

VILLAGE OF SWANTON

Council Meeting Minutes

August 24, 2020

6:45 p.m.

Prayer

Pledge of Allegiance

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

Motion to approve the agenda made by Councilman Pilliod, seconded by Councilman Rochelle. Roll call. ALL YES. Motion passed 5-0.

Motion to approve August 10, 2020 meeting minutes made by Councilman Pilliod, seconded by Councilman Rochelle. Roll Call. ALL YES. Motion passed 5-0.

Presentation from Joe Short, Candidate for Fulton County Commissioner rescheduled.

Proclamation from Mayor Toeppe: Prostate Cancer Awareness Month

Councilman Rose summarized discussion from Committee of the Whole. Recommendation to offer three health insurance plans and retain cost sharing 10/90.

Motion made by Councilman Rose to offer health insurance plans as presented. Seconded by Councilman Rochelle. Roll Call. ALL YES. Motion passed 5-0.

Councilman Pilliod summarized discussion from Public Service Committee. Recommendation is to proceed with downtown parcel Google Poll; place capital assets on Capital Improvement Plan.

Councilwoman Kreuz summarized discussion from Public Safety Committee. Recommendation to prepare legislation for parking on Brookside; present options to Fire Advisory Board for engine 703 repair/replacement.

New Business:

1. Transfer from General to Fire Fund
 - a. In 2019, interest was erroneously recorded in the Fire Operating Fund. Auditor requested approval from council to approve transfer in the amount of \$4,047.88 from General Fund to Fire Fund.

Motion to approve transfer of \$4,047.88 from General Fund to Fire Operating Fund made by Councilman Rose, seconded by Councilwoman Kreuz. Roll Call. ALL YES. Motion passed 5-0.

Mayor's Report:

Attended OML updates; Met with Tree Commission; Administrator; Chief Schaffer

Administrator Report:

1. Planning Commission
 - a. August Meeting
 - i. Site Plan approved Storage Unit facility but variances denied
 1. Applicant is moving forward as approved on Airport Highway
 - ii. Site Plan approved for Epiphany Community Service expansion on main Street
 - iii. Variance for Scottdel approved
 - b. September Meeting
 - i. Site Plan Review for proposed building at Scottdel
2. Project Updates
 - a. Project 10 Sewer Separation
 - i. All major construction work complete
 - ii. UUI will be back in early September to perform restoration work
 - b. Project 8 & 9 Sewer Separation
 - i. Preliminary design work has begun
 - ii. On track to apply for OPWC (grant/loan) and submit nomination form for WPCLF (loan)
 - c. Business & Dodge Alleys
 - i. Mobilization on August 24
 - ii. Tentatively the plan is to begin on Business Alley and then move to Dodge Alley
 - d. Master Plan- Memorial Park
 - i. Court repairs complete; working on land around courts to help with drainage

- ii. Landscaping bed near R.L.Harding Fields removed as a precursor to resealing the parking lot
 - iii. R.L.Harding Fields sign temporarily moved
 - 1. Ideally will find a permanent home throughout the Master Plan process
- e. Meter Upgrade Program
 - i. Approximately 30 or so meters left
 - ii. Postcards sent to all those in the project scope who did not schedule OR who had an issue which prevented install upon inspection
 - iii. I ask any customer on the list which had an issue to prevent install to call a plumber or call the Village for more information on what may be needed
- f. Downtown restriping
 - i. In late 2018 Council approved engaging Poggemeyer Design Group to review the pavement markings, parking, and handicap curb ramp locations on North Main Street between NS Railroad and Church Street
 - ii. They performed this work in 2019 and it was slated for an early 2020 project
 - iii. It was pushed back due to the pandemic but will be able to be performed this year
 - iv. It will entail restriping to 10' wide parking spots, updated signage for compliance, and 37 total spaces.
 - v. General restriping is on the list to present as a capital improvement for 2021

3. Utility Billing Credit

- a. Council approved moving forward with offering a one time credit on utility bills for those who sign up for ACH and/or paperless billing
- b. The credit is paid for through the funding received from HB481
- c. Since the funds can only be used for programs and initiatives from March 1-October 15, 2020, only those who have signed up since March 1 and through September 30 will qualify
 - i. The September 30 deadline will allow processing on the Village's end to reflect on the bill due October 15, 2020

4. 2020 Census

- a. 2020 Census Last Day to Complete: Wednesday, September 30th, 2020
- b. Census workers are knocking on doors for those who have not responded


- i. This is called nonresponse follow-up (NRFU)
- c. Village of Swanton response when NRFU began on 8/9/2020: 73.8%
- d. Total response rate as of 8/19/2020: 74.4%
- e. Total from 2010 for Village of Swanton was 76.6%

Adjourn:

Motion to adjourn meeting at 7:48 p.m. made by Councilman Pilliod, seconded by Councilman Kreuz. Roll Call. Motion passed 5-0.


Neil Toeppe, Mayor

Attest:


Jennifer Harkey, Fiscal Officer

Committee of the Whole

August 24, 2020

6:00 p.m.

1. Vehicle Replacement Schedule

- a. As discussed in previous Committee Meetings, our team has worked diligently to create recommendations for the CIP
- b. Mrs. Harkey created the proposed vehicle replacement schedule to allow for better planning both logistically and financially
- c. Factors considered when creating schedule: primary or secondary vehicle, front line of job performance, sales value retained

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

2. Employee Health Insurance 2020-2021

- a. In the Fall of 2019 the employee health insurance renewal was presented and a plan with an October 1, 2020 renewal date was chosen (overall -3% renewal rate)
- b. The MEWA (multiple employer welfare arrangement) plan chosen, MEWA 2021 HMO 8020, also came with the caveat that the renewal rate in 2020 would not be negotiable if staying with the MEWA 2021 HMO 8020 plan effective October 1, 2020
- c. Renewal rate for the MEWA 2021 HMO 8020 plan was just received last week and came in at 7.5% increase as well as an increase in deductible amounts
 - i. From \$1000/\$2,000 to \$1,500/\$3,000
- d. There are a few options to review
 - i. MEWA 2021 HMO 8020 (current plan with modifications)
 - 1. Standard Renewal at 90/10 cost share with a +7.9% renewal rate
 - 2. Standard Renewal at 80/20 cost share with a +4.1% renewal rate
 - ii. MEWA 2021 CDHP 100 3000E (High deductible plan)
 - 1. Deductible increase to \$3,000/\$6,000 but monthly premiums decrease
 - 2. HSA offer at 90/10 cost share with a -4.2% renewal rate
 - 3. HSA offer at 80/20 cost share with a -14.8% renewal rate
 - iii. MEWA 2021 CDHP 8020 4000E (High deductible plan)

1. Deductible increase to \$4,000/\$8,000 but monthly premiums decrease
 2. HSA offer at 90/10 cost share with a -21.3% renewal rate
 3. HSA offer at 80/20 cost share with a -30.0% renewal rate
- e. Stapleton Insurance has provided an quick overview of the renewal options
- f. Mrs. Harkey has provided the financial impact to the Village

<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 keep 10/90 cost share, offer all three plans as options</i>			

3. Ordinance 2009-24, Street Tree Commission
- a. Tree Commission has had discussions regarding suggestions for amendments to the current Tree Commission ordinance
 - b. Recommendation from Staff is two fold:
 - i. Establish a section within the Village's Codified Ordinance for tree maintenance
 1. It is necessary to have regulations on trees in public places and right of ways throughout Village as well as over all trees which exist upon any private property when, in the opinion of the Village Administrator or their designee, such trees constitute a menace to public property, public safety, or public welfare of the Village.
 2. Recommendation would be to add under Title IX: General Regulations; create *Chapter 98: Trees*
 - ii. Amend Chapter 33 of the Village Codified Ordinance to include details on a Tree Commission
 1. Recommend to do for all Commissions to better outline purpose, rules, procedures, etc.

<i>More Discussion Needed</i>	YES	NO	If yes, resume when:
<i>Decision/Recommendation</i>	YES	NO	No Decision Needed
<i>Decision Details/Comments: Table until discussion in person</i>			

Public Service Committee

August 24, 2020

6:15 p.m.

Councilman J. David Pilliod (Chair)

Councilman Rose

Councilwoman Kreuz

1. Village owned parcels- downtown
 - a. Earlier this year the Village officially purchased three (3) parcels on S. Main Street
 - b. The Village had been maintaining these parcels for some time
 - c. Recommendation is to begin conversation on future use to place on CIP
 - d. Recommendation is to have a Google Poll to garner ideas from the public

<i>More Discussion Needed</i>	YES	NO	If yes, resume when:
<i>Decision/Recommendation</i>	YES	NO	No Decision Needed
<i>Decision Details/Comments:</i> Proceed with Google Poll			

2. Capital Asset Requests
 - a. General Public Service (Mr. Tedrow will report)
 - i. Sewer push camera
 - ii. Mini excavator
 - iii. 2 way radios
 - b. General- Memorial Park
 - i. Seal coat and stripe- Memorial Park upper parking lot
 1. Discussed previously with no issues; no grant funding available through NatureWorks
 - ii. Memorial Park Drainage improvements
 1. Absolutely needed before any other major improvement is made
 - iii. Replacement of tornado siren at Memorial Park
 1. Current siren is functioning but is mechanically it is time to look at a replacement

Public Safety Committee

August 24, 2020

6:30 p.m.

Councilwoman Kreuz (Chair)

Councilman Rochelle

Councilwoman Westhoven (excused)

2. Brookside parking

- a. Chief Berg would like to discuss parking on Brookside, between Hallett and Crestwood, now that it is curbed
- b. Police Division has already observed an increase of cars parked on Brookside
- c. There is currently zero “no parking” signs on Brookside
- d. Other local arterial curbed roads with regulations
 - i. Chestnut- Monday- Friday no parking 8a-4p (Codified)
 - ii. Garfield- Monday- Friday no parking 8a-4p (Codified)
 - iii. Dodge Street- No parking any time
- e. Chief Berg’s recommendation is “no parking” on the North side
- f. Special attention to the intersection of Crestwood and Brookside

<i>More Discussion Needed</i>	YES	NO	If yes, resume when:
<i>Decision/Recommendation</i>	YES	NO	No Decision Needed
<i>Decision Details/Comments:</i> Recommend draft legislation. Monday – Friday no parking 8am-4pm. South side.			

3. Fire Engine 703

- a. Chief Schaffer will provide a synopsis of current situation
- b. Discussion of next steps
 - i. Interim solution
 - ii. Temporary and/or long term solution
 1. Brand new equipped engine (long term)
 - a. \$580,000
 2. Used engine (temporary)
 - iii. Financing discussion (if needed)
 1. Amending the budget will be needed either way
 - iv. Letter of intent (if needed)

<i>More Discussion Needed</i>	YES	NO	If yes, resume when:
<i>Decision/Recommendation</i>	YES	NO	No Decision Needed
<i>Decision Details/Comments:</i> Will be summarized on Capital Improvement Plan			

4. EMS Contract discussion

- a. Councilwoman Kreuz can provide information on topic. The current EMS contract expires December 31, 2021. EMS Director has proposed a countywide EMS district. The proposal includes Fulton County renting facility space from each respective fire department and separate fire and EMS employees to serve as county EMS employees only. Under the current agreement, Fulton County levies a 4 mil levy and distributes funds to each fire department. Fulton County provides ambulances including repairs and maintenance, the Village provides facility and employees. Fulton County Auditor Brett Kolb has attended EMS discussions to provide funding options. Discussions on contract are ongoing.

<i>More Discussion Needed</i>	YES	NO	If yes, resume when:
<i>Decision/Recommendation</i>	YES	NO	No Decision Needed
<i>Decision Details/Comments:</i> Recommend presenting options to Fire Advisory Board			