

SWANCREEK TOWNSHIP BOARD OF TRUSTEES

Board of Trustees
Regular meeting
Monday, February 18, 2008

The regular meeting of the Board was called to order at 7:00 p.m.

Pledge of allegiance

Board members present were Chairman Phil Wiland, Vice chairman Ron Holdeman, and Trustee James H. Leu

Fiscal Officer Dawn Wheatley

Employee Tim Lambert Maintenance Supervisor

Guests: Bob Westmark, Phillip VanSkyock, and Karen Davis, Corey Whitaker.

21-08 Trustee Holdeman motioned to approve the February 4th meeting minutes 2nd by Trustee Leu

Roll call: Wiland - Yea, Holdeman - Yea, Leu – Yea

22-08 Trustee Holdeman motion to pay bills in the amount of \$19,691.50 (\$3,231.49 payroll, \$16,460.01 warrants) 2nd by Trustee Leu.

Roll call: Wiland - Yea, Holdeman - Yea, Leu – Yea

Public Forum

Bob Westmark informed the Trustees that one of the crawlspace vents on the front of the office building is open.

Corey Whitaker of 1118 Lee High Dr. came in with a concern about the drainage problem. Tim had the drain cleaned out last year, but there is a tree near the drainage tile and the roots may have grown back in. John is still out of town Tim asked if we could call a plumber that has the cutter to clean the drain out. He feels it will alleviate the problem until they can find out the cause.

The Trustees asked if we could maybe work out some kind of trade with Swanton to use there tile cleaner and they could use our Durapatcher. Tim can check on that.

Employee Report

- Tim Lambert Maintenance supervisor informed the Trustees that we received the last salt delivery for the year. That leaves us with about 150 ton to last the rest of the season. Next year we may need to up the amount.
- Tim to check when the crack seal was last done they have noticed that Winding way is already cracking. Tim will check rd. 4 also.
- The Trustees asked Tim to have the maintenance dept. check the roads for Cracks, Trees that need trimmed back, areas that need Durapatched and for any drainage problems.

Administrative/ Financial

- The financial reports were received and reviewed by the Trustees.
 - There has been some confusion on which sheet should be used to report a problem that is called in. The Trustees decided that all complaints or concerns should be recorded on the citizen complaint form and referred to the proper department i.e. zoning to Mr. Hallett or Roads and Cemetery to the Maintenance department they will assess the problem and if it needs further action that they can not do it will be referred to the Trustees. Trustee Wiland asked for a cost cap to be put on what action could be taken by the maintenance department before going to the Trustees. The limit was set at \$500.00 anything over 500.00 will be brought before the Trustees. The Trustees will still be made aware most likely by email regardless of the amount.
 - Letter to the prosecutor regarding the York fire contract. Trustee Wiland wrote a letter expressing concerns with the contract. Trustee Leu feels we should sign the contract, he feels that there won't be any problems.
- 23-08** Trustee Leu entertained the motion to accept the fire service contract from York Township 2nd by Trustee Holdeman.
- Trustee Wiland voiced that he is still not happy with some of the wording pertaining to possible unlimited liability exposure to the Township.
- Roll call: Holdeman - Yea, Leu – Yea, Wiland - No
- Letter to the commissioners asking when the Rd. 2 ditch project is going to bid. Trustee Leu motioned to sign the letter 2nd by Trustee Holdeman. All agreed all signed.
 - Letter to the county engineers office asking for a list of roads that they are going to be repairing this year due to residents calling and asking the Township when their roads are going to be fixed. Trustee Leu motioned to sign the letter 2nd by Trustee Wiland.
 - Trustee Holdeman voiced his concern that the County Engineer may take offence to the letter.
 - Roll call: Holdeman - No, Leu – Yea, Wiland - Yea
 - The maintenance business cards have the Trustees names on them. Sometimes when the maintenance dept. are out the people want to know how to contact the trustees. We are asking if the Trustees names and phone numbers can be put on the back of the cards. All trustees agree that would be a good idea.
 - Trustee Wiland asked if we should get an estimate from the county to micro seal Winding way. Trustee Leu feels we should get the county engineers recommendation.

Zoning

- Zoning inspector report reviewed

Fire & Rescue

York contract: signed tonight by two trustees.

Cemetery

- Deeds were signed

- May want to revisit open and closing fee put under old business
- 24-08** Trustee Holdeman motioned to amend the cemetery rules and regulations to include the price difference of resident to nonresident 2nd by Trustee Leu
Roll call: Holdeman - Yea, Leu – Yea, Wiland – Yea
- 25-08** Trustee Wiland moved to take the \$15.00 fee for deed transfers and give it to the person that did the recording according to O.R.C. that person can charge a fee for recording the transfer 2nd by Trustee Holdeman. We feel that is what the intentions of the transfer fees were for. We will keep track of who recorded the transfers and at the end of the year they will receive a check for that amount.
Roll call: Holdeman - Yea, Leu – Yea, Wiland - Yea
- The bids for mowing the cemeteries were tabled until references could be checked. A decision will be made at the March 3rd regular meeting.

Old Business

- The MD&A or Managements Discussion and Analysis is set for Wed. February 20th at 9:00am.
- We have not heard from Tim at Tri Co. Electric we will keep him under old business.

New Business

- Time off request for employee Matt stout has been tabled until it is closer to the date requested. The time off request is for December so the trustees have a little time.
Trustee Holdeman motions to adjourn the meeting 2nd by Trustee Leu.
Meeting Adjourned 8:20pm

Swanecreek Township Board of Trustees

James H. Leu

Ronald Holdeman

Phil Wiland

Attest: Dawn Wheatley, Fiscal Officer
Entered: March 3rd, 2008