

# VILLAGE OF SWANTON

Council Meeting Minutes

June 28, 2021

7:00 p.m.

Prayer

Pledge of Allegiance

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

*Councilman Rochelle moved to amend the agenda, seconded by Councilman Stuart. Roll Call. ALL YES. Motion passed 5-0.*

*Councilman Pilliod moved to approve the June 14, 2021 meeting minutes, seconded by Councilman Rose. No Discussion. Roll Call. Motion passed 5-0.*

Committee report summaries: please see below.

*Councilman Pilliod moved to approve contract with Smith Paving for Memorial Park Drainage, seconded by Councilwoman Kreuz. Roll Call. ALL YES. Motion passed 5-0.*

Presentation:

Mrs. Hoelzle presented on inaugural Civic Engagement Academy. This program will provide participants the opportunity to learn about the many responsibilities and functions of their local government, the relationships between Village Departments and Divisions and the community, and how services are provided. The Academy's goal is to educate the public through interactive sessions, increase awareness about what their local government does for them, and provide an inside look into government operations. Applications will be accepted until late July 2021 with the seven-week course beginning in late August 2021.

Old Business:

*Second Reading Ordinance 2021-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 Pilliod. Roll Call. ALL YES. Motion passed 5-0.*

*Second Reading Ordinance 2021-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 Rose, seconded by Councilman Stuart. Roll Call. ALL YES. Motion passed 5-0.*

*Councilman Rose moved to suspend the rules for Emergency Resolution 2021-XX: Authorizing the Administration to Dispose of Certain Surplus Property Not Needed for Any Municipal Purpose, seconded by Councilman Stuart. Roll Call. ALL YES. Motion passed 5-0.*

*Motion to authorize the Administration to Dispose of Certain Surplus Property Not Needed for Any Municipal Purpose made by Councilman Rochelle, seconded by Councilman Rose. Roll Call. ALL YES. Motion passed 4-0-1 (Councilman Stuart abstained).*

*Councilman Rochelle moved to suspend the rules for Emergency Resolution 2021-XX: Resolution Authorizing the Submission and Support of a Request to Senator Sherrod Brown for Congressionally Directed Spending Appropriations, seconded by Councilman Pilliod. Roll Call. ALL YES. Motion passed 5-0.*

*Motion authorizing the Submission and Support of a Request to Senator Sherrod Brown for Congressionally Directed Spending Appropriations made by Councilman Rochelle, seconded by Councilman Rose. Roll Call. ALL YES. Motion passed 5-0.*

*Councilman Rose moved to suspend the rules for Emergency Ordinance 201-XX: Authorizing Village Administrator to Enter into an Agreement for The Woodside Resurfacing Project, seconded by Councilman Rochelle. Roll Call. ALL YES. Motion passed 5-0.*

*Motion authorizing Village Administrator to Enter into an Agreement for The Woodside Resurfacing Project made by Councilman Rochelle, seconded by Councilman Rose. Roll Call. ALL YES. Motion passed 5-0.*

New Business:

*Councilman Rose moved to suspend the rules for Emergency Ordinance 2021-XX: Ordinance To Provide For The Issuance Of Notes In Anticipation Of The Issuance Of Bonds For The Purpose Of (I) Paying Costs Of Improving And Extending The Waterworks System Of The Village By Constructing A Water Main Along A Portion Of Munson Road, (Ii) Paying Costs Of Improving The Village's Waterworks System, And (Iii) Acquiring Land For A Water Plant Reservoir, In Each Case Together With All Necessary Appurtenances motion, seconded by Councilman Stuart. Roll Call. ALL YES. Motion passed 5-0.*

*Ordinance To Provide For The Issuance Of Notes In Anticipation Of The Issuance Of Bonds For The Purpose Of (I) Paying Costs Of Improving And Extending The Waterworks System Of The Village By Constructing A Water Main Along A Portion Of Munson Road, (Ii) Paying Costs Of Improving The Village's Waterworks System, And (Iii) Acquiring Land For A Water Plant Reservoir, In Each Case Together With All Necessary Appurtenances motion made by Councilman Rochelle, seconded by Councilman Rose. Roll Call. ALL YES. Motion passed 5-0.*

Administrator Report:

1. General Updates
  - a. Next brush pick up will be July 12
  - b. Scottdel request of sign related to semi-truck traffic
  - c. Corn Festival parade route approved by Chief Berg
2. Project Updates
  - a. Project 8 & 9
    - i. Construction
      1. Tentative on material supply
      2. October 2021-April 2022
      3. Start may be a little earlier but will depend on signing of contract
    - ii. Ohio Gas work
      1. Ohio Gas will perform work on their utility lines
      2. This is indirectly related to the Project 8 & 9
      3. Work is expected to begin within the next couple weeks
  - b. Membrane Softening
    - i. Rob Shoaf had a brief call with Ohio EPA to check on the status of the review and the funding. They seem a bit behind - but the General Plan is nearly complete
    - ii. Looking to conduct a public meeting, more than likely via Facebook Live, to provide specifics on the project and answer questions from the public

- c. Phase 2 Meter Update as of 6.24.2021
  - i. Phase 2 has over 1,330 meters
  - ii. Completed: 1,153
  - iii. Scheduled: 102
    - 1. Completed + Scheduled = 94% of accounts
  - iv. Incomplete or RTU
    - 1. Vacant: 4
    - 2. Need parts: 27
    - 3. Obstacle: 29
    - 4. Misc: 22
- d. WRRF Master Plan
  - i. Still on schedule to present findings in August
- e. Memorial Park Master Plan
  - i. Drainage
    - 1. Intend to move forward with Smith Paving
  - ii. Playground
    - 1. As discussed in Public Service
- f. Title XV Codified Ordinance Update
  - i. Scheduled meeting with CT Consultants on June 28
  - ii. Will have more details at meeting
- g. Safe Routes
  - i. Construction is tentatively scheduled to begin the week of July 5
- h. Downtown parklet
  - i. Concrete is removed, topsoil and seeding complete
  - ii. Picnic tables will be forthcoming
    - 1. Moving extras from Memorial Park
- i. Crestwood
  - i. Still working on application for September OPWC application deadline
  - ii. Mrs. Harkey & Mrs. Hoelzle spent time on June 22 in training for the new OPWC web based submission for applications
- j. Woodside
  - i. As discussed in Old Business
- k. Sidewalk Improvement Program
  - i. Contractor situation
- l. Façade Enhancement Program
  - i. Still monitoring

3. Communications Update

- a. Newsletter
  - i. Next issue will be sent out by July 1
- b. Website
  - i. Mini-redesign is well underway and coming along very nicely
- c. Welcome Guide
  - i. Working on updating the Resident Guide/Welcome Guide
  - ii. Hope to have an updated version by end of August
- d. Business Guide
  - i. Will work on consolidating information into packets for businesses

4. 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. Health Insurance renewal

- a. Meet with Stapleton on June 24 to discuss renewal process
- b. Employees will need to fill out FormFire beginning on July 1 in order to have our group go to market and compare with the MEWA option
- c. The intent is to present to Finance Committee on August 9

Part-time police employee Jace Neal has submitted his letter of resignation effective June 30, 2021.

*Councilman Kreuz motioned to accept the resignation of Jace Neal, seconded by Councilman Rose. ALL YES. Motion passed 5-0.*

Part-time fire employee Randall Trausch submitted his letter of resignation effective immediately.

*Councilman Kreuz motioned to accept the resignation of Randall Trausch effective immediately, seconded by Councilman Rose. ALL YES. Motion passed 5-0.*

Public Comment:


Mr. Tom Sheperak, 102 Oak Street spoke regarding the tree removal issue discussed at the June 14, 2021. The issue will be brought up again at the next Public Service Committee meeting.

Councilwoman Kreuz moved to enter into Executive Session at 7:35 p.m. for the purpose of public employee hiring, seconded by Councilman Rose. No Discussion. Roll Call. ALL YES. Motion passed 5-0.

Mayor called Council back in to order at 8:57 p.m. Roll Call.

Councilman Rose moved to adjourn meeting at 8:57 p.m., seconded by Councilwoman Kreuz. No Discussion. Roll Call. ALL YES. Motion passed 5-0.

  
Neil Toeppe, Mayor

Attest:   
Jennifer Harkey, Fiscal Officer

# Public Service Committee

June 28, 2021

6:00 p.m.

Councilman J. David Pilliod (Chair)

Councilman Rose

Councilwoman Kreuz

## 1. Playground options

- a. Mrs. Harkey, Curt Smith (Public Service), and myself met with the rep from DWA to finalize playground options
- b. There are many things to consider: use zones, space, age appropriate options, etc.
- c. The intent is to provide these options to the community for their input
- d. Mrs. Hoelzle presented proposed playgrounds as well as options that will be available to the public. Surveys will be posted online, advertised in the administrative building lobby as well as at the Fireworks Fest. In addition to allowing for public input on standalone playground equipment, the survey will gather data such as residency and age.

<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> Positive response from Council			

## 2. Tree Commission Representative

- a. Tree Commission met on June 21
- b. Discussion of their activities- mainly focused on tree assessments, young tree maintenance, and future planting
- c. Also discussed desire for Village Council rep to attend meetings and provide input on plans for urban forest maintenance
- d. Third Monday of the month at 6:00 p.m.

<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> Committee suggested waiting until all Council members are present.			

Committee of the Whole

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1. Swanton Railroad Park
  - a. Phase II environmental assessment
    - i. Cost: \$ 5,500
    - ii. Per presentation by Kevin Young, Phase I indicated there could be contaminants from underground storage tanks; Pilliod Cabinet Company.
  - b. Geotechnical exploration
    - i. Cost: \$ 7,950
  - c. It is the opinion of the Historical Society that the geotechnical investigation is work required for the development on the property, and since the Historical Society is acting as developer, the geotechnical work would be their responsibility.
  - d. Swanton Historical Society is requesting splitting the cost of Phase II \$2,750 for each entity.

<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> Okay to proceed with cost sharing			