

## SWANCREEK TOWNSHIP BOARD OF TRUSTEES

Board of Trustees  
Regular meeting  
Monday December 3, 2007

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

Pledge of allegiance

Board members present were Chairman Ron Holdeman, Vice chairman Phil Wiland, and Trustee Randal R. Ruge  
Guests: Bob Westmark, Jim Leu, Phillip VanSkyock, Karl and Cathy LaPoint, Bill Grimsley, Jerry Kmtorka.

**157-07** Trustee Wiland motions to approve the December 3<sup>rd</sup> minutes 2<sup>nd</sup> by Trustee Ruge.

Roll call: Ruge - Yea, Holdeman - Yea, Wiland - Yea

**158-07** Trustee Holdeman motions to pay bills in the amount of \$15,599.85 2<sup>nd</sup> by Trustee Ruge.

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

### Public Forum

Mr. Karl LaPoint addressed the board regarding a lot split he would like to have done. The split he is asking for will make both lots non-conforming. The reason for this is he would like to build a house on the second lot. If split neither lot will meet the frontage requirements. He first took this to the planning commission who sent him to the Township Trustees. After discussion they came to the decision that Mr. LaPoint will need to apply for a variance to get the Zoning Board of Appeals to approve or deny this request.

### Employee Report

#### Road:

- Wallace Drainage Trustee Holdeman spoke to Jim Meyer at the County and he will check on the ditch cleaning
- Snow Plow agreements: The snow plowing agreements we have with adjoining entities are quite old. Maintenance Supervisor Tim Lambert asked if they would like to update it. The Trustees think it is good the way it is just need to reaffirm with the other entities that they have the same agreements.
- The Brehm family would like to have the ditch by their homes cleaned on rd. E between rd. 4 & 5. The area that needs cleaned is our responsibility. Trustee Wiland questioned if that part of the ditch belongs to the Township. Trustee Holdeman will get the information to show what we are responsible for.
- Vacation requests: Do we need them in writing for the month of Dec. because of the unpredictable weather it would be easier to check weather that day and then decide if appropriate to take the day off. The Trustees feel that it would be a good idea.

#### Cemetery:

Tim asked about renting a generator to projects that need done at the cemeteries. The Trustees would like him to find out the power requirements needed and bring a cost to the next meeting.

### Administrative/ Financial

- Bank Statement Financial Reports and were received and reviewed by all Trustees
- The Trustees suggested keeping under \$100,000.00 in the checking.
- The Trustees would like to check into setting up separate accounts to hold money back for future projects.
- Signed Employee Time Off sheets
- Assoc. memberships to be paid for by the Township at the 3 trustees, the fiscal officer, the 2 full time employees and the administrative assistant.
- Trustees signed a letter to Ackerman regarding the manner in which his employee handled the transcribing of the Wylie variance hearing..
- The resolution for insurance was presented to the Trustees for consideration. The resolution will be finalized on the Dec. 17<sup>th</sup> meeting. Also need to request Vince attends that meeting as well.
- The employee hand book does not state if carried over vacation should be in writing. Is that something we should have? The Trustees agree that it would be a good idea. Trustee Wiland asked if the vacation section 7.3 of the handbook was meant the way it was written. Trustee Ruge replied yes it is the way it was intended.

### Zoning

- Inspector report:

### Fire & Rescue

- **York contract:** After meeting York has said they would consider some of the points we had, but in looking at the Delta York contract it doesn't look like anything has changed.
- **Swanton contract:** We received a certified letter today stating they would like to be able to finalize their contract at their meeting on Dec. 10<sup>th</sup>. Trustee Wiland feels that the numbers are still not coming out right. Bob Westmark said at the meeting that he and Trustee Wiland had attended today with Mr. Gochenhour that they could not explain their reports to them. Trustee Wiland suggests formulating something and taking it to Village Council. Trustee Ruge feels that the contract amount is not bad and comparable to what we pay to Providence for services.

### Old Business

- Had the exit conference on Friday the 30<sup>th</sup> of November. Adjustments have been made.
- Jerry Kmtorka wants to where we are with the Wylie cleanup. Have we released Mr. Wylie or are we going to pursue the cleanup to make sure it is compliant. The Trustees will talk to zoning inspector Walt Hallett to see what they want to do then they will talk to Mr. Nagel. They will have an answer next meeting.

**New Business**

Dawn asked to change the Dec. 17<sup>th</sup> meeting time to 6:00pm to ensure we get through everything.

**159-07** Trustee Holdeman motioned to start the meeting on Dec. 17<sup>th</sup> at 6:00pm 2<sup>nd</sup> by Trustee Ruge.  
Roll call: Ruge - Yea, Holdeman – Yea, Wiland – Yea

Trustee Ruge motioned to adjourn the meeting 2<sup>nd</sup> by Trustee Holdeman.

All agree

Meeting Adjourned at 8:32pm.

Swan creek Township Board of Trustees

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Randal R. Ruge

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Ronald Holdeman

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Phil Wiland

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Attest: Dawn Wheatley, Fiscal Officer  
Entered: December 17, 2007