

**SWANCREEK TOWNSHIP
REGULAR BOARD OF TRUSTEE MEETING
Monday February 3, 2025**

Chairman Meyer called the Board of Trustee meeting to order at 7:03 p.m.
Board of Trustees present: - Brian Meyer-Chairman, Marvin Green-Vice Chairman,
Via phone- Rick Kazmierczak- Trustee
Fiscal Officer: Jo Stultz
Zoning Inspector: Lisa Wylie
Maintenance Crew Chief: James Ehram
Office Manager: Dawn Wheatley

022-25 Trustee Green motioned to accept the Special Hearing Minutes from 12/9/24 and the Organizational and Regular Board of Trustee meeting minutes from 1/6/25, 2nd by Trustee Meyer.

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

023-25 Trustee Green motioned to approve expenditures in the amount of \$121,703.42, 2nd by Trustee Meyer.

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

Special Guests: Shannon Shulters, Swanton Village Administrator
Holden Benfield, Swanton Village Fiscal Officer
Robert Desmond, Representative from Kleinfelder

Discussion was held about a proposed joint venture with the Village of Swanton for Munson Road. The Village will be doing sewer separation and would like to repair the road at the same time. Robert Desmond from the engineering office of Kleinfelder explained the proposed plans and Trustee Green had questions due to his extensive background in roads. Trustee Green highlighted the areas he had questions about and Mr. Desmond will look into these areas and get back with the Village of Swanton and Swancreek Township. Trustee Green informed the Village that if necessary Swancreek Township could hold a Special once these items have been reviewed.

Zoning:

Inspector Wylie reported that she has issued 1 permit since the last meeting. She has also reached out to Fulton County Prosecutor Jones office, and they will send letters out to the blight addresses she has provided them. If the blight is not rectified, the residents can be prosecuted as a misdemeanor.

Public Forum:

Resident Carl DeVault 3241 Co. Rd. 6-1 lodged a verbal complaint about his neighbor across the street at 3230 Co. Rd. 6-1. Fulton County Health Department representative Jeff Crisenbery has been out to the property and has talked to the owners but they haven't cleaned up the blight. Trustee Green explained the process the Trustees could take on the junk cars and the process of a Public Hearing. The Board will discuss this at the next Board of Trustee meeting.

Fiscal Officer:

Fiscal Officer Stultz reported that 2024-year end is completed and an advertisement has been placed in the paper stating so.

The Township received 2 donated parcels in Homewood Park in 2024 and she will be filing for a tax exemption with the State of Ohio.

Fiscal Officer Stultz reported that she and Fiscal Officer Dianne Valentine from Dover Township presented at OTA a CPIM certified course on Records Retention.

024-25 Trustee Meyer motioned to subscribe to OTA's Continuing Education in the amount of \$250.00 per year, 2nd by Trustee Green.

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

Fiscal Officer (continued)

025-25 Trustee Green motioned to approve the Permanent Revenue and Appropriations for 2025, 2nd by Trustee Meyer.

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

026-25 Trustee Meyer motioned to approve the provided list of records to be disposed of by Maintenance, 2nd by Trustee Green.

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

Both Trustees initialed the list and it will be place in the Township's Records Retention manual.

027-25 Trustee Meyer approved voided warrant #37266 made out to Fulton County Recorder in the amount of \$25.00, issued in the incorrect amount, 2nd by Trustee Green.

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

Maintenance Report:

Crew Chief Ehram reported on the work that has been done since the last meeting.

Crew Chief Ehram had an estimate to replace the two furnace/ air conditioning units in the Township Administration building. The offices for Swancreek Water District, Swancreek Township's Office Manager's office, the Zoning Office, and the Records room are all going to have to be reorganized to accommodate the new furnaces. The existing two are in the crawl space and the new ones will be located on the main floor. The Board approved of the suggestions Crew Chief Ehram recommended. Further discussion will be had on how to pay for the project.

Cemetery:

1 deed signed

Saturday Burial Rate- After discussion it was decided to leave the Saturday burial rate the same.

UAN- Office Manager Wheatley reported on her progress with the UAN cemetery software.

Office Manager Wheatley will get a legal from Fulton County Prosecutor on whether putting notices on our webpage and social media platforms fulfills the legal obligations the Township has on legal notices.

New Business:

028-25 Trustee Meyer motioned to appoint Fire Chief Jeremy Gillen as Swancreek Township's Fire Marshall, if he accepts, 2nd by Trustee Green.

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

Crew Chief Ehram has approached Chief Gillen about the possibility of putting an ambulance at the Township if a hub station is provided. He is not opposed to this.

Water Board Vacancy- The Board instructed Office Administrator to post on the Township's website and Social Media platforms the Water Board vacancy. Mr. Albert has still not responded to the emails. One more will be sent with a February 23rd deadline, and if he doesn't respond to it the Board will assume he is not interested in another term.

Review Box- The Board instructed Office Manager Wheatley to notify them if anything is time sensitive via email, otherwise the Board will check it on meeting dates.

Fire/Rescue:

Due to the large variance of projected levy collection in Delta Community Fire Department's area, York's Fire contract with Swancreek Township hasn't been signed. Trustee Green talked to York's Trustee Joe Howard at OTA Conference about this so York is aware. Trustee Green, Meyer, and Fiscal Officer Stultz agreed to go to York's next Board of Trustee meeting on February 12th to discuss this with them.

Unfinished Business:

No Update

Elected Officials:

Public Records Training- No update

Trustee Green has had contact with Fulton County Commissioner Joe Short. Mr. Short will be reaching out to all the Townships to discuss solar fields.

028-25 Trustee Green motioned to go into Executive Session to discuss employee wages per O.R.C. 121.22 (G) (1) at 8:44 p.m., 2nd by Trustee Myer.

Roll Call: Trustee Meyer-Yea, Trustee Green-Yea
Meeting adjourned

029-25 Trustee Meyer motioned to call the meeting back into order at 9:14 p.m., 2nd by Trustee Green.

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

030-25 Trustee Meyer motioned for the following pay raises to be effective immediately:

- James Ehram- \$32.00 per hour
- Damon Mattimore-\$28.50 per hour
- Mark Cerda- \$26.00 per hour
- Tiffany Ford-\$25.00 per hour
- Dawn Wheatley-\$22.00 per hour

2nd by Trustee Green.

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

Trustee Meyer motioned to adjourn at 9:20 p.m., 2nd by Trustee Green

Swancreek Township Board of Trustees



Attest: Jo Stultz, Fiscal Officer
Swancreek Township
March 3, 2025



Trustee Brian Meyer, Chairman



Trustee Marvin Green, Vice Chairman



Trustee Rick Kazmierczak