

SWANCREEK TOWNSHIP BOARD OF TRUSTEES

Board of Trustees  
Regular meeting  
Monday, November 3, 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

**102-08** Trustee Leu motioned to approve the October 6<sup>th</sup> regular meeting minutes 2<sup>nd</sup> by Trustee Holdeman.

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

**103-08** Trustee Leu motioned to accept the final bill from B. Hill'z for the Rd. 2 project in the amount of \$105,701.83 2<sup>nd</sup> by Trustee Holdeman.

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

**104-08** Trustee Leu motion to pay bills in the amount of \$147,645.11 2<sup>nd</sup> by Trustee Holdeman.

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

**Public Forum**

Bob Westmark stated that he needed stone by his mailbox. Tim thought that the maintenance dept. had already done it, He will check on when it was done.

**Employee Report**

- Crack Seal – Looks like we will have the machine for crack sealing next week. The maintenance dept. already has some of the product in storage.
- Durapatch: Rd. E is too bad to just crack seal so the maintenance Dept. will be durapatching it also the 5-2 crossover and rd. EF where needed.
- Salt: The Township will only be able to receive the amount of Salt the Morton contracted with us. They will not be able to give us the extra we requested. Tim filled out a survey from the DOT about our salt consumption and will be sending us information about more efficient road salting. M&K since they are not getting as much for them any more. The Trustees said to keep it up for now.
- Time clock: Tim asked if the Trustees wanted to change the time clock or if he should do it. They said he should do it.
- Tim presented the remaining vacation time for each employee in the maintenance dept. He wanted to inform the trustees on the amount of days that they will not have all three of them. Trustee Wiland stated that the maintenance dept. should pay closer attention to their vacation time and try to distribute it through out the year.
- Tim scheduled to have some catch basins cleaned out.
- The trees on Rainbow Dr. Tim is waiting to hear from Juan Chapa from Toledo Edison.
- Employee Time off sheets signed.
- Uniform requisition signed.

**Cemetery**

- Tim is talking to Mrs. Mattimore about the location of her graves in Keene Cemetery. Tim asked if we can trade graves to have the placement of the graves so the family members are placed next to each other. The Trustees did not have any problem with it.

**Administrative/ Financial**

- The bank statement and financial reports were received and reviewed by the Trustees.
- Blanket Certificates were signed.
- Cell Phones: Add Damon to the existing plan with Sprint/Nextel.
- OPWC Dawn is putting a bill together to send for the work that Twp. Employees did on the rd. 2 project.
- Trustee Wiland suggested we may need to look at where we can spend less due to the personal property moneys we will be losing in the next 2 years.
- Trustee Wiland went to a Swancreek Water Shed meeting and presented some of the benefits to belonging to the organization. Trustee Leu and Holdeman were not sure that it would benefit the Township. Trustee Wiland will be going to a meeting to review an EPA study.

**Zoning**

- Zoning inspector report reviewed

**Fire & Rescue**

- Reminder of the fire levy coming up in 2009 Trustee Wiland going to write a letter to Swanton regarding our concerns and then will set up a meeting.

**Old Business**

- Visit the policy book at a later time
- Trustee Wiland would like to go to an outside attorney to verify the change in insurance is justified and there is no increase in benefits. Trustee Leu feels the resolution they reviewed is self sufficient and thinks it would be beneficial.  
Trustee Wiland motioned to go to an outside lawyer to verify the insurance plan is not an interim raise and to spend \$500.00 to save the Township \$60,000.00.  
Roll call: Holdeman - No, Leu - No, Wiland - Yes

**105-08** Trustee Wiland motioned to adopt Highlant Administrative Services as the Swancreek Townships agency of record for insurance quote purposes only 2<sup>nd</sup> by Trustee Leu.  
Roll call: Holdeman - Yea, Leu – Yea, Wiland - Yea

**New Business**

Trustee Holdeman motions to adjourn the meeting 2<sup>nd</sup> by Trustee Leu.  
Meeting Adjourned 8:29pm

Swancreek Township Board of Trustees

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James H. Leu

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Ronald Holdeman

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Phil Wiland

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Attest: Dawn Wheatley, Fiscal Officer  
Entered: November 17, 2008