

**SWANCREEK TOWNSHIP
REGULAR BOARD OF TRUSTEE MEETING
Monday January 23, 2023**

Chairman Wilson called the meeting to order at 7:01 p.m.
Board of Trustees present: - Gene Wilson-Chairman, Brian Meyer-Vice Chairman, Rick Kazmierczak-Trustee via phone
Fiscal Officer: Jo Stultz
Administrator- Dawn Wheatley
Zoning Inspector: Lisa Wylie
GUESTS: See Sign In Sheet

017-23 Trustee Meyer motioned to accept the Organizational and Regular Board of Trustee meeting minutes from 1-9-23, 2nd by Trustee Wilson.

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

018-23 Trustee Meyer motioned to approve expenditures in the amount of \$95,945.75, 2nd by Trustee Wilson.

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

Zoning:

Zoning Inspector Wylie reported on the revisions on Swancreek's new Zoning Resolution book. She stated that she has the correction in pencil and that the corrections were grammar or numbers in sections. The only people that have the book are members of Board of Zoning Appeals, Zoning Commission, and Swancreek Township. No one from the public has purchased it. The Board decided to print one clean copy and print more upon request.

She is working with the Township's web designer to update the Zoning's portion of the website.

The property on the south side of Co. Rd. C against the State Forest has some activity going on. The owners have not applied for any type of a permit. Zoning Inspector will check with Jeff Crisenbery of Fulton County Health Department to see if the owners pulled a well and septic permit.

Zoning Inspector Wylie asked if Zoning Commission member Renee Walker could be reimbursed for the expenses for Ohio Township Association's Annual Conference. Fiscal Officer Stultz feels she cannot, that a policy for that needs to be in place before the expenses are incurred. The Board will discuss this as a possibility for the future.

Public Forum:

Bob Beckwith from the audience thanked the Board and Zoning Inspector Wylie for addressing his concerns expressed at the December 19th Board of Trustee meeting.

Fiscal Officer:

Fiscal Officer Stultz informed the Board that 2022 Financial records have been completed, submitted to the Auditor of State, and closed.

Fiscal Officer Stultz has started working on going through old records and RC2. Due to the large amount of documents that will need to be safely destroyed she obtain 3 quotes for document destruction and has signed a contract with Vital Records for a year at \$55.00 per month.

Fiscal Officer Stultz reported that the Township locks will be rekeyed the following day. They haven't been done in over 8 years and after talking with Maintenance feels for security reasons this is a prudent decision.

Administrator Updates:

Administrator Wheatley informed the Board that Zimmermans would like to set up a meeting to discuss selling the Township property. The Board gave her two options, Monday January 30th or Friday February 3rd at 4:00 p.m. She will reach out to them and set the meeting date.

Administrator Updates (continued)

Administrator Wheatley reports that D.O.T.'s are done and the findings. All vehicles passed inspection. The Board did asked her to check on recalls for the 4500. Trustee Kazmierczak would like to see some kind of inventory control system implemented for supplies used and/or need.

Trustee Wilson asked again for quotes for the dumpsters for Township cleanup day and the Board gave Administrator Wheatley vendors to check with once more.

New Business:

Fulton County is in the process of relocating all of their road stop sign ahead signs to 350 ft before the actual stop. They are recommending that the Township follow the same protocol and listed specifically 5 signs that they would like the Township to move. The Board informed Administrator Wheatley to have Maintenance move the 5 signs the County requested first.

Unfinished Business:

Handbook updates/changes: PTO- Per the Board's request, Administrator Wheatley did get the survey from EA. Discussion was had about the survey. Fiscal Officer Stultz reported to the Board her personal survey of Fulton County Engineers Office, ODOT, York Township, and Amazon and reported on what all offered. Trustee Kazmierczak wants the Township to offer Paid Time Off immediately at hire.

Land Use Plan- Meeting scheduled 2-6-2 @ 6:00 p.m.

ARP Funds- Moved to the General Fund

Maintenance Building- No Update

Busch Ditch Petition- The Commissioners are still having meetings

Co. Rd. 4- Maintenance employee Ehrsam thinks they can handle this in the spring.

Co. Rd. 1- Administrator Wheatley will send to Fulton County Engineer Dockery for an easement estimate.

019-23 Trustee Meyer motioned to have Fulton County Engineers Office to prepare Swancreek Township an estimate for the County Road 1 drainage easement project, 2nd by Trustee Wilson.
Roll Call: Trustee Meyer -Yea, Trustee Wilson-Yea

Fire/Rescue:

Fire District Meeting- Trustee Wilson will reach out the other entities to set up a meeting.

Trustee Wilson informed the Board the Swanton Fire Department has taken the proposed ladder truck off the table due to York Township purchasing one.

Cemetery:

Wreaths across America- Trustee Kazmierczak asked for Administrator Wheatley to contact the Swanton American Legion. The Township is not opposed to having Swanton Cemetery be the designated cemetery but wants the Legion to do the presentation.

Grave Lay Out for Swanton Cemetery- The Board doesn't want to designate a specific area for cremations.

Budget for Ribbons- The estimate that Administrator Wheatley received is calculated incorrectly for the concrete. Administrator Wheatley is to get more quotes.

Price List, Rules and Regulations- Tabled until Trustee Kazmierczak is in town.

Columbarium Brochure- No Update

Cemetery (continued)

Trustee Kazmierczak asked Administrator Wheatley to measurements (length and width) of the area available in Swanton Cemetery. After receiving this the Board can estimate how many graves are available and decide where to go from there.

1 Deed Signed

020-23 Trustee Meyer motioned to go into Executive Session to discuss employment per O.R.C. 121.22 (G) (1) at 8:12 p.m., 2nd by Trustee Wilson.

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

Meeting adjourned

021-23 Trustee Wilson motioned to called the meeting back into order at 8:49 p.m., 2nd by Trustee Wilson.

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

Trustee Meyer motioned to adjourn at 8:49 p.m., 2nd by Trustee Wilson



Attest: Jo Stultz, Fiscal Officer
Swanecreek Township
February 6, 2023

Swanecreek Township Board of Trustees



Trustee Gene Wilson, Chairman



Trustee- Brian Meyer, Vice Chairman

Trustee Rick Kazmierczak

