

SWANCREK TOWNSHIP
REGULAR BOARD OF TRUSTEE MEETING
Monday August 2, 2021

Chairman Wilson called the meeting to order at 7:00 p.m.
Pledge of Allegiance

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

Fiscal Officer: Jo Stultz

Administrative Assistant: Dawn Wheatley

GUESTS: See Sign In Sheet

112-21 Trustee Kazmierczak motioned to accept the Special Board of Trustee meeting minutes from 6-28-21, 2nd by Trustee Wilson.

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

113-21 Trustee Kazmierczak motioned to accept the Regular Board of Trustee meeting minutes from 7-12-21, 2nd by Trustee Weigel.

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

114-21 Trustee Kazmierczak motioned to approve expenditures in the amount of \$57,874.68, 2nd by Trustee Weigel.

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

Special Guest: Deputy Sheriff Kevin Bogner reported on activity in the Township from June 23-August 2, 2021. Discussion was had about Co. Rd. 6-2 isn't connected to Airport Highway-Trustee Kazmierczak will call Steve Trausch to see what the status is on this.

Chairman Updates:

Parking lot is ready for blacktop. Discussion was had about water pooling and the handicap area.

115-21 Trustee Kazmierczak motioned to repour the sidewalk and pour a pad on the southwest side of the Administration building not to exceed \$6,000.00, 2nd by Trustee Wilson.

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

Road 1 drainage install status: Complete

116-21 Trustee Kazmierczak motioned to hire GT Contracting LLC to crack seal Circle Drive, Woodside Drive, Rd. EF, Rd 1-3, Harding Drive for the amount of \$8,000.00, second by Trustee Weigel.

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

The contract was signed and the Township will figure the percentages for the Village of Swanton to pay for Rd 1-3 and Harding Drive.

Zoning:

The Board decided to move the BZA variances to the following month and Natalie Pallitta turned in her keys to the Township. She had already turned the phone. Discussion was had about collaborating with Fulton County on Zoning and the use of Will Burns. Trustee Kazmierczak will ask Commissioner Joe Short about this.

Public Forum:

Resident Kim Mewborn of 7160 Co. Rd. 6-2 addressed the Board about flooding on their property due to a building being placed on top of a storm sewer on Lot #4 of subdivision. She has contacted the Village of Delta and Administrator Peebles told her she was in the Township it would be a Township issue. The Board explained to her that the Village annexed the property into the Village limits and that it was indeed the Village's responsibility. Trustee Wilson will talk to Village Administrator Peebles about this issue.

Public Forum (continued)

Renee Walker would like someone from the Township to look at Co. Rd. C by their fields to discuss placing a catch basin and water in their fields.

Fiscal Officer:

Application approved for funding under the American Rescue plan, first half distribution of \$301,578.30 should be in the Township's checking account by mid August.

New Business:

Capital Equipment working meeting set for August 10 @ 1:00 p.m.

Road and drainage projects for 2022 set for August 16 @ 6:00 p.m.

Budget Working meeting- Time to be set up later

Review Records request procedure- Upon receipt of records request a copy will be given to the Trustees to review.

117-21 Trustee Kazmierczak motioned to accept proposed records request procedure, 2nd by Trustee Wilson

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

Security Cameras- Administrative Assistant Wheatley has pricing that she will put in the signature bin for the Board to review.

Signature Box Procedure- Administrative Assistant Wheatley handed out a written proposal for the Board's signature bin and where documents would go and when.

118-21 Trustee Kazmierczak motioned to accept Signature Bin Procedure, 2nd by Trustee Wilson

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

Recycle Building- Repairs have been started

119-21 Trustee Weigel motioned to sell M0040 Toro and M0032 Wagon, 2nd by Trustee Wilson

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

Trustee Wilson would like a digital file of all projects before and after completed.

120-21 Trustee Kazmierczak motioned that Maintenance create before and after pictures in a digital file format, 2nd by Trustee Wilson.

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

John Chandler's Unemployment Claim- No discussion due to legal nature

ODOT's onetime Township Stimulus grant- Will discuss next meeting.

Tree Trimming- Fiscal Officer Stultz states there is still appropriated money available for this.

Unfinished Business:

OPWC extension request

121-21 Trustee Weigel motioned to approve the extension request by Ward Company granting them until October 1, 2021 to complete OPWC Round # 34 County Road C project, 2nd by Trustee Kazmierczak.

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

Drainage Projects- No Update

Update on Roads- Co. Rd. 1 is done- just needs grass seed

Unfinished Business (continued)

Parking Lot Status- On schedule

Revisions to Employee Handbook- No Update

2022 OPWC Application for Road 2 between Road to Road D- The Township withdrew the application due to low scoring

Rainbow Drive Speed Limit- Trustee Kazmierczak will ask Fulton County Engineer Onweller about this.

Fire/Rescue:

Levy Discussion with the Village- Next meeting is August 18 @ 6:00 p.m.

Cemetery:

Cemetery Grant- is completed and submitted

Cemetery Plotting- If Fulton County does the plotting is will be winter before it is completed.

Cemetery Markers- Trustee Weigel gave the Board a photo of his recommendation on how to identify rows.

Shiloh Cemetery Cremains Garden- No decision made

122-21 Trustee Kazmierczak motioned to go into Executive Session at to discuss Performance Evaluations per O.R.C. 121.22 (G) (1) at 9:14 p.m., 2nd by Trustee Wilson.

Roll Call: Trustee Kazmierczak-Yea, Trustee Weigel-Yea, Trustee Wilson-Yea
Meeting adjourned


123-21 Trustee Kazmierczak motioned to call the meeting back into order at 9:45 p.m., 2nd by Trustee Wilson.

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

124-21 Trustee Kazmierczak motioned to hire Dawn Wheatley as Administrator at \$24.19 per hour effective August 2, 2021. Hours to be 8:00 a.m. to 4:30 p.m. Monday- Thursday and half day Friday. She will be required to attend all meetings the Board deems necessary, 2nd by Trustee Wilson

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

Trustee Kazmierczak motioned to adjourn at 9:50 p.m., 2nd by Trustee Wilson


Attest: Jo Stultz, Fiscal Officer
Swancreek Township
August 16, 2021

Swancreek Township Board of Trustees


Trustee Gene Wilson, Chairman


Trustee Rick Kazmierczak, Vice Chairman


Trustee Travis Weigel