

SWANCREEK TOWNSHIP
BOARD OF TRUSTEE MEETING
Monday, April 16, 2018

Chairman Kazmierczak called the meeting to order at 7:00 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

082-18 Trustee Wiland motioned to approve the minutes from the Regular Board of Trustee Meeting from 4-2-18, 2nd by Trustee Weigel.

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

083-18 Trustee Wiland motioned to approval of expenditures in the amount of \$31,573.73, 2nd by Trustee Weigel.

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

Public Forum:

Resident Derek Eddings asked the Board how it would be possible to get a 35 MPH sign posted on the road he lives on, County Road 2 between County Road C and County Road D. There are special needs children that live and walk along that road and he is concerned for their safety. Trustee Weigel told Mr. Eddings that he reached out to the Fulton County Engineers Office and to do a road study would cost approximately \$3500.00. The Fulton County Engineers Office recommended we contact Ohio Department of Transportation (O.D.O.T.) Engineer Zachary Porter about the concern. Trustee Weigel will contact Mr. Porter on behalf of Mr. Eddings. Trustee Wiland also suggested that the Fulton County Sheriff's Department could be contacted to start patrolling that portion of road more. Trustee Kazmierczak told Mr. Eddings that the Board would keep in touch with him if they receive any information.

Fiscal Officer:

Fiscal Officer Stultz gave the Board information on the cost of Maintenance Supervisor Stout's cell phone monthly bill and what he paid towards it. Discussion was had about possibly providing him with a cell phone for just Township business and about percentage of personal calls vs work calls.

084-18 Trustee Kazmierczak motioned for Maintenance Supervisor Stout to pay 40% of his cell phone bill and Swancreek Township pay 60%. There was no second, motion failed. Trustee Kazmierczak withdrew his motion.

084-18B Trustee Weigel motioned for Swancreek Township pay \$30.00 monthly of Maintenance Supervisor's cell phone bill, 2nd by Trustee Kazmierczak.

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

Fiscal Officer Stultz explained to the Board that the Township received a copy of The Village of Swanton's Fire Department ISO report. She has asked for a meeting with Chief Wolever to discuss this and invited the rest of the Board to join her. Trustee Weigel and Trustee Kazmierczak stated they would like to attend. Fiscal Officer Stultz will make sure that this meeting will be added to the notice of the Special on April 20th.

New Business:

Public Records Training- Administrative Assistants Chandler and Ford have found a Public Records Training Class at NOWESC on June 1st and would like to attend it. The Board is in favor of this.

Trustee Kazmierczak states the Township's answering machine is no longer working and the Administrative Assistants have ordered a new one.

085-18 Trustee Wiland motioned to destroy answering machine #00167 2nd by Trustee Weigel.

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

Unfinished Business:

Employee Handbook- Trustee Kazmierczak has called for a Special Meeting on April 20th to review the Employee Handbook with HR Systems. He is also having Kim Bradford and Associates attend to give the Board proposed health insurance rates to review prior to the Regular Board of Trustee Meeting 5-7-18.

Unfinished Business (Board of Trustee's Special) continued

Meeting time for the Special will be at 8:45 a.m. A notice will be posted on the Township Building.

Newsletter- The newsletter is complete and ready for review by the Fulton County Prosecutor.

086-18 Trustee Wiland motioned to send Swancreek Township's newsletter to the Fulton County Prosecutor to review for any possibly violations of the law, 2nd by Trustee Kazmierczak.

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

Excavator Update- Fiscal Officer Stultz brought special financing options of 0% and 1.9% to the Board to review from Bobcat of Toledo. Renee Walker asked the Board if they had done a study to see if an excavator was really needed at the Township. Trustee Kazmierczak informed her that rental of an excavator costs the Township \$2,500.00 a week last year.

087-18 Trustee Wiland motioned to pursue the purchase of an excavator in 2018, 2nd by Trustee Kazmierczak.

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

Trustee Kazmierczak will have Maintenance Supervisor Stout follow up on this.

Website- Our Office Administrators are working on the history of Swancreek Township to give to Charlie Turner, the website developer.

Ditch #2122 Update- The Commissioners have a hearing date of April 26th at 10:00 a.m. for Ditch #2122. The Township still has not received from the Fulton County Engineers Office new assessments. Trustee Kazmierczak states they have to have it to the landowners before the meeting.

Document Reader Update- None

Township Emails- Trustee Wiland has not had time to work on getting his Township email functioning.

Meller and McQuade Ditches- Trustee Kazmierczak sent a letter today to the Fulton County Prosecutor asking for a legal opinion on whether the Township can help repair these ditches.

Salt Building Update- Trustee Kazmierczak gave a report on the progress that has been made with the repair of the existing Salt Building. Maintenance Supervisor Stout was hoping to have concrete poured this week but may have to wait due to the weather.

Roads- Trustee Kazmierczak referred to the email sent out by Fulton County Engineer Dockery. The Engineers Office has changed the language sent to contractor's and due to possibly liability to Fulton County Engineers Office, the contractor's will be dictating how thick the application on roads will be. It could cost each entity up to \$1,000.00 more per mile. Trustee Kazmierczak has asked Engineer Dockery to come to a Board of Trustee Meeting to discuss Ohio Public Works Commission (OPWC) project County Road C. Due to the cost to the Township of possibly \$880,000.00 the project may have to be split over 2 years. Trustee Weigel suggested we start the Regular Board of Trustee Meeting on May 7th at 6:00.

088-18 Trustee Kazmierczak motioned to start the May 7th Board of Trustee meeting with Fulton County Engineer Dockery at 6:00 p.m. followed by the Regular meeting at 7:00 p.m., 2nd by Trustee Weigel.

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

Zoning

Trustee Kazmierczak sent out an email with a tentative job description for the Zoning Inspector. He asked the Board to review it and then the Board would set up the Zoning Inspector's evaluation. Fiscal Officer Stultz informed the Board that Zoning Inspector Hallett submitted 60 hours worked last pay period.

Fire/Rescue

Substation- No update

Cemetery

Two deeds signed.

Price Structure for Non-Residents-Discussion was had about raising non-residents sale of lots opening and closing fees

Cemetery- continued

089-18 Trustee Weigel motioned new price structure for non-residents. New lot fees raised from \$500.0 to \$625.00, Swanton Cemetery North East portion from \$670.00 to \$840.00, Open and closing fees for Non-Resident from \$475.00 to \$600.00 and weekend rates from \$575.00 to \$700.00 effective 5/1/18, 2nd by Trustee Wiland.

Roll Call: Trustee Kazmierczak-Yea, Trustee Weigel-Yea, Trustee Wiland-Yea
Trustee Kazmierczak will forward the information to the Administrative Assistants.

Trustee Kazmierczak met with Jon Mason about purchase of his land for Swanton Cemetery. The Board will discuss this in Executive Session.

Trustee Kazmierczak has been in touch with Toledo Fence about Swanton Cemetery. The fence will not be installed until Joe Fenicle, Fulton County Surveyor, has surveyed Swanton Cemetery.

Maintenance Reports:

Gene Wilson Maintenance Request- Trustee Kazmierczak reported to the Board that when the Township did drainage work on County Road 1 the inadvertently removed the property stakes from Mr. Gene Wilson's property.

090-18 Trustee Kazmierczak motioned to have Fulton County Surveyor Joe Fenicle survey Mr. Gene Wilson's property on County Road 1 between County Road C and County Road D on the west side of the road and reestablish property lines, 2nd by Trustee Weigel.

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

Employee Reports:

None

Trustee Reports:

Trustee Kazmierczak:

Trustee Kazmierczak states he attended a Fulton County Health Department meeting about a resident that he will discuss in Executive Session.

Trustee Weigel:

None

Trustee Wiland:

None

Mr. Walt Lange from the audience asked about Nexus and if they were required to OUPS where they put their signs. He also commented that they were placed in the right of way. Trustee Kazmierczak agreed with Mr. Lange and will be in contact with Fulton County Engineer Frank Onweller about this.

091-18 Trustee Kazmierczak motioned to go into Executive Session to discuss Performance Evaluations per O.R.C. 121.11 (G) (1) to consider compensation and complaints made against a public employee and O.R.C. 121-22 (G) (2) to consider the purchase of property for public use at 8:21 p.m., 2nd by Trustee Weigel..

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

092-18 Trustee Kazmierczak called the meeting back into order at 9:13 p.m., 2nd by Trustee Weigel

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

093-18 Trustee Weigel motioned to award a \$.50 per hour raise to Administrative Assistant Chandler and Ford, 2nd by Trustee Wiland.

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

094-18 Trustee Kazmierczak motioned to award zoning Inspector Hallett a 2% cost of living raise, 2nd by Trustee Wiland.

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

095-18 Trustee Kazmierczak motioned to award Maintenance employee John Simon a raise of \$2.76 per hour, 2nd by Trustee Weigel.

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

096-18 Trustee Kazmierczak motioned to award Maintenance Employee's Damon Mattimore and John Simon \$250.00 each and Maintenance Supervisor Matt Stout \$500.00 a one time bonus for exemplary work on County Road 1 ditch enclosure, 2nd by Trustee Weigel.

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

Trustee Kazmierczak motioned to adjourn, 2nd by Trustee Wiland: 9:16 p.m.

Swancreek Township Board of Trustees

Attest: Jo Stultz, Fiscal Officer
Swancreek Township
May 7, 2018

Trustee Rick Kazmierczak, Chairman

Trustee Travis Weigel, Vice Chairman

Trustee Phil Wiland