

VILLAGE OF SWANTON

Council Meeting Minutes

October 22, 2018

7:00 p.m.

Prayer

Pledge of Allegiance

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

Mrs. Hoelzle recently attended a TMACOG event in which approving the agenda was a topic. This helps to address last minute changes to the agenda. She recommends approving the agenda as part of council meetings.

Motion to approve the amended agenda was made by Councilwoman Kreuz and seconded by Councilman Rochelle. Roll Call. Motion passed 6-0.

Motion to table approval of October 8, 2018 meeting minutes was made by Councilman Rochelle, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Old Business:

Motion for Third Reading: Amendment to the following Zoning Code sections; 150.097, 150.099, 150.101, 150.164(B), 150.166, 150.243, 150.401, 150.503 was made by Councilwoman Kreuz, seconded by Councilman Pilliod. Roll Call. Motion passed 6-0.

New Business:

Indigent Defense Service is an annual ordinance to authorize the Administrator to enter into an agreement with Fulton County Commissioners related to legal counsel to indigent persons charged with a violation of a municipal ordinance.

Motion for First Reading: Approve Indigent Defense Service agreement was made by Councilman Rose, seconded by Councilwoman Kreuz. Roll Call. Motion passed 6-0.

Mrs. Hoelzle reported due to unforeseen issues with the subgrade and a broken water line, there are change orders to the contract cost for Church Street Road Improvements. The change orders increase the contract cost beyond the original \$432,434 limitation set in Ordinance 2018-12. An amendment is needed.

Emergency Ordinance 2018-XX: Amending Ordinance 2018-12: Motion to suspend the rules was made by Councilman Dzyak, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Motion to amend Ordinance 2018-12 made by Councilman Dzyak, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Mrs. Harkey stated an increase to Fund 5201 appropriations by \$350,000 and Fund 1000 appropriations by \$85,000 is necessary. Both of these items are largely related to required accounting procedures regarding capital purchases.

Emergency Ordinance 2018-XX: Amending Sewer Fund and General Fund appropriations. Motion to suspend the rules made by Councilman Rose, seconded by Councilwoman Kreuz. Roll Call. Motion passed 6-0.

Motion to amend Sewer Fund and General Fund appropriations was made Councilman Dzyak, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Mrs. Hoelzle recommends placing the 2004 Crown Victoria and 1985 Jet-Vac truck for sale on govdeals.com. These items are no longer useful for the Village.

Emergency Ordinance 2018-XX: Disposing of surplus property. Motion to suspend the rules made by Councilman Dzyak, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Motion to dispose of surplus property was made Councilman Rochelle, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Mrs. Harkey requested the creation of revenue account 1000-820-1017 Contributions and Donations for Swanton Shines Christmas decoration fundraiser. She also requested the creation of appropriation account 5201-800-590-1000 to record the purchase of the Vac Con Truck.

Councilwoman Kreuz made a motion to create the proposed accounts. Councilwoman Westhoven seconded. Roll Call. Motion passed 6-0.

As recommended by the Public Service Committee:

Motion to enter into a lease agreement for park property with Mrs. McNeil was made by Councilman Rochelle, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Motion to authorize Mrs. Hoelzle to draft legislation to sell North Main Street property was made by Councilman Rochelle, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

As recommended by the Public Safety Committee:

Motion to present Fulton Township and Swancreek Township with proposed 2019 Fire Contract fees was made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Motion to approve Owens Community College Clinical Affiliation Agreement was made by Councilwoman Westhoven, seconded by Councilwoman Kreuz. Roll Call. Motion passed 6-0.

Mayor's Report:

Mayor Roth presented research on railroad quiet zones. There are numerous requirements set by the Federal Railroad Administration (FRA) to implement quiet zones, focused on maintaining and improving safety.

Mayor Roth reported several municipalities in Ohio have successfully implemented quiet zones. Some contracted with consultants CTC, Inc. to assist in the process.

Discussion regarding this matter will continue at the next Committee of the Whole on November 26.

Mayor Roth inquired if anyone on Council would like to be part of the Revolving Loan Fund Committee. Councilman Rochelle is currently a board member.

Administrator Report:

1. Code Enforcement: No changes as Mr. Brown is focusing on larger abatements; 232 Lincoln and 98 Dodge currently in the process of abatement.
2. Construction Project Update
 - a. Garfield Bridge – everything running smoothly, expected to finish in early December
 - b. Project 7 – completed
 - c. Project 10 Sewer Separation – smoke testing the week of October 29
3. TMACOG Tech - Very good session regarding meeting order, highly recommend if offered in the future
4. Swanton Shines – Inaugural Christmas Tree Lighting Ceremony will be held December 1 at Pilliod Park. The event will run from 5:30 p.m.-7:00 p.m. and will include a 5k run/walk, food, and hot chocolate. The Swanton Public Library will have a holiday story around the Storywalk™.
5. Fessenden Hardware generously donated their time and use of forklift to assist with work at WRRF. The Village would like to express their gratitude.
6. Veterans Day Program is scheduled for November 9 at Swanton High School. The Village will have a section to discuss recognition of Doughboy statue. Representatives from the Offices of Governor Kasich and Representative Latta will be in attendance.
7. Mrs. Hoelzle received a letter today indicating the Memorial Park Pavilion project is a recipient of NatureWorks grant in the amount of \$32,000. In total, the project is 57% grant funded. Councilwoman Kreuz thanked Administrator Hoelzle for her hard work.

Motion to go into Executive Session at 7:40 p.m. to discuss complaints against a public employee was made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

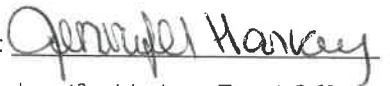
Mayor called Council back to order at 8:20 p.m. Roll Call 6-0.

Adjourn:

Motion to adjourn meeting at 8:21 p.m. was made by Councilman Rose, seconded by Councilwoman Kreuz. Roll Call. Motion passed 6-0.



Ann Roth, Mayor

Attest: 
Jennifer Harkey, Fiscal Officer

Public Service Committee Meeting Minutes

October 22, 2018 • 6:00 p.m.

Craig Rose – Chairman

Kathy Kreuz

Jeff Pilliod

1. Park property

Mrs. Hoelzle met with Mrs. McNeil to discuss the parcels she owns at Memorial Park, currently used as a soccer field as well as the parcels on Main Street, which the Village maintains. Mrs. McNeil is open to extending an agreement to allow use for the park property in exchange for the Village to maintain the parcels on Main Street. Mrs. McNeil would like to continue to use the garage on the park property. Discussion regarding property lines and legal description will have to be redrawn, as the garage is located over two parcels. The auditor values all four properties at approximately \$20,000.

2. North Main Street property

This property is located north of the bowling alley. Corn Festival Committee purchased it with the intention of developing into another park. The Village expended approximately \$18,000 in total for the property on various improvements such as drainage work. The parcel is approximately 4.90 acres. If the property is listed for sale, Council has a right to reject any and all bids.

3. Public Service laborers

Mrs. Hoelzle recommends four or five (4 or 5) seasonal workers to assist in mowing, edging, brush pick-up and painting projects. The positions would be posted in February, with some employees working April through October and others starting in May through August. Each position would have a starting wage of \$10 per hour with a maximum of 20 hours per week.

Committee discussed the need for a permanent, full-time laborer. Mrs. Hoelzle stated additional licenses are required by the Ohio EPA that are not held by any current employees. She also discussed with each Public Works superintendent and they stated they could utilize an additional full-time employee.

4. East Garfield widening

Committee discussed the need for widening of East Garfield from Clark Street to Hallett. The estimated cost of the project is approximately \$485,000. This includes \$335,000 for road, curbs and sidewalks and \$150,000 for water line work. CDBG Critical Infrastructure funding may be available dependent upon an income survey of the area. In order to qualify for funding, Low-Moderate Income (LMI) must be below the grant threshold. The committee will recommend the income survey, with a cost of approximately \$2,500. If funding is not available, they do not recommend moving forward with the project.

5. Storm Sewer Connection

Mrs. Hoelzle reported a few residents inquired about connecting to the storm sewer. The current §51.027 Storm and Surface Waters is not clear as to what is acceptable drainage or if residents should be charged a tap fee. Councilman Dzyak stated the Village charged him \$1,450 to connect to the storm sewer several years ago. Councilman Rose inquired if this is related to the additional \$3.00 charge on utility bills. Mrs. Hoelzle stated the \$3.00 charge was to offset the cost of sewer separation projects. The committee directed Mrs. Hoelzle to reach out to other communities for guidance.

Councilman Pilliod stated he asked Troy Parsons to provide a quote to clean out creek blockage.

Public Safety Committee Meeting Minutes

October 22, 2018 • 6:30 p.m.

Kathy Kreuz – Chairman

Michael Rochelle

Diane Westhoven

1. 2019 Fire Contracts

Fulton County Auditor Brett Kolb provided values for the 2019 Fire Contract. Mr. Kolb uses a weighted formula based on market value, address points, runs and census data. Based on those figures, the proposed contract fee for Fulton Township and Swancreek Township decreased from the 2018 contract fee.

2. Owens Community College Agreement

Mrs. Hoelzle presented a Clinical Affiliation Agreement prepared by Owens Community College. The purpose of the agreement is to allow students to participate in ride-alongs or shadow the Fire and EMS Department.

Committee of the Whole

October 22, 2018 • 8:20 p.m.

Doug Smith of IAP Services presented. IAP Government Services is a private company contracted with the state of Ohio until 2025 for government contracting.

Per (<http://iap-gsg.com/services/>): "IAP Government Services Group provides a turnkey solution to managing your facility maintenance, repair, and construction projects from inception to completion. Our Third Party Administrator (TPA) program eliminates the high costs and challenges of managing construction projects of varying sizes and their related paperwork. We have a competitive bid management system for our prequalified, vetted contractors. We offer consolidated invoicing and executive and operational reporting as well as written defined scopes and estimates."

Mr. Smith stated they also have a grant writer on staff to assist with funding. They will perform energy audits as well. Council inquired as to whether IAP Government Services installs water meters, they do not.

Charges for utilizing IAP Government Services include an 8.5% fee in addition to design fees charged directly to the Village.

Council thanked Mr. Smith for his presentation.