

AGENDA

SWANCREEK TOWNSHIP TRUSTEE MEETING

March 21st, 2022

7:00 p.m. Regular Meeting

1. Call to Order – 03/21/2022
 - A. Pledge of Allegiance
 - B. Roll Call –Wilson, Kazmierczak, Trustee Meyer
Fiscal Officer Jo Stultz

2. Approval of Minutes – Board of Trustees 03-07-2022 Regular Mtg. Minutes

3. Approval of expenditures: \$27,670.56

4. Zoning Inspectors Report:

5. PUBLIC FORUM – RULES: Please wait to be acknowledged, state name and address. Time limit is no more than five minutes.

6. Fiscal Officer:
 - A. void warrant #36225 to Morton Salt in the amount of \$3,255.52- wrong amount paid.

7. Administrator Report:
 - A. Twp. Clean up day: Tentative September 10,2022. Can I put on Webpage facebook? Starting to get calls asking when it is.
 - B. Jon Page of 2476 Co. Rd. E called to let us know the ditch in front of his house is overgrown and needs cut back. He said that in the past he gave permission to allow the twp. to go on his property to get the back side of the ditch. Is this something we still do? Do you just want maint. to do the front? Do we just do the requested amount or do we want to schedule to have that whole area done?
 - C. Board replacements: Water, Zoning Commission, Zoning Appeals
 - D. Agenda posting procedure: Send to Delray by Friday morning before the meeting?

8. New Business
 - A. ODOT SALT CONTRACT: The deadline to submit your electronic form AND signed salt-specific Resolution/Ordinance through the website will be **Friday, April 29th, 2022**
 - B. 2007 blue pickup (RK): sell?
 - C. Busch ditch petition - date of inspection & public hearing (RK)

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2022 Yearly Regular Meeting Dates - Times: 7:00 p.m.

January 5, & January 17	July 18
February 7 & February 21	August 1 & August 15
March 7 & March 21	September 19
April 4 & April 18	October 3 & October 18
May 2 & May 16	November 21
June 6 & June 201	December 5 & December 19

AGENDA CONTINUED
SWANCREEK TOWNSHIP TRUSTEE MEETING
March 21st, 2022

- D. Township Logo:
 - E. Discussion of internal policy for handling important documents received at the Township, i.e., court documents, etc.(RK)
 - F. Records request policy: Records requests reviewed on Monday then sent to department for to retrieve record and then copy of incomplete or completed request in signature bin. Last year the Trustees set it that what was being sent to requester was put in their box for FYI. Anything that is questionable has been ran past legal counsel to verify if what is in question is record or to be redacted.
 - G. Catch Basins/Tile: Need for Stock and upcoming projects.
 - H. Subdivision Variance Review: Lot Split
9. Unfinished Business
- A. ARP Funds:
 - a. Water District request.
 - B. What project do we want to do? Discuss each wish list item On agenda for 03-22-22 special meeting at 9:15am
 - C. Zoning Fees:
 - D. Review Handbook sections 6 and 7
 - E. Building Quote: Resolution to make PO state that using Sourcewell Cooperative purchasing Still need to make sure following requirements if using Fed grant money for specific amounts.
 - F. Mr. McPeek reimbursement request: Tri County will not reimburse.
10. Fire/rescue
11. Cemetery
- A. Price List: Set any price changes
 - B. Discussion of items to store safely at Swanton Cemetery garage - do we need motion lights/ security cameras? (RK)
12. Sign Deeds: Limpach - Shiloh C-77-8
13. Executive session to Employee Evaluation.
- Adjourn – State time for the record

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