

SWANCREEK TOWNSHIP BOARD OF TRUSTEES

Board of Trustees
Regular meeting
Monday, August 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: Phillip VanSkyock

84-08 Trustee Leu motioned to approve the August 4th regular and August 11th special meeting minutes with the correction of resolution 83-08 2nd by Trustee Holdeman.

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

85-08 Trustee Holdeman motion to pay bills in the amount of \$17,691.06 2nd by Trustee Leu.

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

Trustee Wiland had a question of why one of the employees purchased work boots on the company VISA.

Dawn said it was part of the uniform allowance. Trustee Wiland questioned if work boots were considered part of the approved uniform. Tim Lambert maintenance supervisor stated that they asked last year before they purchased boots and were given the OK. Trustee Wiland will check the guidelines on what is required uniform for the maintenance position to perform their duties. Trustee Wiland suggested that all uniform purchases be pre approved, Trustee Leu said that wouldn't be necessary that as long as the employees know their allowance and don't abuse the privilege. A suggestion was made to have a list of what is needed for the maintenance dept. to do their job. Trustee Wiland asked for an account of what has been purchased this year.

Trustee Wiland commented on the paint job that was just done on the propane tank. He felt that it was a below standard job.

Public Forum

None

Employee Report

- Tim Lambert Maintenance Supervisor spoke to Mr. Falor about sharing the cost of the culvert improvement that allows access onto his farm. Mr. Falor replied that he did not want to pay for any improvements. The Trustees told Tim to let Mr. Falor know that our other option is then to open the ditch back up and remove the culvert.
- Tim checked on the CB's for the 2 tandem trucks it will cost about \$100.00 per truck. Trustees gave permission to purchase 2 CB's.
- The maintenance department can replace the fence at Shiloh Cemetery themselves and the cost will be \$150.00. The trustees gave the go ahead to replace it.
- The bucket that Whitehouse has been borrowing. Trustee Wiland is to give the price the Township is asking in writing so it can be brought to a meeting.
- The catch basin on rd. 5-2 was replaced and the culvert looks good the basin on the other side will be replaced once we receive OUPS OK.
- Casey Van Order called and said the catch basin in his front yard was not on the list. Trustee Holdeman to call Haley to get that fixed.
- Trustee Wiland stated that they have started the rd. 2 work.

Administrative/ Financial

- The financial reports were received and reviewed by the Trustees.
- Crack Seal: Tim will check on the quote we are waiting on.
- 86-08** Trustee Wiland motioned that the procedure for any blight complaints would be for the Trustees to send a letter giving the occupant 10 days to comply then if no reply from the occupant we send it to the zoning inspector 2nd by Trustee Holdeman
- Roll call: Holdeman - Yea, Leu - Yea, Wiland - Yes
- Blanket Certificates were signed.
- 87-08** Trustee Wiland motioned to accept amendments to the certificate and appropriations.
- Roll call: Holdeman - Yea, Leu - Yea, Wiland - Yes
- Damon Mattimore sent a letter of accepting the position as full time maintenance employee that was offered to him by the Township.

Cemetery

- Deeds were signed

Zoning

- Zoning inspector report reviewed

Fire & Rescue

- Reminder of the fire levy coming up in 2009

Old Business

- The newsletter went out
- The Audit Committee is under way there has been one reply by Tina Whalen. We are waiting on one more reply.
- Visit the policy book at a later time
- Zoning Fees and Inspector fees : To stay as is can be revisited at the organization meeting.
- Propane Quotes: we have received 3 quotes Trustee Wiland is to call USA Propane to see if they will meet the

low quote.

- The ditch at Briar Lane Trustee Leu still waiting to hear from the engineer's office.
- Dawn to put a letter together tell Leo Lisk that his services are not needed any longer.
- Fair work day Thursday may be too busy. Trustee Wiland to call Dennis Wise to set up time to get the building ready.
- There is an OUPS meeting on Aug. 22nd to go over changes in their bylaws.
- The Budget Commission has set a meeting time of 2:15pm on Wed. Aug. 27th to review any questions on budget, levy, financials or compliance.
- There will be a drug Free Training in September dawn asked Tim if morning or afternoon was better. It will be held on an afternoon.

New Business

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Trustee Wiland motions to adjourn the meeting 2nd by Trustee Holdeman.
Meeting Adjourned 8:25pm

Swanecreek Township Board of Trustees

James H. Leu

Ronald Holdeman

Phil Wiland

Attest: Dawn Wheatley, Fiscal Officer
Entered: September 1st, 2008