

VILLAGE OF SWANTON

Council Meeting Minutes

February 10, 2020

7:00 p.m.

Prayer

Pledge of Allegiance

Roll Call:	Paul Dzyak	Michael Rochelle
	Kathy Kreuz	Craig Rose
	J. David Pilliod	Dianne Westhoven

Motion to approve the agenda as presented made by Councilwoman Westhoven, seconded by Councilwoman Kreuz. Roll call. ALL YES. Motion passed 6-0.

Motion to approve January 27, 2020 meeting minutes made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Councilman Dzyak summarized discussion from Water & Sewer Committee. Recommendation to rescind offer employment offer to Mr. Dunsmoor. Mrs. Hoelzle will draft a contract to hire Mr. Dunsmoor as a subcontractor listing deliverables.

Motion to rescind offer of employment to Mr. Dunsmoor made by Councilman Dzyak, seconded by Councilman Rochelle. Roll Call. Motion passed 6-0.

Councilman Rochelle summarized discussion from Finance Committee.

Motion to approve Financial Reports as presented made by Councilman Rochelle and seconded by Councilwoman Westhoven. Roll Call. ALL YES. Motion passed 6-0.

Motion to approve quarterly credit card compliance made by Councilman Rochelle, seconded by Councilwoman Westhoven. Roll Call. ALL YES. Motion passed 6-0.

Presentation:

Tree Commission member Roger DeGood summarized 2019 activities and initiatives. The focus of 2020 will be maintaining trees through pruning and combating invasive species.

Old Business:

Third Reading Ordinance 2020-XX: Accepting Annexation of 1 acre of land, more or less, in Swancreek Township to the Village of Swanton, Fulton County, Ohio, on petition by John M. Sayers. Motion made by Councilman Rose, seconded by Councilman Rochelle. Roll Call. ALL YES. Motion passed 6-0.

Rules of Council proposed changes discussed at Committee of the Whole on January 27.

Motion to approve changes to Rules of Council made by Councilwoman Kreuz, seconded by Councilman Pilliod. Roll Call. ALL YES. Motion passed 6-0.

Planning Commission recommendation- 13950 Airport Highway zoning classification amendment

- a. At the February 4 Planning Commission meeting, a request for a zoning classification amendment was heard
- b. The owner of 13950 Airport Highway requests the zoning amendment from the current Central Business B-3 to One Family Residential R-1.
- c. The recommendation from the Planning Commission to approve the zoning classification amendment contingent that the property to the east 13930 Airport (which abuts Valleywood Golf Club) also is rezoned to R-1.
- d. In order to review the recommendation, Village Council shall schedule a Public Hearing and publish notice of such hearing in a newspaper (of general circulation) once a week for two weeks, with the first notification a minimum of 30 days before the Public Hearing
- e. IF published in Swanton Enterprise (this property is in Lucas County) on February 18, 30 days would be March 19. The next Council meeting after that is March 23.
 - i. Recommendation to schedule public hearing March 23 at 7:15.

Motion to schedule Public Hearing March 23 at 7:15 made by Councilman Pilliod, seconded by Councilwoman Kreuz. Roll Call. ALL YES. Motion passed 6-0.

Assessments were discussed at the January Finance Committee meeting. Street lighting assessment will increase to \$31 (from \$28), Leaf collection assessment will decrease to \$12 (from \$15.50).

First Reading Ordinance 2020-XX: Declaring the necessity to assess all properties in the Village of Swanton, pursuant to Ohio Revised Code section 727.01. Et seq. For the cost of street lighting, approving plans, establishing tentative assessments, and method of payment. Motion made by Councilman Rose, seconded by Councilman Rochelle. Roll call. ALL YES. Motion passed 6-0.

First Reading Ordinance 2020-XX: Declaring the necessity to assess all properties in the Village of Swanton, pursuant to Ohio Revised Code section 727.01. Et seq. For the cost of leaf collection, approving plans, establishing tentative assessments, and method of payment. Motion made by Councilman Rose, seconded by Councilwoman Westhoven. Roll call. ALL YES. Motion passed 6-0.

Mayor's Report:

Mayor Toeppe mentioned attending various meetings: EMS Meeting regarding Vending Machine system implementation; Planning Commission Meeting regarding revisions to planning ordinances such as Centralize Definitions, Terms, Fees and Fines as well as rezoning of Airport Highway property; January 28th meeting regarding Senate Bill 3 at the Fulton County courthouse; January 29th meeting with the Mayors of Delta and Archbold.

Administrator's Report:

1. Planning Commission- February meeting
 - a. 13950 Airport Highway zoning classification amendment
 - b. Review of paving at 13625 Airport – formerly Barron's. Installed pervious parking lot
 - c. Sign definition reviews

2. Hometown Takeover Update
 - a. Good turn out on Monday February 3 for a community photo shoot
 - b. Video submitted
 - c. Will release to the public in the upcoming weeks

3. Traffic Signal Airport & Main Street
 - a. Dylan Foukes, Traffic Maintenance Engineer, at ODOT to discuss the signal

- b. ODOT has a traffic study from 2013 done before the paving project in 2016 (in Dropbox)
 - c. Dylan indicated that ODOT can assist the Village to see if there is better timing for this intersection
4. WWI Centennial Commission coffee table book
- a. As part of the designation, of The Spirit of the American Doughboy statute at Memorial Park, as a World War I Centennial Memorial, it will be featured in an upcoming coffee table book
 - b. The National WWI Memorial in Washington DC, to be dedicated November 2021, the WWI Centennial Commission will release simultaneously a comprehensive coffee table book featuring all grantees.
5. Sound System- Memorial Park
- a. Corn Festival Trustees have decided to remove the sound system, for which they paid, in memorial Park
 - b. It was not suiting their needs
6. #2020Census
- a. Administrator Hoelzle met with Chris Lake and Adam Walter to discuss the Village, SLSD, and SPL collaborating on #2020Census promotion
 - i. Uniform social media posts throughout the month of February (please SHARE)
 - ii. Census Day on March 21
 - 1. Passive program where Administrator Hoelzle will be available if anyone has any questions about the Census
 - 2. Mr. Walter's will work with the other libraries in Fulton County to get this message out there
 - b. Chief Berg and Administrator Hoelzle met to discuss promoting ways to avoid Census scams
 - i. Social Media posts are scheduled out

Personnel:

Motion made to accept resignation of Code Enforcement Officer Dennis Brown effective January 28, 2020 made by Councilman Rose, seconded by Councilwoman Westhoven. Roll Call. ALL YES. Motion passed 6-0.

Motion made to accept resignation of Fire Department employee Sara Ferrell effective February 6, 2020 made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Roll Call. ALL YES. Motion passed 6-0.

Motion made by Councilwoman Kreuz, seconded by Councilman Rochelle to accept resignation from rank of lieutenant from James (Jim) Harrison to Private Firefighter/Paramedic; wage restored to \$16.20 (from \$17.00) effective February 9, 2020. Roll Call. ALL YES. Motion passed 6-0.

Chief Schaffer is recommending part time hire for Randall Trausch. He is an Ohio Certified Advanced EMT and has an Ohio Volunteer Fire fighter card. He is in the process of reciprocity with the State of Ohio Division of EMS to get his Michigan firefighter certification changed to an Ohio Firefighter certification. Keeping in mind the process of reciprocity, the recommendation for hire comes with a date documents need to be submitted to the Village of Swanton reflecting the acceptance by the State of Ohio Division of EMS.

Motion made by Councilwoman Kreuz, seconded by Councilman Pilliod to approve the hiring of Randall Trausch as a part time member of the Fire Division, effective February 23, 2020 at an hourly rate of \$14.00/hour contingent on successful completion of background check and drug screen. Mr. Trausch is subject to a 6-month introductory period effective February 23, 2020. Further, Mr. Trausch must submit a letter, no later than April 6, 2020, from the State of Ohio Division of EMS illustrating acceptance of reciprocity and issuance of Ohio Firefighter certification. Upon receipt of said letter, Mr. Trausch's wage will be increased to \$15.00 /hour at the beginning of the next full paid period after the date of the letter.

Division Reports:

Fire/EMS: Chief Schaffer reported Swanton has been chosen to house Vending Maching for EMS supplies; Engine 2 has been taken out of service due to extensive repairs.

Police: Chief Berg reported his staff is using Toledo PD indoor range for target practice.

Public Service: Mr. Tedrow reported he has been working on sewer pipes under Lawrence Road where it settled; Taco Bell loop repaired; Commercial Meters installed; F350 Truck with snowplow in service

Water Resource Recovery: Mr. Geise mentioned Raw Pump #3 repaired; booster pump burned up

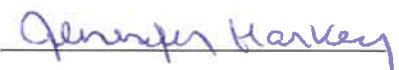
Water Treatment: Mr. Yackee reported 83% water accounted for in January. He attended Pesticide/Herbicide license training.

Councilman Dzyak inquired about SwissAire Estates meter pit status. Administrator Hoelzle reported it is moving forward.

Adjourn:

Motion to adjourn meeting at 8:01 p.m. made by Councilwoman Kreuz, seconded by Councilman Rochelle. Roll Call. Motion passed 6-0.


Neil Toeppe, Mayor

Attest: 
Jennifer Harkey, Fiscal Officer

Water and Sewer Committee Meeting Minutes

February 10, 2020 • 6:00 p.m.

Paul Dzyak – Chairman

J. David Pilliod

Craig Rose

1. Employment

- a. Offer of Part Time employment offered to Mr. Mark Dunsmoor
- b. Mr. Dunsmoor has been notified by OPERS that taking a part-time position would affect a portion of his retirement
- c. Mr. Dunsmoor is still interested in assisting the Village with the major tasks discussed
 - i. Sidewalk maintenance project
 - ii. Distribution requirements by the OEPA
 - iii. Asset Management requirements by the OEPA
 - iv. Hydrant inventory project
- d. Council asked for clarification of employment status; Mr. Dunsmoor would be considered a subcontractor and issued a Form 1099 for tax reporting.
- e. Neil Tedrow, Public Works Superintendent will be issued a new cell phone number with an additional emergency/after hours phone number that should help alleviate some issues.

2. Project 10

- a. Mrs. Hoelzle has requested project manager onsite to meet with Mr. Tedrow daily to provide project status update.
- b. The intention is to eliminate post-project issues as experienced with Project 7.

Finance Committee Minutes

February 10, 2020 • 6:30 p.m.

Michael Rochelle- Chairman
Dianne Westhoven
Paul Dzyak

- 1) Financial Document Review
 - a) January financial reports
 - b) Annual Financial Report filed with Auditor of State

- 2) Credit card compliance review
 - a) Required quarterly (4th quarter 2019)
 - b) No changes to report

- 3) Norfolk Southern – Local Discretionary Grant \$5,000
 - a) Applied for on behalf of Police Department (towards mobile (car) radios)
 - b) Alternating between Fire Department and Police Department each year