

# VILLAGE OF SWANTON

## Council Meeting Minutes

November 13, 2017 • 7:00 p.m.

Prayer

Pledge of Allegiance

Roll Call: Paul Dzyak

Jeff Pilliod

Craig Rose

Michael Rochelle

Dianne Westhoven

Kathy Kreuz

Proclamations:

1. 55<sup>th</sup> Anniversary of Rotary Club of Swanton
2. Small Business Saturday

Presentations:

1. Corn Festival Committee

Swanton Corn Festival Chairman Alan Robasser, spoke on the upcoming dates of the Corn Festival and requested permission from Village Council for the 2018 dates.

2. Tim Bock, Poggemeyer Design Group

Tim Bock talked to Village Council on the Church Street Phase 1 project. He mentioned areas that need to be discussed related to the project and gave three options to consider.

*Approval of the Minutes: Motion to approve October 23, 2017 minutes was made by Councilwoman Dzyak, seconded by Councilman Pilliod. Motion passed 5-0. Councilwoman Westhoven abstained.*

Committee reports: See Attached

*Motion to approve Clark Street Repair Option: new catch basins, was made by Councilman Dzyak, seconded by Councilwoman Kreuz. Motion passed 6-0.*

*Motion to approve Paramount Health Insurance Renewal was made by Councilman Rochelle, seconded by Councilwoman Westhoven. Motion passed 6-0.*

*Motion to approve offering of Voluntary Dental and Vision Insurance was made by Councilman Rochelle, seconded by Councilman Rose. Motion passed 6-0.*

11.13.17 Meeting Minutes

Division Reports:

Fire- Chief Wolever

Gas pipe line training completed

New doors are in and added an exit door

Interviewing two paramedics

Procedure Manuals are a third complete

Promotional exams are two thirds complete

Fiscal/HR- Karla Sexton

Attended Northwest Ohio Human Resource Association Meeting

Attended UAN fiscal officer training, and UAN webinars

Working with Amy Miller, Administrator, and Prosecuting Attorney Trevino on delinquent Taxes

Continue working with Captains at Fire Department on Administrative procedures

Attended Toledo Human Resource annual Conference

All employees received handbook updates, will be doing employee presentations this week

Preparing for year end

Daily/weekly tasks

Police- Chief Berg

Fulton County is starting up Christmas for Kids, it will be December 16 at Wauseon Walmart

Swanton Police will be helping at St Richards again this year with the Christmas program for foster kids

Waiting to hear from Joe Kahl about bell ringing at Kroger's

Drug take back day went well

Officer Brazeau completed CIT Training in Archbold

Public Service- Jim Reckner

Sewer cleaning and repairs

Neil finished collection classes, will be taking test

Kelly from NECO was out and talked with Kari on hardware for the radio reads

Christmas Decorations

Lift is broken, its 25 years old, can't get certified anymore

WRRF- Steve Geise

Presented Comparison of sludge hauling over past year, since using sludge bags

Got approval to haul sludge to Wood County and Bryan, Ohio

Mayor's report:

Talked on items from the presentations at the Ohio Municipal League Conference

Attended Fulton County Transportation Plan meeting with Councilman Dzyak

Past year received two complaints about Cost Recovery, wanted Council to be aware how it is billed

Will be attending EMS Executive Board Meeting on Wednesday

Administrator's report:

*Motion to approve Corn Festival to use Memorial Park on August 17<sup>th</sup> and 18<sup>th</sup> of 2018, was made by Councilman Kreuz, seconded by Councilman Pilliod. Motion passed 6-0.*

1. Code Enforcement Update

Spreadsheet has detailed information.

2. 2018 Meeting Calendar

*Motion to approve 2018 Meeting Schedule was made by Councilwomen Kreuz, seconded by Councilman Rochelle. Motion passed 6-0.*

3. November 27 Committee of the Whole Meeting

*Motion to approve to move the Committee of the Whole meeting to 6:00 pm, the Public Service Committee meeting to 7:45 pm, and the Public Safety Committee meeting to 8:15 pm, was made by Councilwoman Westhoven, seconded by Councilwoman Kreuz. Motion passed 6-0.*

4. FCEDC Marketing Meeting

Met on October 24 and discussed ways to promote Fulton County as it relates to the workforce and housing challenge

5. Delinquent tax list

Working with Mrs. Sexton and Mrs. Miller to create a streamlined procedure for the delinquent tax list.

6. Income Tax Board of Review

Will have a meeting on November 21 to review an appeal from Dollar General on income tax amounts.

7. Nuisance section 92 Codified Ordinance

Working with Mr. Brown and real estate attorney on streamlining Section 92 of the Codified Ordinance.

8. Memorial Park Pavilion

The Village did not receive the ODNR grant funding for the Memorial Park Pavilion. Village did receive CDBG grant funding in amount of \$18,000. Will be looking into other avenues to fund the project.

9. Utility Billing

List of past due utility accounts as well as water shut offs to the end of October 2017

10. Senior Center Agreement

Talked at Finance Committee on this

11. Planning Commission November updates

Variance approved for 106 Fulton - Fence off of property line

Discussion on Codified Ordinance updates in various areas of Section 150

Met with Mail Pouch on Coolers: All three entities have sited him, he needs to come into compliance

Old Business:

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

*Motion to approve was made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Motion passed 6-0.*

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

*Motion to approve was made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Motion passed 6-0.*

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

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

4. Second Reading Ordinance 2017-XX: Amending Section 36.02 "Smoking" of the Codified Ordinances of Swanton

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

New Business:

1. Emergency Ordinance: 2017-XX Bail Bondsman Contract with Fulton County

*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 Rochelle, seconded by Councilwoman Westhoven. Motion passed 6-0.*

2. Emergency Ordinance: 2017-XX: Indigent Defense Contract with Fulton County

*Motion to suspend the rules was made by Councilman Dzyak, seconded by Councilman Rose. 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: 2018 Temporary Appropriations

*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 Councilwoman Westhoven. Motion passed 6-0.*

Executive Session:

*Motion to go into Executive Session to discuss Public Employee Hiring and Public Employee Compensation, was made by Councilman Rose, seconded by Councilwoman Westhoven. Motion passed 6-0.*

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

*Motion to hire Ed Ciecka, from 1/15/18-3/2/18, as an independent contractor, at an hourly rate of \$55.00, for up to twenty hours per week, was made by Councilman Dzyak, seconded by Councilman Rochelle. Motion passed 6-0.*

Personnel:

1. Introductory Period

*Motion to remove Eric Vaughn from his introductory period with the Village of Swanton, effective November 6, 2017 and continue employment was made by Councilwoman Kreuz, seconded by Councilman Westhoven. Motion passed 6-0.*

2. Resignations

*Motion to thank Mr. Hildebrand for his 17 years of service and accept letter of resignation effective 11/10/2017 was made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Motion passed 6-0.*

*Motion to thank Mr. Harmon for his 1.5 years of service and accept letter of resignation effective 11/22/2017 was made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Motion passed 6-0.*

Adjourn:

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



Ann Roth, Mayor

Attest: 

Karla Sexton, Fiscal Officer

## Water and Sewer Committee Meeting Minutes

November 13, 2017 • 6:00 p.m.

Paul Dzyak – Chairman

Jeff Pilliod

Craig Rose

### 1. Presentation: Mr. Dick Perkins

Mr. Perkins addressed the Committee and discussed the issue with sewers near West Ridge. He said that something is going on preventing water from going to Hallett Avenue, since it is going in his basement. Other homes in West Ridge are being affected as well. He said this issue has gotten worse over the last two years.

Mr. Reckner stated that they have cleaned the sewers from the sewer plant to public works department and all of West Ridge.

Administrator is going to contact Jones & Henry.

### 2. Airport Highway Storm Sewer Project

Bryan Excavating has agreed to proceed with work using a different pipe material which is readily available. Tentatively start date is December 4, and completion before the New Year.

### 3. Clark Street

Options were presented from Jones & Henry on how to alleviate the drainage issue on Clark Street. Committee recommends going with option 1: new catch basins.

## Finance Committee Meeting Minutes

November 13, 2017 • 6:30 p.m.

Michael Rochelle

Diane Westhoven

Paul Dzyak

### 1. Financial Documents Review

### 2. 2018 Swanton Senior Center Agreement

No proposed change in rental rate. Addition of miscellaneous items such as calendar and cleaning details.

Committee recommends renewing.

Councilman Pilliod asked if the \$350 rent is covering the cost of utilities. Fiscal Officer will do an analysis for the past 8 months. See if the oven has increased the usage.

### 3. 2018 Health Insurance Renewal

Medical plan options are:

Paramount will renew at an overall 0% increase, same plan as 2017. Anthem renewal would be at a savings of 16%, this is a different plan and there are added fees. Committee recommends staying with Paramount.

Dental and Vision:

Village currently does not offer dental or optical insurance coverage, only a \$1000 reimbursement for each full-time employee. Two options for dental and optical insurance coverage are Village Contributory and Employee voluntary. Committee recommends offering the Employee Voluntary Plan.

### 4. 2018 Temporary Appropriations

Appropriations have been discussed at previous Finance Committee and Committee of the Whole Meetings.

### 5. Municipal Building

Received quote on reroofing of building.