

**SWANCREEK TOWNSHIP
REGULAR BOARD OF TRUSTEE MEETING
Monday, November 18, 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, Rick Kazmierczak-Trustee, Phil Wiland-Vice Chairman, absent

Fiscal Officer: Jo Stultz

Maintenance Supervisor: Matt Stout

Zoning Inspector- Natalie Pallitta

GUESTS: See Sign In Sheet

172-19 Trustee Weigel motioned to accept the Regular Board of Trustee meeting minutes from 11-4-19, 2nd by Trustee Wiland.

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

173-19 Trustee Kazmierczak motioned to approve expenditures in the amount of \$22,544.41, 2nd by Trustee Weigel.

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

Special Guest: Fulton County Deputy Sheriff Whitcomb gave a report on the 257 calls in Swancreek Township from 8-5-19 through 11-18-19.

Maintenance Supervisor Updates:

Maintenance Supervisor Stout updated the Board on drainage projects for residents Dohm and Keller.

Backhoe- Should be delivered the last week of November, first week of December.

Drainage Project Co. Rd. 2- Weather permitting Maintenance may work on it this coming week.

Road Agreements- Trustee Wiland is assigned this- Maintenance Supervisor Stout would like them signed by the end of the year.

Citizen Concern 4200 Creekside Drive- Still waiting for receipts from the resident.

Cemetery Mowing Packet- The Board agrees that advertising for bids needs to start now. Trustee Kazmierczak and Weigel asked Maintenance Supervisor Stout to ask some of his contacts if they would be interested in putting in a bid.

4406 Co. Rd. B and 4-1 Tree trimming- Maintenance removed the walnut tree. Fulton County Engineer B.J. Abbott went out there today to inspect visibility.

Speed Study- Fiscal Officer Stultz states that Fulton County Engineer Hayley Dockery has informed her that the Ohio Department of Transportation (O.D.O.T.) has sent a letter to the Township. Once the new speed signs are erected, the Township needs to sign and return the letter to O.D.O.T. and the new speed limit will be enforced. Maintenance Supervisor Stout will order the signs.

Time Cards- Maintenance is to fill out the sheets and give them to Suzanna. She will input hours in Excel to track where time is being spent.

Maintenance Supervisor Stout wants someone from the Township to oversee every time a resident ties into one of the Township's tiles. He states there is lots of things to be aware of and damage can be done and/or people could get hurt.

Zoning:

Zoning Inspector Pallitta informed the Board that she issued her first Zoning Permit. She will be working with Interim Inspector Steve Brown until January 1st, 2020. She only has one box of filing left. She has the Township's retention schedule and would like to purge old records that she can.

Special Guest: Walt Lange, President of Swancreek Township Zoning Commission presented guest Jacob Barnes, Springfield Township's Zoning Inspector. Mr. Barnes gave a presentation on his background, research he has done of Swancreek Township's present Zoning book, what he felt it needed, and an estimate on what it would cost the Township if he rewrote the book, approximately \$10,000.00. Trustee Weigel and Kazmierczak are in favor of appropriating monies in 2020 for this purpose.

Notice of Appeal-4750 County Road 5, Delta- Justin from 419 gave a report to the Trustees on everything they have done.

Public Forum:

Renee Walker from the audience and Board of Zoning Appeals liked Mr. Barnes presentation and thinks it would be good idea to have the Zoning Book rewritten.

Fiscal Officer:

OPWC Latest Developments- Swancreek Township has been approved for both County Road C projects

2020 Appropriation Budget Meeting 11/19/19 at 10:30 a.m. at the Township

Swanton Chamber of Commerce Membership- The Board declined to join

Update: Legal Opinion on record retention for paper zoning documents- Fulton County Assistant Prosecutor Jon Whitmore states that scanning paper documents electronically and destroying the paper copy is not acceptable. If the zoning permits are issued electronically then that is acceptable.

Accept donation of topsoil from Green Earth in the amount of \$112.42- Fiscal Officer Stultz expressed her concern that Green Earth would expect preferential treatment due to the donations. **174-19** Trustee Kazmierczak motioned to approve the donation of topsoil from Green Earth Transportation in the amount of \$112.42, 2nd by Trustee Weigel.

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

Discussion of Zoning Commission Intern- Fiscal Officer Stultz has contacted Dennis Miller from Maumee Valley Planning and they are willing to rewrite the Township's Zoning book for approximately \$4,000.00. He is willing to attend the Zoning Commission's meetings as well.

Zoning Commission meeting minutes- Fiscal Officer Stultz reports that Administrative Assistant Tiffany Ford would like to be relieved from attending the Zoning Commission's meetings. She is recommending since Zoning Inspector Pallitta attends these meetings as well as Board of Zoning Appeals, that she take the minutes. Trustee Weigel questioned Zoning Commission president Walt Lange if he knew why she would want to step down. Trustee Weigel will talk with Administrative Assistant Ford about this.

New Business:

Discussion of Road Projects for 2020- With the approval of both OPWC grants- these will be put on hold.

175-19 Trustee Kazmierczak motioned for him to be Swancreek Township's EMA Representative, 2nd by Trustee Weigel.

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

New Business (continued)

Citizen's Concern- conditional use fee for AG/Re \$200.00 other districts \$750.00- This issue will be addressed when the Zoning book is being rewritten.

Unfinished Business:

Case Referral:1671 Co. Rd. D-Signed letter from BOT sent 9/27/19- Trustee Kazmierczak will reschedule a walk through- Mrs. Ostafi has not returned Trustee Kazmierczak or Zoning Inspector Pallitta's phone calls as well as emails sent to her. If she hasn't contacted the Township by the December 2nd Board of Trustee meeting, the Board will take further action.

Permissive license tax- No update

Fire/Rescue:

Fire Study- Final Study has arrived. The Administrative team will make copies to be distributed to the Fire Chiefs involved, and copies will be emailed to all the other entities.

176-19 Trustee Kazmierczak motioned to approve the Village of Swanton's three year contract in the amount of \$202,322.00 per year^{2nd} by Trustee Weigel.

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

Cemetery:

Walt Lange from the audience asked about Swanton Cemetery columbarium- there is no update.

Employee Reports:

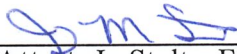
None

Trustee Reports:

None

Trustee Kazmierczak motioned to adjourn at 8:12p.m., 2nd by Trustee Wiland

Swanecreek Township Board of Trustees



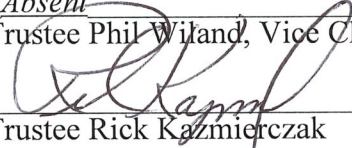
Attest: Jo Stultz, Fiscal Officer
Swanecreek Township
December 2, 2019



Trustee Travis Weigel, Chairman

Absent

Trustee Phil Wiland, Vice Chairman



Trustee Rick Kazmierczak