

SWANCREEK TOWNSHIP BOARD OF TRUSTEES
Regular Meeting Minutes
Monday, January 25, 2016

Call to Order 9:00 a.m.

Prayer

Pledge

Board members present: Rick Kazmierczak, Chairman, Ron Holdeman, Vice Chairman, and Phil Wiland, Trustee.

Employees: Chris Lauch, Administrative Assistant

Fiscal Officer: Dawn Wheatley, Absent

Chairman Kazmierczak amended the agenda: Public Forum for discussion other than pipelines. Township Law Suit for accident & OPWC items, he will add to his Trustee report.

Chris will correct the date on the 1-12-16 minutes and change the word resolution to inventory number.

25-16 Trustee Wiland motioned to approve the 1-12-16 Organizational Meeting Minutes, 2nd by Trustee Holdeman

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

26-16 Trustee Wiland motioned to approve the expenditures in the amount of \$122,050.85, 2nd by Trustee Holdeman

Roll Call: Trustee Kazmierczak-Yea, Trustee Holdeman-Yea Trustee Wiland-Yea with exception of the Findlay Fire Equipment for \$70889.00.

Administrative/Fiscal Officer

- Reports were previously given to the Trustees for review.

Public Forum:

Pam Moore brought back the township printer, she would like a letter addressed to Law Dogs. Brought in her township OPWC files for Dawn Wheatley.

Citizens voiced concerns regarding Water Board members, new water project, well drillers, water quality from Toledo, current law suit, dead ends of routes of flushing of hydrants, water quality regarding fracking, pipeline routes, obtaining media attention for pipelines, and the Water Board open seat, interview process; the Trustees explained an ad was placed in the Key Shoppers News, as well as the Fulton County Expositor and the definition of the mandated “newspaper of general circulation” for township ads. The Trustees have a legal opinion request to the Fulton County Prosecuting Attorney with regard to the appointment to this open seat.

Concerns regarding Water District special meetings. The Trustees will take concerns into consideration and suggest the Water District possibly put ads in the Key Shoppers News as a courtesy.

Trustee Kazmierczak referred to the public forum later on the agenda for pipeline discussion.

He clarified the proper way and reason the hydrants are flushed, required by the EPA.

He referred residents to the Water Board for some of their questions and concerns.

He restated, again, that the Trustees cannot speak about the current law suit pending with the Water District.

Interviews will be set up for the open seat when the applications are received by February 1st.

New Business

- **Comp & Over Time:** There is conflicting information in the Employee Handbook and Resolution #14-14 that states no comp time is to be accrued. Employees will accrue comp time and it must be used by the end of the year as the handbook states.

27-16 Trustee Kazmierczak motioned to rescind Resolution #14-14, 2nd by Trustee Wiland

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

- **Inventory Disposal Policy:** Recapped previous discussion of this.

28-16 Trustee Wiland motioned that no employee or elected official can take anything from the township, it must be disposed of, 2nd by Trustee Holdeman

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

Chris will type this policy and give it to each employee and elected official.

- **Policy – Items when an employee/elected official leave the township:** Discussed items that need returned to the township when an employee or elected official leaves. This is in the handbook already. A list of items will be developed by the Fiscal Officer and the Fiscal Officer elect.

- **Resolution to pay elected officials maximum allowable pursuant to ORC 505.24 mandated by the State Auditor:**

29-16 Trustee Wiland motioned to pay the elected officials the maximum allowable, per ORC 505.24, 2nd by Trustee Kazmierczak

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

- **Resolution to pay elected officials out of General Fund:**

30-16 Trustee Wiland motioned to pay the elected officials out of the general fund, 2nd by Trustee Kazmierczak

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

- **Void Warrant #32046:**

31-16 Trustee Wiland motioned to void warrant #32046, 2nd by Trustee Holdeman

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

- **Maintenance Cell Phone Plan:** Discussed Matt Stout’s cell phone. He will be reimbursing the township for his new phone and shipping. Discussed who is currently receiving cell phone allowances and paying for advancements annually instead of monthly. Discussed itemized lists of calls. The Trustees will revisit this at their next meeting after discussion with the maintenance employees. Verizon to Verizon calls are at no costs.

Old Business

- Water District Appointment (After 2/1/16): A legal opinion has been requested regarding if the law suit affects the selection process. An ad was placed for the open seat.

Zoning

- 2016 Rates - Referred to ZC & Compensation for BZA/ZC (ZC Mtg. on 2/10/16): These items are on the Zoning Commission's 2-10-16 meeting agenda.

Fire/Rescue

- Contracts: None
- Providence Fire Contract – Subdivisions: Waiting to hear back from Chief Floyd's receipt of the changes to the contract, that were faxed to him.
- CPR/AED Classes: Gary Roytek, Swanton Assistant Fire Chief, can come out to do the training. There is a \$5.00 charge for each of the certification cards. Discussed setting up a date and time that works for everyone, inviting the Water District and the Trustees would like to offer this to the public, as well. Trustee Kazmierczak will check into class size. An ad will be placed to advertise this to the public.

Cemetery

- Ohio Cemetery Association membership: Discussed what the membership offers for \$250.00. There is no longer a need for membership, because OTA and Local Government Conference offer these types of trainings. Will let Dawn Wheatley know to not pay the renewal for membership.
- Additional employee – Take off agenda
- Rates: Discussed non-resident rates. The Trustees will keep the fee low for township residents. Discussed the costs to maintain the cemeteries. Discussed Section H of Swanton Cemetery. The footers are included in the current \$500.00 fee to non-residents of the township.

32-16 Trustee Wiland motioned to raise the new grave sale for all cemeteries for non-resident rates to \$1000.00, 2nd by Trustee Kazmierczak

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

- Fence (Update): No update at this time.
- Columbarium/pavers (Update): No update at this time.

Maintenance:

- None

Employee Reports:

- Chris Lauch, Administrative Assistant: Zoning Commission meeting on 2-10-16 & Board of Zoning Appeals meeting to approve the 2016 meeting schedule.

Noted on inventory disposal for the table that was given to her. Her daughter brought it back to the township, pictures were given to the Trustees of it sitting next to the dumpster. They received the pictures. There was no rescinded resolution to obtain the table back to the township; it was brought back on her daughter's own decision. There was a rescinded resolution for past Trustee Pam Moore to bring back a township printer.

- Records Retention Manual (Update): Trustee Kazmierczak as Chairman has to be the township's representative according to ORC, per Sandy Barber, Fulton County Recorder who takes care of the County's Record Retention. Trustee Kazmierczak will do further research and Chris will be checking into at OTA when she checks into employee record files.

Trustee Meeting Reports

- **Trustee Holdeman:** FCRP meeting tomorrow night. He attended the Fulton County Engineer's meeting.
- **Trustee Wiland:** Will be attending OTA
- **Trustee Kazmierczak:** Attended the Fulton County Engineers meeting. He is on the Fulton County Visitors Board. Continues to meet with Matt Stout, Maintenance Supervisor, for weekly meetings. Will be attending OTA.
- Discussed current law suit for a car accident. Spoke with the attorney that is representing the township from Spangler & Nathenson, through Beck Insurance. He will pass on copies of the letters he received to the other Trustees.
- The request for financial assistance for Round 30 has been approved for Harding Dr. and Co. Rd. 1 between Co. Rds C & D. The mileage certification of 46.379 miles was already signed by the Trustees. Received a request to proceed for All Seasons tree work for Rainbow Dr. and Scenic Circle this will be given to Haley Dockery, Fulton County Engineers office, once the project is completed and the bill is received.

The Swanton school board and the Village of Swanton need copies of the joint project.

Public Forum & Guest: Deb Swingholm: Ms. Swingholm submitted a letter of introduction from Green Pipeline Initiative.

Citizens discussed pipelines in great detail.

Discussion topics included:

What various groups were currently working on, the facebook link that was removed from the township website, waiting on information about possible grand money, information from Kim Cupp, Fulton County Health Department, regarding shallow well testing and dewatering processes, this will be on township website once technical difficulties are worked through. She will be invited to a Trustee meeting.

Concerns about the Oak Openings Region, the need for media attention, pipeline reroutes, maps, various strategies, Charter Amendment, time restraints, costs of testing and suggested tests and getting the service to residents, Government entities paying for costs, communication distribution lists and group dynamics.

The township cannot change Federal and State laws. Pipelines are allowed. Public meetings will be held.

Maps obtained will be shared. Trustee Kazmierczak continues to speak to elected officials at the State level. Chris reiterated that the minutes will not reflect a word for word account and that a recording of this meeting is available to the public.

Adjournment:

Trustee Holdeman motioned to adjourn, Trustee Wiland, 2nd
Adjournment: 11:07 a.m.

Swanecreek Township Board of Trustees

Attest: Dawn Wheatley, Fiscal Officer
Swanecreek Township Feb. 22, 2016

Trustee Rick Kazmierczak, Chairman

Trustee Ron Holdeman, Vice Chairman

Trustee Phil Wiland