

VILLAGE OF SWANTON

Council Meeting Minutes
August 13, 2018 • 7:00 p.m.

Prayer

Pledge of Allegiance

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

Approval of Meeting Minutes

Motion to approve July 16, 2018 minutes was made by Councilwoman Kreuz, seconded by Councilman Pilliod. Roll Call. Motion passed 5-0.

Committee reports: See Attached.

Councilman Rochelle made a motion to approved the investment policy discussed at the Finance Committee, with Councilwoman Westhoven seconding. Roll Call. All YES. Motion passed 5-0.

Councilman Rochelle made a motion to approve the Fiscal Officer Emergency Agreement discussed at the Finance Committee, with Councilwoman Westhoven seconding. Roll Call. All YES. Motion passed 5-0.

Mayor Roth recognized William (Bill) Belinger who passed away on August 7, 2018. Mr. Belinger was a former Mayor and Councilmember. He served the Swanton Community, on and off, for over 3 decades. Mr. Belinger was a valued member of the Swanton Community and was always a supporter of the Village. Mr. Bellinger's kindness and knowledge enriched those who worked with him. The Village of Swanton extends its sincerest condolences to his family.

Mayor Roth congratulated a business, in one of our neighboring townships, for the celebration of their 65th anniversary. Tri-County Block & Brick is a tremendous asset to the Swanton community as a whole and we wish them continued and future success.

Old Business:

Motion for Second Reading: Parking Prohibited in Industrial Area bordered by Lincoln, Church, Zeiter and Hallett Avenue was made by Councilwoman Kreuz, seconded by Councilman Pilliod. Roll Call. Motion passed 5-0.

Motion for Second Reading: Establishing Swanton Village Employee Compensation Schedule for 2019-2021 was made by Councilwoman Kreuz, seconded by Councilman Pilliod. Roll Call. Motion passed 5-0.

Motion for Second Reading: Accepting the amounts and rates, authorizing the necessary tax levies and certifying them to the County Auditor was made by Councilman Rochelle, seconded by Councilwoman Westhoven. Roll Call. Motion passed 5-0.

Motion for Second Reading: Requesting advance payment of taxes collected was made by Councilman Rochelle, seconded by Councilwoman Westhoven. Roll Call. Motion passed 5-0.

Mayor's Report

Mayor Roth thanks Council President Dzyak for leading the meeting in July. She mentioned Corn Fest on the weekend of August 17 & 18. Tree Commission will have a double booth at the Corn Fest. She has also spearheaded a clean up at Memorial Park, scheduled for Wednesday August 15. Finally she mentioned Fulton County EMA will host a training in October for the emergency operations plan.

Administrator Report:

1. Code Enforcement: 61 properties with 64% abated and 18% making progress in abatement
2. Planning Commission- August 7

- a. Two Public Hearings
- b. Variance request 110 Brookside
 - i. Fence not on property line
 - 1. Approved
- c. Site Plan Review and Variance Request- 3520 Waterville Swanton
 - i. Site Plan for Treehouse Village
 - ii. Approved
 - iii. Variance for drive in aggregate stone
 - iv. Approved

3. 2018 Road Project Update

- a. Church Street Road Improvement
 - i. All road work is complete
 - ii. A 6 inch main near the intersection of Crestwood and Church broken suddenly on August 6
 - 1. This line was transite and very old
 - 2. It was also very shallow (less than four (4) feet)
 - iii. This has delayed the project as the current contractor is not equipped to perform water line work
 - iv. A new contractor has been lined up but do to schedules the earliest work can begin on the installation of a new line is the week of August 20
 - v. Mrs. Hoelzle has spoken to Chris Lake, Superintendent Swanton Local Schools, and expressed her apologizes for any inconvenience as this will delay opening up the road until after school begins
- b. Project 7 Sewer Separation
 - i. Work is well underway and sanitary mainline is all complete on Church Street
 - ii. Crews will begin connecting house laterals the week of August 13
 - iii. Once the laterals are connected the crews will move to install storm sewer which is expected to take two weeks
 - iv. Then crews will move to Lawrence and Harrison
- c. Garfield Bridge Replacement
 - i. Most utility relocation work is finally finished
 - ii. Completion of project is now slated for early December

- d. Holiday Lane
 - i. Holiday Lane is still scheduled for road improvements
 - ii. Residents will be notified once specific dates are confirmed

4. 2019 Road Project recommendations

- a. East Garfield expansion
 - i. Clark Street to Hallett
 - ii. Could be a candidate for 2019 CDBG Critical Infrastructure
 - iii. Would have to have an income survey conducted due to Swanton's median income is above the threshold for the application criteria

- b. West Pointe Estates
 - i. Permissive Tax (\$167,343.³⁹)
 - ii. Proposed roads as they fall on analysis sheet.
 - 1. Carriage Lane (62/100)
 - 2. Marshall Drive (55/100)
 - 3. Promenade Drive (60/100)
 - 4. Saber Drive (62/100)
 - 5. Academy Drive (60/100)
 - 6. S. Main Street (60/100)
 - a. This portion of the road is part of the last sewer separation in 2026-2027
 - iii. Project total \$210,000
 - iv. Project total without S. Main Street \$149,000

- c. Business Alley and Dodge Alley
 - i. OPWC
 - ii. Applied in last round and was not funded
 - iii. Project total \$385,000
 - iv. Project limits highlighted on map

5. Safe Routes to School Presentation

- a. Mr. Chris Lake and Mrs. Hoelzle presented to the Committee for Safe Routes to School application
- b. Discussed infrastructure requests
- c. The application totaled over \$300,000

- d. Committee can decide to pick and choose and therefore the Village and School could receive a portion of the request
- e. Hope to have final answer by early Fall

6. Republic Service Agreement

- a. Met with representative from Republic Services as current agreement expires in March 2019
- b. Discussed options Mrs. Hoelzle wishes to have priced out
 - i. Curbside bulk pickup once a year
 - ii. Garbage bin totes
- iii. Representative is working on quote but did indicate because of the China Sword (related to recycling) there may be an increase across the board
- iv. It was decided that Mrs. Hoelzle should send out an RFP for services

7. TMACOG Village Caucus

- a. Attended this event with Mayor Roth and Mrs. Harkey
- b. Well attended and roundtable in Village Caucus was informative

8. Donations in honor of Mr. Bill Hopkins

- a. The Village has received two donations in honor of Mr. Bill Hopkins

Personnel Report

1. Seasonal Worker Work Hours

- a. Rita Leaders has finished her seasonal employment as she needs to head back to the classroom
- b. With Ms. Leaders departure there is still a need to mow
- c. Instead of hiring another seasonal worker or using a staffing agency, I recommend Steve Slawinski's hours be increased from 20 hours per week to 30 hours per week to cover the gap of Ms. Leader's departure.
- d. *Motion to approve increase allowable work hours to 30 hours for the duration of Mr. Steve Slawinski's 2018 seasonal employment was made by Councilwomen Kreuz, seconded by Councilman Rochelle. Roll Call. All YES. Motion passed 5-0*

2. Resignations

- a. Part Time firefighters Mike Hoff and Kayla Seigneur submitted letters of resignations
- b. *Motion to accept the letters of resignation for Mr. Hoff and Ms. Seigneur was made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Roll Call. All YES. Motion passed 5-0.*

3. Dana Bird

- a. For the record Ms. Dana Bird, who was offered a patrol officer position, did not accept the offer.

Division Reports

Fire: Chief Wolever indicated there is an event at Kroger related to Safety Village. There will be a presence from the Fire Division. Chief indicated fire inspections are picking up to the extent that the State Fire Marshall will stop doing inspections within the Village. He stated hydrant flow testing has begun. Finally he let everyone know the Division is ready for the Fulton County Fair.

Councilwoman Kreuz commended the employees of the Fire and EMS Division as she witness their work at a scene and she was appreciative of the service they provided her friend in the time of need.

Police: Chief Berg informed Council that Sgts. Blosser and Rahman will attend supervising behind the badge training. He also indicated they are ready for Corn Fest. There will be no dedicated SRO for the 2018-2019 school year as of right now. Officer Gill is still going through training. Chief Berg mentioned multiple complaints on the motorists speeding on Dodge Street.

Public Service: Mr. Tedrow informed Council that the new Vac-Con truck is working out really well. He mentioned that brush is still going strong. He indicated there is a bucket truck available through Sam Borck. It is a 1996 F80 material handler with a crane. Mr. Borck is asking \$20,000 for the truck. Mrs. Hoelzle interjected and stated she had no issue with the truck purchase only as long as there is money appropriated. Before any decision is made it was decided to review finances.

Water: Mr. Yackee informed Council that the crews were cleaning out the basins and the south clarifier and things are going well. He reported 58% accounted water. There is about 6 million gallons unaccounted. It was decided to pursue a leak detention survey to see if there is a major leak somewhere. Mr. Yackee mentioned he attended the NOMMA asset management session. Further the iamGIS software is still working out well.

WRRF: Mr. Geise also mentioned that the iamGIS software is working well for the WRRF. He mentioned that the new AC was installed and the window units were moved to the Public Service Division. Mr. Geise described the CSO notification process which will go into effect November 7. He mentioned that Buckeye Pumps hasn't replaced the pump yet and that August 1 the effluent meter went out for repairs.

Motion to enter into Executive Session for purposes of employee compensation, employee hiring, and employee hiring was made by Councilman Dzyak, seconded by Councilwoman Kreuz. Roll call. All YES. Motion passed 5-0.

Council returned from Executive Session with a roll call vote. All present.

Motion to Hire Nathaniel Miller as a Part-time Paramedic/FF2 in the Fire Division at an hourly rate of \$16.00 per hour pending clear pre-employment drug screen and background check, and subject to a 6-month probationary period, effective August 26, 2018 was made by Councilwoman Kreuz, seconded by Councilman Rochelle. Roll Call. All YES. Motion passed 5-0.

Motion to promote Chad Jendrzejak from a Part Time Paramedic/FF2 to a Full Time Paramedic/FF2 in the Fire Division at an hourly rate of \$16.00 per hour upon completion of OPF physical, subject to a 6-month probationary period, effective August 26, 2018. Mr. Jendrzejak will accrue personal leave, sick leave, and vacation leave in according to policy was made by Councilwoman Kreuz, seconded by Councilman Rochelle. Roll Call. All YES. Motion passed 5-0.

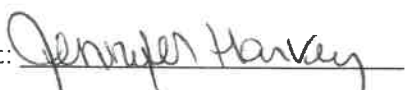
Motion to accept a letter of resignation from Firefighter Gary Roytek effective August 10, 2018 was made by Councilwoman Kreuz, seconded by Councilman Pilliod. Roll Call. All YES. Motion passed 5-0

Adjourn:

Motion to adjourn meeting at 8:34 p.m. was made by Councilman Rochelle, seconded by Councilwoman Kreuz. Roll Call. Motion passed 5-0.



Ann Roth, Mayor

Attest: 

Jennifer Harkey, Fiscal Officer

Water and Sewer Committee Meeting Minutes

August 13, 2018 • 6:00 p.m.

Paul Dzyak – Chairman

Jeff Pilliod

Craig Rose (excused)

1. Future Sewer Separation Projects
 - a. Jones & Henry reps, Gregg Simon and Troy Brehmer, were on hand to discuss Projects 10, 11, and 3
 - b. Project 10: Woodside, Parkside, Brookside (Maple to Hallett), and Hallett (Church to Elm)
 - i. Tentative start date for construction August 1, 2019
 - c. Project 11: Oak, Elm, Maple, Birch, and Hickory (design 2021 and construction in spring 2022)
 - d. Project 3: St. Richard's Court
2. Areas with no sanitary sewer
 - a. Will continue to discuss areas for evaluation.
3. Clark Street Update
 - a. Mr. Brehmer gave an update on this project.
 - b. HPH will do the work in September.
 - c. Councilman Pilliod gave push back as he believes the Village should not be held responsible for the cost as it was not the Village who made the mistake

Finance Committee Meeting Minutes

August 13, 2108 • 6:30 p.m.

Michael Rochelle

Diane Westhoven

Paul Dzyak

1. Financial Documents Review

2. Investment Policy

The current Investment Policy was passed December 9, 1996 and is need of an update. Attached is the proposed Investment Policy that reflects current approved investments as allowed by ORC. This will give the Village more flexibility in terms of investment potential.

3. Investments

2018 goal was to move \$500,000 into interest bearing accounts. \$300,000 is with Star Ohio (\$1,011.19 interest YTD), July 31 rate at 2.04% and \$200,000 is pending with PNC in a 12 month CD.

4. Notework

The notework has been completed with First National Bank for a period of 1 year @ 2.45%. \$24,000 has been paid on principle. 2019-2021 will see an aggressive payment plan of \$135,000 each year to pay off twenty-year note. Fiscally, this is possible due to OWDA loan paid off, it was a \$86,000 annual payment and increased tax revenue.

5. HB 49

Part 1: "Opt-in" Allows businesses to pay employment withholding taxes through the state rather than directly to the municipality. There are several issues with this: Municipalities do not have access to information; it infringes on home rule; and the state charges ½% to businesses that use this service. Several municipalities including the City of Toledo and RITA are involved in appealing this through the Franklin County court system.

Part 2: Elimination of throwback sales, effective 01/1/18. Previously, if a business within Village limits shipped something to a customer located outside of any municipality limits, the sale was 'throwback' and taxed by the municipality the business was located in. With HB 49, those sales are no longer subject to taxation by any municipality. The Village *could* see a decrease in tax revenue, but Mrs. Harkey cannot calculate that. As of YTD, tax revenues are as expected – 20% up.

6. Fiscal Officer emergency agreement

Proposed agreement between the Village of Swanton and the Swanton Public Library Fiscal Officers.

7. 2019 Budget Draft

A draft of the 2019 budget is completed. Meetings with department heads will begin again over the next several weeks.

8. Fire Contract

Village, Fulton Township, Swancreek Township and Fulton County Auditor Bret Kolb met.