

**SWANCREEK TOWNSHIP  
BOARD OF TRUSTEE WORKING MEETING  
Thursday July 13, 2023**

Chairman Wilson called the meeting to order at 12:21 p.m.  
Roll call: Gene Wilson-Chairman, Brian Meyer-Vice Chairman, Rick Kazmierczak-Trustee  
Fiscal Officer: Jo Stultz  
Office Manager: Dawn Wheatley  
Maintenance: James Ehram, Damon Mattimore, Blake Parker

Discussion of duties of Office Manager and Crew Chief. A Special was set for Monday July 17 at 6:00 p.m. to go over Office Manager's.

Maintenance reported:

Road 4 is complete.

Bridge on Road 2 is being worked on.

\$129,000 quote came back from Greg Leininger to build a cold storage building but it doesn't include concrete.

Maintenance estimates \$60,000 for concrete.

No update on getting the cold storage plans stamped for the permit.

Maintenance presented an option to buy a 1996 John Deere 6200 tractor for roadside mowing. Asking price is \$17,900 but will try to negotiate what we are paying in rent would go towards buying it.

Used the Village of Swanton's Vac truck to clean out County Road 4.

Update on drainage of Co. Rd. 1 north of where we finished up last year.

Discussion on work needed on Co. Rd. 4 north of Co. Rd. F.

Discussion on Co. Rd. F.

Discussion of future OPWC projects.

Maintenance gave an update on the repairs on the Township's Vac truck.

Set budget and drainage meeting for Sept. 14<sup>th</sup> at the working meeting.

Update on fence and brochures at Columbarium in Swanton Cemetery.

Discussion on getting donation for benches for Columbarium.

Discussion on rewiring light switches in Administrative building.

Discussion on swapping offices with the Water District.

Crew Chief Ehram gave a breakdown of costs for a new fire station, park, and cemetery.

Discussion on new footer fees.

Discussion on private inurnments.

Cemetery software demonstration is set for August 22 @ 1:00 p.m.

Discussion on health care and brokers.

Working meeting (continued)

Discussion on clarification of paid time off.

Time off request slips- Maintenance needs to report to Crew Chief. Crew Chief and Office Manager continues to fill out time off request slips.


Trustee Kazmierczak motioned to adjourn at 1:58 p.m., 2<sup>nd</sup> by Trustee Meyer

  
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Attest: Jo Stultz, Fiscal Officer  
Swan Creek Township  
July 17, 2023

**Swan Creek Township Board of Trustees**

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

  
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Trustee Brian Meyer, Vice Chairman

  
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Trustee Rick Kazmierczak