

RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC. FORM NO. 10148

Held July 20

20 15

Mayor Ann Roth called the Swanton Village Council meeting to order at 7:00 p.m. Councilman Rochelle opened the meeting with a prayer followed by the Pledge of Allegiance to the Flag of the United States of America. Council members present were Paul Dzyak, Tamara Haselman, James Piotrowski, Gary Moore, Craig Rose and Michael Rochelle. Village Administrator, Jon Gochenour, and Clerk-Treasurer, Kathy Kreuz, were also in attendance.

Mayor Roth called for a motion to approve the minutes of June 22, 2015. Councilwoman Haselman noted that the minutes from the Public Service Committee meeting of June 22, 2015 were omitted from the Council meeting minutes of June 22, 2015. Motion was made by Councilwoman Haselman to amend the minutes to include minutes from the June 22, 2015 Public Service Committee meeting; seconded by Councilman Rochelle. Motion passed 5-0-1 with Councilman Moore abstaining.

Mayor Roth called for a motion to approve the payment of bills totaling \$30,323.29. Jean Kelly, Finance Director, presented a listing of bills to be paid. Motion to approve was made by Councilman Moore; seconded by Councilwoman Haselman. Motion passed 6-0.

Mayor Roth called for old business and introduced (**Ordinance 2015-11: Map Amendment to the Swanton Village Zoning Ordinance**) and asked for a third reading. The ordinance amends the map of the Swanton Zoning Ordinance for three (3) residential parcels located at 111, 115 and 117 Lincoln Street from General Business (B-2) Commercial to One-Family (R-2) Residential. Motion to approve the ordinance was made by Councilman Rochelle and seconded by Councilman Dzyak. Motion passed 5-0-1 with Councilman Rose abstaining.

Mayor Roth introduced (**Ordinance 2015-17: Proceed with Assessments for Street Lighting**) and asked for a second reading. After the passage of Ordinance 2015-2 declaring the necessity to levy assessments for the purpose of street lighting, Council is required under Ohio law to pass an ordinance declaring its intention to proceed with the proposed assessments. The estimated cost per parcel is \$23.00 per year; the same as in 2014. Motion to approve was made by Councilman Piotrowski and seconded by Councilman Rochelle. Motion passed 6-0.

Mayor Roth introduced (**Ordinance 2015-18: Proceed with Assessments for Leaf Collection**) and asked for a second reading. After the passage of Ordinance 2015-3 declaring the necessity to levy assessments for the purpose of leaf collection, Council is required under Ohio law to pass an ordinance declaring its intention to proceed with the proposed assessments. The estimated cost per parcel is \$15.50 per year; the same as in 2014. Motion to approve was made by Councilman Piotrowski and seconded by Councilman Rose. Motion passed 6-0.

Mayor Roth introduced (**Ordinance 2015-19: Establishing Final Assessments for Street Lighting**) and asked for a second reading. In order to finalize the assessment process, Council must pass an ordinance establishing the final cost of the assessments for street lighting. The final cost per parcel is \$23.00 per year. Motion to approve was made by Councilman Rochelle and seconded by Councilwoman Haselman. Motion passed 6-0.

Mayor Roth introduced (**Ordinance 2015-20: Establishing Final Assessments for Leaf Collection**) and asked for a second reading. In order to finalize the assessment process, Council must pass an ordinance establishing the final cost of the assessments for leaf collection. The final cost per parcel is \$15.50 per year. Motion to approve was made by Councilman Rochelle and seconded by Councilman Piotrowski. Motion passed 6-0.

With no further old business, Mayor Roth called for new business and introduced (**Ordinance 2015-21: Renewal of Notes for Water Improvements for 2015-2016**) and declaring an emergency. The note work issued in 2014-2015 to finance past water improvements matures on August 14, 2015. Currently, the Village has \$890,000 in note work debt at an interest rate of 0.95%. It is the recommendation of the administration to pay off approximately 3% of the principle and reissue notes for 2015-2016 in the amount of \$865,000. The interest rate charged for the last five years has not exceed 1.3%.

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The emergency measure is requested in order to ensure the issuance of the new notes prior to the maturity of the 2014-2015 notes. A motion was made by Councilman Piotrowski to suspend the rules and seconded by Councilwoman Haselman. Motion passed 6-0. Motion to approve was made by Councilman Piotrowski and seconded by Councilwoman Haselman. Motion passed 6-0.

Mayor Roth introduced (**Ordinance 2015-22: Establishment of the Swanton Fire Prevention and Education Bureau**) and asked for a first reading. At its June 22, 2015 public meeting, it was the recommendation of the Public Safety Committee to Council to approve the creation of a fire prevention and education bureau. A motion was made by Councilwoman Haselman to table this ordinance and seconded by Councilman Rochelle. Motion passed 6-0.

Mayor Roth introduced (**Resolution 2015-12: Declaring Intent to Seek Reimbursement for Improvements for Clark Street Sewer Separation Project**) and asked for a first reading. The resolution declares the official intent of the Village of Swanton to seek reimbursement from the State of Ohio for capital improvement expenses related to the construction of the Clark Sewer Separation Project. A motion to approve was made by Councilwoman Haselman and seconded by Councilman Rochelle. Motion passed 6-0.

Mayor Roth asked for a motion to approve the location of a new street light at 226 Munson Road. A letter from Village resident Carol Hazlett was received for the installation of a new street light at or near her residence located at 226 Munson Road. A motion was made by Councilman Rose to approve and seconded by Councilman Piotrowski. Motion passed 5-1 with Councilwoman Haselman voting no.

Mayor Roth asked for a motion to accept the retirement of Jean Kelly from Village Employment. Finance Director Jean Kelly submitted a letter indicating her intention to retire from Village employment effective August 14, 2015. A motion to approve was made by Councilman Piotrowski and seconded by Councilman Rochelle. Motion passed 6-0. Council commended her for the fine job she did as Finance Director for the past 9 years.

Mayor Roth introduced (**Ordinance 2015-23: Authorization of an Agreement with VMC Investments**) and declaring an emergency. The ordinance authorizes an agreement with VMC Investments for the annexation of land into the Village of Swanton. A motion was made by Councilman Piotrowski to suspend the rules and seconded by Councilman Rose. Motion passed 6-0. Motion to approve was made by Councilman Rochelle and seconded by Councilman Piotrowski. Motion passed 6-0.

Mayor Roth asked for a motion to request executive session for the appointment of personnel and to seek advice from legal counsel. Motion to approve was made by Councilman Rochelle and seconded by Councilman Piotrowski. Motion passed 6-0.

Upon returning from executive session, Councilman Rochelle made a motion to approve payroll increases for the Fire Department according to the schedule recommended by the Fire Chief and payroll increases of 4% for all other employees not on probation. Upon the successful completion of their probationary periods, 4% payroll increases will be extended to those employees currently on probation. The motion was seconded by Councilman Rose. Motion passed 6-0. The approved Fire Department payroll schedule is attached to these minutes as Attachment A.

Councilman Piotrowski made a motion to hire Mitchell Martin to the full time position of Patrolman with the Police Department at a rate of pay of \$14.25 per hour contingent on the successful completion of a one year probationary period, background check and physical examination. The motion was seconded by Councilman Rochelle. Motion passed 6-0.

Councilman Piotrowski made a motion to hire Daniel Ward to a full time position of Operator/Maintenance Worker with the Sewer Department at a rate of pay of \$13.25 per hour contingent on the successful completion of a one year probationary period, background check and drug test. The motion was seconded by Councilman Rochelle. Motion passed 6-0.

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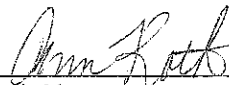
Councilman Piotrowski made a motion to hire Bradley Buck to the full time position of Maintenance Worker with the Street Department at a rate of pay of \$15.50 per hour contingent on the successful completion of a one year probationary period, background check and physical examination. The motion was seconded by Councilman Rochelle. Motion passed 6-0.

Mayor Roth called for Committee Reports. The Water and Sewer Committee met this evening before Council. The Committee reviewed a new utility billing format proposal from "Smart Bill" to replace the current postcard system used to distribute water and sewer bills to Village residents. According to the U.S. Post Office in Swanton, all postcard mailings in the area are sent to Detroit, Michigan to be sorted and are sent out from there to addressed destinations. As a result, the receipt of utility bills by Village residents are needlessly delayed or have even been lost. The municipalities of Whitehouse, Sylvania, Wauseon and Napoleon utilize billing services through Smart Bill. It was the recommendation of the Committee to place the Clark Street Sewer Separation Project out for public bid and open bids on August 13, 2015.

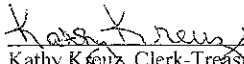
The Finance Committee also met this evening before Council. It was the recommendation of the Committee to Council to renew the notes issued for past water improvements for 2015-2016 in the amount of \$865,000. It was the recommendation of the Committee to Council to transfer all deposits from Key Bank to avoid new fees to Fifth Third Bank which currently has the highest rate of interest of area banks and has agreed to waive all depository fees. The members of the Committee also reviewed a payroll increase schedule submitted by the Fire Department and payroll increase proposals of 4 to 5% for all other Village employees not on probation.

The Village Administrator reported that he has obtained a grant from the Ohio Municipal Bridge Program for the replacement of the West Garfield Avenue Bridge. The Village will be responsible for only 5% of the estimated construction cost which is currently \$729,000. Mr. Gochenour stated that the Village may be eligible to file a claim against Morton and Cargill for road salt purchased from 2008-2011 through the Ohio Attorney General's Office which has settled a lawsuit against the two companies for alleged "price fixing". The Ohio Department of Transportation (ODOT) will hold an informational meeting regarding the proposed Airport Highway Safety Improvement Project at the Village Municipal Building on August 6, 2015 at 9:30 a.m. Local business owners on Airport Highway have been contacted by the Swanton Area Chamber of Commerce and ODOT regarding this meeting which will discuss the widening of Airport Highway.

Mayor Roth stated that the Planning Commission is scheduled to meet on August 11, 2015 at 6:30 p.m. A motion to adjourn was made by Councilman Moore and seconded by Councilman Rochelle. Motion passed 6-0. Council adjourned at 9:20 p.m.


Ann Roth, Mayor

Attest:


Kathy Kreuz, Clerk-Treasurer