

VILLAGE OF SWANTON

Council Meeting Minutes

May 26, 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 made by Councilwoman Kreuz, seconded by Councilman Pilliod. Roll call. ALL YES. Motion passed 6-0.

Motion to approve May 11, 2020 meeting minutes made by Councilwoman Kreuz, seconded by Councilman Pilliod. Roll Call. ALL YES. Motion passed 6-0.

Councilman Pilliod summarized discussion from Public Service Committee: recommendation to authorize the administrator to sign at 36-month electric aggregation contract; recommends cancelation of the 2020 Fireworks Festival.

Motion to authorize administrator to enter into a contract with Direct Energy by Councilman Pilliod, seconded by Councilman Rose. Roll Call. ALL YES. Motion passed 6-0.

Motion to cancel 2020 Fireworks Festival made by Councilman Pilliod, seconded by Councilman Kreuz. Roll Call. ALL YES. Motion passed 6-0.

New Business:

The Water Resource Recovery Facility recently installed a new whole facility generator. The old generator and switch still holds value and can be sold.

Councilman Pilliod moved to suspend the rules for Emergency Resolution 2020-XX: Authorizing the Administration to Dispose of Certain surplus property not needed for any municipal purpose, seconded by Councilwoman Kreuz. Roll Call. ALL YES. Motion passed 6-0.

Councilman Pilliod moved to authorize administrator to dispose of certain surplus property not needed for any municipal purpose made seconded by Councilwoman Kreuz. Roll Call. ALL YES. Motion passed 6-0.

Ordinance necessary to rescind the collection of the 0.5 mil Park Levy and only collect the new 1.2 mil levy

Councilwoman Kreuz moved to suspend the rules for Emergency Ordinance 2020-XX: Repealing and Suspending Collection of the 0.5 mil Park Levy renewed in 2019, seconded Councilman Pilliod. Roll Call. ALL YES. Motion passed 6-0.

Councilman Rochelle moved to repeal and suspend collection of the 0.5 mil Park Levy renewed in 2019, seconded by Councilwoman Westhoven. Roll Call. ALL YES. Motion passed 6-0.

First Reading- Ordinance 2020-XX: Establishing the final assessments for all properties in the village of Swanton, pursuant to Ohio revised code section 727.01. Et seq. For the cost of street lighting. Motion made by Councilman Pilliod, seconded by Councilman Rochelle. Roll Call. ALL YES. Motion passed 6-0.

First Reading- Ordinance 2020-XX: Establishing the final assessments for all properties in the village of Swanton, pursuant to Ohio revised code section 727.01. Et seq. For the cost of Leaf Collection. Motion made by Councilman Rose, seconded by Councilman Rochelle. Roll Call. ALL YES. Motion passed 6-0.

First Reading Resolution 2020-XX: Approving the Village of Swanton Law Enforcement Trust Fund Policy motion made by Councilwoman Kreuz, seconded by Councilman Rochelle. Roll Call. ALL YES. Motion passed 6-0.

Mayor's Report:

- Planning Commission Meeting
 - Reviewing Definitions – there are over 200
- Tree Commission Meeting

- Reviewing Ordinance
- Fire Advisory Committee Meeting (Village, Swan Creek and Fulton Townships)
 - Very impressed with the cooperation, collaboration and desire to solve problems
 - Village Residents taxed by both the townships and the village
- Facebook Live streaming of various meetings
 - From over 500 to over 700 views at each of these meetings
- Youth Baseball Tournaments June 12-14. Fulton County Health Department approves.
 - Will follow all state required safe practices
 - 45 Youth Y8,10,11,12,13 & 14 teams anticipated from NW Ohio and SE MI
- Metroparks Cannaley Treehouse Village grand opening scheduled for July 18.
 - Very interested in collaborating and cross promoting the Village and the Metroparks events

Administrator's Report:

1. COVID-19 related

- a. Municipal Building Operations
 - i. Council provided flyer with more detail
- b. Face coverings
 - i. Picked up allotment from Lucas County Emergency Operation Center (received through Ohio EMA)
 - ii. Picked up allotment from Fulton County EMA
 - iii. Picked up allotment from Ohio Water/Wastewater Agency Response Network (received through FEMA)
- c. SB 310
 - i. Appropriates \$350 million of funding allocated to the state from the CARES act to counties, municipalities, and townships to fund their necessary COVID-19 related expenses
 1. Such as disinfectant, personal protective equipment and emergency personnel expenses. It cannot be used for other budget-related issues, such as backfilling revenue holes
 - ii. Distributed funds based on proportion of LGF revenue allocated to subdivisions in 2019
 - iii. Village will need to pass a resolution before receiving a payment
 - iv. Passed the Senate, sent to the House for a vote

2. Tuesday Field Work

- a. Administrator Hoelzle is spending Tuesday mornings driving around checking on projects, possible nuisance properties, and general activities
3. Project Updates
- a. Project 10
 - i. Storm pipe and catch basins at East ends of Brookside
 - ii. Subcontractor lined sanitary pipe on Brookside
 - iii. Still moving along
 - b. Business & Dodge Alleys
 - i. Ready to bid out
 - ii. More details at meeting
 - c. Pilliod Park Path
 - i. Rotary Club of Swanton wishes to move forward with the donation of an approved path around the fountain at Pilliod Park
 - ii. Tentatively scheduled for mid-June
4. TMACOG Summer Caucuses
- a. TMACOG's Summer Caucuses event will be conducted over video and divided into two days
 - b. All members can attend any session
 - c. Village Caucus is set for July 28 at 1:30 p.m.
5. PUCO finding and order
- a. Received the PUCO finding and order which directs Norfolk Southern Railway to modify and upgrade active warning devices at the Main Street grade crossing
 - b. Modifications and upgrades will include relocation of warning devices in the southeast quadrants, removal of pedestrian gates, and installation of curbing and LED lights
 - c. Order indicates May 21, 2021 as a completion date
6. 2020 Census
- a. Village of Swanton response as of May 20 is 72%
 - b. Total from 2010 for Village of Swanton was 76.6%

Personnel Report

1. Hiring

- a. One of the three emergency hires that Chief Schaffer approved, Brian Groves, has determined he does not have adequate time to give to the fire and rescue division.
- b. Do to Mr. Groves's unavailability Chief Schaffer would like to recommend hiring Andrew Lovingood in normal hiring manner.
 - i. Mr. Lovingood is an EMT only but has restarted Firefighter I school in the last few weeks. His is scheduled to complete Firefighter I the end of June, 2020.
 - ii. If approved the recommendation would be for an agreement between the Village of Swanton and Mr. Lovingood to illustrate the need for him to provide documentation of his complete of FFI course.
 - iii. Chief Schaffer would recommend his pay be less than a FF/EMT. \$13 dollars per hour until he receives FF I certification at which time it would go up to \$15.00 per hour.
- c. *Move to approve the hiring of Andrew Lovingood as a part time member of the Fire Division, effective June 14, 2020 at an hourly rate of \$13.00/hour contingent on successful completion of background check and drug screen. Mr. Lovingood is subject to a 6-month introductory period effective June 14, 2020. Further, Mr. Lovingood must submit a letter, no later than August 3, 2020, from the State of Ohio illustrating completion Ohio Firefighter I certification. Upon receipt of said letter, Mr. Lovingood's wage will be increased to \$15.00 /hour at the beginning of the next full paid period after the date of the letter.*

<i>More Discussion Needed</i>	YES	NO	If yes, resume when:
<i>Decision/Recommendation</i>	YES	NO	No Decision Needed
<i>Decision Details/Comments: Recommend to hire.</i>			

Motion to hire Mr. Lovingood made by Councilman Kreuz, seconded by Councilman Rochelle. Roll Call. ALL YES. Motion passed 6-0.

2. COVID-19 Leave

- a. Mrs. Harkey will present information on COVID-19 related leave included in the Families First Coronavirus Response Act (FFCRA) passed by Congress

- b. Discussion on applying FFCRA to Public Safety employees and allowing all employees to use 1/3 leave time to offset reduction in 2/3 paid time off.

<i>More Discussion Needed</i>	YES	NO	If yes, resume when:
<i>Decision/Recommendation</i>	YES	NO	No Decision Needed
<i>Decision Details/Comments: To approve policy to apply to all employees and allow 1/3 leave if employees wish to use.</i>			

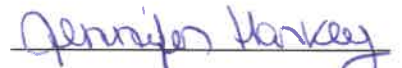
Motion made by Councilwoman Kreuz to pass COVID-19 Leave Policy. Seconded by Councilwoman Westhoven. Roll Call. ALL YES. Motion passed 6-0.

Adjourn:

Motion to adjourn meeting at 7:52 p.m. made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Roll Call. Motion passed 6-0.


Neil Toeppe, Mayor

Attest:


Jennifer Harkey, Fiscal Officer

Public Service Committee

May 26, 2020

6:00 p.m.

Councilman J. David Pilliod (Chair)

Councilman Rose

Councilwoman Kreuz

1. Electric Aggregation

- a. Thomas Hertzfeld, Sales Manager with Alternative Energy Source, will be on hand to discuss electric aggregation program for municipal facilities
 - i. Current agreement is with Direct Energy (supplier)
 - ii. December 2018-December 2021
 - iii. Rate of \$0.4862

<i>More Discussion Needed</i>	YES	NO	If yes, resume when:
<i>Decision/Recommendation</i>	YES	NO	No Decision Needed
<i>Decision Details/Comments: Recommend 36 month contract</i>			

2. Fireworks Fest

- a. Discussed alterative dates with Mr. Chris Lake
 - i. Another date later in the summer may work
 - ii. Concern with dates during School Year due to athletic fields
- b. Mayor Toeppe received word from a local donor who indicated they would only financially donate to the event if it were held as in the past: with vendors and people attending
- c. Updates on cancellations: the Ohio State Fair has been cancelled for the summer, Centerville cancelled their July 4th activities
- d. Other communities in the State are looking for ways to have the event and encourage social distancing

Public Safety Committee

February 24, 2020

6:30 p.m.

Councilwoman Kreuz (Chair)

Councilman Rochelle

Councilwoman Westhoven

1. Law Enforcement Trust Fund Internal Control Policy

- a. This policy is needed in order to meet the statutory requirements of Section 2981.13 (C)(2)(a) of the Ohio Revised Code which requires the formal adoption of a written internal control policy that addresses the use of money received and expended in the Law Enforcement Trust Fund and for compliance with the requirements of the Ohio Auditor of the State.
- b. A copy of the proposed policy has been provided to Council
- c. Mrs. Harkey and Chief Berg discussed with Council

<i>More Discussion Needed</i>	YES	NO	If yes, resume when:
<i>Decision/Recommendation</i>	YES	NO	No Decision Needed
<i>Decision Details/Comments: Recommendation to adopt policy</i>			

2. Vending Machines

- a. Chief Schaffer discuss Fulton County sponsored medication dispensing vending machines. Authorized personnel will have access to the machines. A new lock and camera will be installed at the fire station to monitor access.

3. Contracts

- a. Chief Schaffer mentioned the Fulton County EMS contract is going to discussed with the county commissioners and area chiefs.

<i>More Discussion Needed</i>	YES	NO	If yes, resume when:
<i>Decision/Recommendation</i>	YES	NO	No Decision Needed
<i>Decision Details/Comments: Recommendation to cancel</i>			

Committee of the Whole

May 26, 2020

7:15 p.m.

1. Live Stream Meetings

- a. Mayor Toeppe would like to discuss live streaming after social distancing
 - i. We are having in excess of 500 individuals viewing all or part of these meetings. The length of time individuals are viewing is unknown.
 - ii. They provide an opportunity for residents or other concerned citizens to learn more about how decisions are determined and the complexities sometimes involved.
 - iii. A resident would like to purchase the proper equipment to livestream meetings.

<i>More Discussion Needed</i>	YES	NO	If yes, resume when:
<i>Decision/Recommendation</i>	YES	NO	No Decision Needed
<i>Decision Details/Comments: Quotes obtained. Discuss with resident.</i>			