

VILLAGE OF SWANTON

Council Meeting Minutes

September 25, 2017 • 7:00 p.m.

Prayer

Pledge of Allegiance

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

Proclamation: Fire Prevention Week

Approval of the Minutes: *Motion to approve September 11, 2017 minutes was made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Motion passed 6-0.*

Committee reports: See Attached

New Business:

Ordinances

1. First Reading Ordinance 2017-XX: Tree Commission Amendments

Motion to approve was made by Councilman Dzyak, seconded by Councilman Pilliod. Motion passed 6-0.

2. Emergency Ordinance 2017-XX: Amending Ordinance 2017-24

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

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

3. Emergency Ordinance 2017-XX: Authorizing Village Administrator to enter into an agreement with ODOT

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

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

9.25.17 Meeting Minutes

Resolutions

1. Emergency Resolution 2017-XX: Nuisance Abatement 131 Lawrence

Motion to suspend the rules was made by Councilman Dzyak, seconded by Councilman Pilliod. Motion passed 6-0.

Motion to approve was made by Councilman Dzyak, seconded by Councilman Pilliod. Motion passed 6-0.

2. Emergency Resolution 2017-XX: Nuisance Abatement 232 Lincoln

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

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

3. Emergency Resolution 2017-XX: Nuisance Abatement 121 Lincoln

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

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

4. Emergency Resolution 2017-XX: Nuisance Abatement 213 Woodland

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

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

5. Emergency Resolution 2017-XX: Nuisance Abatement 202 Miller

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

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

Personnel:

1. Fire Division Roster Update

Motion to approve removing the following inactive members of the Fire Division:

Jason Carte

Brian Dotson

Joel Flory

Chris Schultz

Dan Timpe

Casey Underwood

Was made by Councilwoman Kreuz, seconded by Councilman Rose. Motion passed 6-0.

2. List of Positions

a. Current List with proposed changes

i. Salaried or Management Positions (Exempt Positions).

1. Village Administrator
2. Fiscal Officer
3. Police Chief
4. Fire Chief
5. Deputy Fire Chief
6. Superintendent of Waste Water Treatment and Collection
 - a. Change to: Superintendent of Water Resource Recovery Facility
7. Superintendent of Water Treatment and Distribution
 - a. Change to: Superintendent of Water Purification and Distribution
8. Superintendent of Public Service Operations

ii. Hourly Positions (Non-exempt Positions)

1. Administrative Assistant I
2. Administrative Assistant II
3. Waste Water Treatment I, II, III
4. Water Treatment I, II, III
5. Police Sergeant
6. Police Secretary/Dispatcher
7. Police Patrolman
8. Firefighter- EMT
9. Firefighter- Paramedic
10. ADD

Fire Captain

Fire Lieutenant

Public Works & Utilities Laborer

iii. Part-time Positions (Non-exempt Positions)

1. Public Service D Irregular Part-time

2. Public Service E Irregular Part-time

a. Change the previous two Public Service positions to:

Public Service Seasonal

3. Police Officer- Part-time

4. Crossing Guard- Part-time

5. ADD

Code Enforcement Official

Motion to accept list of Positions was made by Councilwoman Kreuz, seconded by Councilman Pilliod. Motion passed 6-0.

3. Job Descriptions

a. Job descriptions, presented for approval, have been reviewed by the respective Division Heads

i. Deputy Fire Chief

ii. Fire Captain

iii. Superintendent of Water Resource Recovery Facility

iv. Water Resource Recovery Facility Class I Operator

v. Water Resource Recovery Facility Class II Operator

vi. Water Resource Recovery Facility Class III Operator

Motion to accept Job Descriptions was made by Councilwoman Kreuz, seconded by Councilman Pilliod. Motion passed 6-0.

Mayor's report:

Public Safety day is 10/8/17, 11-4, encourages everyone to attend

Chief Wolever has been deployed to Puerto Rico as a member of FEMA. Three fire captains are in charge.

CCNO is having open house

Attended EMA meeting last week

9.25.17 Meeting Minutes

Administrator applied for Grant for reimbursement for the Doughboy statue, resulted in a call, and will be doing a podcast about this. No results about the grant yet.

There are several old newspapers and photos about Swanton, these need gone through and preserved.

ODOT open house for new facility is 10/4/17

Administrator's report:

1. Code Enforcement Update

Spreadsheet has detailed information.

2. Airport Highway Storm Sewer Delay

Due to storms, there are a couple of pipe suppliers in the South that have closed due to a shortage of raw material to produce pipe, and the cost of pipe material has increased substantially. Have granted an extension to wait out until prices stabilize.

3. Mail Pouch Update

Administrator and Mr. Lehenhauer met with owner of Mail Pouch. He indicated there are some changes to the units in question. They are now being used as coolers. Due to this change the Health Department must be involved as well as the Wood County Building Inspection. Both these departments will have certain requirements for said units.

4. Lions Club Presentation

Presented to Lions Club on 9/12/17 on various projects and updates happening in the Village.

5. Public Safety Day- Open House

Scheduled for Sunday 10/8/17 from 11am-4pm

6. OML Conference registration

Annual conference is scheduled November 1-3. Please review agenda and advise administrator if interested in attending. Administrator will be attending Wednesday and Thursday.

7. OPWC District Committee

Two applications before the County Committee. Project 7 was awarded priority points and has a good possibility of funding. Business Alley/Dodge Alley was not awarded priority points. Will have final word from the state later this year.

8. Village Voice Newsletter

The Village Voice has been published. Sign up is available at Municipal Office or online. Currently 109 are subscribed to it.

9. Other

Chief Berg and Administrator met with School officials about traffic pattern at schools. They have changed their plan that was proposed at end of last school year.

Pretrial is set for 10/4/17 for Cemetery issue.

Adjourn:

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



Ann Roth, Mayor

Attest: 
Karla Sexton, Fiscal Officer

Public Service Committee Meeting

September 25, 2017 • 6:00 p.m.

Committee Members:

Craig Rose – Chairman

Kathy Kreuz

Jeff Pilliod

1. Inspection on projects

At the last Public Service Committee meeting, there was discussion on inspection services. Administrator surveyed other communities for their fee structure and presented it. Administrator recommends stating there is a fee, and stating to refer to fee structure.

Committee recommends pay tap fees then inspection fees are additional.

2. Memorial Park Fence

Mr. Wade Haselman submitted documents for the proposed fence at the lower ball diamond. Also interested in an irrigation system.

Committee is ok with school making improvements to existing system, but The Village is not liable if anything gets broke.

3. Fire Hydrant Meters

Report was presented showing usage and revenue in Fire Hydrant Meters since 2013. Currently all four hydrant meters are checked out.

Committee would like to check with other entities on their rules and rates of fire hydrant meters.

4. Smoking in Public Parks

Administrator has received phone calls and Facebook messages about smoking in the municipal parks. Currently the Codified Ordinances has one section on related to smoking prohibited within all locations of the municipal building. Administrator reached out to other communities and presented to committee.

Committee recommends no smoking at all parks.

5. Lot 61- West Pointe Estates: Will discuss at Committee of the Whole

6. Paper Alleys: Will discuss at Committee of the Whole

Public Safety Committee meeting

September 25, 2017 • 6:30 p.m.

Kathy Kreuz – Chairwoman

Mike Rochelle

Diane Westhoven

1. Operation of low speed vehicles

Google poll had 89 responses, ran it for three weeks, please see results for responses to questions. Administrator called City of Toledo and spoke to Sgt. Hanus in the Traffic Division. Presented details of City of Toledo's implementation. Chief Berg stated his concerns on allowing this in the Village. State of Ohio has passed legislation on this. The Village can adopt their own rules or follow the state legislation.

Committee would like to look into more.

2. Ohio Revised Code 3929.86 (C)

Relates to payments made to the Village of a portion of insured fire loss claims as surety for the removal, repair, or securing of buildings or other structures damaged by fire. Currently the Village has not adopted legislation to accept said funds.

VILLAGE OF SWANTON

Committee of the Whole

September 25, 2017 · 7:45 p.m.

1. 2018 Appropriation Review

Discussed why total appropriations are so high. The Grant Funds for the Garfield Bridge must be listed as revenue coming in and expenditures going out.

Memorial Park Pavilion project is contingent on grant funding but total amount is needed to appropriate. Received word on 9/12/17 that not all CDBG grant funding was approved. The state is approving \$16,000 towards this project. Should receive word from ODNR on the Natureworks grant by end of October. Discussion will be need if Natureworks is not successfully received, does Committee wish to pursue any other local funding.

The Fire Fund proposed appropriations illustrate an increase across the board, due to increase in wages. Administrator sent information to Fulton County Auditor Brett Kolb to assist with producing a spreadsheet of breakdown costs using the approved mechanism to calculate contract fees for the Townships.

2. Lot 61- West Point Estates

Vacant lot in West Point Estates west of Carriage, south of Promenade. Village owns and maintains. Many complaints of dumping. Council would like to get property surveyed and then have further discussion on it.

3. Paper Alleys

Map of alleys within the Village was given and discussion on what can be done with them.