

**SWANCREEK TOWNSHIP  
BOARD OF TRUSTEE MEETING  
Monday, March 5, 2018**

Chairman Kazmierczak called the meeting to order at 8:00 p.m.

Prayer

Pledge of Allegiance

Roll call - Board of Trustees present: Rick Kazmierczak-Chairman, Travis Weigel-Vice Chairman, Phil Wiland-Trustee

Fiscal Officer: Jo Stultz

**GUESTS:** See Sign In Sheet

**055-18** Trustee Kazmierczak motioned to approve the minutes from the Special Board of Trustee Meeting from 3-2-18, 2<sup>nd</sup> by Trustee Weigel.

**Roll Call: Trustee Kazmierczak-Yea, Trustee Weigel-Yea**

**056-18** Trustee Weigel motioned to approve the minutes from the Regular Board of Trustee Meeting 2-19-18, 2<sup>nd</sup> by Trustee Kazmierczak.

**Roll Call: Trustee Kazmierczak-Yea, Trustee Weigel-Yea**

**057-18** Trustee Weigel motioned to approval of expenditures in the amount of \$40,417.11, 2<sup>nd</sup> by Trustee Kazmierczak.

**Roll Call: Trustee Kazmierczak-Yea, Trustee Weigel-Yea, Trustee Wiland- Abstain**

**Public Forum:**

Conrad Beck from Beck Insurance Agency gave a synopsis of the Township's liability coverage for the year 2018.

**058-18** Trustee Kazmierczak motioned to renew the Township's insurance premium with Beck Insurance Agency, 2<sup>nd</sup> by Trustee Weigel.

**Roll Call: Trustee Kazmierczak-Yea, Trustee Weigel-Yea, Trustee Wiland- Yea**

Walt Lange from the audience asked the Board for an update on the Zoning Inspector, and the complaint he made last April. Trustee Kazmierczak gave a report on what had been discussed at the Zoning Inspector's last evaluation. He informed the audience that a 30 day review is also scheduled. Trustee Kazmierczak will ask Zoning Inspector Hallett about Mr. Lange's complaint. Mr. Lange stated that Zoning Inspector Hallett for awhile was giving monthly reports and he felt that was a practice that should be re-established.

**Fiscal Officer:**

Fiscal Officer Stultz brought to the Board the recommendation Dan Karamol from EK Computers on the purchase of Exchange Microsoft 365. It would be a renewable yearly contract of \$100 per mailbox with the ability to share calendars. The Township would need 7 of them. The Board would like something in writing from EK Computers on the cost and what exactly it can do before making a commitment to purchase it.

Fiscal Officer Stultz asked the Board what time they would like to start the Regular Board of Trustee Meeting March 19<sup>th</sup> when the Fulton County Commissioners would be in attendance. It was decided the Regular Meeting would start at 6:00 p.m. with the Commissioners portion to start immediately following. The Board will have the Administrative Office post this on the Township's website as well as posted on the door of the Township building. Mr. Lange from the audience would like to have the Board ask the Commissioners who is monitoring Nexus.

Fiscal Officer Stultz informed the Board they will have to pass Resolution on permanent Appropriations at the next Regular Board of Trustee Meeting.

**New Business:**

Trustee Kazmierczak reminded the Board that Tim Herbst from Midwest Pavement Analysis and Design would be at the Board's Working Meeting March 9<sup>th</sup> to review his evaluation of the Township's roads.

Trustee Wiland informed the Board he will not be able to represent Swancreek Township at the Fulton County Health Department's annual meeting. Trustee Kazmierczak will represent the Township in his stead.

## **Unfinished Business:**

Trustee Kazmierczak reported that Jim Sasse from HR Systems read through the Township's Employee Handbook and estimates that it will take 6-10 hours to update it. Mr. Sasse anticipates having it completed by the end of the following week and would like to sit down with the Board to review it.

Trustee Kazmierczak reminded the Board that articles for the Township's newsletter are due by April 1<sup>st</sup>.

Trustee Kazmierczak reported that Palmer Truck has given as a verbal of \$35,000 for the tandem and \$20,000 for the single axle trucks trade in value. Trustee Wiland lead a discussion on single axle trucks versus a double axle. Renee Walker from the audience asked how many trucks the Township owned. Trustee Kazmierczak laid out the plan on updating the Township's fleet. The Board decided to get the quote in writing along with the approval of Palmer taking the single axle after 30 days if the Township was unable to sell it outright.

Excavator Update- Trustee Wiland questioned the purchase of an excavator, did the Township have enough work to warrant buying one. Trustee Kazmierczak named a number of projects that the excavator would be used for.

Website Update- Fiscal Officer Stultz told the audience that Swanton Schools informed the Township they would not be able to do the web design. The teacher of the class has a business that he could do it with but would like a meeting without the public being present to discuss it. Fiscal Officer Stultz thinks the Township should go with Metro Marketing. Sally Wylie from the audience states she has worked with Metro Marketing and she gave them a high recommendation.

**059-18** Trustee Kazmierczak motioned to retain Metro Marketing to update the Township's website, 2<sup>nd</sup> by Trustee Weigel.

**Roll Call: Trustee Kazmierczak-Yea, Trustee Weigel-Yea, Trustee Wiland- Yea**

Trustee Kazmierczak will get with Interim Administrative Assistant Dawn Wheatley to have the Township's hours posted on the door in vinyl.

The Board is in the process of polling the Water Board members on the re-appointment of Mark Fowler.

Trustee Kazmierczak informed the Board that the Fulton County Commissioners have postponed making a decision on Ditch 2122 assessment until April 26<sup>th</sup>. Discussion was had that if the Commissioners decided to clean the ditch, the Township could fill in the Dilbone ditch at that time. Trustee Kazmierczak stated that Mr. Dick McQuade was going to do some work on his pond and offered that Township the dirt that would be taken from it.

Trustee Kazmierczak states that he has asked Administrative Assistants Chandler and Ford to get the Township's projector working so that the Board could use it for the audience at the Board Meetings.

## **Zoning**

Trustee Kazmierczak gave an update on Tressler's property and brought Trustee Wiland current with the discussions had with Zoning Inspector Hallett. It was decided that the Board would put together a job description for the Zoning Inspector.

## **Fire/Rescue**

Trustee Kazmierczak has posted in the meeting hall a map with dots of fire runs for Swancreek Township for the last 3 years. He has a map with the road names on it the he is going to hang.

Trustee Weigel as requested from Swanton Fire, Delta Community Fire, and Providence Fire Departments monthly runs. Administrative Assistant Ford will plot these out on a map for the Board.

Discussion was had about Providences non-transport fee to the Township and Trustee Wiland asked about Swanton Fire sending a fire truck out on all EMS calls.

Discussion was had about the upcoming Fire Levy renewal. The Board would like to discuss this at the next Regular Board of Trustee Meeting.

**060-18** Trustee Wiland motioned to have the Fulton County Auditor's Office create a millage report spreadsheet for Swancreek Township residents in Swanton, Delta Community, and Providence Fire Districts for 1.75, 1.85, 1.95 and 2.0 mills, 2<sup>nd</sup> by Trustee Kazmierczak.

**Roll Call: Trustee Kazmierczak-Yea, Trustee Weigel-Yea, Trustee Wiland- Yea**

## **Cemetery**

No deeds to be signed.

Discussion was had about what was desired for the fence at Swanton Cemetery. Trustee Kazmierczak asked the Board to have their recommendations by the March 9 Special Board of Trustee Meeting.

Trustee Weigel would like to see a security light in Swanton Cemetery and he will do research on it.

## **Maintenance Reports:**

Discussion was had about the County Engineer's estimate requested from the Board for 2018 Road Work. **061-18** Trustee Wiland motioned to request an estimate not of necessity from the Fulton County Engineers Office for an Intermediate Course as well as Base Course for Lee High Drive, 2<sup>nd</sup> by Trustee Kazmierczak.

**Roll Call: Trustee Kazmierczak-Yea, Trustee Weigel-Yea, Trustee Wiland- Yea**

Discussion was had about the state of Micro Seal on projects done 2 years ago, along with discussion on future projects. Sally Wylie asked about road markings on County Road 2 East to the Lucas County Line. Trustee Kazmierczak informed her that the road marking companies have gone to a water base product and it doesn't hold up as well.

## **Employee Reports:**

None

## **Trustee Reports:**

### **Trustee Kazmierczak:**

Trustee Kazmierczak reported on the Joint Economic Development meeting. He states that it appears that the entities want to work together. He states that Swancreek Water District was in attendance and that the Village of Delta seemed to approve Swancreek Water District supplying the water for projects.

Trustee Kazmierczak reminded the Board that Nexus' pre-construction meeting would be held 3/6/18.

### **Trustee Weigel:**

None

### **Trustee Wiland:**

None

Trustee Kazmierczak motioned to adjourn, 2<sup>nd</sup> by Trustee Weigel: 8:41 p.m.

## **Swancreek Township Board of Trustees**

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**Attest:** Jo Stultz, Fiscal Officer  
Swancreek Township  
March 19, 2018

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Trustee Rick Kazmierczak, Chairman

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Trustee Travis Weigel, Vice Chairman

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Trustee Phil Wiland