

VILLAGE OF SWANTON

Council Meeting Minutes

December 10, 2018

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 Rochelle. Roll call. Motion passed 6-0

Motion to approve November 26, 2018 meeting minutes made by Councilwoman Westhoven, seconded by Councilman Pilliod. Roll Call. Motion passed 6-0.

Motion to approve minutes of Public Hearing August 13, 2018 meeting minutes made by Councilman Rochelle, seconded by Councilwoman Westhoven. Roll Call. Motion passed 5-1-0. Councilman Rose abstained.

Old Business:

Motion for Third Reading of Accepting Annexation of property at 2055 Co Rd H made by Councilman Pilliod, seconded by Councilwoman Kreuz. Roll Call. Motion passed 6-0.

New Business:

Motion for First Reading: Accepting Annexation of property Parcel #72-07112 made by Councilman Rochelle, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Motion for First Reading: Amending Section 52.30 Sprinkler Meters made by Councilwoman Westhoven, seconded by Councilman Rochelle. Roll Call. Motion passed 6-0.

Emergency Ordinance 2018-XX: Solicitor Services contract with term January 1, 2019 - March 31, 2019 made by Councilman Rose, seconded by Councilman Rochelle. Roll Call. Motion passed 6-0.

Motion to approve Solicitor Services contract with term January 1, 2019 - March 31, 2019 made by Councilman Dzyak, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.

Mayor's Report:

Mayor Roth reminded Council Swanton Fire Department is hosting a potluck on Saturday, December 15 from 5:00-9:00. All are invited.

Administrator Report:

1. Code Enforcement: 82 properties; 61% abatement, 26% progress made with abatement, 8% no progress made. Mr. Brown is sending courtesy letters to businesses along Airport Highway related to sign maintenance.
2. Construction Project Update
 - a. Garfield Bridge –Permanent railing and clean-up is scheduled for Spring 2019. A temporary railing will be installed until then.
 - b. Garfield Paving – Paving will occur in Spring 2019. Cold patch will be put down near driveway approaches. Letters will go out to residents soon.
3. Office layout –Administrative staff is reviewing options for an office layout remodel to increase functionality and storage.
4. Swissaire – Owner of Swissaire presented a signed agreement from 2002 with the Village. It lays out maintenance of the meters. More details at the next Water and Sewer Committee meeting.
5. Swanton Shines Run & Tree Lighting – over 120 runners registered for the 5k. Decent attendance for inaugural event. Money raised from run, shirt sales and donations approximately \$3,500. Committee will regroup in January to evaluate future of event.

6. Mrs. Hoelzle reminded Council the TMACOG general assemble meets January 28, 2019.

Motion to go into Executive Session at 7:17 p.m. to consider employee discipline made by Councilwoman Kreuz, seconded by Councilman Rochelle. Roll Call. Motion passed 6-0.

Mayor called Council back to order at 8:10 p.m. Roll Call 6-0.

Chief Wolever would like to promote Private Shawn Bowman from part-time to full-time effective December 30, 2018 with an introductory hourly rate of \$16.00 upon successful completion of OPF physical, subject to a 6-month probationary period. *Motion to approve promotion was made by Councilwoman Kreuz, seconded by Councilman Rochelle. Roll Call. Motion passed 6-0.*

Adjourn:

Motion to adjourn meeting at 8:17 p.m. made by Councilman Rochelle, seconded by Councilwoman Kreuz. Roll Call. Motion passed 6-0.

Councilman Rochelle requested the Tree Commission present at the next Council meeting. He would like to know their master plan, procedures and bylaws.

Ann Roth, Mayor

Attest: _____
Jennifer Harkey, Fiscal Officer

Committee of the Whole

December 10 • 8:20 p.m.

Project 10:

Gregg Simon and Troy Brehmer of Jones & Henry Engineers, LTD. presented preliminary Project 10 findings. Project 10 Combined Sewer Separation Area includes Woodside, Parkside, and Brookside from Crestwood to Hallett. The project will begin after July 1, 2019. From the report:

Parkside

The existing sewer on Parkside is a 10-inch concrete pipe located in the road right-of-way off the edge of the pavement. No storm water connections to the sewer were found. With the exception of root intrusion at sewer pipe joints there were no other deficiencies noted with this sewer. There are no sewer improvements proposed for this street.

Woodside

The existing sewer on Woodside is a 12-inch concrete pipe located in in the road right-of-way off the edge of the pavement. With the exception of root intrusion at sewer pipe joints there were no other deficiencies noted with this sewer. There was a second sewer found servicing about six houses on the south side of the street at the east end. The sewer is sufficiently off the pavement that it may be on private property. There is a structure on the east end of the sewer main that sits in a depressed area. It is proposed to remove the structure in the depressed area and install a new manhole on the sewer main. A catch basin would then be installed in the depressed area and a new storm sewer installed to convey the storm water to either the storm sewer on Hallett Ave or the Mary Wander Ditch.

Brookside

The existing sewer on Brookside was found to be mostly 12-inch concrete pipe with repair areas. There are pipe sections that have failed and begun to collapse. There are low spots in the pipe that are holding water and debris. Due to the condition of the sewer much of the pipe sits half full, or more, with water and debris. Due to these deficiencies, it is recommended to replace approximately 900 feet of the sewer main. There are storm water inlet connections to the Brookside sewer at Birch, Maple and near Crestwood. New storm sewers are recommended to remove the storm water from the sanitary sewer flow. There is a permitted combined sewer overflow on Brookside that will remain in service after the project has been completed. St. Richards Court (Project 3 area), which is a combined sewer, discharges to the Brookside sewer. The Project 3 area is scheduled for design in early 2021. To prevent the potential for sewer flooding, it is recommended to keep this CSO until after the Village's sewer

separation projects are completed in 2027 and the study period of the separation projects has been completed.

Mary Wander Ditch

The Mary Wander Ditch is a concrete of sizes from 18 to 24 inch. The pipe appears to be in a condition that is satisfactory to remain in service as a storm sewer. During the preliminary design work, there were eight connections to the sewer that have the potential to be sanitary sewer connections. Further investigation will be performed to verify the sanitary sewers for several houses around this pipe and to plan for removal of any sanitary sewer connections. This investigation may require entry into the homes to review where and how the piping leaves the house; dye testing; and internal camera observation during dye testing. Assistance from the Village, with the use of their sewer camera, would help with the inspection.

The Mary Wander Ditch sewer pipe was found to pass under at least one house and is very close, if not directly under, three other houses. For this reason it is recommended to line this sewer with a cured-in-place liner that will provide structural stability to the sewer pipe for continued service.

The report included two options regarding probable construction costs: Option 1 totaled \$790,000. Option 2 totaled \$1,345,000. Option 2 included road reconstruction, curb and gutters on Brookside and an additional storm sewer.

Mr. Troy stated there may be easement costs to consider. Council was reminded this is preliminary information and it is not necessary to make a decision immediately. There will be further discussion on Project 10 as Jones & Henry continue to gather information.

Mrs. Hoelzle stated the Safe Routes to School project may overlap Project 10 on Woodside. She will inform Council as more information becomes available.

Village Solicitor Services:

Mrs. Hoelzle spoke with Mr. Colin McQuade regarding concerns Council has with their performance. Mr. McQuade stated they have considered hiring a new attorney for succession planning. He also stated they are working on follow-up and timeliness of responses to the Village. Councilman Rose inquired if Council is ready to make a change or is willing to continue with the quality of service the Village has received. The Village needs a proactive approach to legal matters. Councilwoman Kreuz inquired if the Village can have a solicitor and contract with outside attorneys when specialized questions arise.