

SWANCREEK TOWNSHIP
BOARD OF TRUSTEE
REGULAR MEETING
Monday, May 2, 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:** Kim Bradford & Associates

109-16 Trustee Holdeman motioned to approve the March 18, 2016 Regular Meeting Minutes

2nd by Trustee Kazmierczak

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

110-16 Trustee Kazmierczak motioned to approve the expenditures in the amount of \$17,778.15

2nd by Trustee Holdeman

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

111-16 Trustee Wiland motioned to void warrants; 32346, 32347, 32348, 32349, 32350 & 32351 (payroll, due to printer error), 32372 Swanton Auto, due to sales tax, 32195 All Seasons due to the Then & Now.

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.: Signed P.O.

Josie explained that per ORC the township has to offer deferred compensation for OPERS. Chris will type up a memo for her to the employees to decline or accept with their amount desired for township records, requiring them to sign.

Josie asked the Trustees if they need a signature page for the financials. She will continue to print one and the Trustees will also continue to sign the bank reconciliation.

Josie is meeting with Annie Hernandez, Fulton County Auditor's office, on Wednesday.

Trustee Kazmierczak briefly went of the year to date appropriation status comparison.

Discussed direct deposit for payroll. Josie is meeting with F & M Bank and will check into it.

Discussed paying cell phone reimbursements semi-annually. This will be prepaid. If the employee leaves the amount paid will be deducted from their last payroll check.

112-16 Trustee Kazmierczak motioned to pay cell phone reimbursements on July 1st & January 1st, 2nd by

Trustee Holdeman

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

New Business

- Insurance Benefits: Kim Bradford, Bradford & Associates, explained a 5 year plan, he called the cadillac avoidance plan, that he submitted to the Trustees for their review. His proposals are for Health, Life, Vision, Dental, Accident, and Disability. His proposals explain moving toward what most employers are paying for employees benefits. Discussed restructuring the township's plan over time.

He needs all plan changes by May 15th. The Trustees will hold a special on Tuesday, May 10, 2016 at 10:00 a.m.

- **Public Forum:** Walt Lange expressed his dismay about not receiving the Board of Trustees agenda this time. As previously discussed, this is considered an open ended public records request; however, this is sent to all of the boards of the township as a courtesy, requested by the Trustees.

- 5-16-16 Meeting: The regular Trustee meeting on May 16th will be changed to 6:00 p.m. and the mosquito informational meeting with Brian Heil, Fulton County Health Department, will be at 7:00 p.m. Trustee Kazmierczak brought some mosquito dunks that Fessenden Hardware sells to show the items being discussed.

- Discussed meeting times:

113-16 Trustee Wiland motioned to change all regular meetings to 7:00 p.m. from the 3rd Monday at

10:00 a.m., 2nd by Trustee Kazmierczak

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

- Trustee Kazmierczak spoke with Gary Roytek, Assistant Fire Chief Swanton Fire Dept., about holding a CPR class. The Trustees would like to do this during the week so no overtime is incurred for the employees. Discussed holding a public class up to 30 people, this may be at the township. Will put on the website once a date is set. The fee is \$5.00 per card.

Old Business

- Administration office slider window/security buzzer (Update): TSS Firm bulletproof.com is sending a quote and a catalog. Trustee Kazmierczak will pass it along to the other Trustees for review when he receives it.

- OPWC (Update): Co. Rd. 1-3 is completed.

Bids are due this month. Trustee Kazmierczak asked Hayley for an updated spread sheet.

Waiting on OUPS for Winding Way.

- Put reappointment on the next agenda. The Trustees have received reappointment evaluations from the Water Board for Shawn Albert. His and Randy Walker's seats will expire in June.

Zoning

- Discussed the Zoning Fund. Josie will implement taking Walt Hallett's pay from that fund and depositing zoning fees into this account to keep track of zoning funds.

Fire/Rescue

- The Trustees will pick a date at their next meeting to meet with Providence Fire, York Fire & Swanton Fire department chiefs regarding a substation.

Cemetery

- Fence/Tree Estimates (Update): Have received all quotes. The Trustees will review quotes. Leave on agenda, the Trustees will make a decision at their next meeting.
- Columbarium/pavers (Update): No update
- Deeds: None

Maintenance

- Microsurfacing Co. Rd. EF:

114-16 Trustee Wiland motioned to approve the bid received from the Fulton County Engineers office for microsurfacing of Co. Rd. EF between 5-2 & the bridge, from Gerken, in the amount of \$41,759.05, 2nd by Trustee Kazmierczak

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

- Newsletter: Received a legal opinion with respect to the pipeline article. Recapped the opinion. It was advised not to place what was submitted to Scott Haselman, Fulton County Prosecutor. Discussed changing the content. Discussed timeframe of getting the newsletter out for the Spring Clean Up and the mosquito meeting information to the public. Chris is to hold off for now.

- Trustee Wiland stated the new warrant for Swanton Auto needs approved:

115-16 Trustee Wiland motioned to approve the payment to Swanton Auto in the amount of \$323.78, 2nd by Trustee Holdeman.

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

Employee Reports:

- Chris Lauch, Administrative Assistant: None

Trustee Meeting Reports

- **Trustee Holdeman:** None

- **Trustee Kazmierczak:** Update on meeting with Kinder Morgan for the project overview: Trustee Wiland had suggested that Frank Onweller, Fulton County Engineer, and Scott Haselman, Fulton County Prosecutor be in attendance. Trustee Kazmierczak spoke with Mr. Haselman. He would like Kinder Morgan's attorney also be present.

Discussed options with the permit to occupy the road right-of-way. Received a legal opinion that states it is pre-emption statute, a federal project. Nexus has refused to give any information or cooperation to the Trustees. Discussed/recapped pipeline information.

- **Trustee Wiland:** None

- **Public Forum - Pipelines or Water Line Project: Pipeline Easements**

Walt Lange expressed his complaint about not receiving the Trustees agenda again. Chris explained that this has only happened one time in years. She had sent it to the Trustees on Thursday and was trying to avoid sending it several times after changes since it has been sent to all of the township boards. The final draft was completed this morning, after more changes. She has been working on the newsletter this week, which takes more than one week to complete, because it was thought it was to be sent out right away.

Trustee Kazmierczak motioned to adjourn, Trustee Kazmierczak 2nd

Adjournment: 8:43 p.m.

Swan Creek Township Board of Trustees

Attest: Jo Stultz, Fiscal Officer
 Swan Creek Township May 16, 2016

 Trustee Rick Kazmierczak, Chairman

 Trustee Ron Holdeman, Vice Chairman

 Trustee Phil Wiland