

VILLAGE OF SWANTON

Council Meeting Minutes

September 24, 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 September 10, 2018 minutes was made by Councilwoman Westhoven, seconded by Councilwoman Kreuz. Roll Call. Motion passed 6-0.

Committee reports: See Attached.

Old Business:

Motion for Third Reading: Repealing Ordinance 2004-17 pertaining to Pick-up Plan Contributions for OPERS contribution as well as health insurance premiums for Village Administrator was made by Councilman Rochelle, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Motion for Second Reading: Ordinance 2018-XX Amendments to Section 36.01 Codified Ordinances to include NSF charges related to ACH transactions was made by Councilman Rochelle and seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

New Business:

Motion for First 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 Councilman Dzyak, seconded by Councilman Pilliod. Roll Call. Motion passed 6-0.

Motion to approve agreement with ODNR: Memorial Park Pavilion Project was made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Motion to create account 4901-800-500-0000 Capital Outlay in UAN for purposes of recording general capital outlay expenditures was made by Councilman Rose and seconded by Councilman Pilliod. Roll call. Motion passed 6-0.

Mayor's Report:

Mayor Roth reported she will attend a tabletop exercises through Fulton County EMA as well as a Tree City event held at Toledo Museum of Art Glass Pavilion.

Administrator's Report:

1. Code Enforcement: 60% abated, 23% progress, 17% no progress
 - a. There are three properties which the Village sent final abatement requests: 612 S. Main, 213 Woodland, and 121 Lincoln.
2. Construction Project Update:
 - a. Garfield Bridge
 - i. Had a power outage issue due to maintenance worker handling crane
 - ii. Rear abutment piles driven and excavation of forward abutment complete.
 - iii. The contractor poured the rear footing and finished piling at the forward abutment the week of September 10 and then move on to pour the forward abutment and form the abutments.
 - iv. The beams are tentatively scheduled for the 2nd week of October
 - v. This work is all weather contingent
 - b. Project 7 Sewer Separation
 - i. Mainline work almost entirely complete
 - ii. Digging on Church Street to begin week of September 24 for curb and gutter installation
 - iii. Still running on time
 - c. Project 10 Sewer Separation
 - i. Surveying tentatively scheduled within project area the week of September 24

- ii. CCTV of sewers tentatively scheduled within project area the week of October 1
 1. During CCTV there should be limited impact on residents, however there may be a temporary closure of 10-15 minutes between manholes
 2. All traffic will be maintained by subcontractor
3. OPWC District Committee
 - a. Meeting scheduled on September 26 to review applications and assign priority points to base application points
 - b. Swanton submitted two applications: Project 10 Sewer Separation and Downtown business alley project. The alley project will not move forward without funding.
4. Village Voice Newsletter – next addition is set to publish in early October
5. OML Conference Registration – October 31 – November 1
6. Memorial Park Pavilion 2019 Closure
 - a. Still waiting on Natureworks approval or denial
 - b. Project is scheduled to begin early 2019, Mayor would like to start late winter
 - c. Renovations will take approximately 4 months – from bidding to completion
 - d. The renovations will allow for the Pavilion to be utilized year round
7. October 9 meeting reminder, the first meeting in October will be held on the 2nd Tuesday
8. The Village, in partnership with Swanton Local School District and St. Richard Catholic School, was awarded Safe Route to School funding, totaling \$402,011. Funding for infrastructure improvements will be available after July 2020. Infrastructure projects include installing sidewalks, crosswalks and a bike crossing at the railroad tracks.

Personnel Report:

Motion made to accept resignation of full time patrolman Zach Shirkey effective September 18, 2018 was made by Councilman Rose and seconded by Councilwoman Westhoven. Roll Call. Passed 6-0.

Executive Session:

Motion to go into Executive Session at 7:31 p.m. to conference with attorney regarding pending court action made by Councilman Dzyak, seconded by Councilman Rochelle. Roll Call. Motion passed 6-0.

Mayor called Council back to order at 8:15 p.m. Roll Call 6-0.

Adjourn:

Motion to adjourn meeting at 8:17 p.m. was made by Councilwoman Kreuz, seconded by Councilman Rochelle. Roll Call. Motion passed 6-0.



Ann Roth, Mayor

Attest: 
Jennifer Harkey, Fiscal Officer

Public Service Committee Meeting Minutes

Craig Rose – Chairman

Kathy Kreuz

Jeff Pilliod

1. Developer/Contractor Lists

Mrs. Hoelzle reached out to many communities to inquire if the jurisdiction has a contractor registration list. The conversation also included residential building code enforcement. Communities with a contractor registration list also have a residential building code. Most charge a fee for contractor registration and just ensure the company has insurance. Mrs. Hoelzle recommends looking into a residential building code further that would ultimately lead to development of a contractor registration list. This would be advantageous to residents. Council would like Mrs. Hoelzle to research the issue further and to provide steps to implement a residential building code. Mayor Roth stated the State of Ohio already has a residential building code, Council would need to adopt and enforce it. Councilman Rose said he would not want to contract with an outside inspector. Councilman Rochelle is not in favor of adopting a residential building code for existing structures. Councilwoman Westhoven expressed concern regarding the difficulty of enforcing a residential building code. Generally, Council was not in favor of adopting a residential building code unless it could be adopted for new construction only.

2. Downtown Parking

There is a need to reconfigure the pavement markings to maximize parking and account for appropriate number and locations of handicap parking spaces. Poggemeyer Design Group can assist with ensuring the parking spaces will be in accordance with ADA requirements as well as maximize spaces. Council discussed options for more parking. There is a vacant lot that could be an option. The property owner owes a substantial amount of property taxes on it. Mrs. Hoelzle has reached out the both the Treasurer and Auditor of Fulton County regarding this property and has not received a response. Councilman Rose inquired as to what parking spaces the Village owns.

3. Memorial Park – Master Plan

With the renovations at Memorial Park Pavilion scheduled for 2019, Mrs. Hoelzle recommends performing a masterplan for development of Memorial Park. There are areas that need improvement and before any major improvements are made, Mrs. Hoelzle recommends taking a step back to review the entire park as well as survey the public on their thoughts for park improvements. Poggemeyer Design Group can provide basic services to prepare the masterplan. Memorial Park is comprised of many parcels of property, including one owned by Mrs. McNeil. Council remembers there was a lease agreement with Mrs. McNeil at one point. Mrs. Hoelzle will look for the lease document. Council is in favor of developing a master plan.

Public Safety Committee Meeting Minutes

Kathy Kreuz – Chairman

Michael Rochelle

Diane Westhoven

1. One-way streets

Council discussed several streets in the Village, including Ivy, Garfield, Cherry and Harding. Discussed was temporarily one-way while construction on the Garfield Avenue Bridge is completed or one-way during heavy school traffic. Council had concerns about the width of some roads and driveway access for residents. Chief Berg will review the issues further.

2. Blinking Traffic Signals

The traffic lights on Garfield and South Main, and Cherry and South Main were discussed: Options include a 4-way stop, or flashing red between 11:00 pm-6:00am or a sign “No turn on red during school hours”. Chief Berg would like to look into the cost of an overhead sensor for the intersection of Garfield and South Main.

3. Ohio Municipal League Member Alert – Issue 1

Issue 1 would create a financial burden on the Village as well as decriminalized many drug related offences. Mayor Roth would like Council to pass a resolution opposing Issue 1. Ms. Hoelzle would like

time to draft a response for staff in the event the administrative office receives any comments or phone calls regarding this matter.

Committee of the Whole Meeting Minutes

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Mayor Roth led the discussion regarding the issue of quiet zones in regards to railroad traffic. She indicated the process is very timely and costly. The first step is submitting a letter of interest to the railroad. In regards to train engineers blowing horns through the Village, Mayor Roth read the statute that dictates the timing and length of horn blows.

Also in attendance, was several concerned citizens. They expressed concerns about the duration of train horns, safety, parked trains, inability to see another train coming at railroad crossings, and railroad crossing gates coming down while vehicles are crossing.

Mrs. Hoelzle expressed to the audience, this is a very timely procedure. There would need to be studies completed on train and automobile traffic, equipment installed, etc. If Mayor Roth submitted the letter of interest tomorrow, it could still take years to implement.

Also discussed, USDOT could have grant funding available for quiet zone implementation.

A citizen in attendance inquired as to how much the Fulton County Senior Center pays to rent the community room. Mrs. Hoelzle responded, \$350 per month. The seniors use the room 3 times per week. The citizen asked if the Village of Swanton could waive the fee as a gesture of kindness.

Utilizing IAP Services was discussed. A PowerPoint presentation is in Dropbox for Council review. Local engineers and architects can be utilized. Option 1 to utilize IAP: IAP can prequalify them so the Village does not have to submit an RFQ for interviews. It does not cost the architect anything to participate. Then, IAP will provide the Village with a list of prequalified engineers and/or architects to choose from. IAP would assume the Village would choose one of our preferred architects. With this process, the Village has the option to let IAP put together a scope of work for the prequalified architects to competitively bid. Option 2: The Village can directly connect with an architect through normal methods and engage an architect that way.