

VILLAGE OF SWANTON

Council Meeting Minutes

September 14, 2020

6:45 p.m.

Prayer

Pledge of Allegiance

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

Motion to approve the agenda as amended made by Councilman Pilliod, seconded by Councilwoman Westhoven. Roll call. ALL YES. Motion passed 4-0.

Motion to approve August 24, 2020 meeting minutes made by Councilwoman Kreuz, seconded by Councilman Pilliod. Roll Call. ALL YES. Motion passed 4-0.

Presentation, Nancy Larson Candidate District 47 – Ohio State Representative.

Councilman Pilliod summarized discussion of Water and Sewer Committee. Recommend approval of Hydrant Meter use by HPH; recommend pursuing Water Plant Membrane System; Recommend contracting with engineering to provide analysis of WRRF processes.

Finance Committee: Cancelled due to lack of quorum.

New Business:

Motion to approve hydrant meter use by HPH made by Councilman Pilliod, seconded by Councilman Rose. Roll Call. ALL YES. Motion passed 4-0.

The First Reading of Ordinance 2020-XX – Amending Chapter 74 (parking generally) of the Codified Ordinance was tabled to ensure the correct language was illustrated.

First Reading Ordinance 2020-XX – Amending Village Zoning Map by amending zoning classification for 13950 Airport Highway within the Village of Swanton made by Councilman Pilliod, seconded by Councilman Kreuz. YES- Kreuz and Pilliod. Abstain: Rose and Westhoven. Motion Failed. 2-2 (abstained).

Recommendation to authorize a one-time HSA contribution of \$1,000 to those employees participating in CHDP and eliminate health/dental/vision reimbursement effective 9/30/2020 for those employees.

Motion to authorize one-time HSA contribution made by Councilwoman Kreuz, seconded by Councilman Pilliod. ALL YES. Motion Passed 4-0.

Motion to amend §7.1 and §7.5 of Employee Handbook to eliminate health/dental/vision reimbursement effective 9/30/2020 for those who choose CHDP effective 10/1/2020 made by Councilwoman Kreuz and seconded by Councilman Rose. ALL YES. Motion Passed 4-0.

Motion to approve purchase of Sutphen HS-6546 (Stock 467), demo Fire Engine in the amount of \$540,040, made by Councilman Pilliod, seconded by Councilman Rose. Roll Call. YES: Pilliod Rose, Kreuz. NO: Westhoven. Motion Passed. 3-1.

Mayor's Report:

- County EMS Proposal
- Attended several meetings with Chief Schaffer and Administrator Hoelzle

Administrator Report:

1. COVID-19/ CARES funding updates
 - a. Orders placed for items to help mitigate exposure
 - b. Village credit for ACH and/or paperless billing
 - c. Fulton County has a subgrant for small businesses
2. Project Updates
 - a. Project 10 Sewer Separation
 - i. UUI will be back to complete punch list items within the next week
 - ii. Another walk through will occur to ensure all items have been addressed

- iii. One year warranty period- Village will monitor over the next year for any issues and contact the contractor to then come and review
 - b. Project 8 & 9 Sewer Separation
 - i. Construct tentatively scheduled for late 2021 into 2022
 - ii. All current locate of utilities or videoing of sewers are for investigation and design purposes
 - iii. Full scope is included in Dropbox
 - iv. There will be water line work as well
 - c. Business Alleys
 - i. Well underway
 - ii. It hasn't been the smoothest project but it is going much better than the initial week
 - d. Meter Upgrade Phase 1
 - i. PMI came back onsite to perform the last of the scheduled appointments on September 9
 - ii. There are still about 21 meters which have not been updated
 - iii. The Village will evaluate if/when they can be done as well as begin planning for the next phase in 2021
- 3. Planning Commission
 - a. September meeting had one Public Hearing
 - b. Scottdel's proposed new building was approved
 - c. This will be constructed near Church street; behind where the old water tower was located
- 4. Village Voice
 - a. Next edition of Village Voice will be out in a few weeks
 - b. Please spread the word to subscribe
- 5. Bulk Drop off Day
 - a. Scheduled for Saturday September 19 for Village of Swanton residents
 - b. Please be prepared to show ID
 - c. Secure document shredding, electronic recycling, paint recycling (third party cost associated with this service) and waste dumpsters

- d. Please check Facebook event for more details on what is accepted or call the Municipal Building Office
6. Utility bills
- i. Our Staff is continuing to do internal audits of the accounts
 - ii. Please continue to call if you have questions
 - iii. We kindly ask for grace in response times
7. Leaf Pick Up
- a. 2020 Dates: October 26- December 7
 - i. All dates are approximate. Holidays, weather, events, breakdowns and day to day operations may cause adjustments to the schedule.
 - b. Lammon Brothers will collect
 - i. North of railroad tracks and west of Main Street - Monday
 - ii. North of railroad tracks and east of Main Street - Tuesday
 - iii. South of railroad tracks and west of Main Street - Wednesday
 - iv. South of railroad tracks and east of Main Street - Thursday
 - c. Please place leaves on the tree lawn for collection, NOT in the street. Leaves placed in the street can be a hazard to motorist, can block drainage, and become wet and matted after a rain, which can significantly slow the collection process. Please do not mix grass, sticks, or brush in with the leaves.
 - d. Contract with Lammon Brothers for 2018, 2019, and 2020.
 - i. Can be renewed for additional two years upon mutual agreement before July 2021
8. Survey- Downtown lots
- a. As you may recall, at the last Public Service Committee Meeting there was a brief discussion of surveying the community on their thoughts regarding the three parcels the Village owns downtown
 - b. Initial results show over 80 responses
 - c. I will compile in format to begin initial conversations
9. #2020Census as of September 10
- a. *US Census Bureau is moving the end date of field collection to September 30 (originally end of October)*
 - b. *Village of Swanton final response rate in 2010: 76.6%*
 - c. *Village of Swanton response rate: 75.5%*

- d. National response: 65.6%
- e. State of Ohio response: 69.6%
- f. Fulton County response: 75.5%
- g. Lucas County response: 65.1%

10. Division Reports

- a. Provided to Council
- b. Reach out to respective Division Head if you have any questions

11. Trick-or-Treating

- a. Halloween candy is out in stores
- b. The Lions Club has advised they will not pursue the annual event they coordinate "Halloween Hoopla"
- c. On August 19, many Fulton County Administrators and Mayors met with the Fulton County Health Commissioner via Zoom; the topic of Halloween was brought up
- d. At that time all communities indicated they will wait to see if there is guidance from the State on trick or treating
- e. Other options/information
 - i. Hilliard, Ohio looks to be proceeding with trick-or-treating with basic precautions
 - ii. Baskets on porches- touchless exchange
 - iii. Some communities indicate they do not regulate anything other than publishing a set of recommended hours for trick-or-treating so they may not weight in any more than that and amplify public health messages
- f. Council would like to proceed with Trick-or-Treating October 31, 6:00-7:30.

Motion to enter Executive Session at 8:49 p.m. for the purpose of conference with an attorney concerning disputes involving the public body that are the subject of pending or imminent court action made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Roll Call. ALL YES. Motion passed. 4-0.

Mayor called Council back in to order at 9:16. Roll Call.

Paul Dzyak (excused)

Michael Rochelle (excused)

Kathy Kreuz

Craig Rose

J. David Pilliod

Dianne Westhoven

Adjourn:

Motion to adjourn meeting at 9:33 p.m. made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Roll Call. ALL YES. Motion passed 4-0.



Neil Toeppe, Mayor

Attest: 

Jennifer Harkey,

Fiscal Officer

Water and Sewer Committee Meeting Minutes

September 14, 2020 • 6:00 p.m.

Paul Dzyak – Chairman (excused)

J. David Pilliod

Craig Rose

1. Hydrant Meter Request

a. HPH, contractor for the Business and Dodge alley projects is requesting a

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

hydrant meter

b. Staff has no issues and recommends approval

2. Presentation-Membrane System

a. As discussed in previous Committee Meetings, Mr. Yackee has investigated and researched modify treatment process to include a membrane system

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

b. Mr. Rob Shoaf will be present to discuss the membrane system and answer any questions

3. WRRF capital improvements

- a. Mr. Geise and myself met with two firms to discuss screening options (screening is a general term, there is more involved than just a “screen”)
- b. The engineering and construction of the screening option is estimated to be

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

over \$1.5 million

- c. Mr. Geise and myself agree the screening option is an element to consider and pursue, however during the discussions it became apparent that the entire WRRF should be examined for operational purposes
- d. There is current an asset management document for the WRRF
 - i. When pumps should be updated, lines investigated, etc.
- e. Before pursuing the large scale screen project, Mr. Geise and I would like to recommend having a firm do a comprehensive view of operational needs at the WRRF in 2021