**6:05pm Special Meeting**

1. Start Budget for 2022

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

1. Call to Order – 10/18/2021
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 10-04-2021 Special & Regular Mtg. Minutes
2. Approval of expenditures: $58,658.31
3. Zoning Inspectors Report:
4. Administrator Report:
   1. Trench Safety Course: All three maintenance workers are card carrying competent Persons in OSHA requirements for trench safety and for rating the soil and figuring what type of safety is required for the trench job being performed.
   2. Water District: Would like permission to utilize the phone system.
   3. Ongoing list (on back of agenda)
5. PUBLIC FORUM – RULES: Please wait to be acknowledged, state name and address. Time limit is no more than five minutes.
6. Fiscal Officer
   1. Zoning inspector credit card ($500-$1,000 limit)
   2. Cemetery fund
7. New Business
   1. Jason Bradford: Bradford ins.
8. Unfinished Business
   1. OPWC update Road C: Mr. Rosebrock of Ward said the mailbox was not damaged by them. No moving of mailboxes listed anywhere in the bid.
   2. Water District request:
9. Fire/rescue
10. Levy Discussion with Village of Swanton/Fulton twp.
11. Cemetery
    1. Sign Deeds:
    2. Swanton driveway approaches
12. Adjourn – State time for the record

**ADMIN. RPORT/ONGOING ITEMS 2021**

* General:
  + Working on Punch list for end of year to get ready for winter
  + Security Cameras
  + Web Page
* Cemetery:
  + Raker Survey
  + Cemetery Section Markers
  + Cemetery Rules and Regulations: Revamp
    - There are items in the rules that need changed. Will make suggestions on a draft and put in each Trustee box for Nov. mtg.
* Employee:
  + Revisions to Employee Handbook
  + Board Appt/Reappointments: Zoning 1 up 12-31-21 Water 2 up 06-22
    - Sent out letters asking if they would like to continue.
      * Responses: April Welch Zoning Commission
      * No response from Water District members yet
  + Evaluations coming up: Procedure
* Road/Maintenance
  + Rainbow Drive Speed Limit: Have to follow OMUTD guidelines
  + Equipment
    - Durapatcher: Waiting to hear from Southeastern for a value
    - Harley Rake
    - Gate dividing the front and back of township lot.
    - 06 F350: Resolution to accept sealed bids:
    - Lawn mower that we were going to sell: Would like to do this as sealed bid also
  + Inventory: December
  + 2022 Potential Projects:
* Grounds/Maintenance
  + Security Lights Outside: Working on quotes
  + Building: Options
* Grants
  + ARP:
  + BWC Trench Safety: 3 Competent Persons working on quote to apply for the grant