

VILLAGE OF SWANTON

Council Meeting Minutes

June 12, 2017 • 7:00 p.m.

Prayer

Pledge of Allegiance

Roll Call:	Paul Dzyak	Jeff Pilliod
	Tamara Haselman- Excused	Michael Rochelle
	Dianne Westhoven	Kathy Kreuz- Excused

Approval of the Minutes: *Motion to approve May 22, 2017 minutes was made by Councilman Dzyak, seconded by Councilman Pilliod. Motion passed 4-0.*

Presentation:

1. Swanton Corn Festival

Bob Wertz from the Swanton Corn Festival Committee spoke to Council about a sound system they have purchased for use during the festival, and for permission to install in the park. It's a ten speaker system and will be installed by Design Entertainment. The system will be used for event announcements and for emergencies during the Corn Festival. Should be able to get installed for use at this year's Corn Festival.

Councilman Dzyak requested that at 12:00pm each day of the Corn Fest, they play the Star Spangled Banner.

Motion to allow Corn Festival to install sound system at Memorial Park was made by Councilman Rochelle, seconded by Councilwoman Westhoven. Motion passed 4-0.

2. B. Kovacs & C. Haupricht

There is new construction on Peachtree and Crabtree. Their concern is the elevation of the new homes are above current neighboring homes, they feel these should be consistent.

Enforcement of Village rules and regulations to non-mowed grass areas. School property that borders their villas are not being mowed. Village Administrator spoke to Mr. Dominique about this issue, he said he will take care of it but won't be as pristine as was in the past. Councilman Pilliod mentioned that they are not mowing the south side either.

Ashberry Farms, the roadway is deteriorating. Cracks, sink holes, and it needs addressed. Street light poles and signs are crooked. Trees need re staked. On Peachtree there is a section of uncompleted sidewalk.

Committee reports: See Attached

Personnel Report:

Motion to hire Jace Neal as full-time police officer at \$15.50 per hour pending successful completion of pre-employment physical, drug screen, and psychological evaluation. Employment will begin 6/18/2017 upon successful completion of pre-employment requirements. Applicant will be placed on a 6-month probationary period, was made by Councilman Rochelle, seconded by Councilwoman Westhoven. Motion passed 4-0.

Motion to accept resignation for Cuyler Kepling in the Fire Department effective 6/7/2017, was made by Councilman Rochelle, seconded by Councilwoman Westhoven. Motion passed 4-0.

Motion to approve termination of Charles Brownfield, part-time seasonal employment, effective 6/1/2017, was made by Councilwoman Westhoven, seconded by Councilman Rochelle. Motion passed 4-0.

Motion to approve the following pay increases for Fire Department Personnel with effective date of 6/18/2017, was made by Councilman Rochelle, seconded by Councilwoman Westhoven. Motion passed 4-0.

Shanan Middleton earned Fire Safety Inspector. Increased wage \$13.98 per hour

Jeremy Chesser earned EMS Instructor and Fire Instructor. Increased wage \$13.40 per hour

Katlyn Cleland earned Fire Fighter I. Increased wage \$9.10

Edward Dziengelewski is a Shift Commander. Increased wage \$10.10 per hour

Kayla Seigneur earned Fire Fighter II. Increased wage \$9.35 per hour

Old Business:

1. Third Reading Ordinance 2017-XX: Proceed with Assessment- Leaf Collection

Motion to approve was made by Councilman Dzyak, seconded by Councilwoman Westhoven. Motion passed 4-0.

2. Third Reading Ordinance 2017-XX: Proceed with Assessment- Street Lighting

Motion to approve was made by Councilman Dzyak, seconded by Councilwoman Westhoven. Motion passed 4-0.

New Business:

1. Property & Casualty Insurance Renewal

Increase in property values by 1 ½ %, everything else is the same from the previous couple of years

Motion to approve Property & Casualty Insurance was made by Councilman Pilliod, seconded by Councilwoman Westhoven. Motion passed 4-0.

2. First Reading Ordinance 2017-XX: Engineering Services for Sewer Separation Project 7

Motion to approve was made by Councilman Pilliod, seconded by Councilwomen Westhoven. Motion passed 4-0.

3. First Reading Resolution 2017-XX: Nuisance Abatement- 119 Marshall

Motion to approve was made by Councilwoman Westhoven, seconded by Councilmen Rochelle. Motion passed 4-0.

4. First Reading Resolution 2017-XX: Nuisance Abatement- 213 Woodland

Motion to approve was made by Councilwoman Westhoven, seconded by Councilmen Rochelle. Motion passed 4-0.

5. First Reading Resolution 2017-XX: Nuisance Abatement- 230 N Main

Motion to approve was made by Councilwoman Westhoven, seconded by Councilmen Rochelle. Motion passed 4-0.

6. First Reading Resolution 2017-XX: Nuisance Abatement- 303 S Main

Motion to approve was made by Councilwoman Westhoven, seconded by Councilmen Rochelle. Motion passed 4-0.

Councilman Dzyak asked what the Village can do so these abatements don't have to go to council. Village Administrator has posed this question to the Villages real estate attorney.

Mayor's Report:

Gypsy Moth issues in the Village

Red Cross contacted and wanted to know if could list the Community Center as an emergency information contact for an emergency. Mayor suggested to use Municipal Building.

Will be attending Ohio Mayor's conference on 6-14/2017-6/16/2017, and then on vacation for next twelve days.

Administrator's report:

1. Code Enforcement Update

Spreadsheet has detailed information

2. Planning Commission Update- June 6 meeting

Public hearing for 201 N. Main (wheelchair ramp) - Planning Commission had many questions and no one in attendance to represent. The application and variance was not approved.

Reviewed the proposed text amendment updates to the Zoning Code- Fences, Lighting, Landscape, Parking Facilities

3. Movie in the Park

The Dwelling Place is coordinating another Movie in the Park scheduled for 6/23/17. They are kindly requesting the Village to donate \$500 to cover the expense of the movie, as we have in the past.

4. Fulton County Partners for Health

Administrator was invited by Fulton County Health Department to bring a local government perspective to health issues afflicting the county. Attended the 5/24/17 meeting.

5. Jones & Henry

Standing meeting on 5/25/17, discussed the following:

Finalize Clark Street

Atlas maps have been updated

Bid out Airport Highway Drainage Problem- Best to start after Corn Fest

Councilwoman Westhoven asked for an update on Taco Bell. Administrator said they have gotten all required permits from the Village.

6. Ohio Ethics Law Training

May 25, had over 30 representative in attendance from over eight local governments. Thanks to Mrs. Sexton for organizing.

7. CDBG

Still in need of 130 income surveys. Next step is to have volunteers go door to door and have resident fill out survey.

8. Gypsy Moth Infestation

As mayor mentioned, Reps from Swanton Tree Commission and Department of Natural Resources confirmed that gypsy moths are very prevalent in the northeast quadrant of the Village.

9. Addresses

Councilman Pilliod inquired at a previous meeting, how many properties are in the Village which still have a County address. Administrator found there are 21 addresses.

10. Community Forum

A non-Council meeting evening where residents can come to be informed about upcoming projects as well as express their thoughts on the projects. Proposing to have the event at the Swanton Public Library. Janelle Thomas from the library has indicated there may be a way to coordinate story time or another event to occupy children of families who wish to attend. Looking at a couple dates in July, possibly 1-2 in afternoon and then one in the evening.

Department Reports:

Police- Tyler Gearig

Tri County Block and Brick donated stone to the shooting range

Officer Blosser and Officer Stewart are both back working

New Officer Brazeau has started

SACC is sending Officer Kessinger to training in Columbus. He will be certified to provide training to local businesses for underage sales.

Water- Brian Hildebrand

Sample bottles for lead and copper testing have been distributed, this is done every three years

Have been able to earn contact hours for operator licenses through free webinars on the EPA website

WRRF- Steve Geise

Buckeye Pumps has been out and serviced all pumps

Cut sludge bags open to dry

Public Service- Jim Reckner

Mosquito dunks have been placed in catch basins and retention ponds

Finishing hydrant repairs

Seasonal help is working good, freeing up a lot of time

Fiscal/Hr- Karla Sexton

Can now process ACH payments for water and sewer payments

Fireworks donation canisters have been distributed and police are collecting periodically

OPF came on site for training and now set up to electronically file and pay monthly reports

HR/Personnel onboarding

Attended several seminars

Fire- Chief Wolever

Attended Fire Chief Meeting- questions being asked about our department doing training in Toledo

Fireworks meeting- going as scheduled

EMS training continues

Met with Delta Fire Chief and Administrator, our Mayor and Administrator to discuss fire district concept

Training Certifications- paying should be based on the need

Adjourn:

Motion to adjourn meeting was made by Councilman Dzyak, seconded by Councilwoman Westhoven. Motion passed 4-0.



Ann Roth, Mayor

Attest: 
Karla Sexton, Fiscal Officer

Water and Sewer Committee Meeting Minutes

June 12, 2017 • 6:00 p.m.

Paul Dzyak – Chairman

Jeff Pilliod

Tamara Haselman-Excused

1. Utility Rates

Utility rates have no changed since 2012. Rate Study was completed in early 2017. It is recommended to increase both water and sewer rates annually to cover maintenance, operation, future infrastructure projects, as well as pay down the debt incurred from past infrastructure projects. The proposed rate would increase the monthly base rate for a combine bill of water & sewer by \$6.38 for the rest of 2017.

Councilman Pilliod asked if could compare the household median income the study shows with actual income reported to RITA on Village Income Tax. Administrator will check into this. He also asked if storm sewer projects could be pushed back. Mayor mentioned they have already been pushed back.

2. Vactor Update

At last Committee meeting Mrs. Haselman inquired about financing for a trade in unit. Village Administrator reached back out to Jim Balogh from Jack Doheny Company. Mr. Balogh will continue to monitor the receipt of trade in equipment. When a unit comes through the system and meets our criteria, he will inform us, prepare a finance program, and put a temporary hold on the unit.

Councilman Rochelle asked if we are watching govdeals.com. Village Administrator is watching that site along with other ones.

Finance Committee Meeting Minutes

June 12, 2017 • 6:30 p.m.

Michael Rochelle-Chairman

Diane Westhoven

Paul Dzyak

1. Financial Documents

2. Solicitor Contract

Current contract expires on June 30, 2017.

\$5,000 for Alan Lehenbauer

\$5,000 for Dan McQuade

Attendance at Council meetings, drafting routine ordinances, office/telephone conferences with Village Officials.

\$95/hour for non-retained services

Councilwoman Westhoven asked Village Administrator if she is happy with way things are. Administrator said she is, her and Alan talk weekly and this helps everything stay on track.

Committee recommends to keep contract the way it is.

3. Notework

Mature date is August 12, 2017. Administrator had a conference call with bond counsel in late May. It is the responsibility of the Village to shop around for a bid. Bond counsel indicated that with a smaller note as the one the Village has, larger financial institutions may not be competitive. Bond counsel advises that KeyBank typically comes in with the lowest interest rate.

4. Project 7- Sewer Separation

This project includes Church Street (curves east to Hallett), Harrison, and Lawrence Avenue. Preliminary Project Costs through Design is \$123,692. This includes camering the lines, surveying, and Jones & Henry field work for all preparation work. Committee will recommend Ordinances to enter into agreement with Jones & Henry for engineering services for Project 7.

5. Open Forum

Councilman Pilliod asked if could look into putting curbs on the streets involved in Project 7. Councilman Rochelle thinks curbs would give it a cleaner look and easier maintenance. He also asked if the Village can access the resident's taxes for placement of curbs. Village Administrator will check into prices of curbs and accessing resident's taxes.

Councilman Pilliod also asked if we could look at our safety practices for village employees and purchase PPE Equipment.