

**SWANCREEK TOWNSHIP
BOARD OF TRUSTEE
REGULAR MEETING
Monday, February 6, 2017**

Chairman Holdeman called the meeting to order at 7:00 p.m.

Prayer

Pledge of Allegiance

Roll call - Board of Trustees present: Ron Holdeman-Chairman, Phil Wiland - Vice Chairman, and Rick Kazmierczak- Trustee

Employees: Chris Lauch, Administrative Assistant

Fiscal Officer: Jo Stultz

GUESTS:See Sign In Sheet

046-17Trustee Kazmierczak motioned to approve the 1-13-17 Special Meeting Minutes, 2nd by Trustee Wiland

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

047-17 Trustee Kazmierczak motioned to approve the 1-16-17 Regular Meeting Minutes, 2nd by Trustee Wiland

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

048-17Trustee Kazmierczak motioned to approval of expenditures starting with Warrant #32966 dated 1-14-17 and ending with Warrant # 33001dated 2-3-17, 2nd by Trustee Wiland- Fiscal Officer will update payment listing to exclude Jan 13, 2017 as these expenditures were already approved at 1-16-17 Board Meeting

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

Public Forum other than pipeline or water line project:

Renee Walker wanted the Board to know that she thought the CPR training held at Swanton's Fire Station was very informative and educational.

Fiscal Officer:

049-17Trustee Kazmierczakmotioned to approve reallocation of \$346.69 from Fund #1000-110-410-000 (Office Supplies) into Fund # 1000-190-599-0019 (Info Tech) for the purpose of keeping track of monies spent on computers, 2nd by Trustee Holdeman

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

050-17 Trustee Kazmierczak motioned to approve voided Warrants # 32977 & #32844, 2nd by Trustee Holdeman

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

Josie asked for another budget meeting to go over final numbers for 2017. The Trustees agreed to meet with her after the Cemetery Special 2-8-17

The Township received via email from Conrad Beck an annual information request. Part of the request was for estimated replacement values for equipment and property. Per the Trustees this information has always been provided to them by the insurance agent. Josie will forward to the Maintenance Supervisor the equipment list for his review, but the Township hasn't bought, sold, or retired any equipment or property.

Josie presented a letter from Maumee Valley Planning Organization stating it was ready to start the application process for Program Year 2017. Per Trustee Kazmierczak our income levels are such that we do not normally qualify for Community Development Block Grants.

Discussion was had about OPWC Round #30- 0% loan four our estimated 25% due at the end of the project vs paying for it at time of completion. Trustee Kazmierczak recommended if the Board was to pay off something it should be the John Deere which has a 4% interest rate. It was noted that the Township would have two 0% loans at the completion of Round #30.

Resolutions: None

New Business:

Discussion was had about Trustee's computer, that it was not possible to have an update put on it and that per E.K. Computers they opinion is with the information that is stored on that computer and then inability to password protect it , it could possibly be a security issue for the Township. Discussion was had about 1.) keeping the old computer 2.) Cost of a new computer, and 3.) having the Trustee's take the Fiscal Officer's laptop in June when the State of Ohio issues her a new one. It was decided to replace the Trustee's computer with the Fiscal Officer's laptop when she is issued a new one.

051-17 Trustee Wiland motioned to have the County Surveyor mark the right of way on both sides of County Road E from Road 1-2 to Road 2, 2nd by Trustee Kazmierczak

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

Trustee Kazmierczak asked Josie to email the Engineer's office with the Resolution number and also to print out hard copy the Resolution for the Trustee's to sign and mail.

Discussion was had about the County and when they would get ditches cleaned, about the Township cleaning out some ditches and if the residents/owners could be assessed for the cost. Chris asked if the Trustees still wanted her to send out an inquiry about when the County was planning on cleaning ditches and they decided no. The County has given a time table on when they estimate to have ditches cleaned.

Discussion was had about expired AED- Chris has been in contact with Chad Smith about possible sources for revenue to help pay for a new one. She has also gotten pricing on Response Kits for the trucks and equipment, under \$9.00 per kit. The Trustee's asked her to order 10 kits.

Discussion was had about possibly buying scanners of the Township. It would help with document retention for the Administrative Assistant (Chris) and Fiscal Officer (Josie). Josie had asked Aaron at EK computers a couple of weeks ago for a quote but hasn't heard back. She will send an email to formally request a quote for price of scanner and any possible software that may be required to run it.

Old Business

OPWC (Update): Discussion was had about scope of work for OPWC Round #30 and who should be contacting the Residents about some of the scope of work done on Round #30 and how it could affect them while the work was being done.

Swanton Cemetery Title: Trustee Wiland states that the title goes to the Village of Swanton upon the annexation of surrounding property. Trustee Kazmierczak voiced his concern over our residents outside the village limits having to pay non-resident fees and would like for the Trustees to consider the possibility of a Union Cemetery with the Village of Swanton.

052-17 Trustee Wiland motioned for the Township to accept Swanton Cemetery as a Union Cemetery with the Village of Swanton, 2nd by Trustee Kazmierczak

Roll Call: Trustee Kazmierczak-Yea, Trustee Holdeman-Nay, Trustee Wiland- Na

Swanton Village Councilman Mike Rochelle asked for the freezing of assets in the Cemetery Fund.

How to proceed will be discussed Wednesday February 8th @ 10:00 Special Meeting with County Assistant Prosecutor. The township has not heard back from the village's solicitor Alan Lehenbauer if he plans to attend the meeting. Chris will email him and ask for a confirmation again.

Trustee Kazmierczak gave an update on work that has been done to the Maintenance building. A walk through the Maintenance building was done by Chief Smith on issues that need to be addressed. Matt is working on a floor plan locating flammables and other possible fire indicators for the local Fire Departments for their information. The township also received 3 estimates for replacement of outdated furnace ranging from \$3243 to \$5575 for the same furnace.

053-17 Trustee Wiland motioned to accept bid estimate from Northwest Services in the amount of \$3243, 2nd by Trustee Kazmierczak.

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

Employee Compensation- Trustee Wiland would like this added to the agenda for the township's special meeting being held 2-8-17 for further clarification.

Zoning

054-17 Trustee Wiland motioned to accept Zoning Fee Schedule as listed below, 2nd by Trustee Holdeman

Zoning Permit Application	\$75.00
Scope Violations	\$125.00
Zoning Permit Applications	\$100.00
Fence	\$50.00
Sign	\$50.00
AG/EX Application	Free
Final Occupancy	Free/Included in Permit App. Fee
Administrative Appeal	\$200.00
Non-Conforming Use Application	\$50.00 New Only
Variance Request	\$200.00 *Plus Stenographer if needed
Conditional Use AG/RE District	\$200.00
Request of Change in District	\$750.00
Zoning District Amendments	\$750.00
Zoning Resolution Books	\$15.00

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

Fire/Rescue

Trustee Wiland has some questions he would like to have answered before voting on the Village of Swanton's Fire Contract. Mayor Roth, who was in the audience, asked if she could try to answer some of Trustee Wiland's questions. Trustee Wiland inquired where did the Village Administrator get her numbers on population (Swan Creek Township, Fulton Township, and the Village of Swanton). Mayor Roth thought the County. Trustee Wiland feels there is a discrepancy on figures he has obtained vs the ones shown by the Village and would like that to be resolved. Discussion was had about fixed costs vs price per run. Trustee Wiland brought up how York Township estimates costs by averaging out 3 years of runs and charging accordingly. Mayor Roth and Councilman Rochelle explained that the Village is getting away from run costs. One of the reasons is due to fixed costs to run a department. Trustee Wiland would like to have an accurate number on population. Discussion was also had about Op-Out clause.

055-17 Trustee Wiland motioned for the County Prosecutor to look over and approve legality of the 2017 Village of Swanton's Fire contract, 2nd by Trustee Holdeman

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

Trustee Kazmierczak states the next meeting of the Joint Fires District will be held February 16th @ 6:00 pending approval of funding for the feasibility study. If the funding isn't approved by then, the meeting may be rescheduled. It is estimated that once the study is started it will take approximately 6 months to complete.

Discussion was also had about when our Fire Levy expires and when to put it on the ballot and the costs associated with that.

Cemetery

No Deeds

Chris asked permission to have the remains of a resident buried at no cost in the lot that resident and her husband had purchased. She came across this issue while correcting a different cemetery issue and found out that the resident's ashes are at Weigel's Funeral Home and that the resident's husband is already buried in the cemetery.

056-17 Trustee Wiland motioned to Lois Timm's ashes and to wave the burial fee do to cremation, 2nd by Trustee Kazmierczak

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

Maintenance:

Physicals- John Simon has his scheduled, Matt Stout is under a physician's care and will get it completed. Damon Mattimore's is complete. Discussion was had about fees associated with the physicals and what types of physicals the township can request.

Pavement Update- Trustee Kazmierczak turned in the Township's request for bids to the Engineer's Office.

Employee Reports:

Chris Lauch, Administrative Assistant:

Chris asked Josie if she completed the Public Request made for our Annual Budget. Josie stated that she hadn't yet and will take care of it.

Tena Bastin responded back to the Township that she is not interested in being the Zoning Alternate

Board of Trustee meetings- Chris will have the Agenda's out for the public and Josie will have the payment listings.

Trustee Meeting Reports

Trustee Holdeman:

Trustee Holdeman has a catalogue with possible replacement lighting fixtures for the Maintenance Building in it. The Trustee's discussed what lights should possibly be replaced and with what.

Trustee Kazmierczak:

Kinder Morgan states they are still on target for their pipeline although there hasn't been any evidence of proceedings. Nexus just lost a Commissioner so they are unable to proceed until a new one is in place and they have a quorum.

At the O.T.A. Trustee Kazmierczak talked to Kalida Truck and they would like to come and talk to the Township about possibly selling some equipment for us at no fee and give us a quote on the cost of a tandem axle truck.

Trustee Wiland:

Trustee Wiland questioned who was on the call list for Guardian Alarm.

Public Forum - Pipelines or Water Line Project:

Renee Walker states there is a motion filed against Nexus for false reports that they have issued. Per Ms. Walker one of the reports was on the depth of a fault line that they state is hundreds of feet below the surface

which is clearly visible in the Maumee River when water levels are down.

Trustee Holdeman motioned to adjourn, 2nd by Trustee Kazmierczak: 8:50p.m.

Swanecreek Township Board of Trustees

Attest:Jo Stultz, Fiscal Officer
Swanecreek Township
Feb 6, 2017

Trustee Ron Holdeman, Chairman

Trustee Phil Wiland, Vice Chairman

Trustee Rick Kazmierczak