

VILLAGE OF SWANTON

Council Meeting Minutes
September 10, 2018 • 7:00 p.m.

Prayer

Pledge of Allegiance

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

Mayor Roth proceeded with the swearing in of firefighters, Nathaniel Miller and Chad Jendrzejak.

Approval of Meeting Minutes

Motion to approve August 27, 2018 minutes was made by Councilwoman Westhoven, seconded by Councilman Pilliod. Roll Call. Motion passed 6-0.

Motion to approve financial reports as presented was made by Councilman Rochelle and seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Motion to waive any hearing before Fulton County Budget Commission in regards to 2019 LGF made by Councilman Rochelle and seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Old Business:

Motion for Second Reading: Repealing Ordinance 2004-17 pertaining to Pick-up Plan Contributions for OPERS contribution as well as health insurance premiums for Village Administrator was made by Councilman Dzyak, seconded by Councilman Rose. Roll Call. Motion passed 6-0.

New Business:

Motion authorizing Village Administrator to enter into a three year agreement with Lammon Brothers for leaf pickup. Annual expense is \$22,000 with a \$500 increase in the last year. Made by Councilman Rochelle, seconded by Councilwoman Kreuz. Roll Call. Motion passed 6-0.

Motion to set trick or treat date and time to October 27 from 6:00 p.m. -7:30 p.m. was made by Councilman Rochelle and seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Motion for First Reading: Ordinance 2018-XX Amendments to Section 36.01 Codified Ordinances to include NSF charges related to ACH transactions was made by Councilman Rose and seconded by Councilwoman Kreuz. Roll Call. Motion passed 6-0.

The contract from Jones & Henry for general engineering was discussed. Council discussed their frustration with several projects and would like Administrator Hoelzle to reach out to other engineering firms.

Mayor's Report:

Mayor Roth read a letter from the Corn Festival Committee thanking Village public service crews for their help. Mayor Roth also spoke to a new resident, whom she asked to write a letter describing his experience at the Village administration office. He recounted his experience at the office with Amy Miller. She welcomed him to the Village and serves well as the 'face of the Village'.

Administrator Report:

1. Code Enforcement: 73 properties. Details in Drobbox
57% abatement, 21% progress made in abatement, 18% no progress made in abatement
2. Planning Commission – September 4 – discussed proposed senior living complex – Swancreek Crossing
3. 2018 Road Project Update
 - a. Church Street – road is complete
 - b. Project 7 is running on time, 24” storm sewer off East Garfield and the mainline storm sewer are both installed. The contractor installed the mainline storm sewer on Harrison and began work on Lawrence.

- c. Garfield Bridge Replacement is expected to be complete in early December.
- d. Holiday Lane – Mill and Fill complete

Division Reports:

Water: Mr. Yackee reported 65% accountability; leak detection will be done in October. The company uses sound technology to find leaks. EPA survey went well. Algae count has been extremely low this year. Water level is good in reservoir.

WRRF: Mr. Geise reported Buckeye Pumps will install the south backwash pump. He move one bag of sludge to Gombash Farms and is pumping another. He discussed the generator located at the WRRF, which he tests monthly.

Fire: Chief Wolever reported the Fireworks Festival went well.

Police: Chief Berg received a Facebook message from a citizen whose father suffered a heart attack. Patrolman Kusz administered CPR and helped to stabilize him. She credited Patrolman Kusz with saving her father's life. Chief Berg is researching CBD oils. It is derived from the hemp plant. The Pharmacy Board in Ohio has declared it to be illegal. He has received several resumes for full-time patrolman in response to his employment advertisement.

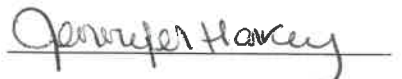
Public Service: Mr. Tedrow reported the Village clean-up day went well. Mr. Dzyak inquired about the time the shredding service is scheduled. He spoke to All-Shred while on site and the representative stated he is scheduled 9-12 and had only three customers. The representative said a later time would probably be of better service to citizens. Councilman Pilliod inquired about where to take batteries, tires and paint. Councilman Rochelle said we need to inform citizens where to dispose of those items.

Adjourn:

Motion to adjourn meeting at 8:27 p.m. was made by Councilwoman Kreuz, seconded by Councilman Rochelle. Roll Call. Motion passed 6-0.



Ann Roth, Mayor

Attest: 

Jennifer Harkey, Fiscal Officer

Water and Sewer Committee Meeting Minutes

September 10, 2018 • 6:00 p.m.

Paul Dzyak – Chairman

Jeff Pilliod

Craig Rose

1. Sprinkler Meters

Current language regarding code section §52.30 includes:

- A.) Users may purchase and install meters exclusively supplying water to an outside faucet and hereafter referred to as “sprinkler meter”.
- B.) Water supplied through the sprinkler meter may be used for lawns, pools and other outside activities not intended to result in treatment through the sanitary sewer systems of the Village.
- C.) Users are responsible for all household plumbing required to connect the sprinkler meter, which shall be installed by the Village.
- D.) The Village shall read and provide an invoice for water usage through the sprinkler meter once each calendar year.
- E.) Users shall be billed for water usage only, not the combined water/sewer rate.
- F.) The water rate structure for sprinkler meter water used to sprinkle athletic fields at Swanton High School shall be as enumerated in §52.01 (B).

Accountability is difficult to accurately calculate with annual readings for those meters. Revenue generation is also affected. Water usage in July is not invoiced until January of the next year. It is recommended the sprinkler meters are read each month, which would allow Mr. Yackee to better grasp usage for accountability purposes. The Village will invoice quarterly. Further, §52.30 does not mention late payment of sprinkler meter bills as it does regular water and sewer bills. Council agreed outside meters should be read monthly and billed more often. This will be beneficial to the resident as well, as they will be paying for water usage closer to when it is actually used. Council directed the Administrator to draft legislation to reflect the proposed changes.

2. Swissaire Estates

Current procedure for meters in Swissaire is for the Village to purchase and then the park maintenance crew to install. If a resident becomes delinquent on their account, the park maintenance crew disconnects water service rather than the Village disconnecting water service until payment is made. The Village staff is now aware of some issues and the internal discussion of a master meter at the park is recommended by Staff. A master meter would allow the Village to charge for total water usage for the park and not to the specific unit. It would be the responsibility of the park owner to pay the bill. However the park owner charges the residents would be a private matter. Council agreed there needs to be more oversight in regards to supplying meters to maintenance staff and the park. They also agreed a master meter is the best solution. Councilman Rose requested Administrator Hoelzle reach out the maintenance staff at the park to gain an understanding of the history of the water meter arrangement. Mayor Roth inquired as to how other facilities such as apartments or duplex are metered. Mr. Yackee and Mr. Tedrow stated it varies for each situation. Mr. Yackee stated trailer parks are unique in that they essentially have their own pump station. Council also speculated if there is a break in the lines at the park, this could possibly account for water loss.

Council suggested Ms. Hoelzle prepare legislation to address the Village installing a master meter, the park should not install any meters.

Finance Committee Minutes

September 10, 2018 • 6:30 p.m.

Michael Rochelle

Diane Westhoven

Paul Dzyak

1. Financial Documents Review – the auditor suggested financial reports be approved in Council meeting.

2. Local Government Fund monies

This is an annual motion to waive any hearing before Fulton County Budget Commission regarding apportionment of the Local Government Fund. The 2019 estimated LGF is \$67,381.

3. 2019 Preliminary Revenue and Appropriations Review

Mrs. Harkey reviewed the proposed 2019 Temporary Budget with Council. She highlighted significant changes in regards to proposed capital projects and equipment purchases. She also discussed additional debt in regards to current and future sewer separation projects. Also discussed was the timing of paying off the current note balance of \$800,000.