

# VILLAGE OF SWANTON

Council Meeting Minutes

May 13, 2019 • 7:00 p.m.

Prayer led by Councilman Rochelle

Pledge of Allegiance

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

*Councilwoman Westhoven moved to approve the agenda as presented, seconded by Councilman Rochelle. Roll call. Motion passed 5-0.*

*Councilwoman Westhoven moved to approve the April 22, 2019 meeting minutes, seconded by Councilwoman Rochelle. Roll Call. Motion passed 5-0.*

*Councilwoman Kreuz moved to approve May 6, 2019 meeting minutes, seconded by Councilman Pilliod. Roll Call. Motion passed 3-0-2. Councilors Rochelle and Westhoven abstained.*

Councilman Rose summarized Water & Sewer Committee meeting. The committee recommends changes to Chapter 52 of the Codified Ordinances. This chapter relates to water distribution and billing for water usage. Recommendation of changes presented to Council for approval in New Business.

Councilman Rochelle summarized discussion from Finance Committee. The main topic was a presentation from Scott Cabautan. Mr. Cabautan spoke about the rates for recycling vs. non recycling. He mentioned the main issue with what is called the China Sword, where countries like China, decreased the contaminated recycled materials to less than 1%. Councilman Rochelle also mentioned that the recommendation from Finance Committee is to remove the subsidy by the Village for the "senior discount".

*Councilman Rochelle moved to accept Financial Reports, seconded by Councilwoman Westhoven. Roll Call. Motion passed 5-0.*

Karen Jones property owner of 119 Lincoln, addressed Council regarding parking on Lincoln Avenue between Church Street and Zeiter Way, specifically in front of the property she owns. The property she owns is zoned B2 but is used as a residential dwelling. *The Codified Ordinances Chapter 74 states: Business District, in 90 minutes marked parking spaces. Monday through Saturday from 8:00 a.m. until 4:00 p.m.* Mrs. Jones indicated that the issue arose when MJ Truck/Trailer occupied space across the street from the rental property and how their business trucks have issues turning into the building. Discussion ensued about if there was a back entrance for parking; Mr. Jones indicated there was but another tenant uses it. Council indicated that a Summer Intern is tasked with reviewing signage, in particular placement of signs. This issue will be reviewed later this summer.

#### Old Business:

*Second Reading Ordinance 2019-XX: Declaring necessity to assess properties for cost of street lighting made by Councilman Pilliod, seconded by Councilwoman Westhoven. Roll Call. Motion passed 5-0.*

*Second Reading Ordinance 2019-XX: Declaring necessity to assess properties for cost of leaf collection made by Councilman Pilliod, seconded by Councilwoman Westhoven. Roll Call. Motion passed 5-0.*

#### New Business:

*Councilman Pilliod moved to suspend the rules for Emergency Resolution 2019-XX: Authorizing Administrator to Participate in Fulton County Engineer Road Salt Contract, seconded by Councilman Rochelle. Roll Call. Motion passed 5-0.*

*Councilman Rochelle moved to approve Emergency Resolution 2019-XX: Authorizing Administrator to Participate in Fulton County Engineer Road Salt Contract, seconded by Councilwoman Westhoven. Roll Call. Motion passed 5-0.*

*Councilman Rochelle moved to suspend the rules for Emergency Ordinance 2019-XX: Amending Chapter 52 of the Swanton Codified Ordinances seconded by Councilwoman Westhoven. Roll Call. Motion passed 5-0.*

*Councilman Rochelle moved to approve Emergency Ordinance 2019-XX: Amending Chapter 52 of the Swanton Codified Ordinances removing the proposed addition of 52.22 (F) seconded by Councilwoman Westhoven. Roll Call. Motion passed 5-0.*

*Councilman Rochelle moved to suspend the rules for Emergency Ordinance 2019-XX: Authorizing Village Administrator to enter into Agreement with Poggemeyer for West Pointe Estate road improvements seconded by Councilwoman Westhoven. Roll Call. Motion passed 5-0.*

*Councilman Rochelle moved to approve Emergency Ordinance 2019-XX: Authorizing Village Administrator to enter into Agreement with Poggemeyer for West Pointe Estate road improvements seconded by Councilwoman Westhoven. Roll Call. Motion passed 5-0.*

*Councilman Rochelle moved to approved Jennifer Harkey as the Regional Income Tax Authority Delegate and Rosanna Hoelzle as the Alternate Delegate with Councilwoman Westhoven seconding. Roll Call. Motion passed 5-0.*

#### Mayor's Report:

Mayor Roth reported that the 7<sup>th</sup> graders from SMS were at Pilliod Park for Arbor Day to evaluate the value of trees and then a tree was planted at SMS. She went on to mention that Walt Lange, Tree Commissioner, donated a cabin to Camp Palmer. Mayor Roth mentioned the Breakfast on the Farm scheduled for June 15. There is a Fire Advisory Board Meeting scheduled for May 22. Maumee Valley Planning Organization is set to host a Public Meeting for the Fulton County Comprehensive Plan. She went on to mention the Shriners are set to pass out their newspapers on June 14-15. She also mentioned the passing of Tom Duvendack an original member of the Tree Commission and finally she mentioned the Eyes of Freedom Memorial escort which went through Swanton on May 10, 2019.

#### Administrator Report:

Mrs. Hoelzle mentioned Code Enforcement update: significant progress on 104 Promenade and 117 St. Richard's but still waiting on 101 South Main and 208 Carriage Lane.

Mrs. Hoelzle mentioned the Solicitor Weekly Meetings update which included discussion of a resident's request for paving a driveway. Council discussed the request for 601 E. Garfield and had no issue with allowing the owner up to 12 months to pave the new driveway. *Councilwoman Kreuz moved to approve the request for Shannon Heilman at 601 E. Garfield until May 2020 to pave the*

*driveway with asphalt or masonry type material, with Councilman Pilliod seconding. Roll Call. Motion passed 5-0.*

Mrs. Hoelzle mentioned the Planning Commission May 7 meeting where there were four Public Hearings. Variance request of 2 feet for an already construction pool at 123 Redbud and Swanton Local Schools parking and paving request

Mrs. Hoelzle reported on the OPWC Small Government Funding. She received news that the OPWC Small Government request of \$99,999 in grant funding and \$100,000 in loan funding was approved on May 9. This funding is for Project 10 Sewer Separation and will allow for a smaller loan request through WPCLF

Mrs. Hoelzle spoke to four (4) government classes at Swanton High School on April 26 Scenario based conversation to engage with students on the fast paced work in local government (i.e. a day consisting of water main break, sewer back up, other issues).

Finally Mrs. Hoelzle mentioned the diagnostic review Main Street railroad crossing. On May 3 members of the PUCO, Ohio Rail Commission, Norfolk Southern, Swanton Local Schools, and the Village of Swanton met at the Main Street railroad crossing for a Diagnostic Review. This review came after information was sent to the Rail Commission about the issue Swanton Local School buses have with line of sight at the crossing. This crossing is ranked 4,862 out of 6,000 in the State (in terms of hazard). The ADT for this crossing is 5,150. Discussion centered on: trees blocking line of sight to the railroad signal lights, advance warning sign going North bound (currently none erected), pedestrian gates only on one side of the tracks, gate set farther back from the crossing with the bungalow on the southwest side of the tracks. Recommendation for improvements to be made by Norfolk Southern: remove pedestrian gates, move the gates closer to the tracks to allow for better line of sight at crossing, install LED lights, more than likely will not occur at the earliest 2020. Recommendation for ODOT: install advance warning sign on North bound Main Street. Recommendation for Village of Swanton: trim trees on the east side of Main Street just before the rail crossing

#### Personnel Report:

Mrs. Hoelzle presented information on the introductory period for Mrs. Jennifer Harkey. *Councilwoman Kreuz moved to approve continued employment for Mrs. Harkey with Councilman Rochelle seconding. Roll Call. Motion passed 5-0.*

Resignation

Mrs. Hoelzle presented a resignation letter from Kevin Howard in Dropbox.  
*Councilwoman Kreuz moved to accept the resignation effective May 6, 2019 with Councilwoman Westhoven seconding. Roll Call. Motion passed 5-0.*

*Councilwoman Kreuz moved to approve hiring Ishmael Mensah as the Summer Intern effective May 20, 2019 to August 1, 2019 at a rate of \$12/hour subject to pre-employment background check and drug screen with Councilwoman Westhoven seconding. Roll Call. Motion passed 5-0.*

Chief Berg is requesting to hire Larry Moore as a Part-Time Patrol Officer in the Police Division. *Councilman Rose moved to approve Mr. Larry Moore at an hourly rate of \$16.00 per hour pending clear pre-employment drug screen and background check and subject to a 6-month introductory period effective May 19, 2019 seconded by Councilwoman Kreuz. Roll Call. Motion passed 5-0.*

Fire Chief Job description was drafted and never official moved through Council  
*Councilwoman Kreuz moved to approve the Fire Chief Job description as presented with Councilman Rochelle seconding. Roll Call. Motion passed 5-0.*

### Division Reports

Water: Mr. Yackee reported hydrant flushing began May 13 and so far a good start. The accountability for April was 78%. Mr. Yackee indicated that to get to 90%, 40,000 gallons would need to be accounted for. Discussion of installing commercial meters and backflow preventer letters. Mr. Yackee mentioned the reservoir is completely full and algae is doing okay.

WRRF: Mr. Geise reported the area around the stairs is ready to go and should begin in early June for install. Mr. Geise indicated the rain is delaying the removal of one of the sludge bags. Councilman Pilliod asked about getting someone to haul the sludge. Mr. Geise will look into it.

Fire: Anthony Bernal presented and indicated he just finished training 68 people from Swanton Health Care on CPR. Further there are 50 people from Dental Health Associates scheduled for training. He also mentioned the Swancreek Township Fire Study continues to be worked on. Finally the promotional process has begun.

Police: Chief Berg announced Drug Take Back Day brought in 46 pounds of medications. He attended a Chief's conference last week in Columbus. Chief indicated the Police Division participated in Jobs& Family Services Fun Day. There will be a Click It or Ticket campaign May 20-June 2. Drive Sober Get Pulled Over in August.

There was discussion about drug overdoses. Councilman Rochelle indicated there is no reason to delay having the officers carry Narcan.

*Councilwoman Kreuz moved to go into Executive Session at 8:37 p.m. to consider the purchase of property for public purposes, to consider the promotion of a public employee, and a conference with an attorney concerning disputes that are the subject of pending or imminent court action seconded by Councilwoman Westhoven. Roll Call. Motion passed 5-0.*

Mayor called Council back to order at 9:29 p.m. Roll Call 5-0.

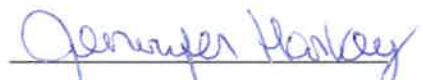
*Councilwoman Kreuz moved to approve the wage increase and promotion of Anthony Bernal and Zachary Miramontes to Lieutenants at \$16.20 per hour effective May 19, 2019, seconded by Councilman Rochelle. Roll Call. Motion passed 5-0.*

Adjourn:

*Councilman Rochelle moved to adjourn the meeting at 9:32 p.m., seconded by Councilwoman Westhoven. Roll Call. Motion passed 5-0.*



Ann Roth, Mayor

Attest:   
Jennifer Harkey, Fiscal Officer

## Water and Sewer Committee Meeting Minutes

May 13, 2019 • 6:00 p.m.

Paul Dzyak – excused

Jeff Pilliod

Craig Rose

Craig Rose elected temporary Chairman due to Mr. Dzyak unable to attend.

Discussion of Chapter 52, Water, of the Swanton Village Codified Ordinances. Changes recommended with the removal of proposed addition of Section 52.22(F).

## Finance Committee Meeting

May 13, 2019 • 6:30 p.m.

Michael Rochelle

Diane Westhoven

Paul Dzyak- excused

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

Scott Cabauatan. Mr. Cabauatan spoke about the rates for recycling vs. non recycling. He mentioned the main issue with what is called the China Sword, where countries like China, decreased the contaminated recycled materials to less than 1%. Councilman Rochelle also mentioned that the recommendation from Finance Committee is to remove the subsidy by the Village for the “senior discount”. There was much discussion on the importance of recycling and how Republic Service will still provide that service even if communities decide to not include in their agreements.