

VILLAGE OF SWANTON

Council Meeting Minutes

June 11, 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 Meeting Minutes

Motion to approve May 29, 2018 minutes was made by Councilwoman Mrs. Kreuz, seconded by Councilman Pilliod. Roll Call. Motion passed 5-0-1 Councilman Rochelle abstained.

Committee reports: See Attached.

From the Water and Sewer Committee's recommendation: Motion to approve the sewer easement through the Weber property on Garfield. Councilman Dzyak, seconded by Councilman Pilliod. Roll Call. Motion passed 6-0.

From the Finance Committee's recommendation: To accept the offer of \$10,074.00 for the parcel on Church Street from Four Five Holdings LLC and proceed with legislation.

Old Business:

Third Reading Ordinance 2018-XX: Athletic Field Rate, base of \$25.00 with usage rate of 6.04 per 1,000 gallons, usage rate will increase by \$0.17 per year. Motion to approve Third Reading of Ordinance 2018-XX: Athletic Field Rate, base of \$25.00 with usage rate of 6.04 per 1,000 gallons, usage rate will increase by \$0.17 per year. Motion made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

New Business:

Rules of Council; an updated copy for Council has been provided in Dropbox. *Motion to approve updated Rules of Council made by Councilman Dzyak, seconded by Councilwoman Kreuz. Roll Call. Motion passed 6-0*

2018-2019 Property & Casualty Insurance renewal was discussed. Previously, Councilman Pilliod inquired about the oxidation ditch as it relates to insurance coverage. Mrs. Hoelzle learned upon its completion in 2011, it was never listed as a separate line item on the insurance policy. She spoke to the Village insurance broker, Stapleton and it has been added to the policy with a completed contract amount of \$2,244,990.89. The addition adds \$1,437 to the premium, totaling \$70,528.

Motion to approve the 2018-2019 Property & Casualty Insurance policy made by Councilman Pilliod, seconded by Councilwoman Kreuz. Roll Call. Motion passed 6-0.

Emergency Resolution 2018-XX: Amend Ordinance 2018-02 WPCFL Loan *Motion to suspend the rules made by Councilman Rochelle, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.*

Emergency Resolution 2018-XX: Amend Ordinance 2018-02 WPCFL Loan *Motion to accept the amendment to include OEPA in the language was made by Councilman Rochelle, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.*

Mayor's Report:

Mayor Roth mentioned she attended a Fulton County Mayor's meeting. There was discussion regarding water usage, replacing water meters and recouping water usage costs that are not accurately read by older meters. All other villages and cities in Fulton County have upgraded their meters. They have recouped their initial costs within a year of installation. Water meters have a useful life of 10-years. It is critical that a replacement schedule is implemented. Mayor Roth also discussed potentially developing a plan to connect with the Village of Delta water system as an emergency measure as well as potentially providing the Village of Metamora's water. The City of Toledo currently provides the Village of Metamora with their water.

Administrator Report:

1. Code Enforcement: 43 properties. Details in Drobox
2. OML Summer Regional Conference will be held August 17 in Findlay. Let Mrs. Hoelzle know if you would like to attend. The agenda is in Dropbox.
3. Planning Commission
 - a. June 5 - Public Hearing – Metroparks Toledo storm water management plan approved contingent on engineer's recommendation.
 - b. July 3 -Site Plan Review for multi-unit senior living complex, submitted by Spire Development
4. Village property near reservoir – Mrs. Hoelzle spoke to Lucas County Auditor's office regarding options for this property to be tax exempt. It was a good conversation with more to follow.
5. Partnership with Recreation
 - a. Met with Superintendent Chris Lake to discuss the position of Recreation Director
 - b. Meeting again to discuss and create a streamlined partnership between the Village and Recreation.
6. Office Closed 2-3 pm on June 19 for Sunshine Law training. Administrative Staff and Division Heads required to attend.

Division Reports:

Fire: Chief Wolever has been working on Fireworks planning. He also mentioned installing more Knox Box's in the service area. Knox Box is a program that is utilized by police and fire. It is a secure device that houses the key to a property so that public safety can gain access without causing further damage. This is primarily used by businesses and apartment complexes.

Police: Chief Berg stated they had received a few applications for the position of full-time patrol officer. He has interviewed to applicants, but has not extended an offer.

Public Service: Mr. Tedrow state the new Jet-Vac truck will be delivered the 1st of July. He also expressed frustration regarding receipt of water meters. Neptune is the current supplier and does not

seem to have the product available. Mr. Tedrow has placed an order with another company, Ferguson. The meters are expected this week. He reported he has sprayed twice for mosquitos.

WWTP: Mr. Geise reported work on the backwash pumps. He also said the agreement with Mr. Gombash will result in substantial savings for the Village.

Water: Mr. Yackee reported only 72% of water is accounting for. It was speculated that aging water meters could be the issue. He stated he has been flushing hydrants, checking for issues. The Village has approximately 300.

Executive Session:

Motion to go into Executive Session at 7:46 p.m. to discuss public employee hiring, public employee compensation, public employee promotion, public employee promotion, public employee promotion, and to consider purchase of property for public purposes made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Mayor called Council back to order at 8:54 p.m. Roll Call 6-0.

Personnel Report:

Motion to promote Mr. Tedrow as full-time Superintendent of Public Service Operations at an annual salary of \$50,000, effective June 3, 2018 was made by Councilwoman Kreuz, seconded by Councilman Rochelle. Roll Call. Motion passed 6-0.

Motion to increase wages for Zachary Holdridge to \$16.00 per hour, Joe Slawinski to \$19.00 per hour, and Mary Smith to \$17.85 per hour effective June 24, 2018 made by Councilwoman Kreuz, seconded by Councilman Rochelle. Roll Call. Motion passed 6-0.

Motion to Hire Steven Slawinski as a Part-time Public Service-Seasonal in the Public Service Division at an hourly rate of \$10.00 per hour, up to 20 hours per week, pending clear pre-employment drug screen and background check, and subject to a 6-month probationary period, effective June 10, 2018 to October 6, 2018 and Olivia Wood as a Part-time Public Service-Seasonal in the Public Service Division at an hourly rate of \$10.00 per hour, up to 10 hours per week, pending

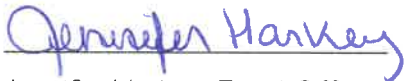
clear pre-employment drug screen and background check, and subject to a 6-month probationary period, effective June 10, 2018 to August 25, 2018 made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Adjourn:

Motion to adjourn meeting at 8:59 p.m. was made by Councilwoman Kreuz, seconded by Councilman Pilliod. Roll Call. Motion passed 6-0.



Ann Roth, Mayor

Attest: 
Jennifer Harkey, Fiscal Officer

Water and Sewer Committee Meeting Minutes

June 11, 2018 • 6:00 p.m.

Paul Dzyak – Chairman

Jeff Pilliod

Craig Rose

1. Sewer Easement

There is a 24-inch sewer line through the Weber property on Garfield. It has been there since at least 1934. In order for Project 7 Sewer Separation to proceed, an easement is recommended for this line.

2. Munson Road Sewer Line

Mr. Troy Brehmer from Jones & Henry was present to discuss infrastructure. There is no complete sanitary sewer on Munson Road from Dodge Street south to Airport Highway. There is more development proposed along Munson Road. One resident wishes to connect to the sanitary sewer, but due to their property location, it would cost them over \$100,000 to complete. There was discussion regarding several other parcels that will be developed along Munson Road. The road is also in need of repair, so timing of both sewer and road repair needs to be considered. It was mentioned that Project 9 Sewer Separation may need to be moved up. Mrs. Hoelzle mentioned a possible funding source could be a TIF (Tax increment financing). She will research it further if it is something Council would like to pursue.

3. Radio Read Follow Up

The upgrade is well underway. Radio reader installations are scheduled by appointment on Tuesday and Wednesday's. Two Public Service employees are completing this task. The process has uncovered a large amount of meters that have gone bad and need replacing. The Village has approximately 1697 water meters. Currently, it takes 5 employees, 3 full days to manually read meters. The meters read more accurately, so some residents have seen an increase in their water bills.

Finance Committee Meeting Minutes

June 11, 2108 • 6:30 p.m.

Michael Rochelle

Diane Westhoven

Paul Dzyak

1. Financial Documents Review

2. Permissive Tax

The current balance on account with Fulton County is \$167,343.39. It will likely be used for a few eligible road projects in 2019. Thereinafter, it will likely be used for continuing maintenance of crack sealing.

3. Sale of Real Estate

Sealed Bid was opened June 6 for the parcel on Church Street. Only one bid was received for \$10,074.00 from Four Five Holdings LLC. It is currently zoned as industrial. Council may reject the bid if they choose.

4. Notework

The Village received three rate proposals: First National 2.35%; F&M 2.58%; Huntington 3.16%.

5. Investment Policy

Mrs. Harkey has drafted an Investment Policy and submitted it to Alan Lehenbauer for review.

6. Levies

Mrs. Harkey presented Fire levy renewal amounts. The current levy generates approximately \$124,000 and runs through 2019. The Levy could be placed on the ballot as early as November 2018 and as late as November 2019 without a lapse in collections. The Fire and EMS Division estimated 2019 deficit is \$235,000. Other funding sources, such as township contracts will have to be reviewed.