



1. Open Meeting

a. Pledge of Allegiance

b. Roll Call –Trustee Green, Trustee Kazmierczak, Trustee Meyer

Fiscal Officer Jo Stultz

Employees: Zoning Inspector, Crew Chief, Office Manager

2. Approval of Minutes: Motion to approve 01-06-2024 Organizational/Regular and 12-09-2024 Special Hearing Meeting minutes.

3. Approval of Expenditures: Motion to approve the expenditures in the amount of \$121,703.42.

4. Special Guests: Shannon Shulters Swanton Village Administrator Holden Benfield Swanton Village Fiscal Officer and Robert Desmond from Kleinfelder

5. Zoning Inspector Report:

a. Blight Issues: Please drive by these properties prior to our meeting.

- i. Ostafi 1671 Road D
- ii. Agsten 1520 & 1568 Road D
- iii. Kaposy. 3838 Road D
- iv. Murray. 5277 Road 6
- v. Metzger. 1611 Road E
- vi. Kobeck 2014 Road 3

6. PUBLIC FORUM:

a. RULES- Please wait to be acknowledged, State your Name & Address. Time of no more than 5 minutes.

7. Fiscal Officer:

- a. The 2024-year end is complete, filed with the State and the notice stating it can be viewed during office hours has been put in the Northwest Signal.
- b. Homewood Park Tax exemption filing for 2 parcels
- c. I and Dover Twp Fiscal Officer presented at the OTA Winter Conference. This was a CPIM certified training.
- d. OTAA Continued Education Subscription \$250.00.
- e. Motion to approve permanent revenue and appropriations.
- f. Motion to dispose of Maintenance records:

8. Maintenance Report:

- a. Discuss projects finished, upcoming or ongoing.
- b. Water Department

2025 Yearly Regular Meeting Dates - Times: 7:00 p.m.

January 6 Organizational (~~6pm~~) & Regular (~~7:00pm~~)
February 3
March 3
April 7
May 5
June 2

July 7
August 4
September 8
October 6
November 3
December 1



- c. Road Inventory update:
- d. Resolution Requests:

9. Cemetery:

- a. **Sign Deeds:** 1 deed for 2 graves in Raker
- b. **Saturday Burial Rate:** (JS)
- c. **UAN Module:** Installed the UAN software, Created/Designed section C in Shiloh, Section H in Swanton and section G in Raker and the columbarium in Swanton. All owners and burials in Shiloh section C have been entered in.
- d. **Year to Date Status:**
 - i. **Sales: Grave:** Resident – 0 Non-Resident – 2 **Niche:** - Non-Resident - 0 Resident – 2
 - ii. **Interments: Burial Full:** Resident – 0 Non-Resident - 2
 - iii. **Interments: Burial: ½ Size or Cremains:** Resident – 0 Non-Resident – 0
 - iv. **Entombment: Columbarium Niche:** – 1
 - v. **Foundations Poured:** Next Pour is May 2025.

10. New Business:

- a. Assign Township Fire Marchall: Last year was Chief Gillen.
- b. Water Board Vacancy in June. Do you want to advertise taking applications or just post on website/Social?
- c. Review box: Procedure review. Do you want any changes?
- d. Trustee Review Box: Procedure has been for the Trustees to review it and initial weekly so the items can be filed. There are items in the box from December. Do you want to change the procedure?

11. Fire/Rescue:

- a. Fire Committee Report:
- b. York Contract:
 - i. County Auditors estimated collected millage for Delta Fire is between \$206,000.00 and 271,000.00
 - ii. Discussion of the York meeting and motion to officially adopt/sign the contract.

12. Unfinished Business:

- a. Road 2 OPWC Project:
- b. Road 1 Bike Trail Project
- c. Homewood Park

13. Elected Officials:

- a. Public Records Training:
- b. Any discussion of committee meetings attended by Trustees.

ADJOURN Please State Time for the Record

Next Meeting: Regular Mtg. 03-03-2025

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