

VILLAGE OF SWANTON

Council Meeting Minutes

March 11, 2019

7:00 p.m.

Prayer

Pledge of Allegiance

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

Motion to approve the agenda as amended made by Councilman Rochelle, seconded by Councilman Pilliod. Roll call. Motion passed 4-0.

Mayor Roth welcomed Fulton County Commissioners; Mr. Jon Rupp, Mr. Jeff Rupp and Mr. Rufenacht.

Motion to approve February 25, 2019 meeting minutes made by Councilman Pilliod, seconded by Councilman Rose. Roll Call. Motion passed 4-0.

Councilman Dzyak summarized Tyler Technologies presentation from Water & Sewer Committee.

Councilman Rochelle summarized discussion from Finance Committee. Recommendation to adopt proposed 2019 Permanent Budget; recommendation to contract with RITA Legal for tax collections; recommendation to pursue 2012 and forward non-filer taxpayers through prosecutor Yvonne Trevino.

Mayor Roth proclaimed March as World Autism Month.

Motion to contract with RITA Legal for tax collections made by Councilman Rochelle, seconded by Councilman Pilliod. Roll Call. Motion passed 4-0.

Motion to pursue non-filer taxpayers made by Councilman Rochelle, seconded by Councilman Pilliod. Roll Call. Motion passed 4-0.

Old Business:

Motion for Second Reading Ordinance 2019-XX: Amending Ordinance 2012-35 vacating unimproved portion of Roosevelt Street and alley made by Councilman Dzyak, seconded by Councilman Rochelle. Roll Call. Motion passed 4-0.

New Business:

Motion for First Reading of Ordinance 2019-XX: FY 2019 Permanent Appropriations made by Councilman Dzyak, seconded by Councilman Pilliod. Roll Call. Motion passed 4-0.

Mayor's Report:

Mayor Roth attended several meetings, including; Swanton Fire Advisory Board; Fulton County EMA; Matt Gilroy, Director of Fulton County Economic Development.

Administrator Report:

1. Solicitor Weekly Meetings update
 - a. GAC issue
 - i. Everything sent to contractor and engineer
 - ii. Waiting to hear if either will contribute towards the repair costs
 - b. N. Main Street property
 - i. Waiting on closing
2. Planning Commission- March meeting
 - a. Two Public Hearings
 - i. 102-104 N. Main- variance request of use
 1. Planning Commission approved 5-0 the variance to allow serving and sale of alcohol
 - ii. 117 Lincoln- variance of accessory structure projecting into front or side yard

1. Planning Commission approved 4-1. Public Safety will evaluate safety issues.
 - b. Planning Commission will review various sections of the Zoning Code for recommendations to Council
3. Fulton County Career Exploration Day
 - a. Chief Berg, Sgt. Rahman, Lt. Bernal, Mayor Roth, Councilman Dzyak and Mrs. Hoelzle attended this event
 - b. Fulton County high school seniors invited to go through mock interviews and breakout sessions
4. Wellness Screenings
 - a. There were over a dozen employees who participated in the wellness screenings
 - b. Fairly good feedback and response from the event
 - c. A few employees unable to make it and expressed interested in participating if it were offered again
5. Memorial Park Master Plan
 - a. Community Forum
 - i. Held on February 28
 - ii. Very good attendance and good feedback
 - iii. Engaging group in attendance
 - b. Poll
 - i. A poll will be available online as well as hard copies at the Municipal Building and Swanton Public Library
 - ii. Please spread word as responses will be accepted until April 1, 2019
6. Project 10 Sewer Separation
 - a. Mayor Roth, Alan Lehenbauer, and Mrs. Hoelzle met with Gregg Simon from Jones & Henry to discuss the frustration over the various projects
 - b. Specific concerns were brought up and talked through
 - c. A few days later Mayor Roth, Councilman Dzyak, Councilman Pilliod, and Mrs. Hoelzle met with Gregg and another engineer from J&H, Mike Karafa to discuss Project 10
 - d. Mike indicated that after more research it was determined because of the elevations that it is NOT possible to abandon Mary Wander ditch.
 - e. Discussion also centered on road improvements

- i. Still outstanding is if Council wishes to mill and fill or complete reconstruction Brookside to include curb

7. Brush Pick Up

- a. Thank you to the community for their patience as crews worked to pick up brush after the two back to back storms
- b. In between picking up brush the Village crews still had to walk door to door and read water meters and follow up on any outstanding issues that took precedence
- c. Brush pick up is going to be evaluated to improve the efficiency in the future
- d. Mrs. Hoelzle reached out to surrounding communities to gauge how they perform this; four communities responded so far

Personnel Report

1. Introductory Period

- a. *Councilman Rochelle moved to approve removing Joe Gill from introductory period effective immediate and offer continued employment with Councilman Rose seconding. Roll Call. ALL YES. Motion passed 4-0.*

2. Seasonal Hiring

- a. *Councilman Pilliod moved to approve rehiring Steven Slawinski and David Beihl as 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, effective March 24, 2019, pending clear pre-employment drug screen and background check, seconded by Councilman Rose. Roll Call. ALL YES. Motion passed 4-0.*

3. Part Time Hiring

- a. Chief Wolever recommends the part time hiring of Alex Pinkerton
- b. Alex is a Firefighter 2/ Paramedic
- c. *Councilman Rochelle moved to approve hiring Alex Pinkerton 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 March 10, 2019, seconded by Councilman Pilliod. Roll Call. ALL YES. Motion passed 4-0.*

Division Report:

Police – Chief Berg has sent his officers to various training; active shooter, interrogation. He has also met with Toledo Airport regarding support and coordination for the air show this July; met with school officials regarding students vaping on school property as well as the possibility of reinstating a school resource officer.

Fire – Chief Wolever has been working on several site plan reviews for new and existing properties in the village; fire hydrant testing; utilizing training programs at Owens Community College and Four County Vocations School to recruit new hires.

Water – Mr. Yackee stated water accountability was at 85% for February. Historically, February is has the highest percentage of accounted water. Mr. Yackee does not know why this is. He is reviewing the alarm system for monitoring; notification through Habitec is not consistent.

WRRF – Mr. Geise not in attendance, as he was ill.

Public Service – Mr. Tedrow stated he and his crew have been busy brush pickup; locates for the turnpike, Swan Creek Crossing; potholes; alley maintenance such as tree trimming. He reported Zack Holdridge inventoried water supply parts, finding parts is much more efficient now.

Fulton County Commissions – Council and Mayor Roth began discussions with the commissioners regarding issues in the village such as; vacant lot in downtown and back taxes, they would like to purchase it but have been unable to get a response Fulton County Auditor Brett Kolb or Treasurer Char Lee. Councilman Pilliod inquire about grant assistance for buildings downtown that are being rehabbed by a local winery; Commissioners suggested the tenant contact Fulton County Economic Development. Mayor Roth inquired about EMS Levy increase as expenses increase every year. Commissioners replied they review budgets annually. Mayor Roth inquired as to the status of developing a land bank in Fulton County; commissioners stated they support it.

The commissioners touted the #fultonforward initiative. The initiative is on twitter, with the intention of sharing positive news of Fulton County so residents are aware of what is happening across the county.

Adjourn:

Motion to adjourn meeting at 8:45 p.m. made by Councilman Rose, seconded by Councilman Rochelle. Roll Call. Motion passed 4-0.



Ann Roth, Mayor

Attest: 

Jennifer Harkey, Fiscal Officer

Water and Sewer Committee Meeting Minutes

March 11, 2019 • 6:00 p.m.

Paul Dzyak – Chairman

Jeff Pilliod

Craig Rose

Tyler Technologies – Incode

Dan Walsh from Tyler Technologies presented utility billing software.

Finance Committee Minutes

March 11, 2019 • 6:30 p.m.

Michael Rochelle

Diane Westhoven

Paul Dzyak

- 1) Financial Document Review – February
- 2) 2019 Permanent Budget – Mrs. Harkey reviewed various revenue and expenditure accounts.
- 3) Tax collection
 - a) Delinquent accounts – The Village uses a third party for collections of delinquent accounts \$250 or more. Three (3) year statute of limitations extends to 21 years once court filing
 - i) George Gusses Co., LPA – third party utilized for delinquent taxpayers owing \$250+
 - (1) Cost 20% based on delinquent amount
 - (2) Inefficient on Village end, information that is already on hand with RITA has to be duplicated to send to George Gusses for collection
 - ii) RITA legal
 - (1) Send mass collection letter to those taxpayers owing \$150-249. Currently not addressed with George Gusses (no additional cost)
 - (2) Amounts over \$250, cost 18% based on delinquent amount
 - iii) This is the recommended course of action.
 - b) Non-filer taxpayers – 6 year statute of limitation to establish liability
 - i) Taxpayers that should have filed an income tax return but have not

- (1) Identified through various means – Federal, State agencies, move-in forms, etc.
 - (a) Did not respond to subpoena program in the Fall
 - (b) May not actually be required to file – may be retired, may not live in Village, etc.
 - (c) 2012 non-filers identified – 123. Statute of limitations expires April 15, 2019
 - (i) Would like to pursue with prosecutor – file a summons to appear in court and establish liability, then three (3) year statute of limitations begins.
- c) Letter from RITA and Yvonne Trevino regarding both processes in Dropbox
- d) Mrs. Miller has identified approximately 60 non-filer taxpayers that are recommended to pursue. She identified them based on likelihood of income and residency in the Village.