

VILLAGE OF SWANTON

Council Meeting Minutes

November 12, 2018

7:00 p.m.

Prayer

Pledge of Allegiance

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

Motion to approve the agenda made by Councilwoman Westhoven, seconded by Councilman Rochelle. Roll call. Motion passed 6-0.

Motion to approve October 8, 2018 meeting minutes made by Councilwoman Westhoven, seconded by Councilman Pilliod. Roll Call. Motion passed 6-0.

Motion to approve October 22, 2018 meeting minutes made by Councilman Pilliod, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Water and Sewer Committee:

Recommend pursuing changes to legislation in §52.30 regarding 'Sprinkler Meters'.
Recommend moving forward with the Utility Meter project.

Finance Committee:

Recommend approving financial documents as presented.

Motion to approve financial documents as presented made by Councilman Rochelle, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

New Business:

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

Motion to approve the 2019 meeting Calendar was made by Councilman Rochelle, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Emergency Ordinance 2018-XX: Annual Fire Service Contract – Swancreek Township: Motion to suspend the rules was made by Councilman Dzyak, seconded by Councilman Rose. Roll Call. Motion passed 6-0.

Motion to approve Annual Fire Service Contract - Swancreek Township made by Councilman Dzyak, seconded by Councilman Rochelle. Roll Call. Motion passed 6-0.

Emergency Ordinance 2018-XX: Annual Fire Service Contract – Fulton Township: Motion to suspend the rules was made by Councilman Dzyak, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Motion to approve Annual Fire Service Contract – Fulton Township made by Councilman Dzyak, seconded by Councilman Rochelle. Roll Call. Motion passed 6-0.

Emergency Ordinance 2018-XX: 2019 Temporary Appropriations: Motion to suspend the rules was made by Councilman Rochelle, seconded by Councilman Pilliod. Roll Call. Motion passed 6-0.

Motion to approve 2019 Temporary Appropriations made by Councilman Rochelle, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Emergency Ordinance 2018-XX: Sale of Real Estate No Longer Needed for any Municipal Purpose: Motion to suspend the rules was made by Councilman Dzyak, seconded by Councilman Pilliod. Roll Call. Motion passed 6-0.

Motion to approve Sale of Real Estate No Longer Needed for any Municipal Purpose made by Councilman Dzyak, seconded by Councilman Pilliod. Roll Call. Motion passed 6-0.

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

Emergency Resolution 2018-XX: Disposing of Surplus Property: Motion to suspend the rules made by Councilman Dzyak, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Motion to Dispose of Surplus Property made by Councilman Dzyak, seconded by Councilwoman Westhoven. Roll Call. Motion 6-0.

Mayor's Report:

Mayor Roth attended Ohio Municipal League conference October 31 – November 1 in Columbus. She stated there are individual income tax changes that may affect Village revenue. She also attended several Veterans Day programs around the Village.

Administrator Report:

1. Code Enforcement: 82 properties; 57% abatement, 27% progress made with abatement, 11% no progress made.
2. Ohio Turnpike Work; proposed work on Turnpike to expand to three lanes. Work requires moving an 8" water line under the overpass on St. Rt. 64. The Turnpike will relocate the pipe.
3. Construction Project Update
 - a. Garfield Bridge – expected to finish in early December, paving November 14-16
 - b. Project 10 Sewer Separation – reviewing smoke testing results
4. Planning Commission

At the July 3, 2018 Planning Commission Meeting, the Commission approved the Site Plan for Swan Creek Crossing, a proposed multi-unit senior living facility, contingent on vacation of the plat. Spire Development is pursuing a replat of Crossings Way instead of a vacation of said plat. The procedure for a replat is laid out in §151 of the Swanton Village Codified Ordinances. If the

preliminary plat is approved then technical design a final plat will need approval. Site Plan Review can occur and a motion can be made contingent on plat approval.

5. Evaluations – 2018 Personnel evaluations are almost complete and will be sent to the Mayor and Council.
6. Village crew installed Utility Payment Box near the Police Division entrance. Instead of parking in front of the Municipal Building back door and getting out of the car, neighbors can now stay in their vehicle and simply drop their payment in the box.
7. Two (2) volunteers from the community updated Christmas wreaths. Mrs. Hoelzle donated the purple ornament bulbs.

Personnel Report

Chief Berg recommends hiring Kevin Howard as Full Time Patrolman in the Police Division. Mr. Howard has prior police experience and is OPOTA certified.

Motion was made by Councilwoman Kreuz and seconded by Councilman Rose to hire Kevin Howard as Full Time Patrolman in the Police Division at an hourly rate of \$15.50 per hour upon completion of OPF physical, pending clear pre-employment drug screen and background check, subject to a 6-month introductory period, effective November 18, 2018. If Mr. Howard completes a successful introductory period, wage will be increased to \$16.00 per hour effective May 18, 2019. Mr. Howard will accrue personal leave, sick leave, and vacation leave in accordance to policy. Roll Call. Motion passed 6-0.

Chief Berg stated both Sgt. Rahman and Sgt. Blosser have successfully completed their introductory periods.

Motion to end introductory periods of Sgt. Rahman and Sgt. Blosser made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Part-time Fire/EMS who currently is full time at Toledo Fire, Joe Buehrer submitted his letter of resignation due to time commitment between jobs.

Motion to accept resignation of Joe Buehrer made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Division Reports:

WRRF: Mr. Geise is ill and unable to attend Council meeting. His reports are available in Dropbox.

Water: Accounted for water 75%. Leak detection found several leaks, resulting in approximately 26,000 gallons of water loss per day. Mr. Yackee indicated this will help accountability only slightly. Water loss accountability is expected to increase as the water meter project ensues. The water department is using a GPS device to locate hydrants.

Public Service: Mr. Tedrow reported he and his crew have been working on sewer issues; mulching leaves; changing street lightbulbs and preparing Christmas decorations.

Fire: Chief Wolever reported the ladder truck repairs will be completed soon. Once completed, the ladder will help to improve ISO rating and safety.

Police: Chief Berg would like to hire one more full time patrolman. He stated the position will have to be reposted as the other applicants are not qualified.

Motion to go into Executive Session at 7:35 p.m. to consider the purchase of property for public purposes and discuss pending or imminent court action made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Mayor called Council back to order at 8:05 p.m. Roll Call 6-0.

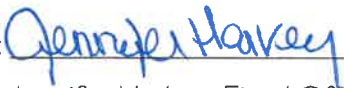
Councilman Pilliod expressed concern for pursuing the railway Quiet Zone. He is not in favor, as Village resources can be better utilized elsewhere; Council agreed. Further discussion regarding Quiet Zones is slated for the November 26 Committee of the Whole meeting.

Adjourn:

Motion to adjourn meeting at 8:20 p.m. was made by Councilman Rochelle, seconded by Councilwoman Kreuz. Roll Call. Motion passed 6-0.



Ann Roth, Mayor

Attest: 

Jennifer Harkey, Fiscal Officer

Water and Sewer Committee Meeting Minutes

November 12, 2018 • 6:00 p.m.

Paul Dzyak – Chairman

Jeff Pilliod

Craig Rose

1. Outdoor Meter legislation §52.30

The current name of 'sprinkler meter' can be misleading or confusing to residents. Total of 152 in the system with 143 residential and 9 commercial. 2017 billed amount; \$29,711.36; \$1,620.85 outstanding. Proposed changes to legislation include; name change, change time-frame of readings and billings and include requirement on backflow preventer. Mr. Yackee stated the Ohio EPA requires backflow preventers to reduce contaminants into the water system. Currently, commercial buildings are sent letters reminding them of this requirement. Mr. Yackee stated there were not any on-site inspections in the last several years.

2. Munson Road Sewer

The property owner at 217 Munson Road inquired about future extension of sanitary sewer on Munson. Mrs. Hoelzle stated there will be an analysis of sewer extension, but no sewers will be installed this year and most likely not next year either. The property owners will have to install a leech field and septic system. The resident would like something in writing indicating the Village will not require them, or their son who owns property next to them on Munson, to connect to the sewer line if it does go down Munson. Mrs. Hoelzle informed the resident she does not have that authority to approve such request and it will have to be brought before Council. Council is concerned a waiver may set a poor precedence in regards to future development. At this time and the foreseeable future, Council does not intend to extend sewer lines on to Munson Road.

3. Utility meter upgrades

There is a lack of documentation on a large number of meters. Staff estimates a large number of meters are over 15 years old. Industry standard is between 10-15 years. There is also a need

to streamline the process of reading meters. Currently, staff walks door to door to read meters. It takes staff approximately 40 hours per month to read meters. Meter data will be collected more efficiently if a tower were to be installed.

To install all new meters would cost approximately \$600,000-\$800,000, dependent on installation costs. It would be approximately \$95 per meter to install if outsourced. The project would have to go out for competitive bid; Mrs. Hoelzle is concerned the lowest cost may not be the best.

If the meters were installed using in house staff, it would warrant hiring a new public works employee. Council is in favor of using Village employees to install meters.

The purchase of approximately 1,250 new meters with radio reads is budgeted for 2019. If additional funds are needed, bond council suggested a short-term note through a local bank.

4. Land Near Reservoir

Discussion for this property centered largely on a storage building at the site. A storage building is needed; however, Mrs. Hoelzle would like to discuss the potential use of the entire 48-acre parcel before constructing a storage building. Mrs. Hoelzle recommends extending the farming agreement for another year.

Finance Committee Minutes

November 12, 2018 • 6:30 p.m.

Michael Rochelle

Diane Westhoven

Paul Dzyak

1. Solicitor 2019 agreement

Proposals from Four (4) law firms have been received. Council would like Mrs. Hoelzle to interview law firm, Heban, Murphree, & Lewandowski LLC. They have a broad range of experience, including village, township and county.

2. Financial Documents Review (must be approved in Council)

3. 2019 Temporary Budget

Mrs. Harkey reviewed the proposed budget with Council, specifically capital projects and equipment needs.