

VILLAGE OF SWANTON

Council Meeting Minutes

November 26, 2018

7:00 p.m.

Prayer

Pledge of Allegiance

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

Approval of agenda as presented or amended:

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

Approval of Meeting Minutes:

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

Committee reports:

Public Service Committee: Recommend sending letters to property owners regarding mowing the right-of-way and a public service announcement regarding acceptable brush pick-up.

Public Safety Committee: Recommend accepting Fulton County EMA agreement.

Motion to accept Fulton County EMA agreement made by Councilwoman Kreuz and seconded by Councilman Rochelle. Roll Call. Motion passed 6-0.

Old Business:

Motion for Third Reading: Approve Indigent Defense Service agreement was made by Councilman Dzyak, seconded by Councilman Rochelle. Roll Call. Motion passed 6-0.

Motion for Second Reading of Accepting Annexation of property at 2055 Co Rd H made by Councilman Rose, seconded by Councilman Pilliod. Roll Call. Motion passed 6-0.

New Business:

Emergency resolution 2018-XX: Services provided to proposed area of annexation. Motion to suspend the rules made by Councilman Dzyak, seconded by Councilman Rochelle. Roll Call. Motion passed 6-0.

Motion for services provided to proposed area of annexation made by Councilman Dzyak, seconded by Councilman Rochelle. Roll Call. Motion passed 6-0.

Mayor's Report:

Mayor Roth reported she and Councilman Dzyak conducted Mrs. Hoelzle's annual review.

Administrator's Report:

1. Code Enforcement: working on loose ends for 2018 properties
2. Leaf Pick Up will continue to December 7
3. Construction Project Update:
 - a. Garfield Bridge - still running on time and expected to be complete in December
 - b. Garfield Avenue Road paving – contractor will decide November 26. Weather dependent
4. Swanton Shines
 - a. Inaugural Christmas Tree Lighting Ceremony will be held on Saturday 12/1
 - b. Even will run from 5:30 p.m. to 7:00 p.m.
 - c. 5K begins at 5:00 p.m.; 1K walk at 6:00 p.m.
 - d. T-shirts for sale \$10
 - e. All proceeds raised from the event will go into a revenue account devoted to future Christmas decorations
 - i. So far, an estimated \$2,000 has been raised from race revenue and shirt sales (as of 11/21)

Personnel Report:

1. 2019 Personnel Manual – discussion of changes
 - a. Changes to positions
 - b. Leave during introductory period
 - c. OP&F physical reimbursement

- d. Reword holiday section
- f. Reworded insurance section
- g. Clearly defined prior service credit for vacation leave
- h. Reworded uniform and uniform allowance

Motion to accept changes to Personnel Policy as presented, effective January 1, 2019 made by Councilwoman Kreuz and seconded by Councilman Rochelle. Roll Call. Motion passed 6-0.

2. 2019 Insurance Coverage

- a. Dental and Optical coverage 100% employee contribution; no premium increase
- b. Medical coverage 90% Village/10% employee coverage; 6.95% premium increase, same plan

Motion to accept 2019 Insurance Coverage plan made by Councilwoman Kreuz and seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Executive Session:

Motion to go into Executive Session at 7:20 p.m. to confer with attorney regarding pending or eminent court action made by Councilwoman Kreuz, seconded by Councilman Rose. Roll Call. Motion passed 6-0.

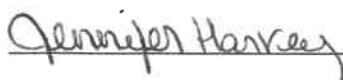
Mayor called Council back to order at 7:50 p.m. Roll Call 6-0.

Adjourn:

Motion to adjourn meeting at 7:52 p.m. was made by Councilman Rochelle, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.



Ann Roth, Mayor

Attest: 

Jennifer Harkey, Fiscal Officer

Public Service Committee Meeting Minutes

November 26, 2018 • 6:00 p.m.

Craig Rose – Chairman

Kathy Kreuz

Jeff Pilliod

1. Right of Way Mowing

Ms. Hoelzle presented a map of all the areas Public Services mows that are not Village property. Council discussed liability of various subdivisions and whether an HOA exists. The common space at Ashberry development is a civil matter between the developer, Dick Perkins and the residents. Mrs. Hoelzle stated the Village is not responsible for maintenance of that area. Regarding other areas Public Service mows, Councilman Rose stated it should be the property owners' responsibility to maintain.

2. Brush Pick-up

Mrs. Hoelzle stated Public Service spends a lot of time doing brush pick-up weekly, from April until November. This is a service intended for fallen tree limbs, not removal of entire cut trees. The exception is removal of trees as a result of a storm, that service will continue. Councilman Pilliod expressed concern regarding the removal of unsafe trees. Mrs. Harkey stated \$15,000 is budgeted in 2019 for the removal of trees on Village property. Residents are responsible for the removal of unsafe trees on their property. Mr. Tedrow stated it can take a full day or more for he and his crew to remove brush per section of the Village.

Mrs. Hoelzle inquired if Council knew of the frequency of brush pick up and whether it has always been weekly. The frequency could change to monthly, with a specified section of the Village each week. Councilman Rose stated information should be posted so residents are aware of the criteria of brush removal.

Public Safety Committee Meeting Minutes

November 26, 2018 • 6:30 p.m.

Kathy Kreuz – Chairman

Michael Rochelle

Diane Westhoven

1. Fulton County EMA

Annual agreement between the Village and Fulton County EMA, details are in Dropbox. The only change is an increase in fee from \$.50 to \$.55. Mayor Roth agreed to continue as the Village representative on the full EMA Board.

2. Open Forum

Chief Wolever recommended James Harrison and Shawn Bowman be removed from probation.

Committee of the Whole Meeting Minutes

November 26, 2018 • 7:52 p.m.

1. Quite Zones

Resident Susan Weemes presented information she researched regarding railroad quiet zones. She stated there is not a difference in train/pedestrian accidents regardless of traditional crossings or quiet zone crossings. She mentioned she has been a resident of the Village of Swanton for 30 years and has raised a family here. Over the years, she has noticed an increase in train traffic as well as horn blows. Councilman Rose stated he would like to see more statistics regarding the safety of quiet zones and the increase in train traffic. Ms. Weemes stated she is in favor of quiet zones in the Village and asked Council their position. Council responded they are concerned about the total cost of the project as it is an unknown cost at this point. Mayor Roth will reach out to other municipalities that have installed quiet zones for more information.

2. Solicitor Services

Mrs. Hoelzle and Mrs. Harkey met with Robert Solt and Kevin Heban of law firm, Heban, Murphree, and Lewandowski, LLC. The law firm offers experience with municipalities, counties and townships: Mr. Solt and Mr. Heban have a broad range of experience, communication styles and flexibility with attending Council meetings. The firm also has a succession plan in place. The proposed cost of the contract is an increase of solicitor services comparatively, but it is reasonable.

Council proceeded to discuss current solicitor Alan Lehenbauer of McQuades, LLC. Council appreciates the institutional knowledge and longstanding relationship with McQuades, LLC, however they feel follow-up and initiative is lacking.