

# VILLAGE OF SWANTON

Council Meeting Minutes

April 9, 2018 • 7:00 p.m.

Prayer

Pledge of Allegiance

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

Fulton County Commissioners Jon Rupp and Bill Rufenacht were also present

Approval of Meeting Minutes

*Motion to approve February 12, 2018 minutes was made by Councilwoman Kreuz, seconded by Councilman Pilliod. Roll Call. Motion passed 6-0.*

*Motion to approve February 26, 2018 minutes was made by Councilwoman Kreuz, seconded by Councilman Rochelle. Roll Call. Motion passed 6-0.*

Committee reports: See Attached.

Presentation: Mr. Ron Atkins 110 Crabapple- creek in rear yard

Mr. Atkins had many photos illustrating the situation in his rear yard. He stated that some people call it a creek but he calls it a ditch as its dry during summer months. He went on to describe the situation. There are several trees leaning in as the ditch meanders and creates an ax bow due to erosion. He mentioned that his neighbor installed a zip line and that could also be contributing to erosion. When Mr. Atkins purchased the property 9 years ago he had about 4-6 ft more of back yard. He goes on to say he doesn't believe it's a "me" thing he believes it's a community thing. Essentially who owns the ditch and whose responsibility is it to maintain it. Councilman Rose stated

that the Village should be good stewards for the community and pursue cleaning in July or August. Mrs. Hoelzle stated that there is an easement there and will look into what can be done.

New Business:

Emergency Resolution 2018-XX: Nuisance Abatement 215 W. Airport

*Motion to suspend the rules was made by Councilman Rochelle, seconded by Councilwoman Kreuz.*

*Roll Call. Motion passed 6-0.*

*Motion to approve Emergency Resolution 2018-XX: Nuisance Abatement 215 W. Airport made by Councilman Dzyak, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.*

Mayor Roth inquired if it was possible to pass the two ordinances listed as First Readings as Emergency measures. Mrs. Hoelzle stated as long as Council voted accordingly.

Emergency Ordinance 2018-XX: Proceed with Street Lighting Assessment

*Motion to suspend the rules was made by Councilman Rochelle, seconded by Councilwoman*

*Westhoven. Roll Call. Motion passed 6-0.*

*Motion to approve Emergency Ordinance 2018-XX: Proceed with Street Lighting Assessment made by Councilman Rochelle, seconded by Councilman Pilliod. Roll Call. Motion passed 6-0.*

Emergency Ordinance 2018-XX: Proceed with Leaf Pick Up Assessment

*Motion to suspend the rules was made by Councilman Dzyak, seconded by Councilwoman*

*Westhoven. Roll Call. Motion passed 6-0.*

*Motion to approve Emergency Ordinance 2018-XX: Proceed with Leaf Pick Up Assessment made by Councilman Rochelle, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.*

First Reading Ordinance 2018-XX: Amend Section 92 of the Codified Ordinances

*Motion to approve First Reading Ordinance 2018-XX: Amend Section 92 of the Codified Ordinances made by Councilman Rochelle, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.*

Annual agreement with seasonal landscaper, Sharon Cargill.

*Motion to approve the 2018 agreement with Sharon Cargill made by Councilwoman Kreuz, seconded by Councilman Pilliod. Roll Call. Motion passed 6-0.*

#### Mayor's Report:

Mayor Roth mentioned the Clean Water Fair Pricing Act which is being discussed in Columbus. It deals with preventing municipalities with water systems from charging a higher rate for non residents.

Mayor Roth met with representatives from the Lucas County Health Department on a new initiative called Tobacco 21 which would increase the age to purchase tobacco to 21.

The new EMS Director has started her tenure and will travel around Fulton County to meet everyone

The LEPC group is tasked with working with similar entities to prepare for a disaster. There will be a tabletop exercise on May 30 at 9:00 a.m. at the Swanton Fire Station

Mayor Roth mentioned she attend a TMACOG sponsored workshop on Sunshine Laws as well as a Swanton Area Chamber of Commerce Board meeting

#### Administrator Report:

1. Code Enforcement
  - a. Mr. Brown is back at it for the season and full reports will available soon
  
2. OML Summer Regional Conference
  - a. OML's inaugural Regional Conferences will occur this summer
  - b. The Northwest Ohio Conference will be held on August 17 in Findlay
  
3. Planning Commission
  - a. Met on April 3 and had Public Hearing for a Variance Request

- b. 115 Lawrence- accessory structure variance of 2 feet from side yard property line
  - c. Variance approved conditioned on providing proof of property line
4. Ditch near Airport Highway & Cd Rd 2-2 (aka Mr. Meller's property)
- a. Met with reps from Swancreek Township and Fulton County Engineer's Office
    - i. Village has cleaned up property north of ditch which is owned by Village
    - ii. Village has also acquired clean concrete for the project
    - iii. Swancreek Township will provide labor and equipment
    - iv. Fulton County provided an example of where to focus on stabilization but is not providing labor or equipment
5. Met with Recreation Director for quarterly meeting
- a. Reviewed upcoming season and discussed areas and tasks for which the Village needs to assist
  - b. Decided that it would be best to have an inventory of contents in each of the concession buildings
    - i. Buildings are the Village's but contents do not belong to Village
6. Bid Advertisements
- a. Church Street Road Improvements: Bid Opening April 18
  - b. Project 7 Sewer Separation: Bid Opening May 2
7. Quarterly information for water shut offs provided

Division Reports:

Fire: Chief Wolever presented the March stats. He mentioned that the LEPC opportunity is a good one for Swanton. He also mentioned there was an accident with ALS 7 in the early morning which involved a deer. The patient was safely transported to another ALS unit. Both Village employees were seen at the ER with no severe injuries.

Police: Chief Berg discussed April 28 as National Drug Take Back Day. Also mentioned he would be at the Chief of Police Annual Conference in Columbus. Discussed May 12 Jobs & Family Services Family Fun Day where a patrol car will be in attendance. Mentioned that 2 more patrol cars will be in next month replacing two vehicles. Mr. Pilliod inquired about the breaking and entering in the north part of town on Valleywoods.

Public Service: Mr. Tedrow stated brush pick up has started and the park is open but no water due to temperatures. He mentioned the ball fields were rolled but the moles are still coming back. Also durapatching potholes and working on the radio read project.

WRRF: Mr. Geise emailed OEPA about the sludge management as it has been six months since he submitted the information. He mentioned the Beehive software reviewed for asset management. He stated one final pump went down and Buckeye pumps quoted \$3,700 to fix it. He also has three quotes for the drying beds

Water: Mr. Yackee stated that 70.3% of water was accounted for in March whereas there was 84% in February. He went on to say that basins were cloudy but he adjusted the filters and now the run times have increased by 3 fold. The week of May 14 will start hydrant flushing and sludge removal will happen soon.

Fulton County Commissioners:

A few topics were presented to the Commissioners

1. Nexus Haul Route Signs
  - a. Mr. Jon Rupp indicated he would look into these
2. Ditch and creeks
  - a. Mr. Rufenacht will look up code and legislation
3. Former Dry Cleaner properties
  - a. Mr. Jeff Pilliod stated he spoke to Brett Kolb about the property
  - b. There are many liens on the property- what can be done?
  - c. What is the next step?
  - d. Mr. Lehenbauer believes tax foreclosure
    - i. \$20,000 in back taxes
4. Fire Coverage/ALS Coverage
  - a. What does the next 4-5 years entail

b. Mr. Rupp stated that the County can't put on a levy for Fire

Executive Session:

*Motion to go into Executive Session to discuss Public Employee Hiring, Public Employee Compensation, and to consider purchase of property for public purposes made by Councilman Dzyak, seconded by Councilwoman Kreuz. Roll Call. Motion passed 6-0.*

Mayor called Council back to order. Roll Call 6-0.

*Motion to hire Jennifer Harkey as full-time Fiscal Officer, at \$49,000/annually contingent upon a successful completion of pre-employment background check and drug screen. Mrs. Harkey will have a one (1) year introductory period; if Mrs. Harkey completes a successful introductory period, wage will be increased to \$50,000 annually effective with the first full pay in May 2019. Employment will be effective April 22, 2018. Mrs. Harkey will accrue sick leave in accordance with policy and is entitled to personal and vacation time in accordance with policy was made by Councilwomen Kreuz seconded by Councilman Rochelle. Roll Call. Motion passed 6-0.*

Adjourn:

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



Ann Roth, Mayor

Attest:   
Rosanna Hoelzle, Village Administrator

Water & Sewer Committee  
April 9, 2018 • 6:00 p.m.

Committee Members:

Paul Dzyak  
Craig Rose  
Jeff Pilliod

1. Jet vac truck quotes
  - a. Best Equipment
    - i. Detailed quote provided in Dropbox with lease options illustrated
    - ii. New equipment, specifications discussed with Mr. Tedrow and rep from Best
  - b. Jack Doheny
    - i. Will provide quotes on used options (may have by Monday evening)
    - ii. Lucas County will also have theirs for sale soon but will wait until their new truck comes in before selling current truck (unknown timeframe)
  - c. GovDeals
    - i. Bellefontaine, Ohio currently has a 2006 Vac-Con listed on GovDeals for \$25,000

Councilman Dzyak asked when is one needed. Mr. Tedrow responded, yesterday, but goes on to say the Village is able to borrow other equipment if needed in a pinch.

Consensus of the Committee is a decision needs to be made quickly.

2. Water Production Costs
  - a. Mr. Yackee has provided a detailed illustration of water production and costs associated with said production.
  - b. This is related to the High School Athletic Fields
  - c. It costs \$6.04 to produce a 1,000 gallons of water.
  - d. Mr. Pilliod believes the Village should recoup the cost of water and understands the Village is not going to make money.
  - e. It was requested that Mrs. Hoelzle meet with Mr. Lake and Mr. Hasleman to discuss the water rate structure at the High School

3. Water tap at 404 Chestnut.

- a. The water tap is on Harrison and the water line goes through a neighbors yard underneath a deck.
- b. The new owner turned the water on and found a leak
- c. New owner either has to fix the line OR can run a new line from house to Chestnut
- d. Is the Village willing to have the tap fee waived?
- e. Discussion ensued about what the tap fee is covering
  - i. New developers already installed saddle onto the main and the curb box
- f. It was advised that Mrs. Hoelzle would discuss with the new property owner at 404 Chestnut what they are willing to cover?

Mr. Pilliod inquired about Clark Street and Mrs. Hoelzle stated it is still on the radar for this year.



Finance Committee  
April 9, 2018 • 6:30 p.m.

Committee Members:

Michael Rochelle  
Paul Dzyak  
Dianne Westhoven

1. Financial Documents were reviewed and signed
2. Selling of public land
  - a. Parcel 14-025227-00 is where the old water tower resided
  - b. The parcel is .94 acres and is owned by the Village
  - c. All land surrounding the parcel is not owned by the Village
  - d. Therefore unless the Village were to inquire purchasing surrounding land, there is no development on said parcel
  - e. Public Service crews inspected the water line and it is not servicing anything
  - f. Discussion from the Committee led to a recommendation to Council to place for sale
  - g. It was advised that Mrs. Hoelzle should contact Kevin Thornton at Scottdel do he is aware the parcel is up for sale
3. NatureWorks grant application
  - a. Administrator is reviewing options for NatureWorks: application is due June 1
    - i. Memorial Park Pavilion
    - ii. Light fixtures
    - iii. Electrical upgrades to Pilliod Park
    - iv. Any other suggested projects?
  - b. Discussion from the Committee centered on drafting an application that would have the best chance of scoring well.
4. Interest income
  - a. Current Investment Policy of Village in Section 36 of Codified Ordinances

- b. The Acting Fiscal Officer and a visiting Fiscal Officer noted, while preparing reports, that the Village could earn more interest if other investment opportunities were reviewed.
  - c. For example the current 5/3 account is earning .15 interest whereas Star Ohio's interest on 4/4/2018 was 1.7%
  - d. Recommendation is for new Fiscal Officer to look into Star Ohio
5. Trade in mower
- a. The Public Service Division currently has a Toro Groundmaster used for mowing
    - i. It was purchased within the last five years
  - b. Mr. Tedrow can go into more detail on the use but in general, this equipment is good for two areas: soccer fields and ball diamonds
  - c. Further, in the last year over \$2,000 was spent on parts and repair
  - d. Other more efficient options were reviewed and one option is to trade in said mower and purchase a John Deere Z997R
  - e. Trade in value of Toro is \$14,000
  - f. New John Deere would then cost \$4,500
  - g. Recommendation from Committee is to pursue trade in.