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

1. Call to Order – 12/06/2021
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 11-15-2021 Regular Mtg. Minutes, 11-08-2021 Special Mtg. Minutes
2. Approval of expenditures: $
3. Zoning Inspectors Report:
4. Administrator Report:
   1. Mr. McPeek invoice for stump grinding $300.00.
   2. Procedure for maintenance request 30 day response.
   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. Resolution to increase Revenue and Expenditures in Fund # 4401-760-360-0000Public Works Commission Project by $210,905.45 for OPWC Round #34 grant monies received.
   2. Resolution that shows that as of 01-01-2022 Travis Weigel will no longer be Trustee and that Brian Meyer will be Trustee starting 01-01-2022. So, we can do the bank paperwork to allow him to sign checks at the start of the year.
7. New Business
   1. Trash Removal Service
8. Unfinished Business
   1. ARP Funds: Discuss options for using the funds
   2. Durapatcher: Offer from York Township
9. Fire/rescue
10. Swanton Fire Contract
11. Cemetery
    1. Sign Deeds: None
12. Executive Session: Employee Evaluations; Administrator 90 day. per O.R.C. 121.22 (G) (1)
13. Adjourn – State time for the record

**ADMIN. REPORT/ONGOING ITEMS 2021**

* General:
  + Working on Punch list for end of year to get ready for winter
  + Security Cameras: Holding
  + Web Page: Researching possible vendors
* Cemetery:
  + Raker Survey: Justin Leu emailed and said it will be done over the winter
  + 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 when I get caught up.
* Employee:
  + Revisions to Employee Handbook: Need a sit down and go through 1 page at a time to mark what needs changed or taken out. There is definitely 1 thing in ins. that needs changed.
  + Board Appt/Reappointments:
    - Water 2 up 06-22
      * Sent out letters asking if they would like to continue.
      * No response from Water District members yet
    - Zoning Board Vacancy
      * Interview 12-06-2021 6:30pm
  + Evaluations coming up:
    - Zoning Inspector 90 day 12-15-2021
* Road/Maintenance
  + Rainbow Drive Speed Limit:
  + Equipment
    - Harley Rake: Motion was made to order after first of the year
    - Gate dividing the front and back of township lot. IS this still something that is feasible? Placement options?
  + 2022 Potential Projects:
    - Road 4: clean up ditch bank and grade the road side to drain toward the ditch.
    - Road 4 road widen resurface estimate for 2023 budget? Res. to engineers to get estimate.
* Grounds/Maintenance
  + Security Lights Outside: Quotes
  + Building: Options Dan Meyer is not licensed for buildings
  + Maintenance bldg.: Roof paint or replace; building itself needs some TLC and painted.
* Grants
  + ARP:
  + BWC Trench Safety: App was returned for a correction then sent back.