

RECORD OF PROCEEDINGS

Minutes of

Meeting

Held October 26,

20 15

VILLAGE OF SWANTON COUNCIL MEETING MINUTES FOR OCTOBER 26, 2015

MAYOR ANN ROTH CALLED THE SWANTON VILLAGE COUNCIL MEETING TO ORDER AT 7:00 P.M. COUNCILMAN ROCHELLE OPENED THE MEETING WITH PRAYER FOLLOWED BY THE PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA.

COUNCIL MEMBERS PRESENT WERE, PAUL DZYAK, TAMARA HASELMAN, CRAIG ROSE, GARY MOORE, MICHAEL ROCHELLE AND JAMES PIOTROWSKI. Also in attendance was Interim Village Administrator, Edward Ciecka, Finance Director, Karla Sexton, and Clerk-Treasurer, Kathy Kreuz.

MAYOR ROTH ASKED FOR A MOTION TO APPROVE THE MINUTES FROM OCTOBER 12, 2015. Councilman Piotrowski noted that he was not listed as being in attendance at the October 12, 2015 meeting, but was indeed present. A Motion was made by Councilman Gary Moore to approve the minutes with the correction noted, seconded by Councilwoman Tammy Haselman.
MOTION PASSED 6-0.

MAYOR ROTH ASKED FOR A MOTION TO APPROVE THE PAYMENT OF BILLS TOTALLING \$31,120.30. MOTION TO APPROVE WAS MADE BY COUNCILWOMAN HASELMAN AND SECONDED BY COUNCILMAN ROSE. MOTION PASSED 6-0.

VISITOR: BOB WERTZ, SWANTON CORN FESTIVAL. Mr. Wertz presented a letter to Mayor Roth requesting the dates of August 19th and 20th, 2016 for next year's Corn Festival. He also informed Council that Allan Robasser will be the new Chairman of the Corn Festival. Mr. Wertz will be actively involved in the activities. All necessary paper work required along with insurance coverages will be secured and filed with the Village. MOTION TO APPROVE THESE DATES WAS MADE BY COUNCILMAN ROSE AND SECONDED BY COUNCILMAN MOORE. MOTION PASSED 6-0.

OLD BUSINESS

1. EMERGENCY ORDINANCE 2015-29: AMEND CHAPTER 35 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF SWANTON REGARDING MUNICIPAL INCOME TAX. THIS IS THE SECOND READING FOR THIS ORDINANCE. MOTION TO APPROVE WAS MADE BY COUNCILMAN ROCHELLE AND SECONDED BY COUNCILWOMAN HASELMAN. MOTION PASSED 6-0.

NEW BUSINESS

1. EMERGENCY RESOLUTION 2015-15: ACCEPTING THE AMOUNTS AND RATES AS DEERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR. MOTION TO SUSPEND THE RULES WAS MADE BY COUNCILMAN MORRE AND SECONDED BY COUNCILWOMAN HASELMAN. MOTION PASSED 6-0. MOTION TO APPROVE RESOLUTION 2015-15 WAS MADE BY COUNCILMAN ROCHELLE AND SECONDED BY COUNCILMAN PIOTROWSKI. MOTION PASSED 6-0.

2. RESOLUTION 2015-16: AUTHORIZING A DOG WARDEN SERVICES CONTRACT WITH THE FULTON COOUNTY COMMISSIONERS. MOTION TO APPROVE WAS MADE BY COUNCILMAN MOORE AND SECONDED BY COUNCILWOMAN HASELMAN. RESOLUTION PASSED 6-0.

3. RESOLUTION 2015-17: REQUESTING ADVANCE PAYMENT OF TAXES COLLECTED BY THE LUCAS AND FULTON COUNTY AUDITORS. MOTION TO APPROVE WAS MADE BY COUNCILMAN MOORE AND SECONDED BY COUNCILMAN ROCHELLE. RESOLUTION PASSED 6-0.

COMMITTEE REPORTS

WATER AND SEWER COMMITTEE

The Committee met at 6:00 P.M. this evening with Chairman, Paul Dzyak, Tamara Haselman and and Craig Rose in attendance.

The Committee heard an update from Department Head, Rick Schantz, on the operation of the water plant. Items discussed were:

- 1.) Final GAC punch list items update.
- 2.) BEARINGS REPLACEMENT FOR NORTH CLARIFIER (EST. \$3,000.00)

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- 3.) OEPA ANNUAL SURVEY RESPONSE (REQUIRED TO BUILD CONTAINMENT WALLS FOR CHEMICAL DRUMS AND RUN WELL INTO RESERVOIR PERIODICALLY)
- 4.) SOLAR BEE REMOVAL
- 5.) HYDRANT FLUSHING (OCT. 26TH – NOV. 4TH)
- 6.) NEW PICKUP TRUCK AND SNOW PLOW
- 7.) NEW MOWER AND TRADE-IN OF OLD MOWER
- 8.) CHEMICAL BIDS set to be opened on NOV. 6TH @ 2:00 pm.
- 9.) Discussed possible dates for an OPEN HOUSE FOR GAC PROJECT. After discussion members recommended a date of NOVEMBER 21ST, 2015 FROM 10:00 TILL 2:00 for the open house.
- 10.) He reported that new regulation has been issued requiring ANY INTERRUPTION OF SERVICE AT WATER PLANT OR IN THE DISTRIBUTION SYSTEM BE REPORTED TO OEPA, INCLUDING ALL WATER MAIN BREAKS, MUST NOTIFY OEPA OF WHAT HAPPENED, LOCATION, HOW IT WAS REPAIRED, WHEN PLACED BACK INTO SERVICE, AND WHETHER ANY BACTERIA SAMPLES WERE COLLECTED AND RESULTS OF THE TESTS.
- 11.) INTERIM SUPT. CONTRACT AND FUTURE PLANS were discussed with the committee.

Finance Committee Report.

The Finance Committee met at 6:30 p.m. Chairman: Michael Rochelle, James Piotrowski and Paul Dzyak in attendance. A status report on financial management and 2016 budget process was given to the committee by Mr. Edward Ciecka, Interim Village Administrator. He informed the finance committee that he and Karla Sexton had an opportunity to discuss municipal finance procedures with the finance director from the City of Rossford. He also discussed:

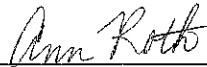
- A.) Begin to use purchase orders rather the "Then and Now" approach.
- B.) Additional Appropriations needed to finish Fiscal Year 2015
- C.) Activities reviewing current revenues and expenses
- D.) Budgeting for Fiscal Year 2016 and the need for more time to complete the final appropriation.

Mr. Ciecka and Karla Sexton will be sitting down with all Department heads and discussing their FY 2016 Budgets. He noted that a goal for the Village in the future would be to have its final appropriation Ordinance completed before the start of the Fiscal Year. This would be a long term goal for the finance department.

MAYOR'S REPORT

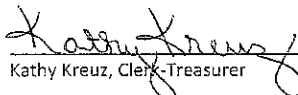
ADMINISTRATOR'S REPORT

With there being no further business before Council, the Mayor asked for a motion to adjourn. A MOTION TO ADJOURN MEETING WAS MADE BY COUNCILMAN MOORE AND SECONDED BY COUNCILMAN PIOTROWSKI. Motion passed 6 – 0.



Ann Roth, Mayor

ATTEST:



Kathy Kreuz, Clerk-Treasurer

November 9, 2015