

SWANCREEK TOWNSHIP
BOARD OF TRUSTEE
REGULAR MEETING
Monday, April 4, 2016

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, Ron Holdeman - Vice Chairman, and Phil Wiland - Trustee

Employees: Chris Lauch, Administrative Assistant

Fiscal Officer: Jo Stultz

GUESTS: See Sign In Sheet. **Meeting Guests:** None

Trustee Kazmierczak thanked Dawn Wheatley for her years of service and dedication and welcomed new Fiscal Officer, Josie Stultz.

The open checkbook program will be announced at Richfield Center Fire Department at 10:00 a.m. tomorrow.

73-16 Trustee Holdeman motioned to approve the March 21, 2016 Regular Meeting Minutes

2nd by Trustee Kazmierczak

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

74-16 Trustee Holdeman motioned to approve the March 31, 2016 Special Meeting Minutes

2nd by Trustee Kazmierczak

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

75-16 Trustee Holdeman motioned to approve the expenditures in the amount of \$16,619.61

2nd by Trustee Kazmierczak

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

Noted: \$1925.42 is reflective of a three month refund for premium for health insurance for Pam Moore that was paid. No penalties were acquired.

Sally Wylie asked why the payment register was not itemized now. Josie will itemize it in the future.

Public Forum other than pipeline or water line project:

Tena Bastian voiced concerns of a resident walking down the roads stealing mail.

Discussed mosquito control. Explained mosquito dunks. Can buy in bulk, which is cheaper. She will volunteer to dispense them if needed and write up a note for the newsletter. Will check with the Health Department and the Trustees will get a legal opinion.

76-16 Trustee Wiland motioned to get a legal opinion regarding the township giving out mosquito dunks, 2nd by Trustee Holdeman.

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

Fiscal Officer:

- Review Reports: Reports were sent to the Trustees
- Sign B.C. & P.O.: None

77-16 Trustee Kazmierczak motioned to void warrant #32211, 2nd by Trustee Holdeman

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

Josie will be meeting with a traveling Fiscal Officer.

78-16 Trustee Wiland motioned to approve the amount of \$25.00 per hour for the visiting Fiscal Officer, 2nd by Trustee Kazmierczak

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

Chris will put the acronym F.O. on the list on the agenda.

New Business

• Permit to Occupy Road Right-of-Way for Nexus: Discussed Nexus changing and removing verbiage and did not specify any location on the document. The Trustees are not in favor of signing a document that Nexus took out all references to the Trustees.

79-16 Trustee Wiland motioned to deny the permit to occupy the road right-of-way for Nexus, 2nd by Trustee Kazmierczak

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

• Disposal of Inventory # 00109 - Broken chair:

80-16 Trustee Holdeman motioned to dispose inventory #00109, 2nd by Trustee Kazmierczak

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

• New Employee Evaluation Forms: Discussed old forms.

81-16 Trustee Kazmierczak motioned to replace the old employee review forms with new one, 2nd by Trustee Holdeman

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

Chris is to attach the new form to the employee handbook.

The next employee reviews will be December 2016.

• Windstream bore at 2860 Co. Rd. 5: Discussed boring project; Trustee Wiland inquired about requiring a sleeve, discussed cable size. Noted: permit states if any damage is caused to the road Windstream will fix it.

82-16 Trustee Holdeman motioned to approve the bore permit for Windstream for 2860 Rd. 5, 2nd by Trustee Kazmierczak

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

• Chris is to post a special for Wednesday, April 13, 2016 at 11:15 a.m. for the purpose of: To discuss

insurance with Kim Bradford. Josie will check with Dan Asbury, Stapleton Insurance, to see if Dawn Wheatley was removed from the insurance policy. Josie will line out Dawn Wheatley on the bill if she is listed and not pay that portion. The health insurance expires May 31, 2016.

Old Business

- Administration office slider window/security buzzer (Update): No estimates yet. Discussed safety issues. Trustee Kazmierczak will contact Stacy of Pacific Bullet Company to get a catalog. If there are any fire codes Chief Smith, York Fire Department, will give the township a variance, if needed.
- Water District Appointment (Attorney General Legal Opinion Update): Discussed the legal opinion received from the Ohio Attorney General. The Trustees agree to let the Water District proceed with filling the seat. The seat is temporary until June 2016. Discussed past practice of the reappointment process. Several people are showing interest in serving on the Water District board now.
- Discussed the interview evaluation form for Board of Commission: Chris is to take of the line item that states "the interview is over" if the applicant is an elected official or township employee. Elected officials may serve on the Water District board.
- Chris is to send this form to the Water Board members for Shawn Albert. His seat expires in June 2016, also.
- OPWC (Update) Resolution to Engineer deadline 4/8/16: Discussed Fulton County Engineer estimates. The 2014 estimate was over \$520,000.00 compared to the current 2016 estimate of approximately \$337,000.00 is substantially lower. The estimate also has 100% of Co. Rd. 1-3; the township's portion will only be 58%. Will decide if the township will still go with a loan when the OPWC paperwork is received. The Trustees will hold a special meeting to discuss all of the Engineer's estimate options on Thursday, April 7, 2016 at 10:00 a.m.
- Circle Dr. - Potential open cut (Update): It is a non issue now. Trustee Kazmierczak recapped past discussion. Take off agenda.

Zoning

- Fee Schedule: The Zoning Commission suggested the Trustees adopt the County's fee schedule. Trustee Wiland stated the Trustees know the township's budget and costs of zoning; they should be the one that calculate the fees. The fees are in line with the costs of zoning.

83-16 Trustee Wiland motioned to keep the fees the same, 2nd by Trustee Holdeman

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

- Appoint BZA & Zoning Commission Alternates: Dennis Lazenby resigned from the Board of Zoning Appeals, because he is moving out of the township. Chris is to add this item to the April 7, 2016 special agenda. Chris is to type a thank you letter to Dennis Lazenby for his dedication and service.

Fire/Rescue

- Trustee Kazmierczak spoke with Jeff from York Twp. They would like to meet in a couple of months to talk about a fire substation for an informational meeting. Trustee Kazmierczak will talk to Chad Smith, Fulton County EMS, Howard Meyers, Swanton Fire Chief and Scott Smith, York Fire Chief to invite them also. Will hold a special meeting in June for a fire substation informational meeting. Trustee Wiland recapped past discussion. Move to Long Term on the agenda.

Cemetery

- Glen Hunter Water Line Estimate: The estimate to trench Swanton Cemetery was approximately \$17,000.00. Matt Stout has water tanks he suggested to be set there temporarily. The Trustee agreed not to approve the Glen Hunter estimate.
- Rehiring Tom Tober – Temp/Seasonal mowing of cemeteries: The township has not received any complaints regarding the mowing at the cemeteries when he mowed last year. This position is temporary for May, June, July and August until the drainage projects are done. Discussed equipment and mowers.

84-16 Trustee Kazmierczak motioned to re-hire Tom Tober for temporary/seasonal mowing, starting May 2, 2016, the beginning of the first pay period of the month, at \$9.50 per hour, 2nd by Trustee Holdeman

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

Discussed road side mowing. Starts the first of June, per ORC.

- Fence/Tree Estimates (Update): Waiting on Pat Pawliciecki's, Marleau Hercules Fence Co., estimate.
- Columbarium/pavers (Update): Keep on agenda
- Signed Deed: Bruce Lutton, Raker Cemetery, Section 1, Lot 8, Grave #1

Maintenance:

- Discussed the highway inventory summary. Trustee Kazmierczak will get information to Chris to have her sort by recent work completed/date for OPWC projects.

Employee Reports:

- Chris Lauch, Administrative Assistant: No update on the website yet. Chris will contact Bill Klatt. The current website is still up. She cannot get the recordings to load. She put a note on the website for the public to obtain the recordings by calling the office.

Trustee Meeting Reports

- **Trustee Holdeman:** He and Dale Brunner talked to David Wright, Fulton County Regional Planning; he was not contacted by Johnson Trucking. Recapped Johnson Trucking's need for water. Trustee Kazmierczak will get in contact with him. Matt Gilroy, Economic Development, is working on grants for them and is very involved now.

- **Trustee Kazmierczak:** None

- **Trustee Wiland:** None

Public Forum - Pipelines or Water Line Project

Sally Wylie inquired about the fence in the right-of-way on Rd. 2 & Rd. C. She expressed the Trustees were suppose to be removing it. The fence has been there for over 25 years. The owner will not be removing it. There is no safety issue or obstruction of view. It is a very old wooden fence.

Deb Swingholm expressed that she would like the Trustees to make a resolution to oppose the Kinder Morgan Utopia pipeline.

Discussed first responders, evacuation processes, entities who would take care of any hazardous spill. When meeting about the fire substation this should be discussed. EMS Director, Chad Smith, has talked to EMA.

Renee Walker will get contact information from BP to the Trustees.

Adjourn

Trustee Holdeman motioned to adjourn, Trustee Kazmierczak 2nd

Adjournment: 8:40 p.m.

Swanecreek Township Board of Trustees

Attest: Jo Stultz, Fiscal Officer
Swanecreek Township April 18, 2016

Trustee Rick Kazmierczak, Chairman

Trustee Ron Holdeman, Vice Chairman

Trustee Phil Wiland