

VILLAGE OF SWANTON

Council Meeting Minutes

October 10, 2017 • 7:00 p.m.

Prayer

Pledge of Allegiance

Roll Call: Paul Dzyak	Jeff Pilliod
Craig Rose	Michael Rochelle
Dianne Westhoven	Kathy Kreuz

Approval of the Minutes: *Motion to approve September 25, 2017 minutes was made by Councilwoman Kreuz, seconded by Councilman Pilliod. Motion passed 6-0.*

Committee reports: See Attached

Motion for Jones & Henry to conduct study on sewer expansion on Airport Highway was made by Councilman Dzyak, seconded by Councilman Rochelle. Motion passed 6-0.

Motion to accept \$62,823.99 Local Government Tax from Fulton County was made by Councilman Rochelle, seconded by Councilman Dzyak. Motion passed 6-0.

Division Reports:

Fire- Captain Salkil

Fire Prevention Week started

Safety Day went well and had a great turnout

Kindergarteners, 1st graders, 2nd graders will be coming in throughout the week for tour

House explosion discussion with other entities who assisted went well

Third quarter total of 821 Fire/Ems runs

Fiscal/HR- Karla Sexton

Attended Safety Council breakfast

Attended 3rd quarter Employers Association round table discussion

Been working with Captains at Fire Department on Administrative procedures

Have been recommended for the Auditor of State Northwest Regional Advisory Board and accepted it.

Working on 2018 Appropriations and Budget

Regular HR/Payroll duties

Police- Sargent Gearig

Chief Berg, Officers Kessinger, Stewart, Kusz, and Brazeau are attending Ohio Attorney Generals Conference.

National Drug Take Back Day is 10/28/17 from 10am-2pm

Public Service- Jim Reckner

Sewer cleaning and repairs

Painted crosswalks

Problems with radio read connections, someone from NECO will be out to assist

WRRF- Steve Geise

Hauling sludge

Submitted land applications forms to the EPA

Water- Brian

Completed 100% GAC change out

Started E.coli sampling

Mayor's report:

Spoke with Chief Wolever and he is hoping to be back on Thursday

Cub Scouts group was in for a tour

Attended first LEPC meeting

Attended open house for ODOT Facility

Chamber Commerce Art Exhibit is Friday – Sunday

Administrator's report:

1. Code Enforcement Update

Spreadsheet has detailed information.

2. Planning Commission

October meeting cancelled due to lack of agenda. Will meet in November to go over Codified Ordinances updates.

3. 100 Cities/100 Memorials

The Village received a \$2,000 grant towards the restoration of the Doughboy statue at Memorial Park. The money will be deposited for future projects related to the Doughboy statue. The Mayor did a Podcast on this topic, link to listen is on Facebook.

Veterans Day program is November 10, 2017 at Swanton High School. Starts at 9:30 am with lunch following.

4. 3rd quarter Utility Billing

Review of utility bill adjustments, water shut offs, and past due accounts.

5. Misc. updates

Met with Becky O'Shea to discuss banners for the fields. She is working on gathering the information needed, so they can have in place for spring 2018.

Had a regroup Safe Routes to School Meeting to get prepared for 2018 application. MVPO is handling the logistics and the Committee will regroup after surveys are done at the school, to discuss what projects may be a good fit for the application.

Administrator will be on vacation from October 11- October 17.

Website is coming along, employees and Council can get their headshots taken at Rose Photography on 10/18/17 from 2pm-5pm.

Met with Poggemeyer Design Group to prepare for next year's projects, and invited to come speak at Council on November 13, 2017.

Old Business:

Second Reading Ordinance 2017-XX: Tree Commission Amendments

Motion to approve was made by Councilman Dzyak, seconded by Councilwoman Westhoven. Motion passes 6-0.

New Business:

1. First Reading Resolution 2017-XX: Dog Warden Services 2018

Motion to approve was made by Councilwoman Kreuz, seconded by Councilman Rochelle. Motion passed 6-0.

2. First Reading Ordinance 2017-XX: 2018-2019 Prosecutorial Services

Motion to approve was made by Councilman Rose, seconded by Councilwoman Westhoven. Motion passed 6-0.

3. First Reading Ordinance 2017-XX: 2018 Solicitor Services

Motion to approve was made by Councilman Rochelle, seconded by Councilwoman Westhoven. Motion passed 6-0.

4. Emergency Resolution 2017-XX: Disposing of Surplus Property

Motion to suspend the rules was made by Councilman Rochelle, seconded by Councilwoman Kreuz. Motion passed 6-0.

Motion to approve was made by Councilman Rochelle, seconded by Councilwoman Westhoven. Motion passed 6-0.

5. Emergency Ordinance 2017-XX: 2017 Increase in Appropriations

Motion to suspend the rules was made by Councilwoman Westhoven, seconded by Councilman Rochelle. Motion passed 6-0.

Motion to approve was made by Councilman Rochelle, seconded by Councilwoman Westhoven. Motion passed 6-0.

Executive Session:

Motion to go into Executive Session to discuss Public Employee Hiring and Conference with attorney to discuss pending court action, was made by Councilwoman Kreuz, seconded by Councilman Rochelle. Motion passed 6-0.

Councilman Dzyak called Council back to order. Roll Call 6-0.

Personnel:

1. Job Descriptions

Motion to approve Superintendent of Water Purification and Distribution, Code Enforcement Official, Public Works & Utilities Laborer, and Public Service-Seasonal job descriptions was made by Councilwoman Westhoven, seconded by Councilwoman Kreuz. Motion passed 6-0.

2. Handbook 2018 updates

Motion to approve Personnel Handbook Updates effective November 1, 2017, was made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Motion passed 6-0.

Adjourn:

Motion to adjourn meeting was made by Councilwoman Westhoven, seconded by Councilwoman Kreuz. Motion passed 6-0.


Ann Roth, Mayor

Attest: 
Karla Sexton, Fiscal Officer

Water and Sewer Committee Meeting Minutes

October 10, 2017 • 6:00 p.m.

Paul Dzyak – Chairman

Jeff Pilliod

Craig Rose

1. Fire Hydrant Meters

Information was presented on surrounding communities related to their fire hydrant meter procedures. After further discussion, committee has decided on charging \$10.00 per thousand gallon of water passed through the meter. Also putting a time limit of three months on checking out a fire hydrant meter. Administrator will work on drafting an ordinance.

2. Sewer Extension

Discussion on extending sewer on Airport Highway from 5/3 Bank to Valleywood Golf Club, and then down Waterville/Swanton Road. Jones and Henry can conduct a study and report on this for \$8,000.00. The Committee will recommend to Council.

Finance Committee Meeting Minutes

October 10, 2017 • 6:30 p.m.

Michael Rochelle- Chairman

Dianne Westhoven

Paul Dzyak

1. Financial Documents Review

2. Local Government Tax Motion

This is an annual motion to approve waiving any hearing before the Fulton County Budget Commission regarding the Local Government Fund Sum. Committee will recommend to Council.

3. 2017 Increase in Appropriations

Fiscal Officer presented information on 2017 increase in appropriations as have been discussed in previous Finance Committee meetings. Committee will recommend to Council.

4. 2018-2019 Prosecutorial Services

Current agreement with Yvonne Trevino ends on December 31, 2017. Proposing another two-year agreement at the same rate of \$500 per week. Chief Berg has no issues on extending the contract. Committee will recommend to Council.

5. 2018 Village Solicitors

No proposal for increase in compensation. \$10,000 each for Daniel McQuade and Alan Lehenbauer, plus \$95/hour for all services other than retained services. Committee will recommend to Council.

6. 2018 Appropriations

Fiscal Officer presented 2018 temporary appropriations. Committee will review and talk about at the next Finance Committee Meeting.