

**SWANCREEK TOWNSHIP
REGULAR BOARD OF TRUSTEE MEETING
Monday July 18, 2022**

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

Board of Trustees present: - Rick, Kazmierczak-Chairman, Gene Wilson-Vice Chairman, Brian Meyer-Trustee

Fiscal Officer: Jo Stultz Absent

Administrator- Dawn Wheatley

Zoning Inspector: Lisa Wylie

GUESTS: See Sign In Sheet

090-22 Trustee Wilson motioned to accept the Regular Board of Trustee meeting minutes from 06-20-22 and special meeting minutes from 07-07-2022, 2nd by Trustee Meyer.

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

091-22 Trustee Meyer motioned to approve expenditures through 07-22-2022 in the amount of \$118,811.58, 2nd by Trustee Kazmierczak.

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

Zoning Inspector Wylie reported on activity since the last Board of Trustee meeting. She discussed that some of the violations are trying to comply and have started cleaning up the blight.

Trustee Kazmierczak stated that the 26th complete revision of the Swancreek Township Zoning Code is effective as of August 8th.

Public Forum:

Fiscal Officer:

Fiscal Officer Stultz asked Dawn to ask the Trustees where they want her to pay the invoice for Jacob Barnes.

092-22 Trustee Wilson motioned to pay the Jacob Barnes invoice out of Fund 1000-110-119-0027 2nd by Trustee Kazmierczak.

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

Administrator Updates:

Administrator Wheatley reported on activity since the last Board of Trustee Meeting.

Mr. Kern from road 1 asked the Trustees timeline on when they will do the drainage along his property. Matt would like to start this in August but wants to know if he should change the size of the tile to use what we have. Trustee Kazmierczak stated that we had the 6-inch tile for this, but it was used for another project. Trustee Wilson said that this project was discussed at the budget meeting and that is why they increased the drainage budget by \$10,000.00.

Trustee Kazmierczak said he will attend the candidate interview with the Water District on Thursday July 28th 2022.

Maintenance Supervisor requested to take down the through trucks sign on road C by road 3 since there is no longer a pit there. The Trustees asked the administrator to ask him why he wants to take them down now. Keep on the agenda.

Administrator Wheatley talked about heat safety in the summer for the maintenance workers and that the trainings say to keep water and ice on hand. The Trustees stated that the Township will purchase water and ice to keep them hydrated and to prevent heat exhaustion.

Cemetery Clean-up Day Nov 5th. The Historical society and genealogy society have put out emails to gather volunteers. Administrator Wheatley has been in contact with one already.

The iWorQ was talked about and the Trustees said no for now and that they would look at putting it on the budget.

New Business:

The Trustees have set up a conference call with DGL on 07-25-2022 at 2:00pm. Dawn will post a special.

093-22 Trustee Meyer motioned to have R&S Paving do the patch crossovers on road 2 by Winding way, the intersection of Winding way and Road 2, Road C between roads 1 & 2 and Road 6 between roads E & EF not to exceed \$15,000.00 2nd by Trustee Kazmierczak.

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

Trustee Wilson and Trustee Kazmierczak will reach out to the other Townships to set up a date to discuss the idea of a fire district.

094-22 Trustee Meyer motioned to reword the bereavement paragraph in the employee handbook to say Grandparent of employee and spouse 2nd by Trustee Wilson.

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

Trustee Kazmierczak has spoke to Supervisor Stout and will set up a meeting with Rod Creager from the Engineers office regarding road 6-3 drainage project for getting an estimate on what the cost per land owner will be.

Trustee Kazmierczak mentioned to start thinking about capital equipment that will need replaced in the next 5 years so we can start budgeting for the future purchases. He mentioned the Vac truck.

Trustee Kazmierczak stated that the County has hired a grant writer and that the Township should gather a list of items that we could possibly get grants to help with and then send them to her to see what grants are out there for those items.

The Township is down a maintenance employee as of 07-22-2022. Trustee Kazmierczak suggested an exit conference with outgoing employees to see not only why they are leaving but what the Township can do to improve on employee relations and communication. The Trustees set an exit conference with Mr. Simon for 2:00pm on 07-22-2022.

Administrator Wheatley will put an ad in the Enterprise and Liberty Press stating looking for Full and or part time position with full time requiring a Class B CDL applications must be in by August 11th.

Administrator Wheatley discussed the concerns that Mrs. Mack asked to be conveyed to the Trustees. She voiced her concern of the bump at the crossover repair on Road C by her house. She was informed that it is slated for repair in the next couple weeks. She also wanted conveyed that she feels that putting things in the Liberty Press instead of the Swanton Enterprise is wrong because more people are in the Swanton Delta area. The Trustees said her concern has been noted.

Unfinished Business:

ARP Funds- No Update

Maintenance Building- No Update

Easements- As of the meeting 3 of the 7 sent out have been brought back. Will record once they are all collected.

Busch ditch petition- The hearing is set for August 4 @ 9:30 a.m. in the Commissioner's Office.

Road 4 OPWC Status: No Update

095-22 Trustee Meyer motioned to choose the darker logo 2nd by Trustee Kazmierczak.

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

Fire/Rescue:

Cemetery:

Administrator Wheatley discussed the grant available for Cemeteries but needs a project to be able to apply.
The maintenance will be mulching the trees at Raker and the beds at Swanton.

Administrator Wheatley is revising the mowing contract any suggestions let her know.


Price list was pushed until the next meeting when the Fiscal Officer can be here.

Administrator Wheatley is working on the rules and regulations for the cemeteries. Review the copies she gave and be ready to discuss next meeting.


The Trustees discussed how bad the weeds are growing in the columbarium pad. They asked Administrator Wheatley to call Page irrigation to have them spray the weeds and put on the regular schedule.

Trustee Kazmierczak reviewed the proposal for a consultant to help make office more efficient and modernized. They will interview her at the Special meeting 07-22-2022 around 2:15pm after the exit conference.

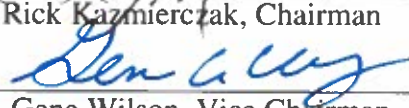
Trustee Wilson motioned to adjourn at 8:48 p.m., 2nd by Trustee Meyer




Attest: Jo Stultz, Fiscal Officer
Swanecreek Township
August 01, 2022

Swanecreek Township Board of Trustees


Trustee Rick Kazmierczak, Chairman



Trustee- Gene Wilson, Vice Chairman



Trustee Brian Meyer