

**SWANCREEK TOWNSHIP  
REGULAR BOARD OF TRUSTEE MEETING  
Monday November 15, 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, Absent- Travis Weigel, Trustee

Fiscal Officer: Jo Stultz

Administrator- Dawn Wheatley

Zoning Inspector: Lisa Wylie

**GUESTS:** See Sign In Sheet

**167-21** Trustee Kazmierczak motioned to approve expenditures in the amount of \$411,583.94, 2<sup>nd</sup> by Trustee Wilson.

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

**168-21** Trustee Kazmierczak motioned to accept the Special and Regular Board of Trustee meeting minutes from 10-18-21, 2<sup>nd</sup> by Trustee Wilson.

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

**169-21** Trustee Kazmierczak motioned to accept the Special Board of Trustee meeting minutes from 11-8-21, 2<sup>nd</sup> by Trustee Wilson.

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

Jason Bradford from Kim Bradford and Associates presented insurance options. To go with United Healthcare the Township would have to become members of Ohio Chamber- \$150.00 annual membership fee, and \$30.00 a month administration fee. The Board will make a decision at the 12-6-21 meeting.

Sealed bids were opened for the F-350 and Toro lawn mower.

**170-21** Trustee Kazmierczak motioned to accept the highest bid of \$7500.00 for the 2006 Ford F-350 submitted by Troy Banister, 2<sup>nd</sup> by Trustee Wilson.

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

**171-21** Trustee Kazmierczak motioned to accept the highest bid of \$311.00 for the Toro lawn mower and trailer submitted by Brad Bloomer, 2<sup>nd</sup> by Trustee Wilson.

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

**Zoning:**

Zoning Inspector Wylie reported on her activity since the last meeting. She will give the Board set working hours the week of Nov. 22, 2021.

**Administrator Updates:**

Administrator Wheatley created a procedure for maintenance requests/ work orders.

**172-21** Trustee Kazmierczak motioned to adopt the proposed procedure to have all maintenance requests/work orders forwarded to Administrator Wheatley to handle, 2<sup>nd</sup> by Trustee Wilson.

Anthony Bernal has stepped down from Zoning- Administrator Wheatley will send a letter thanking him for his service.

Administrator Wheatley would like the Ohio Manual of Uniformed Traffic- the Board authorized her to purchase one.

The Township should be receiving the check soon for the John Deere trade in.

Two of three quotes have been obtained for the proposed electrical work.

Administrator Wheatley states the 2022 Co. Rd. 4 project is the only one she would like to see completed.

Administrator Updates (continued)

Administrator Wheatley will get quotes to paint the roof on the Maintenance Building and Trustee Wilson will get pricing for a new metal roof. He will donate the labor to have it installed.

Administrator Wheatley's evaluation will be held in Executive Session at the end of the next Board of Trustee meeting. Chairman Wilson will sit in on Maintenance Supervisor Stout's evaluation.

Employee Handbook- No update

173-21 Trustee Kazmierczak motioned to approve the purchase of a Harley rake, 2<sup>nd</sup> by Trustee Wilson.

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

Discussion about Hunter's Ridge centerline striping

Discussion about Facebook vs Newsletter

Dura Patcher- Fiscal Officer Stultz will request a formal bid from York Township in writing.

Discussion on Salt building and cold storage

**Public Forum:**

Renee Walker asked the Board what size of building were they looking at for cold storage- 35x60 with 12 ft. trusses

**Fiscal Officer:**

Fiscal Officer Stultz would like to see the Board returned to the use of project boards to help her keep track of outstanding projects/expenses. The Board agrees.

**New Business:**

The Organizational meeting will be held January 5<sup>th</sup> at 6:00 p.m.

OTA- Fiscal Officer Stultz requests that people interested in going to OTA let her know by 11-22-21.

Lot Split- If there is 150 ft frontage the Board is okay with it.

**Unfinished Business:**

ARP Money- No Update

174-21 Trustee Wilson motioned to cancel the Dec. 20<sup>th</sup> Board of Trustee meeting, 2<sup>nd</sup> by Trustee Kazmierczak.

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

175-21 Trustee Kazmierczak motioned to accept the Quote Process of obtaining at least 2 quotes for all projects, 2<sup>nd</sup> by Trustee Wilson.

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

**Fire/Rescue:**

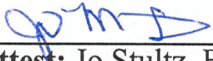
Fulton Township's Fire Levy passed. Discussion was had about Swanton's Fire contract.

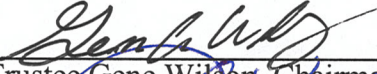
**Cemetery:**

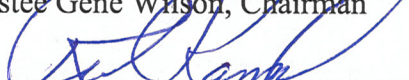
1 deed signed

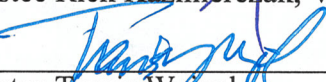
Trustee Kazmierczak motioned to adjourn at 8:51 p.m., 2<sup>nd</sup> by Trustee Weigel

**Swancreek Township Board of Trustees**

  
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Attest: Jo Stultz, Fiscal Officer  
Swancreek Township  
December 6, 2021

  
\_\_\_\_\_  
Trustee Gene Wilson, Chairman

  
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Trustee Rick Kazmierczak, Vice Chairman

  
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Trustee Travis Weigel