

**SWANCREEK TOWNSHIP**  
**REGULAR BOARD OF TRUSTEE MEETING**  
**Monday, April 1, 2019**

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

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

**GUESTS:** See Sign In Sheet

**052-19** Trustee Weigel motioned to accept the Regular Board of Trustee meeting minutes from 3-18-19, 2<sup>nd</sup> by Trustee Kazmierczak.

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

**053-19** Trustee Weigel motioned to approve expenditures in the amount of \$21,068.65, 2<sup>nd</sup> by Trustee Kazmierczak.

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

**Maintenance:**

Dura Patcher- York Township has provided a contract for the Dura Patcher. Trustee Kazmierczak has proofed the contract and made corrections. Trustee Wiland questions whether the Township's insurance policy will be in effect if the Dura Patcher is stored elsewhere. Trustee Kazmierczak states that per Conrad Beck from Beck Insurance it will be.

**054-19** Trustee Weigel motioned to accept York Township's Dura Patcher agreement with the corrections that Trustee Kazmierczak has made, 2<sup>nd</sup> by Trustee Kazmierczak.

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

Drainage Update- Maintenance Supervisor Stout gave the Board an update on the drainage projects they have been working on. He states that due to the rain and how wet the ground is some of them have been put on hold. Fiscal Officer Stultz asked if the Slee project was done and Maintenance Supervisor Stout said yes. She asked if we have a signed easement from Mr. Augustyniak and Maintenance Supervisor Stout stated that it was supposed to be dropped off at the Township today and did Fiscal Officer Stultz have it. She reported that she did not. Fiscal Officer Stultz went on the record to state that she felt the Slee project was handled incorrectly. She feels that a signed easement should have been presented to the Board, the Board should have passed Resolution agreeing to it, and then the project should have been started. Trustee Wiland agreed with Fiscal Officer Stultz. Trustee Kazmierczak asked if the letter to Mr. Slee had ever been sent out, and Fiscal Officer Stultz replied that she didn't think so. Fiscal Officer Stultz had the invoiced from Gross Drainage and she asked Maintenance Supervisor Stout to approve them because she thought Mr. Slee's portion was more than \$1,200.00. Maintenance Supervisor Stout confirmed that the amount was correct. Trustee Kazmierczak asked Fiscal Officer Stultz to make copies of the invoices for the Trustees and Maintenance Supervisor Stout.

**Public Forum:**

None

**Fiscal Officer:**

Handbook Approval- Per Trustee Kazmierczak, the Maintenance Uniform Request form has been added to the Township Handbook.

**055-19** Trustee Kazmierczak motioned to accept the completed Swancreek Township Employee Handbook, 2<sup>nd</sup> by Trustee Weigel.

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

Fiscal Officer (continued)

Recycle Fund- Fiscal Officer Stultz addressed the question Trustee Wiland asked of her regarding money in the Recycling Fund money. She explained that at the beginning of each calendar year all the money allocated previously in sub funds goes back to zero, and the monies of larger fund it belongs to (i.e. General Fund) and must be reallocated. She also explained that the revenue funds are estimates that she determines the Township will receive each year. She said she estimates revenue low and expenditures high. Trustee Wiland does not like that the sub funds goes back to zero, he would like it held in the individual sub funds. Fiscal Officer Stultz informed him this is the system the State has given them, she has no control on how it is set up. Following up on recycling, Trustee Kazmierczak passed out an email regarding the new recycling company in Wauseon.

**New Business:**

Discussion of seasonal help/ ad in the Key and on the website- Discussion was had on what hours needed per week and how much pay an hour.

**056-19** Trustee Kazmierczak motioned to advertise in the Key and on Swancreek Township's web page part time seasonal help, pay to be \$10.00 per hour for 30-40 hours per week, 2<sup>nd</sup> by Trustee Weigel.

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

The Board decided to recommend a C.D.L., but not required and that applications must be submitted by the end of business April 12, 2019.

American Pavement quote for Crack Seal- The Board discussed the quote and whether the Township would have County Road F done. There is also a sink hole on County Road 5 that will need to be addressed. This will be discussed at the next meeting on what the Trustees would like to have done and a Resolution passed.

Drainage- Trustee Kazmierczak states waterlines were installed over the Township's drainage. Easements will need to be obtained to install a new drainage tile.

**057-19** Trustee Kazmierczak motioned to have County Surveyor Joe Fenicle prepare easements for properties owned by Robert and Donna K. Howard of 7139 County Road 2, Frederick Powel of 7175 County Road 2, and Jerry R. Payton of 6190 S. Winding Way, 2<sup>nd</sup> by Trustee Weigel.

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

Trustee Kazmierczak will send the request via email to Mr. Fenicle with instructions on staking as well.

Department of Commerce, Division of Liquor Control- Fiscal Officer Stultz informed the Board that the Township has received a letter from the Department of Commerce, Division of Liquor Control stating that is was preparing to renew liquor licenses and is asking Swancreek Township if they had any objections to the renewal. The Board has no objections.

Swanton Chamber of Commerce Membership application- Fiscal Officer Stultz informed the Board that the Township has received an application to become members of Swanton Chamber of Commerce. Her recommendation is not to join since the Township is already members of Toledo Area Chamber of Commerce. The Board decided not to join.

Toledo Metropolitan Area Council of Governments membership- Discussion on this is postponed- membership would be \$1069.00. Swanton Village Administrator Hoelzle is attempting to have a representative set up a meeting with the Village of Swanton that we may want to attend.

Augustyniak Easement- Discussed above

Chief Scott Smith- Smoke Dog Award- Trustee Weigel informed the Board that Delta Community Fire Chief would like to award to a Swancreek resident the Smoke Dog Award at the April 15 Board of Trustee meeting. The Board agreed to this.

Lot Split County Road 6-3

**058-19** Trustee Kazmierczak motioned that the Swancreek Board of Trustees has no objections to the proposed lot split on County Road 6-3, 2<sup>nd</sup> by Trustee Weigel.

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

**Unfinished Business:**

Ohio Public Works Commission (OPWC)- Trustee Wiland asked about the ditch enclosure on County Road C and the cross over on County Road 4. Trustee Kazmierczak suggested that we invited the County Engineers Office to a meeting to discuss this. He also stated that the OPWC deadline is not that far off and that the Board will need to decide what to do.

Newsletter Articles- It was brought up that the Board had set an April 15<sup>th</sup> deadline for newsletter articles. Each member needs to have their articles in by then.

Township Clean-Up Day- Trustee Wiland asked Maintenance Supervisor Stout which company was up to hire for the event. Maintenance Supervisor Stout states it would be by Select Sanitation this year and he will contact them.

**Zoning:**

None

**Fire/Rescue:**

Fire Study- No updates

Trustee Kazmierczak had figures from the last 3 years of what the Township has paid Providence Township for fire protection. The 3 year average has been \$18,000.00. He also had the minutes from the last Fulton County E.M.A. meeting which he gave to each Board member for review.

**Cemetery:**

Columbarium- Trustee Weigel had given the Board previously the two bids submitted to the Township for the base work needed for the Columbarium. The Board discussed the pros and cons of each proposal.

**059-19** Trustee Weigel motioned to accept Mark Household's bid of \$13,800.00 for installation of the base of the columbarium in Swanton Cemetery, 2<sup>nd</sup> by Trustee Kazmierczak.

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

Heir Release Form- The Township's Administrative Assistants informed the Board that the local funeral homes have an outdated Heir Release form and Barnes Funeral Chapel has sent the Township one. The Board agreed to accept the one from Barnes Funeral Chapel but will instruct the Administrative Assistants to forward the updated one to them and all the local funeral homes.

**Employee Reports:**

None

**Trustee Reports:**

**Trustee Weigel:**

None

**Trustee Kazmierczak:**

Trustee Kazmierczak was contacted by Delta's Village Administrator to see if the Township was interested in forming a Joint Police District with the Village of Delta and the Village of Swanton. The Fulton County Sheriff's department patrols the area now at no additional fee to the Township where the Joint Police District would be an additional cost. Delta Police Chief Nathan Hartsock was in the audience and the Board asked him for a quick review of his department. He states he has 7 full time officers, 2 part time officers, and 1 administrative assistant.

Trustee Reports- Trustee Kazmierczak, Joint Police District (continued)

Trustee Weigel asked him how much his officers make and does he find that after he trains his officers he loses them to different entities. Chief Hartsock informed the Board that pay scale is between \$15.00 and \$18.00 per hour and yes, he has a hard time keeping people and getting applications for new hires. Trustee Kazmierczak is willing to contact Delta Village Administrator to get an estimate of cost.

Trustee Kazmierczak discussed the revenue generated from property taxes from 2018 through 2019. It has only elevated \$14,000.00. He feels that allowing subdivision would raise revenue. The Commissioners are the only ones that can allow that. Trustee Wiland asked if we have to be part of Regional Planning and Trustee Kazmierczak stated no but that we would have to write our own subdivision regulations.

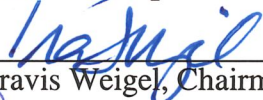
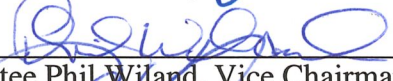
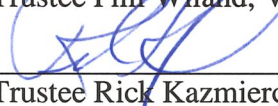
**Trustee Wiland:**

None

Trustee Kazmierczak motioned to adjourn at 8:34p.m., 2<sup>nd</sup> by Trustee Wiland

**Swan Creek Township Board of Trustees**

  
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Attest: Jo Stultz, Fiscal Officer  
Swan Creek Township  
April 15, 2019

  
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Trustee Travis Weigel, Chairman  
  
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Trustee Phil Wiland, Vice Chairman  
  
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Trustee Rick Kazmierczak