

# VILLAGE OF SWANTON

Council Meeting Minutes

June 24, 2019

7:00 p.m.

Prayer

Pledge of Allegiance

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

*Motion to approval of agenda as presented made by Councilwoman Westhoven, seconded by Councilwoman Kreuz. Roll Call. Motion passed 5-0*

*Motion to approve June 10, 2019 meeting minutes made by Councilwoman Westhoven, seconded by Councilman Pilliod. Roll Call. Motion passed 5-0.*

*Motion to approve June 17 Special Committee of the Whole meeting minutes made by Councilwoman Kreuz, seconded by Councilman Pilliod. Roll Call. Motion passed 5-0.*

## Committee Reports:

Councilman Rose summarized discussion of the Public Service Committee. The Committee is in support of a Fulton County Land Bank and recommends sending letters of support to Commissioners and Fulton County Treasurer. The Committee recommends contracting with Invoice Cloud to provide electronic bill payment and presentment. The Committee recommends reviewing §50.04 Collection Regulations and §50.99 Penalty further, specifically location of refuse bins and when the can be placed at the curb.

Councilwoman Kreuz summarized discussion of the Public Safety Committee. The Committee recommends the hire of one (1) full-time patrolman; one (1) full-time paramedic/FF1; eight (8) part-time members of the Fire Department.

*Motion to contract with Invoice Cloud for electronic bill payment and presentment for a period of three (3) years made by Councilman Rose, seconded by Councilman Pilliod. Roll Call. Motion passed 5-0.*

Old Business:

*Second Reading Ordinance 2019-XX: Final Assessment of Street Lighting made by Councilwoman Kreuz, seconded by Councilman Pilliod. Roll Call. Motion passed 5-0.*

*Second Reading Ordinance 2019-XX: Final Assessment of Leaf Collection made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Roll Call. Motion passed 5-0.*

New Business:

*Emergency Resolution 2019-XX: Authorizing the creation of new funds made by Councilman Dzyak, seconded by Councilwoman Westhoven. Roll Call. Motion passed 5-0.*

*Motion to authorizing creation of new funds made by Councilman Dzyak, seconded by Councilwoman Westhoven. Roll Call. Motion passed 5-0.*

*Emergency Ordinance 2019-XX: Support the creation of a Fulton County Land Bank made by Councilman Dzyak, seconded by Councilman Pilliod Roll Call. Motion passed 5-0.*

*Motion to support the creation of a Fulton County Land Bank made by Councilman Dzyak, seconded by Councilman Pilliod. Roll Call. Motion passed 5-0.*

*Emergency Ordinance 2019-XX: Adoption of the updated Lucas County Multi-Jurisdictional Hazard Mitigation Plan made by Councilman Dzyak, seconded by Councilwoman Westhoven. Roll Call. Motion passed 5-0.*

*Motion to adopt the updated Lucas County Multi-Jurisdictional Hazard Mitigation Plan made by Councilman Dzyak, seconded by Councilwoman Westhoven. Roll Call. Motion passed 5-0.*

*Emergency Ordinance 2019-XX: Authorize creation of the Swanton Downtown Design Review Board and adopting standards made by Councilman Dzyak, seconded by Councilwoman Westhoven. Roll Call. Motion passed 5-0.*

*Motion to authorize creation of the Swanton Downtown Design Review Board and adopting standards made by Councilman Dzyak, seconded by Councilwoman Westhoven. Roll Call. Motion passed 5-0.*

Councilman Rose expressed concern about current downtown property owners already having invested their own funds to revitalize buildings. He prefers a broad approach rather than focusing on a few specific addresses. Mayor Roth explained this is a starting point to revitalizing downtown and an opportunity to move forward. Mrs. Hoelzle mentioned these specific properties were identified as good candidates as this particular grant is awarded based on the biggest impact to downtown with the intent of spurring future development. The Support Letter of Intent is not required, but will help to augment to grant application.

Mrs. Hoelzle further explained the Village can create its own downtown development assistance program, and work collaboratively with property owners. She cited the city of Tiffin has had success in revitalizing their downtown with a similar program.

*First Reading Ordinance 2019-XX: Support Letter of Intent for Downtown Revitalization Program made by Councilman Pilliod, seconded by Councilman Dzyak. Roll Call. Motion passed 4-1.*

Discussion regarding Tree Removal, Ordinance 2009-24 included methods for evaluating trees for removal, liability of damaged trees on private property and the charge for Village removing trees on private property. There is a hazardous tree identified on Hallett Avenue, on private property. It is near power lines also. Council directed Mrs. Hoelzle to notify the property owner to remove the tree. Council recommends conferring with legal counsel to revise Ordinance 2009-24.

#### Mayor's Report:

Mayor Roth volunteered at the Breakfast on the Farm event in which there were 3,729 people in attendance. She also attended several other meetings for water quality, tree commission, Habitat for Humanity. Mayor Roth had emergency preparedness pamphlets created to distribute to new residents.

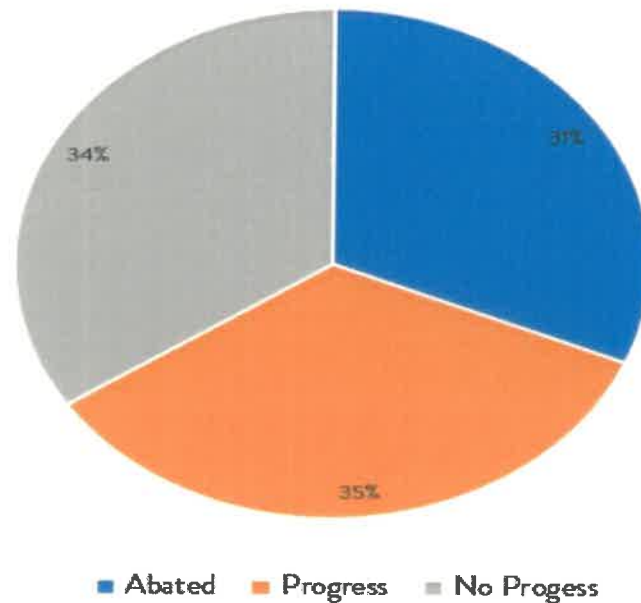
#### Administrator Report:

##### 1. Code Enforcement Update

- a. Please review Mr. Brown's updated spreadsheet, in Dropbox, for abatement progress

- i. Abated-10
- ii. Progress-11
- iii. No Progress-11

**2019 Code Enforcement Contacts  
as of 6/20/2019**



- 2. 2019 Fireworks Fest
  - a. Scheduled for June 29
  - b. "Gates" open at 6
  - c. Vendors will be setting up between 2-5pm
  
- 3. Garfield Bridge Punch List
  - a. On June 12 there was a final walk through of the Garfield Avenue Bridge Replacement project
  - b. The contractor is required to reseed the area as well as ensure rocks or concrete are out of all yards and other surrounds areas of the project
  - c. There are utility poles which need to be relocated back.
    - i. The utilities were notified but no specific time frame on when they will move the poles back
  - d. Once the final payment has been disbursed Mrs. Harkey will generate a report on expenses for the project
  
- 4. Adopt A Bench

- a. Program is going well
  - b. Six (6) out of the eight (8) available benches are claimed
5. June 25 Office Closure
- a. Reminder of the Office closure on Tuesday June 25 in the morning for the Staff to receive training on the new meter software
  - b. Office will reopen at 12:30 p.m.
  - c. Flyers have been posted at the Municipal Building for over a month and there have been posts on the Facebook page
6. Commercial Meter Project
- a. Letters went out for the first phase of commercial/industrial businesses which also includes the Swanton Local School District
  - b. The letter gives the respective organization a set date and time range for install
  - c. The letter also allows for an organization to reschedule to a more appropriate time if needed
  - d. A designated team of Pubic Service crew members will spearhead this project
  - e. An order for the meters for the second phase was already placed
7. Train derailment update
- a. Village Officials have generated cost recovery forms and submitted to Fulton County EMA
  - b. Fulton County EMA submitted to Norfolk Southern and will facilitate that process
  - c. Will wait until clean up progress is complete to submit damage to roads and curbs
8. Swanton Shines
- a. The group formed last year with a mission to assist with Christmas decorations
  - b. Last year they spearheaded the Tree Lighting
  - c. The 2019 Tree Lighting is scheduled for November 29 (day after Thanksgiving)
  - d. They are filing paperwork to become a non-profit with a mission to generate support for upgrades to Village Christmas decorations
  - e. The group will work collaboratively with the Village to discuss needs for upgrades
    - i. Snowflakes that line the main streets were chosen as the 2019 project
    - ii. The idea is to spray paint and install LED bulbs
    - iii. The 2019 Appropriations have money allocated for this purposes and Swanton Shines is working on generating donations for a portion of this project

Personnel Report:

Motion to hire Bradley Cash as a Full Time Patrolman in the Police Division at an hourly rate of \$16.00 per hour upon completion of OPF physical and psychological exam, pending clear pre-employment drug screen and background check, subject to a 6-month introductory period, effective June 30, 2019 made by Councilwoman Kreuz, seconded by Councilman Pilliod. Roll Call. Motion passed 5-0. Mr. Cash will accrue personal leave, sick leave, and vacation leave in accordance to policy.

Motion to promote Colin Baney as a Full Time Paramedic/FF1 in the Fire Division at an hourly rate of \$16.00 per hour pending completion of OPF physical, subject to a 6-month introductory period, effective June 30, 2019 made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Roll Call. Motion passed 5-0. Mr. Baney will accrue personal leave, sick leave, and vacation leave in accordance to policy.

Motion to hire Carl Arnold, effective June 30, 2019, as a Part-time FF2/Paramedic 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 introductory period made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Roll Call. Motion passed 5-0.

Move to hire Christopher Harrison, Michael Dreka, Kyle Yeager, Ralph Warden, Michael Lord, and Brandon Welch, effective June 30, 2019, as Part-time Firefighters/EMT-B in the Fire Division at an hourly rate of \$15.00 per hour pending clear pre-employment drug screen and background check, and subject to a 6-month introductory period made by Councilwoman Kreuz, seconded by Councilman Pilliod. Roll Call. Motion passed 5-0.

Move to hire Colin Fessenden, effective June 30, 2019, as a Part-time FF2 in the Fire Division at an hourly rate of \$15.00 per hour pending clear pre-employment drug screen and background check, and subject to an introductory period which will stretch until 6 months after completion of his EMS training, made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Roll Call. Motion passed 5-0.

Motion to go into Executive Session at 7:58 p.m. with an attorney involving pending court action made by Councilman Dzyak seconded by Councilwoman Westhoven. Roll Call. Motion passed 5-0.

Mayor called Council back to order at 8:44 p.m. Roll Call 5-0.

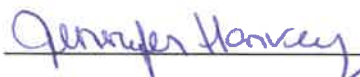
Adjourn:

*Motion to adjourn meeting at 8:46 p.m. made by Councilman Rose, seconded by Councilman Westhoven. Roll Call. Motion passed 5-0.*



---

Ann Roth, Mayor

Attest: 

Jennifer Harkey, Fiscal Officer

## Committee of the Whole

### Beard Pavilion

1. The adjuster reached out to a few companies but has not received any quotes
2. Recommendation is to rebuild with a structure that compliments the updated Memorial Pavilion.
3. The first step is obtaining quotes to replace Beard Pavilion with a similar structure. Council has directed Mrs. Hoelzle to reach out to companies directly, as the adjuster is not garnering much response. Once a quote for replacement is received, the insurance claim can be processed. The funds will be available to use towards a new, similar structure regardless if Council chooses to upgrade the pavilion aesthetically.