

VILLAGE OF SWANTON

Council Meeting Minutes

April 27, 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 amended made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Roll call. ALL YES. Motion passed 6-0.

Motion to approve April 13, 2020 meeting minutes made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Roll Call. ALL YES. Motion passed 6-0.

Councilman Pilliod summarized discussion from Public Service Committee. The committee requests Mrs. Hoelzle ask for a two-week extension from American Fireworks to decide if the festival will be cancelled. The committee authorized Mrs. Hoelzle to cancel if no extension is given; Recommendation to pursue NatureWorks Round 26 grant funding for Option 1 of Memorial Park parking lot; Request Mrs. Hoelzle to obtain quote for cost of curbing W. Garfield with Project 8 & 9.

Motion to authorize Mrs. Hoelzle to cancel fireworks made by Councilman Rose, seconded by Councilman Rochelle. Roll Call. ALL YES. Motion passed 6-0.

Councilman Kreuz summarized discussion from Public Safety Committee. The committee recommends donating the 1923 Fire Truck to Sauder Village.

Motion to donate 1923 Fire Truck to Sauder Village made by Councilman Rochelle, seconded by Councilman Rose. Roll Call. ALL YES. Motion passed 6-0.

Old Business:

Second Reading Ordinance 2020-XX: Proceed with Street Light Assessment made by Councilwoman Kreuz. Seconded by Councilwoman Westhoven. Roll Call. ALL YES. Motion passed 6-0.

Second Reading Ordinance 2020-XX: Proceed with Leaf Assessment made by Councilwoman Kreuz. Seconded by Councilman Rochelle. Roll Call. ALL YES. Motion passed 6-0.

New Business:

1. Swanton Local School District request
 - a. Mrs. Hoelzle provided letter from SLSD, requesting a waiver of Conditional Use permit fee for proposed pavilions. The pavilions will be for school and community use and are funded by parent group donations.

Motion to grant request made by Councilman Rose, seconded by Councilman Rochelle. Roll Call. ALL YES. Motion passed 6-0.

2. Paid Administrative Leave
 - a. Auditor of State, Keith Faber, recommends communities formally mention any amount of paid administrative leave given to employees during the emergency

Councilwoman Kreuz moved to suspend the rules for Emergency Ordinance 2020-XX: Declaring a State of Emergency Within the Village of Swanton due to the COVID-19 pandemic, seconded by Councilman Pilliod. Roll call. ALL YES. Motion passed 6-0.

Motion declaring a State of Emergency Within the Village of Swanton due to the COVID-19 pandemic made by Councilwoman Kreuz. Seconded by Councilwoman Westhoven. Roll call. ALL YES. Motion passed 6-0.

Mayor Toeppe proclaimed a declaration of emergency due to the COVID-19 pandemic.

Mayor's Report:

Mayor Toeppe reported he has attended many virtual meetings and phone calls gathering information regarding the pandemic.

Administrator's Report:

1. Fulton County Commissioners
 - a. Were set to attend this meeting
 - b. Will reschedule for some time in the Summer

2. Municipal Office Staffing
 - a. Barring any new information from the State or Federal levels, effective May 4 the Administration Staff will be full staff in the Municipal Building as opposed to working remotely
 - b. At this time, the Municipal Building will tentatively open back up to the public on May 18
 - i. This will be evaluated as the date gets closer
 - c. There may be some modifications to operations but we will continue to provide services to the community in a safe and professional way

3. FES now Energy Harbor
 - a. In September 2019, Village Council approved an agreement with FES to provide electric generation (supplier) for the Village of Swanton residential government aggregation program
 - b. Contract begins in May 2020 meter read dates through May 2023 meter read dates at a rate of 4.84 ¢ per kWh
 - c. FES is now Energy Harbor
 - d. If a resident, or small business, received the opt-out letter, it is legitimate.
 - e. Background: May 2010 the issue was on the ballot with the language to be opt-out. Voters passed this language in 2010.

4. Project Updates
 - a. Project 10
 - i. Project is moving along and on schedule
 - ii. Received one nice email from a resident complimenting the contractor
 - iii. Received one call from a resident about a sewer back up but the issue was related to the property owner's responsibilities

 - b. Business & Dodge Alleys
 - i. Finalizing design

- ii. The North/South alley between Main Street and Lincoln is very tight so there was some more investigation needed in order to properly design where the new water line will go
- iii. Making it known that the road improvements on the East-West alley between the railroad tracks and Dodge will be resurfaced but the area where motorists park is NOT in Village right of way and will NOT be included (please see photo in Dropbox; red area will be resurfaced, yellow is NOT in Village right of way)
- iv. This area is on Norfolk Southern property and I sent an email to advise of the project so they are aware
- v. Hope to have everything ready for bid within a couple weeks

c. Beard Pavilion

- i. The company, which provided the quote insurance company based the claim off of, is now out of business
- ii. The quote illustrated that the pavilion would be erected on existing slab
- iii. Now that the company is out of business and can't verify if the quote included verifying if the slab was structurally sound, the insurance company is soliciting updated quotes
- iv. Will continue to update when information comes in

5. 2020 Census

- a. Village of Swanton response as of April 22 is 58.8%
- b. Total from 2010 for Village of Swanton was 76.6%
- c. Door to door is expected to begin in either July and August- subject to change due to pandemic

Personnel Report:

1. Seasonal Workers

Motion to approve rehiring Steven Slawinski Part-time Public Service-Seasonal in the Public Service Division at an hourly rate of \$10.00 per hour, up to 20 hours per week, pending clear pre-employment drug screen and background check effective May 3 to October 31, 2020 made by Councilwoman Kreuz, seconded by Councilman Pilliod. Roll Call. ALL YES. Motion passed 6-0.


Move to approve hiring Richard Maynhart Part-time Public Service-Seasonal in the Public Service Division at an hourly rate of \$10.00 per hour, up to 20 hours per week, pending clear

pre-employment drug screen and background check effective May 3 to October 31, 2020 made by Councilwoman Kreuz, seconded by Councilman Pilliod. Roll Call. ALL YES. Motion passed 6-0.

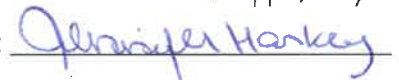
Move to approve hiring Wyatt Blosser Part-time Public Service-Seasonal in the Public Service Division at an hourly rate of \$10.00 per hour, up to 20 hours per week, pending clear pre-employment drug screen and background check effective May 3 to August 28, 2020 made by Councilwoman Kreuz, seconded by Councilman Pilliod. Roll Call. ALL YES. Motion passed 6-0.

Adjourn:

Motion to adjourn meeting at 7:39 p.m. made by Councilman Rose, seconded by Councilwoman Kreuz. Roll Call. Motion passed 6-0.



Neil Toeppe, Mayor

Attest: 

Jennifer Harkey, Fiscal Officer

Public Service Committee

April 27, 2020

6:15 p.m.

Councilman J. David Pilliod (Chair)

Councilman Rose

Councilwoman Kreuz

1. Fireworks Fest

- a. Mrs. Hoelzle reached out to American Fireworks regarding the show slated for June 27
 - i. Cost of show is \$25,000
 - ii. Deposit already paid in January 2020 in amount of \$12,500
- b. If the Village cancels the 2020 there would be a financial impact
 - i. Fee to cancel is \$6,250 (half the deposit the Village has already paid)
 - ii. The other \$6,250 would be carried over to the 2021 show
 - iii. The 2021 contract would then cost \$18,750
- c. As of the publication of this report the following places in Ohio have cancelled or postponed summer events and festivals due to COVID-19 concerns
 - i. Point Place/Shoreland fireworks, Akron fireworks, Orrville fireworks, Port Clinton Walleye Festival, Cleveland Jazz Fest, Columbus Arts Festival, and Tiffin Parks & Rec- all public programs

<i>More Discussion Needed</i>	YES	NO	If yes, resume when:
<i>Decision/Recommendation</i>	YES	NO	No Decision Needed
<i>Decision Details/Comments: Committee requested Mrs. Hoelzle ask American Fireworks for a two-week extension to decide to hold the festival or not. If no extension is granted, Committee authorized Mrs. Hoelzle to cancel the festival.</i>			

- ii. Many other locations indicate “to be determined” on website

2. NatureWorks Round 26

- a. Application for NatureWorks grant application is June 1
- b. Grant is 75% reimbursement

- c. County allocation
 - i. This means Fulton County is allocated a set amount of money
 - ii. Last round total amount was just over \$30,000 for the County
 - iii. Round 26 County allocations have not been released yet
- d. Grants are awarded in the Fall of 2020 and funds must be used by the end of 2022.
- e. Reviewed options for applications related to Memorial Park Master Plan
 - i. Drainage
 - 1. **Absolutely needed** but do not believe it will fare well through the grant process
 - 2. Will prepare documents for Council to review as a local Village Capital Project in 2021
 - ii. Parking lot improvements
 - 1. Four estimates provided (provided in Dropbox)
 - 2. Recommend either Option 1 or Option 2
 - a. **Option 1:** Seal coat upper parking areas and line 77 spots and 4 handicap spots
 - i. Estimate \$13,000
 - ii. 75% grant request: \$9,750
 - iii. 25% local contribution: \$3,250
 - iv. Not a long term fix but would alleviate the lack of lined parking
 - v. Could allow a few years to save money for complete reconstruction
 - b. **Option 2:** Seal coat West & South lot, resurface East lot and line 77 spots and 4 handicap spots
 - i. Estimate \$51,480
 - ii. 75% grant request: \$38,610
 - iii. 25% local contribution: \$12,870
 - iii. A compromise to resurface one large lot and only seal the other two
 - iv. Concern-there is a possibility of more large equipment over the next few years in and out of Memorial Park which could affect the parking areas
- f. Discussion
 - i. Recommendation to pursue Option 1 and apply for grant

3. Project 8 & 9 Sewer Separation- Road improvements

- a. Discussed the sewer separation, in Water & Sewer Committee, and are fairly set on underground parameters
 - i. Preliminary construction estimate *from 2017* was \$1,188,528
 - ii. Three (3) years have passed so there may be some cost increases to material and labor
 - iii. Further, the cost estimate will depend on extent of road improvements
- b. Need to discuss road improvements for the area within the project scope
 - i. Mettabrook
 - 1. Complete road reconstruction due to expansive nature of underground work
 - 2. There isn't must that can be done with the existing road, it will be severely disturbed during underground work
 - ii. W. Garfield
 - 1. Should curbs be included from Browning to Munson?
 - a. Curbs currently exist from Main to Browning
 - b. Would be a larger expense
 - iii. Allen, West, Sanderson
 - 1. Mill and fill entire roads
 - 2. Trench patch the area disturbed
 - 3. Low traffic on these roads

<i>More Discussion Needed</i>	YES	NO	If yes, resume when:
<i>Decision/Recommendation</i>	YES	NO	No Decision Needed
<i>Decision Details/Comments: Committee would like Mrs. Hoelzle to obtain cost with and without curbs on W. Garfield. No decision on Allen, West and Sanderson.</i>			

Public Safety Committee

April 27, 2020

6:45 p.m.

Councilwoman Kreuz (Chair)

Councilman Rochelle

Councilwoman Westhoven

1. 1923 Fire Truck

- a. The Fire Division stores a 1923 Model T Fire Truck
- b. It is believed to belong to the Taylor family
 - i. Fire Chief Floyd Taylor (1949-1961)
 - ii. Fire Chief Lewis Taylor (1961-1999)
- c. Sauder Village is interested in displaying this truck in their 1920's Streetscape
- d. The Taylor family was contacted and they are in favor of donating the truck to Sauder Village
- e. Since it is stored here the recommendation is to have some record of the activities
- f. Mr. Lehnbauer was also consulted and he can work on any applicable legal instrument necessary
- g. Discussion of next steps
 - i. Donation to Sauder Village
 - ii. Sauder would own and insure the truck
 - iii. The Village would have first right to refuse if Sauder was to want to dispose of the truck.

<i>More Discussion Needed</i>	YES	NO	If yes, resume when:
<i>Decision/Recommendation</i>	YES	NO	No Decision Needed
<i>Decision Details/Comments: Committee approves donation.</i>			