

VILLAGE OF SWANTON

Council Meeting Minutes

May 24, 2021

6:30 p.m.

Prayer

Pledge of Allegiance

Roll Call:	Tony Stuart	Michael Rochelle
	Kathy Kreuz	Craig Rose
	J. David Pilliod	Dianne Westhoven

Motion to approve agenda made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Roll Call. ALL YES. Motion passed 6-0.

Motion to approve May 10, 2021 meeting minutes made by Councilman Stuart, seconded by Councilwoman Westhoven. Roll Call. ALL YES. Motion passed 6-0.

Committee reports: Public Service; Public Safety. See below.

Proclamations: *Prostate Cancer Awareness Month*

New Business:

2021-2022 Property & Casualty Insurance

- 2021-2022 premium through the Ohio Plan is \$94,122
- 2020-2021 premium through Ohio Plan was \$85,316
- No major coverage changes; increase is attributed to increase values and added equipment/vehicles
- We have requested Stapleton reevaluate values on certain pieces of property
- Request is an NTE exceed amount

Motion to approve 2021-2022 Property & Casualty Insurance made by Councilman Rose, seconded by Councilwoman Westhoven. Roll Call. ALL YES. Motion passed 6-0.

Councilman Stuart moved to suspend the rules for Emergency Resolution 2021-XX: Authorizing The Village of Swanton to Participate in Omnia Partners, Public Sector Cooperative Purchasing Program, seconded by Councilwoman Westhoven. Roll Call. ALL YES. Motion passed 6-0.

Motion to participate in Omnia Partners made by Councilman Stuart, seconded by Councilwoman Westhoven. Roll Call. ALL YES. Motion passed 6-0.

Councilman Rose moved to suspend the rules for Emergency Resolution 2021-XX: Authorizing The Submission and Support of an Application to The Ohio Department of Natural Resources Through the NatureWorks Grant Program for The Replacement of Playground Equipment, seconded by Councilman Rochelle. Roll Call. ALL YES. Motion passed 6-0.

Motion to submit and support an Application to The Ohio Department of Natural Resources Through the NatureWorks Grant Program for The Replacement of Playground Equipment made by Councilman Rochelle, seconded by Councilwoman Rose. Roll Call. ALL YES. Motion passed 6-0.

Councilman Rose moved to suspend the rules for Emergency Ordinance 2021-XX: Authorizing Village Administrator to Enter into an Agreement for The Project 8 & 9 Sewer Separation, seconded by Councilman Stuart. Roll Call. ALL YES. Motion passed 6-0.

Motion authorizing Village Administrator to Enter into an Agreement for The Project 8 & 9 Sewer Separation made by Councilman Rochelle, seconded by Councilwoman Westhoven. Roll Call. ALL YES. Motion passed 6-0.

Administrator Report:

1. General Updates

- a. Brush pick up is now monthly on the second Monday of the month for May, June, July, August, September
- b. Municipal Building is listed as a distribution site for COVID-19 rapid tests
- c. Effective June 2, all public health orders will expire in the State of Ohio
 - i. As of this date the Village will no longer require face coverings and social distancing within Village facilities

2. Project Updates

- a. Project 8 & 9
 - i. Bid opening on May 20 as presented in New Business
 - ii. WPCLF documents must be to EPA by June 15 for a July loan award

- iii. Will work with contractor on setting up informational meetings
 - iv. This project will be inconvenient and Mrs. Hoelzle will do everything she can to update the community on status
- b. WRRF Master Plan
 - i. Mr. Giese and Mrs. Hoelzle met with representatives from Fishbeck on May 18
 - ii. They provided a good overview of the progress of that Master Plan
 - iii. The base of the observations and options we discussed will be part of the final report
 - iv. The main objective is to review necessary capital projects to ensure proper planning is done as much as possible
- c. Membrane Softening
 - i. Mr. Shoaf sent his response to OEPA in regards to the submitted General Plan
 - ii. It is currently under review at OEPA
 - iii. This project is important because the proposed improvements will allow the Village to more safely operate the Water Treatment Plant and to provide better water quality.
- d. Memorial Park
 - i. Drainage
 - ii. Upper parking lot seal and stripe
 - 1. Received a call late on May 18 that an opening became available for May 21
 - 2. Tentatively scheduled to seal and stripe that day
 - 3. I know this is not a long term solution and more parking is desired at Memorial Park
 - a. This is an ongoing discussion with the Master Plan conversations
- e. Phase 2 Meter Update
 - i. Installs began on May 12 and as of May 19 there were 358 installed and 442 scheduled for install (Total of 800 out of 1,339)
 - ii. Mrs. Hoelzle urge community members to call and schedule their appointment as soon as possible
 - iii. There are evening and weekend appointments available but it is first come first serve
- f. Woodside
 - i. Advertise for bids on May 26 and June 2

- ii. Bid opening on June 10
 - iii. Hope to have it for Council's approval at June 14 meeting
 - g. Beard Pavilion
 - i. Roof should be complete by the middle of the week of May 24
 - ii. Then will need to grade and seed around the structure
 - h. Safe Routes
 - i. Pre-con meeting on May 20
 - ii. Smith Paving is tentatively scheduled to begin work in July and be finished in early August, barring any unforeseen issues
 - i. Title XV Codified Ordinance Update
 - i. Waiting on update
 - j. Downtown parcels
 - i. Public Service crews continue to remove concrete and clean up parcels
 - k. Sidewalk Replacement Grant Program
 - i. Waiting on contractor for start date
 - l. Facade Enhancement Program
 - i. Applicants notified of award
 - ii. We look forward to the project's completion
- 3. Fireworks Fest
 - a. Everything is set for the event on July 3
 - b. "Gates" will open at 6:00 p.m. with the show beginning at around 10:00 p.m.

Personnel Report:

- 1. Probationary Period
 - a. Chief Schaffer reports Shylie Houston has successfully completed 6-month probationary period with the fire and rescue division.
 - b. He recommends she be placed on non-probationary part-time status.

Mayor Toeppe introduced new code enforcement officer, Christopher Van Newhouse.

Motion to remove Shylie Houston from probation made by Councilwoman Kreuz, seconded by Councilwoman Westhoven. Roll Call. ALL YES. Motion passed 6-0.

Motion to enter Executive Session at 7:07 for the purpose public employee hiring and conference with an attorney involving the public body that are the subject of pending or imminent court action made by Councilman Stuart, seconded by Councilman Rose. Roll Call. ALL YES. Motion passed. 6-0.

Mayor called Council back in to order at 7:33. Roll Call.

Motion to approve the promotion of Kate Cleland as full-time lieutenant of the Fire and Rescue Division, effective May 30, 2021 at an hourly rate of \$17.00. The promotion is subject to a 6-month introductory period effective May 30, 2021 made by Councilwoman Kreuz, seconded by Councilman Stuart. Roll Call. ALL YES. Motion passed 6-0.

Adjourn:

Motion to adjourn meeting at 7:34 p.m. made by Councilman Rose, seconded by Councilman Stuart. Roll Call. Motion passed 6-0.



Neil Toeppe, Mayor

Attest:



Jennifer Harkey,

Fiscal Officer

Public Service Committee

May 24, 2021

6:00 p.m.

Councilman J. David Pilliod (Chair)

Councilman Rose

Councilwoman Kreuz

1. NatureWorks

- a. Grant opportunity through Ohio Department of Natural Resources
- b. Apply up to 75% reimbursement grant
- c. Allocation by county
 - i. Fulton County total allocation for Round 27 is \$30,326
- d. Would like to apply for the proposed 2022 playground equipment project knowing that the grant total will be a fraction of total project cost
- e. Discussion

<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 NatureWorks grant			

2. Water line- 3810 Waterville Swanton

- a. Perspective buyer of the property at 3810 Waterville Swanton submitted some questions related to the waterline running through the property
- b. Discussion of questions related to driveway installation, contractor approval, and general questions about the line

<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> Continue to investigate waterline options			

Public Safety Committee

May 24, 2021

6:15 p.m.

Councilwoman Kreuz (Chair)

Councilman Rochelle

Councilwoman Westhoven

1. Airport Highway

- a. Chief Berg and Mrs. Hoelzle met with representatives from ODOT and MVPO related to two areas in question on Airport Highway
 - i. Intersection of Airport and Munson
 - a. Possible grant funding in 2025 (due 09/30/21)
 - b. Study turn lane on Airport going east to turn north
 - ii. The merging area on Airport just west of Main
 - a. Possible solution right turn only lane (east of light)
 - b. Complete a study on the area

Committee of the Whole

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1. Community Reinvestment Area (CRA)

- The Village has a post-1994 CRA on file
 - A post-1994 CRA allows for flexibility in terms of negotiating abatement percentages to be reviewed on a case-by-case basis.
 - Established by Council in 2003
 - Boundaries amended in 2006
- Re-energize the CRA
 - Ordinances will have to be amended
 - Internal processes, applications, forms will have to be created
 - Housing Council and Tax Incentive Review Council created
 - Collaboration with Swanton Schools
 - Economic Development Tab on website with tools available as well as property for sale with zoning information

<i>More Discussion Needed</i>	YES	NO	If yes, resume when:
<i>Decision/Recommendation</i>	YES	NO	No Decision Needed
<i>Decision Details/Comments: Council would like to proceed with re-energizing the CRA.</i>			

2. Councilman Rose would like Mrs. Hoelzle to pursue equipment needed to video record council meetings.