

SWANCREEK TOWNSHIP
REGULAR BOARD OF TRUSTEE MEETING
Monday, February 4, 2019

Chairman Weigel called the meeting to order at
Prayer

Pledge of Allegiance

Roll call - Board of Trustees present: Travis Weigel-Chairman, Phil Wiland-Vice Chairman,
Rick Kazmierczak-Trustee

Fiscal Officer: Jo Stultz

Maintenance Supervisor: Matt Stout- Absent

GUESTS: See Sign In Sheet

024-19 Trustee Kazmierczak motioned to accept the Organizational and Regular Board of
Trustee meeting minutes from 1-21-19, 2nd by Trustee Wiland.

Roll Call: Trustee Kazmierczak-Yea, Trustee Weigel-Yea, Trustee Wiland-Yea

025-19 Trustee Kazmierczak motioned to approve expenditures in the amount of \$36,891.65, 2nd
by Trustee Wiland.

Roll Call: Trustee Kazmierczak-Yea, Trustee Weigel-Yea, Trustee Wiland-Yea

Special Guest: Fulton County Deputy Sheriff Whitcomb presented the Board with incident
reports from 11-19-18 through 2-4-19 for Swancreek Township. 200 calls were made to the
sheriff's department during that time and he gave a detailed report on all the larceny calls. The
Board and audience thanked him for the Sheriff department's service.

Maintenance Supervisor Updates:

Maintenance Supervisor Stout was absent to no reports were given.

Public Forum:

Sally Wylie from the audience asked the Board if it was mandatory to give raises or where they
given for merit. Trustee Kazmierczak stated they were not mandatory and were merit driven.
Walt Lange from the audience wanted to know if the employee evaluations were Public Record.
The Board and Fiscal Officer did not know. Fiscal Officer Stultz will find out. Ms. Wylie
questioned the speed of Zoning Inspector Hallett in completing zoning violations. Fiscal Officer
Stultz stated that she could only speak for herself but the Board has asked Zoning Inspector
Hallett to document his time spent in writing and he has complied.

Fiscal Officer:

Handbook Approval- We are still waiting on the final revisions from HR Systems

Land Bank Information- Fiscal Stultz relayed to the Board that she has closed out 2018 and now
has time to research what is involved in creating the land bank. Trustee Kazmierczak informed
her that the email from Assistant Prosecutor Whitmore sent January 15, 2019 outlines it.

Village of Swanton Pay Off OPWC Round #30- Fiscal Officer Stultz informed the Board that the
Village of Swanton has paid their entire share of OPWC Round #30 and Swanton Schools did
last year. No more invoicing will be required of the township to either entities.

026-19 Trustee Kazmierczak motioned to approve Swancreek Township's Permanent
Appropriations for 2019, 2nd by Trustee Weigel.

Roll Call: Trustee Kazmierczak-Yea, Trustee Weigel-Yea, Trustee Wiland-Yea

Fiscal Officer Stultz will type up the Resolution and submit it to Fulton County Auditor's office.

Fiscal Officer Stultz gave a legal update on the Township accepting Thomas Meyer's proposed
donated Homewood Park parcel. Assistant Prosecutor Whitmore informed her that if the
Township paid any of the taxes it would be considered income to Mr. Meyer's and a 1099 would
have to be issued. The Administrative team created a letter to Mr. Meyers explaining that and
that he would have to pay the taxes before Swancreek Township could accept it. The letter also
asked for Mr. Meyer's signature stating that he wished to donate it.

Fiscal Officer (Thomas Meyers) continued

The Board signed the letter and it will be mailed out to Mr. Meyers.

Road Sign Grants- Fiscal Officer Stultz picked up from the Department of Transportation crashes by severity at O.T.A. She was informed that Swancreek Township would qualify for grant money for road signs. Trustee Kazmierczak is interested in seeing if we would qualify for flashing stop signs and he will follow up on this.

Banking- Fiscal Officer Stultz attended a class on banking at O.T. A. She informed the Board that the instructor recommended for security purposed to pay online as much as possible. Discussion followed about this topic and the pros and cons. It was decided that Fiscal Officer Stultz will contact F&M and find out the charges.

Fiscal Officer Stultz gave the Board the handout from the course she attended on Fire Department Best Practices and also had a sample of undercarriage protectant for the trucks. Trustee Wiland will follow up with Maintenance Supervisor Stout to see if he had protectant placed on the new dump trucks. She also reported attended a class on Responsibilities of a Fiscal Officer and she informed the Board of House Bill 291 that was just passed that insured the elected officials from law suits of "Errors and Omissions". Per Trustee Wiland, he states that our insurance coverage takes care of this as he has had to use it in the past. She will contact Conrad Beck of Ohio Plan to get advice from him.

Fiscal Officer Stultz received notification from Fulton County Board of Elections of voting days for 2019 and 2020 and she forwarded this information to the Trustees.

Trustee Kazmierczak informed the Board that he had asked Fiscal Officer Stultz to create a compensation package report for Maintenance and he gave Trustee Weigel and Trustee Wiland a copy of the report.

New Business:

Ohio Public Works Commission/ Co. Rd. C- Trustee Kazmierczak would like to move this discussion to the end of the meeting due to the length of it. The Board agreed.

Road Mileage Certification-

027-19 Trustee Kazmierczak motioned to approve the Fulton County Engineer's road certification of 46.379 miles for Swancreek Township to maintain, 2nd by Trustee Wiland.

Roll Call: Trustee Kazmierczak-Yea, Trustee Weigel-Yea, Trustee Wiland-Yea

Schedule Meeting with Swanton Village Administrator Rosanna Hoelzle about proposed safety route Harding Drive- Trustee Weigel will contact her and set this up.

Estimate for Chip and Fog Seal 2019- The Township has not received this back yet from the Fulton County Engineer's Office.

Robert H. Parker Surface Mine Permit- The Board received information on this from Fulton County Engineers Office but no action is required from the Board. Trustee Kazmierczak will send an email to the Engineers Office requesting haul routes.

Unfinished Business:

Approval of extended warranty of 2017 Truck- Fiscal Officer Stultz reported that Bill Evans from Palmer Truck did not get back with her until two days before O.T.A. (January 28th)
Unfinished Business Extended Warranty of 2017 Truck(continued)

He informed her that the existing contract ran out February 1st and that a Township Representative would have to sign the extended warranty at O.T.A. by January 31st. She signed the agreement but does not have a copy of it. She informed the Board that she hasn't paid for it yet and they need to decide if they want both warranties in the amount of \$3,840.00. The Board would like a copy of the warranty before deciding. Fiscal Officer Stultz will contact Bill Evans and get a copy to the Board.

Zoning:

Update on New Member- Jeremy Gillen has expressed interest in joining the Zoning board. The Administrative Team has sent him an application and the Township is waiting for its return. Anthony Bernal is interested in filling the Board of Zoning Appeals opening. The Trustees will need to set a date for interviews.

Fire/Rescue:

Fire Study- Trustee Weigel informed the Board that the cost of the Fire Study will be \$12,200.00. Once completed, Chief Crosley will present his findings to the Board. Trustee Kazmierczak would like for Delta Community, Providence, and Village of Swanton Fire Departments to be in attendance for the presentation.

Cemetery:

1 Deed signed

Columbarium- Planning needs to involve Maintenance, and discussion was had about meeting with them, possibly a Special Meeting of the Board of Trustees.

Employee Reports:

None

Trustee Reports:**Trustee Weigel:**

Trustee Weigel was unable to attend the Regional Planning Meeting

Trustee Wiland:

Trustee Wiland informed the Board of the classes he took at OTA- Health Insurance, Fire, Bid not to Bid, and Township Legislative Update

Trustee Kazmierczak:


None

New Business (continued)

Ohio Public Works Commission/Co. Rd. C- Discussion was had about breaking the project into two years as previously discussed last year. The entire project will be over \$1,000,000.00. Fiscal Officer Stultz is still concerned about the 25% the Township will need to pay at the time the projected is completed. Trustee Kazmierczak had estimates on what each phase might cost, Trustee Wiland had the Administrative Assistants create a report on appropriations that were made in 2018 and what the remaining balance was at the end of the year and he feels there is enough money to do the project. Discussion was had about the cost savings if the Board decided not to do the ditch enclosure. Discussion was also had about the manpower that the Township has now and the time allowance to get this project done as well as outstanding projects Maintenance has to complete. Trustee Wiland feels that the township can obtain estimates themselves for the road work and save the Township money. Fiscal Officer Stultz asked if that happened, would the Township still be able to receive O.P.W.C. grant money and a zero percent loan to which Trustee Kazmierczak informed her yes. It was questioned who would make sure that the bidding was accurate and Trustee Wiland said that the Fulton County Engineers Office would. Trustee Kazmierczak encouraged the Board to review last year's estimates and continue discussion at the next meeting.

Trustee Kazmierczak motioned to adjourn at 9:01 p.m., 2nd by Trustee Wiland

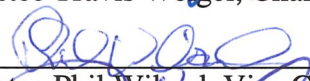
Swancreek Township Board of Trustees



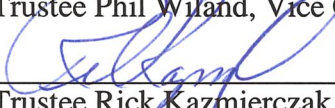
Attest: Jo Stultz, Fiscal Officer
Swancreek Township
February 18, 2019



Trustee Travis Weigel, Chairman



Trustee Phil Wiland, Vice Chairman



Trustee Rick Kazmierczak