and Josie would get together this week to type a letter on Township letterhead to have the Trustees sign and submit to the Engineers Office.

Discussion was had about drainage, possible tile work and ditch repairs. Trustee Kazmierczak will drive by County Road 2 after it has rained to see if it is draining properly. Drainage work on County Road 1 between C and D needs to be done before OPWC Round 30 is started.

The Trustees will draft a letter and sign it to send to Rod requesting information on when the County ditch work will be done.

Discussion was had about the Employee Handbook, how there is nothing in it outlining part time benefits and is it legal to award benefits at the Trustees discretion.

**043-17** Trustee Kazmierczak motioned to request a legal opinion clarifying if the Trustees have the ability to award different benefits to employees at the Trustees discretion, 2<sup>nd</sup> by Trustee Holdeman.

**Roll Call: Trustee Kazmierczak-Yea, Trustee Holdeman-Yea, Trustee Wiland-Yea**

**Old Business**

**OPWC (Update):** Josie had a copy of all the final numbers from the Engineers Office. Trustee Wiland asked if the Village of Swanton was going to pay their portion all at once to the Township or spread its semiannual payment out over the course of the loan. Josie will contact Rosanna, the Village Administrator and ask her. Discussion was had about Round 30, the Township is 60%, the Village is 40%, our 25% of the total project to pay as the it is completed is about \$85,000. Our 25% loan portion will be another \$85,000 that we have the option of a zero interest loan. Round 29's loan will be about \$120,000 so total loans for 10 years will be approximately \$200,000+.

Swanton Cemetery Title: The Trustees will have our Administrative Assistant Chris send a letter inviting our and the Village of Swanton's legal counsel attend the Township's Regular Board Meeting February 6<sup>th</sup>.

Ohio Plan Risk Management Forms (Update) Maintenance is working on getting all Emergency lights and outside working.

**Zoning**

Property Standards Officer (Update): Tena Bastian is resigning from Zoning Property Standards Officer. The Trustees will have Chris send her a letter to see if she would like to go back to being a Zoning Alternate.

Trustee Wiland would like the Township to revise its Zoning fee schedule. He will work on creating a new one.

**Fire/Rescue**

Trustee Kazmierczak has tentative funding for the Fire District Feasibility study, no entity will have any out of pocket expense. Amboy and Pike Township do not wish to be part of study. They are being asked to reconsider. It was noted that if an entity we are in a Fire Contract with makes a statement that fire equipment is theirs, we need to go on the record stating that we helped purchase or fund that project and that in fact, it's not theirs alone, it's all who helped purchase it.

**Cemetery**

Deeds were signed.

It was discussed that it was not legal to charge the difference of residents vs nonresidents when a transfer of deeds takes place.

Trustee Wiland brought up again that we could pay the Administrative assistant \$15 per deed if we wished.

Josie asked if anyone in the past had been paid for this and he thought that the previous Fiscal Officers had. He stated that it was the Fiscal Officer's job. Trustee Kazmierczak and Trustee Holdeman felt if the person typing the deed got a salary, they(He) did not think they should be paid an additional \$15 per deed.

**Maintenance:**

Physicals are still not done. Discussion was had about giving Verbal warnings to Employees if they do not follow through with requests from the Trustees. Trustee Kazmierczak will talk to Maintenance tomorrow about getting the physicals done immediately.

CPR training will be Jan 31<sup>st</sup> @ 1:00 at the Village of Swanton's Fire Department. Trustee Kazmierczak needs to know how many people will be attending by the end of the week.

Budget for Tree Work Trustee Wiland would like an estimate from Maintenance on approximately how much does it cost the Township for tree work a year.

Trustee Kazmierczak states that a Spruce in Swanton Cemetery will need to come down. Due to the location of a grave that had to be dug, the tree roots were severely damaged.

**Employee Reports:**

None

**Trustee Meeting Reports**

**Trustee Kazmierczak:**

He feels since all the employees except the Maintenance Supervisor received a raise he would like to give Matt a onetime bonus to show the Township's appreciation. Much discussion followed with no agreement made.

**043-17** Trustee Kazmierczak motioned to give Matt Stout a onetime \$250 bonus. There was no second. Motion failed

**Trustee Holdeman:**

He has discussed our proposed Salt Building with other Officials and they did not feel that concrete blocks would work as they don't always stay in place.

**Trustee Wiland:**

**044-17** Trustee Wiland motioned to send 2017 Inventory Sheet to Engineers Office, 2<sup>nd</sup> by Trustee Holdeman

**Roll Call: Trustee Kazmierczak-Yea, Trustee Holdeman-Yea, Trustee Wiland-Yea**

**045-17** Trustee Wiland motioned to renew Fred Pryor membership

**Roll Call: Trustee Kazmierczak-Nay, Trustee Holdeman-Yea, Trustee Wiland-Yea**

**Public Forum - Pipelines or Water Line Project:** None

Trustee Kazmierczak motioned to adjourn, 2<sup>nd</sup> by Trustee Holdeman: 8:29 p.m.

**Swanecreek Township Board of Trustees**

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**Attest:**Jo Stultz, Fiscal Officer  
Swanecreek Township  
Feb 6, 2017

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Trustee Rick Kazmierczak, Chairman

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Trustee Ron Holdeman, Vice Chairman

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Trustee Phil Wiland