

**SWANCREEK TOWNSHIP
REGULAR BOARD OF TRUSTEE MEETING
Monday May 1, 2023**

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

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

Fiscal Officer: Jo Stultz

Administrator- Dawn Wheatley

Zoning Inspector: Lisa Wylie

Maintenance: James Ehram

GUESTS: See Sign In Sheet

069-23 Trustee Kazmierczak motioned to accept the Regular Board of Trustee meeting minutes from 4-17-23, 2nd by Trustee Meyer.

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

070-23 Trustee Kazmierczak motioned to accept the Special Working meeting minutes from 4-27-23, 2nd by Trustee Meyer.

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

071-23 Trustee Kazmierczak motioned to approve expenditures in the amount of \$90,331.43, 2nd by Trustee Wilson

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

Zoning:

Zoning Inspector Wylie reported on activity since the last meeting. She has issued 5 permits. She informed the Board of difficulty that she has had with a resident concerning a property line dispute. Due to the escalated nature of the issue, she has asked Justin Watson to step in and handle any other communication with the resident.

Public Forum:

David Roth from the audience addressed the Board with a complaint about Zoning Inspector Wylie. He is the resident that Zoning Inspector Wylie was referring to in her report. His complaint was that while she is part time it took her two and a half days to get back with him. The concern he had was over a property line dispute of his daughter's property and a neighbor, which Zoning Inspector Wylie informed him was a civil concern, and since he didn't have a survey at the time was hearsay. He has since resolved the issue with the neighbor. There was discussion on survey's, legal civil actions, and how to determine legal descriptions. The Board acknowledged Mr. Roth's comments.

Fiscal Officer:

Fiscal Officer Stultz informed the Board that Maintenance worker James Ehram has put into writing that he would like to transfer 40 hours of his sick time to Maintenance worker Blake Parker.

072-23 Trustee Kazmierczak motioned to accept transferring 40 hours of sick time from James Ehram to Blake Parker, 2nd by Trustee Wilson.

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

Maintenance:

Maintenance worker James Ehram reviewed all the work done since the last meeting and what he plans on starting before the next meeting.

He asked the Board to hire Tiffany Ford at \$18.00 an hour for four hours a week to inventory on the computer Maintenance's supplies and purchases. By documenting this Maintenance will be able to manage and purchase more efficiently.

He also addressed the Board about hiring a seasonal worker since Maintenance employee Parker will be out on maternity leave and Maintenance employee Mattimore is planning on being out a couple of weeks this summer. He is looking at a \$20.00 per hour wage and

Maintenance (continued)
estimates it would cost the Township approximately \$7500.00.

Maintenance Employee Ehram reported on Township clean up week. He felt it went very smoothly and discussed having another one in the fall.

Administrator Updates:

Administrator Wheatley informed the Board that the Township received the bond back from Green Earth.

073-23 Trustee Kazmierczak motioned to accept the terms and conditions of the bond provided by Green Earth, 2nd by Trustee Meyer.

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

Administrator Wheatley informed the Board that she will have the policy of Permit to Occupy tile tie-ins for the Board to review.

Discussion was had about what the Township would not take when the Township hosted clean up week. He would like it posted on the Township's website and Facebook page how residents can dispose of these items.

Trustee Kazmierczak brought back up the discussion of hiring Tiffany Ford.

074-23 Trustee Kazmierczak motioned to hire Tiffany Ford as a contractor at \$18.00 per hour/four hours per week, 2nd by Trustee Wilson.

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

New Business:

Maintenance Employee Ehram and Administrator Wheatley contacted Wood County to see what was required to obtain a building permit.

075-23 Trustee Kazmierczak motioned for Swancreek Township to build a 100x60x16 pole barn for cold storage, 2nd by Trustee Wilson.

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

A working meeting is scheduled for May 11th to finalize where the materials will be purchased from. Three quotes will be available for everyone to look at.

Fire/Rescue:

076-23 Trustee Kazmierczak motioned to have Fulton County Prosecutor Luke Jones prepare a Resolution requesting certification for a Fire Levy from Fulton County Auditor for a 2 mill renewal with an increase of 1 mill levy, which totals 3 mills for Swancreek Township, 2nd by Trustee Wilson.

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

Cemetery:

Price List- Discussion was had about proposed pricing. A decision will be made at the next meeting.

Rules and Regulations- No Update

Columbarium Brochure- No Update

2 deeds signed

Unfinished Business:

Clean Up Day- discussed above

Road 6-3 Drainage- no update

Road 1- No update

Unfinished Business (continued)

Road 4- No Update

Road 5-1- No update

Discussion was had about applying for OPWC estimate for County Road 2- Trustee Kazmierczak will contact Fulton County Engineer Dockery.

Policy and Form Changes/Update- Maintenance employee Ehrsam informed the Board that Maintenance prefers not to have Comp Time. Discussion was had about Paid Time Off in the first year of employment. Will discuss this at the next meeting.

Handbook Update- No update

Policy/Form for tying into catch basins- Discussed above


Zoning and BZA Training:




077-23 Trustee Kazmierczak motioned to pay for one Zoning member and one BZA member to attend OTA and cover their expenses the same as the Board of Trustees and Fiscal Officer, 2nd by Trustee Meyer.

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

Trustee Kazmierczak motioned to adjourn at 8:40 p.m., 2nd by Trustee Meyer

Swanecreek Township Board of Trustees


Attest: Jo Stultz, Fiscal Officer
Swanecreek Township
May 15, 2023


Trustee Gene Wilson, Chairman

Trustee- Brian Meyer, Vice Chairman

Trustee Rick Kazmierczak

