

VILLAGE OF SWANTON

Council Meeting Minutes

April 8, 2019

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 as amended made by Councilwoman Westhoven, seconded by Councilman Pilliod. Roll call. Motion passed 6-0.

Motion to approve March 25, 2019 meeting minutes made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Roll Call. Motion passed 5-0-1 with Mr. Rose abstaining.

Councilman Dzyak summarized Water & Sewer Committee meeting. The committee recommends Mrs. Hoelzle revise the language §51.020 Grease and oil interceptors to include clarification regarding onerous on the business owner.

Councilman Rochelle summarized discussion from Finance Committee. Recommendation to commit Village property near the railroad tracks and Village hall for the Depot project; Recommendation to contract with BS&A for Utility Billing Software; Recommendation from Compliance Officer to approve quarterly credit card report.

Motion to accept Financial Reports made my Councilman Rochelle, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Motion to commit Village property near the railroad tracks and Village hall for a railroad depot project. The Village will consider what options are available for said real property, including lease, sale or Village Park. In turn, the Village would request a proposal completed within 24 months of this date that includes drawings that are approved by an engineer or architect and meet the building

code requirements including those for parking and handicap accessibility made by Councilman Rochelle, seconded by Councilwoman Kreuz. Roll Call. Motion passed 6-0.

Motion to approve compliance officer report made by Councilman Rochelle, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Old Business:

Motion for Second Reading: Accepting annexation of land on petition by Elizabeth J. Lambert made by Councilman Rochelle, seconded by Councilwoman Kreuz. Roll Call. Motion passed 6-0.

Mayor's Report:

Mayor Roth reported developing a land bank in Fulton County is gaining momentum. Mr. Brown created a list of properties within village limits that are both vacant and delinquent on property taxes. 54 of 88 counties in Ohio currently are utilizing a land bank program. In attendance, Swancreek Trustee Kazmierczak reported they have identified 99 properties in Swancreek that could be abated through a land bank program.

Administrator Report:

1. Code Enforcement
 - a. Letters sent to 104 Promenade, 208 Carriage Lane, 117 St. Richard's, and 101 South Main regarding nuisance violations.
 - b. Property owners have seven calendar days of receipt of notice to abate nuisance or contact Village Administrator for a timeline of abatement

2. Solicitor Weekly Meetings update
 - a. Waiting on finalizing 112 Pennsylvania
 - b. Working on loose ends with the GAC issues. Poggemeyer will contribute to costs
 - c. Waiting to see if Taco Bell will contribute to the work needed at the traffic signal Airport/Hallett. During installation of their sprinkler system, the traffic light cable was severed.

3. Planning Commission
 - a. April meeting cancelled
 - b. May meeting has at least one Public Hearing

4. Garfield Avenue projects
 - a. Bridge replacement
 - b. Paving from bridge to Main Street
 - i. The approaches will be paved at the same time as the road, tentatively scheduled for around April 10
 - ii. There will still be guardrail, railing, striping, sealing, and deck grooving to be completed before the bridge can be opened
 - iii. If all goes well and the weather/temperature cooperates, the bridge will be opened to traffic by April 26th tentatively.
5. Newsletter- Village Voice
 - a. Published April 1
 - b. Over 300 subscribers online with a 40% open rate
 - c. Paper copies available in Municipal Building
6. Annual Fulton County Health Department Meeting
 - a. Update from the various divisions
 - b. Environmental
 - i. Going to begin a septic system documentation program
 - c. Public Health
 - i. Car seat program for those who qualify
 - ii. Women health services
7. Incident Management Training
 - a. Thanks to Chief Wolever for providing this training
 - b. Tabletop exercise in early summer
8. Summer Intern – three (3) interviewed, all from Bowling Green University pursuing their MPA degrees
 - a. Ohio City/County Management Association published the NextGen Internship Application
 - b. Interested communities will submit an application including a detailed description of the internship experience they propose to provide the intern.
 - c. That application will also include a statement of the financial commitment provided by the community and the financial commitment required by OCMA.

- d. OCMA will reimburse the approved village for up to 50% of the salary (excluding any benefits) paid to the intern to a maximum of \$2,000 per approved intern position.
9. Fulton County Pop Up fair May 6- May 10
- a. Please see Dropbox for more information
 - b. Mrs. Hoelzle is planning to participate
10. TMACOG Transportation Summit
- a. Attended with Mayor Roth and Councilman Dzyak
 - b. Various topics discussed
 - i. Economic Development as it relates to transportation, including aviation
 - ii. Updates on ODOT projects, Lucas County projects, and Ohio Turnpike projects
 - iii. Hyperloop from Cleveland to Chicago
11. Memorial Park Master Plan Poll Results
- a. 227 responses
 - b. Mrs. Hoelzle provided graphs and charts to pictorialize responses, details provided to Council in Dropbox.

Division Reports

Police: Chief Berg will be attending Chief of Police conference next week; Swanton Police Department will provide security for Swanton High School prom.

Fire: Chief Wolever reported several members of the fire department are attending a conference in Indianapolis this weekend.

Water: Mr. Yackee reported hydrant flushing will take place beginning the week of May 15; Damschroder Roofing will begin work on the Water Plant; Accounted for water in March, 65%.

WRRF: Mr. Geise reported Buckeye Pumps has installed the north backwash pump, all backwash pumps have been rebuilt. The digester will need to be pumped out so Swanton Welding and Foundation Steel can begin installation of the stairs inside and outside, a bag will be taken to Gombash Farms in May. Mr. Geise reported he attended Electrical Safety training at the Fulton County Fairgrounds; he highly recommends attending.

Public Service: Mr. Tedrow reported his crew spent 42 hours last week and 8 hours this week on brush pick-up; they had several dump trucks full of brush taken to Lammon Brothers. He reported 11 citizens participated in Pilliod Park clean-up day; soccer and baseball fields have been rolled; will purchase heavier roller; valves exercised.

Motion to go into Executive Session at 7:57 p.m. with an attorney involving pending court action made by Councilwoman Kreuz seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

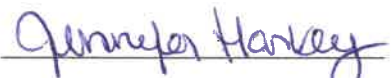
Mayor called Council back to order at 8:28 p.m. Roll Call 6-0.

Adjourn:

Motion to adjourn meeting at 8:29 p.m. made by Councilman Pilliod, seconded by Councilman Rochelle. Roll Call. Motion passed 6-0.



Ann Roth, Mayor

Attest: 
Jennifer Harkey, Fiscal Officer

Water and Sewer Committee Meeting Minutes

April 8, 2019 • 6:00 p.m.

Paul Dzyak – Chairman

Jeff Pilliod

Craig Rose

1. § 51.020 Grease and oil interceptors
 - a. Review a portion of this section of the Codified Ordinances
 - b. For grease, oil and inorganic material such as sand, grit and the like, interceptors shall be provided when in the opinion of the Village Administrator, they are necessary for the proper handling of liquid wastes containing floatable grease in excessive amounts, as specified in § 51.028, or any flammable wastes, sand or other harmful ingredients; except that such interceptors shall not be required for private living quarters or dwelling units.
 - c. This arose after a business called to notify that sewer backup in their building
 - d. The crew looked into the grease trap as a possible cause
 - e. Discussion included clarifying the statement 'shall be provided'. Committee recommends stating the onerous is on the business owner.

2. Project 10 Sewer Separation
 - a. Smoke testing schedule for week of April 15
 - b. Advertise bids tentatively September 1
 - c. Open bids October 1
 - d. Award at the October 15 Council Meeting
 - e. Legislation to EPA no later than November 1 for loan approval
 - i. Loan fee approximately \$6,000
 - ii. As discussed previously there are possible aspects of the project that may not be eligible for loan funding
 1. Parkside and Woodside mill and fill – confident this will be covered, but can be excluded
 2. Service laterals which will need to be moved – cost can be owner responsibility
 - iii. Will know before 2020 Permanent Appropriations are approved

Finance Committee Meeting

April 8, 2019 • 6:30 p.m.

Michael Rochelle
Diane Westhoven
Paul Dzyak

- 1) Financial Document Review
 - a) March financial reports

- 2) Debt analysis – Option 1, 2 and 3 Project 10
 - a) Financial Health Indicators (FHI) from Auditor of State's office

- 3) Tax collection
 - a) Delinquent accounts – RITA Legal sent list of delinquent accounts they are pursuing
 - b) Non-filer taxpayers – Complaints filed against 2012 non-filers

- 4) Republic Services
 - (a) Confirmed 60 day extension
 - (b) Representative will look into the question posed by Council
 - (i) Cost if recycling was eliminated all together
 - (ii) Is there a reason seniors are asked to put out less bags
 - (iii) Look at three (3) year contract prices
 - (c) Will be on the agenda for the Public Service Committee on April 22
 - (d) Options to offer senior discount
 - (i) Eliminate entirely
 - (ii) Start over – reset all bills
 1. Village manage – proof of age/residency
 2. Offer less of a discount or flat amount
 - a. Using 200 residents for example
 - i. 10% discount per quarterly bill – annual cost to Village \$4,000
 - ii. \$10 flat fee per quarterly bill – annual cost to Village \$8,000

- 5) Depot project
 - a) Mr. Lehenbauer will provide information for discussion on a motion to satisfy the wishes of the Swanton Ohio Historical Society. Mayor Roth inquired about adding a public restroom.

- b) In attendance, Neil Toeppe from Swanton Area Chamber of Commerce. Questions from Committee included a time frame such as a 24-month period for site plans; long-term maintenance and utility costs – who is responsible; Mr. Toeppe stated he needs a commitment from Council before he can go fundraise; his goal is \$200,000 to put the depot in place and construct a viewing platform. Mr. Toeppe stated he wishes to get through this stage before agreeing to details such as operating and maintenance costs.

- 6) Recommend to contract with BS&A for Utility Billing Software
 - a) Company as a whole has an outstanding record
 - b) Will receive excellent customer service
 - c) Meet needs of modernization and efficiency

- 7) Compliance Officer report – quarterly review of credit cards