**AGENDA**

**SWANCREEK TOWNSHIP TRUSTEE MEETING**

**August 2nd, 2021**

**7:00 p.m. Regular Meeting**

1. Call to Order – 08/02/2021
2. Pledge of Allegiance
3. Roll Call – Chairman Wilson, Vice Chairman Kazmierczak, Trustee Weigel

Fiscal Officer Jo Stultz

1. Approval of Minutes – Board of Trustees 06-28-2021 BOT Special Mtg. Minutes and 07-12-2021 Regular Mtg. Minutes
2. Approval of expenditures: $57,874.68
3. Chairman Updates
4. Upcoming schedule – Maintenance
	1. Road 1 drainage install status:
	2. Crack seal
5. Zoning
	1. Zoning Inspector: Filling position
6. PUBLIC FORUM – RULES: Please wait to be acknowledged, state name and address. Time limit is no more than five minutes.
7. Fiscal Officer
	1. Application approved for Funding under the American Rescue plan, first half distribution of $301,578.30 should hit our account by mid-August. Discussion on what to do with it.
8. New Business
	1. Capital Equipment working meeting: Set up date/time
	2. Roads & Drainage projects for 2022 working meeting: Set up date/time
	3. Budget working meeting: Set up date/time
	4. Review Records request procedure
	5. Representative sub procedure
	6. Security Cameras:
	7. FYI: exception to allow electronic meetings for Townships expired on July 1st, 2021
	8. Signature Box: Procedure
	9. Recycle Bldg.: Repairs
	10. Yard equipment to get rid of: M0040 Toro, M0032 Wagon,
	11. 7160 Co. Rd. 6-2 Kim & Chris Mewborn drainage issues they believe is a result of subdivision across the street.
	12. Photos for each job file
	13. John Chandler’s unemployment claim
	14. ODOT’s one time Township Stimulus grant
	15. Tree trimming
9. Unfinished Business
	1. OPWC update Road C:
		1. Resolution to extend Ward Construction timeline to October 1st finish date. Email to Barry at Ward and Hayley at F.C. Engineer.
	2. Drainage Projects: tile on Rd. 6-3 and Rd. 2 & F drainage project Progress update

Unfinished Business Continued:

* 1. Update of roads: road C b/t roads 1 & 2, road 1
	2. Parking Lot Status: On schedule Allied will call when they are ready to start to notify us when they will be starting. Most likely September.
	3. Revisions to Employee Handbook
	4. 2022 OPWC application for Road 2 from Road A to Road D.
	5. American Relief Plan Act (ARP) Coronavirus Local Fiscal Recovery Funds CLFRF) for Non-Entitlement Units of Local Government (NEU): Status- Accepted on Tuesday 07/27/2021 money to be deposited within 10 business days.
	6. Rainbow Dr.: speed limit.
1. Fire/rescue
2. Levy Discussion with Village of Swanton/Fulton twp.
3. Cemetery
	1. Cemetery Grant: Status
	2. Cemetery Plotting/Surveying:
		1. It will most likely be winter before the survey is done by the County
		2. Markers for Cemeteries: Update from Travis
	3. Sign Deeds:
	4. Cemetery Rules and Regulations review/revamp:
		1. Gave Matt the position the Trustees would like the sign put in Swanton Cemetery at the first turn so that it is seen.
	5. Shiloh Cemetery: Do you want to leave an area for Cremains Garden?
4. Executive Session: Employee Evaluations; Office 3 & 6 month, Maintenance 3 month and Supervisor 6 month. per O.R.C. 121.22 (G) (1)
5. Adjourn – State time for the recorder