

VILLAGE OF SWANTON

Council Meeting Minutes

February 27, 2017 • 7:00 p.m.

Prayer

Pledge of Allegiance

Roll Call: Paul Dzyak Jeff Pilliod
 Tamara Haselman Michael Rochelle
 Dianne Westhoven Kathy Kreuz

Councilman Rochelle was excused from the meeting.

Approval of the Minutes: *Motion to approve February 13, 2017 minutes was made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Motion passed 3-0. Councilman Dzyak and Councilwoman Haselman abstained.*

Committee reports: See Attached

Councilwoman Haselman asked if wanted to have discussion on cemetery, since a couple of Swanton Township Trustees do not want a joint cemetery.

Motion to entertain further conversation of Swanton Cemetery was made by Councilwoman Haselman, seconded by Councilwoman Westhoven. Motion passed 5-0.

Personnel Report:

Motion to post for seasonal employees was made by Councilwoman Kreuz, seconded by Councilman Pilliod. Motion passed 5-0.

Old Business:

1. Emergency 2017-XX Cost Recovery Corp Services

Motion to suspend the rules was made by Councilman Dzyak, seconded by Councilwoman Westhoven, Motion passed 5-0.

Motion to approve was made by Councilman Dzyak, seconded by Councilwoman Kreuz. Motion passed 5-0.

2. Second Reading 2017- XX Poggemeyer Design Group Agreement

Motion to approve was made by Councilman Pilliod, seconded by Councilwoman Haselman. Motion passed 5-0.

New Business:

Ordinances

1. Emergency 2017- XX Assenting to Detachment of Property

Motion to suspend the rules was made by Councilman Pilliod, seconded by Councilwoman Kreuz. Motion did not pass 3-2. Both Councilman Dzyak and Councilman Haselman voted no.

2. 2017-XX Special Assessment- Leaves, First reading.

Motion to approve was made by Councilman Dzyak, seconded by Councilman Pilliod. Motion passed 5-0.

3. 2017-XX Special Assessment- Street Lighting, First reading

Motion to approve was made by Councilman Dzyak, seconded by Councilman Pilliod. Motion passed 5-0.

Resolutions (all emergencies)

1. 2017- XX Nuisance 103 Hickory

Motion to suspend the rules was made by Councilman Dzyak, seconded by Councilwoman Haselman. Motion passed 5-0.

Motion to approve was made by Councilman Dzyak, seconded by Councilwoman Haselman. Motion passed 5-0.

2. 2017-XX Nuisance 113 Hickory

Motion to suspend the rules was made by Councilman Dzyak, seconded by Councilwoman Haselman. Motion passed 5-0.

Motion to approve was made by Councilman Dzyak, seconded by Councilman Pilliod. Motion passed 5-0.

3. 2017-XX Nuisance 205 Hallett

Motion to suspend the rules was made by Councilwoman Haselman, seconded by Councilman Dzyak. Motion passed 5-0.

Motion to approve was made by Councilman Dzyak, seconded by Councilwoman Haselman. Motion passed 5-0.

4. 2017-XX Nuisance 402 Lincoln

Motion to suspend the rules was made by Councilwoman Haselman, seconded by Councilwoman Kreuz. Motion passed 5-0.

Motion to approve was made by Councilman Dzyak, seconded by Councilwoman Haselman. Motion passed 5-0.

5. 2017-XX Nuisance 439 Church

Motion to suspend the rules was made by Councilman Dzyak, seconded by Councilman Pilliod. Motion passed 5-0.

Motion to approve was made by Councilman Dzyak, seconded by Councilman Pilliod. Motion passed 5-0.

Mayor's Report

Meeting with other Fulton County Mayors tomorrow, 2/28, in Lyons.

Thursday will be attending Fulton County EMA meeting in Wauseon. Director Heather Kost is moving on to a position with the University of Michigan.

Hosted Boy Scouts Pack 208 a couple weeks ago.

Chief Berg shared a thank you note received from a resident in Reading, MI, commending officers on their service while he was here. Also received one from Swanton Schools.

Administrator's report:

1. Code Enforcement Update

Five properties have been sent to the Fulton County Health Department for their inspection. Dennis will be meeting with Jeff Crisenberry from Health Department tomorrow, 2/28.

2. Landscaping Agreement

Sharon Cargill is willing to continue landscaping the Village owned properties. Proposed dates are March 6 to September 15, and compensation is \$3,250.

Motion to pass Sharon Cargill to continue landscaping the Village was made by Councilman Dzyak, seconded by Councilwoman Kreuz. Motion passed 5-0.

3. Ohio City/County Management Association Conference

Administrator attended the conference held in Columbus on February 23. Plethora of workshop topics and great networking with other administrators and managers throughout Ohio. Looking forward to reviewing the information and implanting some of the new ideas here at the Village.

4. Fireworks Meeting

Administrator, Chief Berg, Deputy Chief Roytek met with representatives from the school to begin discussion on the annual fireworks show. Fireworks are set for July 1 with rain date of July 2. Hoping to attract more vendors which will change the layout of the event. Administrator will send out a letter in early March and hopefully confirm vendors by early April.

5. Fulton County Regional Planning January Meeting

Main discussion of Comprehensive Plan Amendment and CDBG Update. MVPO has agreed to help with both topics.

6. Fulton County Economic Development Corporation

The March Members Meeting will be held at the Swanton Community Center on Tuesday March 7.

Departments' Reports:

Fire- Chief Wolever

Handed out an organizational chart with the current staffing.
Fulton County Firemen had annual meeting, many attended from here, very nice function.
Heart Radio then purchased AED Defibrillators for each 7 departments in the county.
New PC'S have been installed and internet upgraded. Can work on required reporting.
Moving Fire Officers out of their offices and back into the tunnel area at station.
March 18, fire safety program for kids at the Swanton Library.
March 25, helping with concessions at the varsity baseball game.
Planning for Christmas already, possible Breakfast with Santa.
Deputy Chief Roytek is attending fire seminar for two weeks along with A. Bernal.
Lt. Middleton is taking fire inspector course.
All officers are being trained to do payroll and training.

Fiscal- Karla Sexton

Working on succession planning and back up options. Kari and Amy are cross training each other, and Kari has been showed how to process payroll.
Ohio Checkbook will be presented at Finance Meeting on March 27, then will be ready to go live.
Have been completing webinars, some that are being completed will help meet BWC safety training requirements.

Police- Chief Berg

Nothing to report.

Public Service- Jim Reckner

Working on parking for school buses at park, installed new bumpers.
Finishing sewer cleaning.
Starting storm drain cleaning.
Rolling all ball fields and ordered more grub killer to keep ground moles away.
Working on tree removal, 14 done and 8 to go. All firewood has been picked up since advertised on Facebook.

WRRF- Steve Geise

Stewart has been working at Public Service when completed with duties at WRRF.
Attended Northwest Water/Sewer District meeting on February 24.

Water-Brian Hildebrand

The CCR'S (water quality report) has been filed and posted on website. Saved postage by noting it on water bill that it can be found on website.
Doing research on lime.
Refilling reservoir, went 5 ft. below this winter.

Executive Session: *Councilman Dzyak made motion to adjourn to Executive Session to discuss Employee Compensation. The motion was seconded by Councilwoman Kreuz. Motion passed 5-0.*

Mayor Roth called council back to order, Roll call 5-0.


Motion to increase Officer Lee Kusz to \$14.82 an hour and end probation as of 2/26/17 was made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Passed 5-0.

2017- XX Assenting to Detachment of Property, First Reading

Motion to approve was made by Councilman Pilliod, seconded by Councilman Dzyak. Motion passed 4-1. Councilwoman Haselman voting no.

Adjourn:

Motion to adjourn meeting was made by Councilwoman Westhoven, seconded by Councilwoman Kreuz. Motion passed 5-0.


Ann Roth, Mayor

Attest: 
Karla Sexton, Fiscal Officer

VILLAGE OF SWANTON

Committee of the Whole

February 27, 2017 • 6:00 p.m.

1. General Road maintenance vs. improvements

There have been a couple meetings where the issue was discussed between Swancreek Township elected officials, the Village Administrator, as well as legal counsels. Primary streets this applies to are Browning Rd, Harding Drive, and Lee High Drive. The main point is the definition of road maintenance vs. road improvement. Road maintenance could be interpreted to mean the ongoing upkeep of a road. Road improvement could be interpreted to mean any activity that results in an increase of an existing road's traffic service level, expansion of its capacity, or change in its original design function.

Swancreek Township Trustee Kazmierczak suggested that each legal counsel come up with a definition that both the Township and Village can be in agreement with. Administrator is hoping to have an agreement for the March 27 meeting.

2. Swanton Cemetery

Swancreek Township cites Ohio Revised Code 759.08 "Title vested in Municipal Corporation" as basis of desire to rid the ownership of Swanton Cemetery. Swancreek Township's position is that since all the territory surrounding the cemetery has been annexed into the Village of Swanton that the cemetery too must be construed by law as being part of the Village. The Village of Swanton's position is that annexed lands do NOT completely surround the cemetery as both Mr. Raymond Smith's property at 213 W. Airport and Ms. Elizabeth Chamberlain's property at 7191 Co Rd 1-1 are not incorporated into the Village limits.

Trustee Wiland stated that the state auditor says can't expand money to take care of it and if do then each individual trustee has to pay back.

Trustee Kazmierczak said the law in the eyes of the attorney general is that it is still ours and we have to maintain it and therefore have to expand money to maintain it.

Trustee Wiland says the issue is- can we legally do it. Only definitive way to do this is to go to a judge, not a blown out court case.

Village Administrator said the Chamberlain property is not annexed into the Village which means it's in the township boundaries, which means the cemetery is not fully encompassed by annexed land.

Trustee Wiland asked to pursue this, who would have to initiate it. Trustee Kazmierczak said their legal counsel said they would have to do it, meaning the Township.

3. Fire Service Contract with Swancreek Township

To date Swancreek Township has not approved the proposed updated agreement for 2017 Fire service provision. The Village Administrator has met with the Trustees and Fiscal Officer a handful of times to discuss the reasons behind the proposed increase for 2017.

Village Administrator gave update that she is meeting with the port authority later this week. They currently have Fire and BLS service from the Village.

Trustee Wiland said he has an issue with the population numbers. Village Administrator reached out Annie at Fulton County Auditors and hasn't got the numbers back from her yet.

Trustee Kazmierczak met with the Fulton County Auditor and he is to get him the address point to population information.

Trustee Wiland stated he is a huge proponent for using runs to determine percentage of budget expenses. Village Administrator has looked at this and feels the run volume does not encompass everything. Chief Wolever also said cannot base it on run volume.

Trustee Kazmierczak thinks someone from the Village should go with him to Fulton County Auditor to get the numbers they need. Village Council feels Administrator should go.

4. Fire District Steering Committee Update

Committee met on February 16 where the main discussion centered on funding for the study. There are 10 entities involved with the study. Cost is estimated to be around \$18,000-\$19,000. Requested funding from the Commissioners, as of 2/22 waiting to hear back if Commissioners will place topic on agenda to cover half the study cost with the entities covering the other half.

Trustee Kazmierczak talked to the Commissioners and to Brad Peebles from Village of Delta. He was told that Delta has \$11,000 in a revolving loan fund account for their uptown/downtown revitalization that they don't plan on using. He checked with the Commissioners and MVPO to see if can use the \$11,000 towards the cost of the survey. He was told yes, has to get approved from Delta Village Council. If this goes through the cost would be about \$750 per entity. Then the study can begin as soon as sign contract.

Public Service Committee Meeting

February 27, 2017 • 7:45 p.m.

Committee Members:

Tamara Haselman – Chairwoman

Kathy Kreuz

Jeff Pilliod

1. 2100 Holiday Lane Assessment

Owners at 2100 Holiday Lane were assess \$3,420 for a 5 year period, 6% interest each year on the remaining balance. The balance is \$2,106.72, the owners would like to pay off the total amount sooner to avoid interest.

Committee recommends to stop assessment and draft agreement to pay off balance.

2. 99 Hickory Curb Box

The curb box at 99 Hickory is inaccessible as it is located under the driveway. The property owner is overdue on her utility bill. In May 2016, the Village and the property owner entered into an agreement to pay the outstanding balance. Property owner did repay some of the balance but there is still a balance. October 2016 a letter was sent to property owner informing her she was behind in payment. Property owner has not complied with letter. Mr. Reckner said it would cost the Village less than \$200 to make the curb box accessible.

Committee recommends to go ahead and fix.

Councilman Pilliod would like a list of any other properties that curb boxes are inaccessible.

3. Shared Equipment with Village of Delta

Stapleton Insurance is reviewing all angles of liability. Administrator was told it would be covered, but any claim will follow the vehicle. Administrator researched the cost of used vactor's. Said there are many other used pieces of equipment, but as expected, the newer the model the more expensive the piece of equipment.

Committee opinion is to not share equipment with the Village of Delta. They recommend to research the options of buying and leasing a new vactor truck.

Other items discussed were that Mr. Reckner has received a quote on going with remote radio reads of water meters. It is being put in budget to do first phase this year. Also bridge sidewalk on Main St. needs painted with grit, so it's not so slippery.

Public Safety Committee meeting

February 27, 2017 • 8:15 p.m.

Kathy Kreuz – Chairwoman

Mike Rochelle - Absent

Diane Westhoven

1. Parking in Industrial areas

Administrator met with reps from Scottdell and Aqua Blok. Swanton Welding did not respond to email. Scottdel rep informed the Administrator that they do not use Woodland for long term parking. Aqua Blok rep stated they sometimes use Woodland for parking but it is short term

The camper parked on Woodland is not owned by either Scottdel or Aqua Blok.

Committee recommends drafting an ordinance prohibiting long term parking.

2. Crestwood School Traffic Pattern

This has been put on hold. Superintendent Jeff Schlade has figured out another way to pursue and won't need to barricade road.

3. Mutual Aid Agreements

Administrator maintains a list of current leases, agreements, contracts, etc. While reviewing the list to update for 2017, the mutual aid agreements for Fire Service were reviewed in more depth. Administrator discussed current mutual aid agreements and expressed the desire to initiate conversations on updating some of the agreements.

The Committee recommends to go ahead with updating.