

SWANTON TOWNSHIP
RECORD OF PROCEEDINGS
MINUTES OF: SPECIAL MEETING
HELD: DECEMBER 22, 2023

Chairman Jeff Michael called the December 22nd Special Meeting of the Swanton Township Board of Trustees to order at 3:45 PM.

Roll Call:

Trustee Jeff Michael	- Present
Trustee Kyle McPherson	- Present
Trustee April Grajczyk	- Present
Fiscal Officer Peggy Michael	- Present

Visitors Present: 0

Business of the Fiscal Officer

Motion by April Grajczyk to approve the minutes of the December 12, 2023 Regular Meeting. Seconded by Kyle McPherson. Roll Call: April Grajczyk, yes; Kyle McPherson, yes; Jeff Michael, yes. Motion Carried. **Resolution 108-2023.**

Motion by April Grajczyk to approve Purchase Order 23-2023 to TopCut Builders in the amount of \$22,800.00 for the 60% down payment on the 5” concrete, full payment on the four Commercial Openers and Color Matched Gutters for the Manore Road Maintenance and Storage building. Seconded by Kyle McPherson. Roll Call: April Grajczyk, yes; Kyle McPherson, yes; Jeff Michael, yes. Motion Carried. **Resolution 109-2023.**

Motion by April Grajczyk to pay Warrant Numbers 7484 through 7505 and sign the payment report. Seconded by Kyle McPherson. Roll Call: April Grajczyk, yes; Kyle McPherson, yes; Jeff Michael, yes. Motion Carried. **Resolution 110-2023.**

Old Business

1. Reminder – 2024 Organizational Meeting and the first 2024 Regular Meeting is January 9, 2024.

New Business

1. Zoning Inspector Gary Schroeder resignation – Zoning Inspector Gary Schroeder submitted his resignation. Gary reported he has been working with Kim Middleton for the past year, Kim has been working at her own expense, and Gary recommends Kim to be appointed as Zoning Inspector.
2. Vacancy in Township Office procedures

A vacancy must be filled in accordance with O.R.C. 503.24. Under this section, the board of township trustees shall appoint a person having the qualifications of an elector to fill such vacancy for the unexpired term or until a successor is elected. If a township is without a board or

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if no appointment is made within 30 days after the occurrence of a vacancy, a majority of the persons designated as the committee of five on the last-filed nominating petition of the township officer whose vacancy is to be filled who are residents of the township shall appoint a person having the qualifications of an elector to fill the vacancy for the unexpired term or until a successor is elected. If at least three of the committee members who are residents of the township cannot be found, or if that number of such members fails to make an appointment within ten days after the 30-day period in which the board of township trustees is authorized to make an appointment, then the presiding probate judge of the county shall appoint a suitable person having the qualifications of an elector in the township to fill the vacancy for the unexpired term or until a successor is elected. If a vacancy occurs in a township elective office more than 40 days before the next general election for municipal and township officers, a successor shall be chosen at that election to fill the unexpired term, provided the term does not expire within one year from the day of the election. If the term expires within one year from the day of the next general election for municipal and township officers, an appointed successor shall serve out the unexpired term.

Motion by April Grajczyk to adjourn at 4:20 PM. Seconded by Kyle McPherson. Roll Call: April Grajczyk, yes; Kyle McPherson, yes; Jeff Michael, yes. Motion Carried. **Resolution 111-2023.**

Signed: 
Peggy Michael, Fiscal Officer

Signed: 
Trustee