

VILLAGE OF SWANTON

Council Meeting Minutes

July 19, 2021

7:00 p.m.

Prayer

Pledge of Allegiance

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

Councilman Pilliod moved to approve the agenda, seconded by Councilwoman Westhoven. Roll Call. ALL YES. Motion passed 6-0.

Councilman Pilliod moved to approve the June 28, 2021 meeting minutes, seconded by Councilwoman Westhoven. No Discussion. Roll Call. Motion passed 6-0.

Committee report summary: please see below.

Old Business:

Third 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 made by Councilman Rose, seconded by Councilwoman Kreuz. Roll Call. ALL YES. Motion passed 6-0.

Third 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 Councilwoman Kreuz, seconded by Councilman Rose. Roll Call. ALL YES. Motion passed 6-0.

New Business:

First Reading 2021-XX: Amending Ord 2003-48 Implementing Sections 3735.65 Through 3735.70 Of The Ohio Revised Code Establishing and Describing the Boundaries of a Community Reinvestment Area in The Village of Swanton, Ohio and Designating a Housing Officer To Administer The Program And Creating A Community Reinvestment Housing Council And A Tax Incentives Review Council motion made by Councilwoman Kreuz, seconded by Councilman Pilliod. Roll Call. ALL YES. Motion passed 6-0.

- Discussed at multiple prior meetings
- Up to 50 percent abatement for 5 years for the remodeling of dwellings containing not more than two housing units and upon which the cost of remodeling is at least \$25,000.00, as described in ORC Section 3735.67.
- Up to a 100 percent abatement for up to 12 years for existing commercial and industrial facilities shall be negotiated on a case-by-case basis in advance of construction or remodeling occurring.
- Up to a 100 percent abatement for up to 15 years for new residential, commercial, or industrial facilities shall be negotiated on a case by case basis in advance of construction occurring.

Councilman Rose moved to suspend the rules for Emergency Ordinance 2021-XX: Assenting to The Termination of an Assessment At 2051 Holiday Lane, seconded by Councilwoman Westhoven. Roll Call. ALL YES. Motion passed 6-0.

- Related to assessments enacted in 2015 for sanitary sewer expansion
- Remaining balance \$636
- Similar to request from another resident in 2017

Motion Assenting to The Termination of an Assessment At 2051 Holiday Lane motion made by Councilman Rose, seconded by Councilwoman Kreuz. Roll Call. ALL YES. Motion passed 6-0. Roll Call. ALL YES. Motion passed 6-0.

Administrator Report:

1. Planning Commission
 - a. July Meeting had part one of Kris Hopkins presentation on Title XV update
2. Tree Commission
 - a. Canceled July Meeting
 - b. Many tree assessments

- c. Waiting information on third party arborist to provide some planning services to the Village

3. General Updates

- a. § 36.08 (G) Adjustment Report
 - i. Quarterly report in Dropbox
- b. Foertmeyer Storm Water
 - i. Have reached out again but no response
- c. 102 Oak
 - i. No update from residents
- d. Swanton Railroad Park
 - i. Survey is complete
 - ii. Request a split (retain ownership) or leave parcel as is

4. 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 end of July
- b. Membrane Softening
 - i. Moving along at the Ohio EPA level
 - ii. Virtual Public Meeting- July 20 at 6:00 p.m.
- c. Phase 2 Meter Update
 - i. Have separated out the outstanding list of accounts
 - ii. Coordinated with Public Service to work on those accounts which were awaiting a part
 - iii. Have approximately 80 active accounts still reading manually until said obstacle can be remedied
- 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 within next month
 - ii. Playground
 - 1. Survey responses over 140
- f. Title XV Codified Ordinance Update
 - i. Presented summary of recommendations
 - ii. Should have a preliminary set of rough draft recommendations for certain sections by August 13
- g. Safe Routes
 - i. Underground work is underway
- h. Downtown parklet
 - i. Picnic tables still planned
 - ii. VFW request
- i. Crestwood
 - i. Still working on application for September OPWC application deadline
- j. Woodside
 - i. Waiting on signed contracts
- k. Sidewalk Improvement Program
 - i. Smith Paving has agreed to perform work since original contractor did not pan out
- l. Façade Enhancement Program
 - i. Still monitoring

5. Communications Update

- a. Newsletter
 - i. Latest issue was published on June 30
 - ii. Over 400 subscribers
- b. Website
 - i. Mini-redesign is almost complete
- c. Welcome Guide
 - i. Still working on updating the Resident Guide/Welcome Guide
 - ii. Content is almost complete
 - iii. Design is next
- d. Business Guide
 - i. Will work on consolidating information into packets for businesses

Public Comment:

Don Dutridge, from the VFW spoke before council regarding the Downtown parklet property. His patrons have always used this property for parking. Many of his patrons are elderly or disabled and cannot park further away. He is requesting council reconsider turning the property into a parklet. He was advised it will be placed on the August 23 Public Service Committee for further discussion.

Councilwoman Kreuz moved to enter into Executive Session at 7:29 p.m. for the purpose of public employee discipline, hiring and employment, seconded by Councilwoman Westhoven. No Discussion. Roll Call. ALL YES. Motion passed 6-0.

Mayor called Council back in to order at 8:20 p.m. Roll Call.

Motion made by Councilwoman Kreuz and seconded by Councilman Rose to accept resignation of FF Dan Johnson effective July 8. Roll Call. ALL YES. Motion passed 6-0.

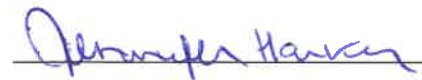
Motion made by Councilwoman Kreuz and seconded by Councilman Rose to accept resignation of community development assistance Christopher VanNewhouse effective July 9. Roll Call. ALL YES. Motion passed 6-0.

Councilman Rose moved to adjourn meeting at 8:22 p.m., seconded by Councilman Stuart. No Discussion. Roll Call. ALL YES. Motion passed 6-0.



Neil Toeppe, Mayor

Attest:



Jennifer Harkey, Fiscal Officer

Committee of the Whole

July 19, 2021 • 6:00 p.m.

1. Title 3-Codified Ordinance Review
 - a. Chapter 30- Village Officials
 - i. Clarification on bonding
 - ii. Discussion of Village Administrator supervising roles
 - iii. Includes Ohio Revised Code language related to the position of Mayor
 - iv. Clarification that Fiscal Officer shall keep record of proceedings and attend training programs
 - v. Ohio Revised Code clarification on residency requirements
 - b. Chapter 31- Village Council
 - i. Reference Rules of Council which are more stringent than ORC
 - ii. Change to president pro temp language
 - iii. Ohio Revised Code language for legislative authority
 - c. Chapter 32- Police and Fire
 - i. NO CHANGES PRESENTED AT THIS TIME
 - ii. Much needed overhaul will take more time and collaboration
 - d. Chapter 33- Boards and Commissions
 - i. Centralize information on duties and responsibility of these groups in one section
 - ii. Changes to Tree Commission section
 - iii. Income Tax Board of Review- copy and paste?
 - iv. Board vs. Committee of Zoning Appeals
 - e. Chapter 34- Personnel Policies
 - i. Most changes are to reference the personnel handbook revised each year
 - f. Chapter 35- Income Tax
 - i. No CHANGES PRESENTED AT THIS TIME
 - g. Chapter 36- Village Policy
 - i. Language from Ohio Revised Code related to smoking
 - ii. Updated Investment Policy section to reflect 2018 updates
 - iii. Clarified back up information

- iv. Discussion of fees
- h. Intention is for discussion to then present final documents, with any recommendations, at an upcoming Council Meeting

<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 to council to proceed with Title 36 Codified Ordinance Review			

2. Facility Reservations

- a. Final draft presentation
- b. Not many changes from last review
- c. Document is for facility reservation and to have an orderly manner to reserve facilities
- d. No cost for practices or non-tournament games but will still need to reserve with the form
- e. Fees only charged for tournament games

<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 Administrator proceed with Facility Reservation process			

3. Chipper

- a. Existing chipper in use since 1998
- b. Back in 2015, the Village looked to have a part of it fixed. The part needed was obsolete. Village had one fabricated and welded in
- c. Began breaking down regularly a couple years ago
- d. Intention is to include in Capital Asset request for 2022
 - i. New chipper approximately \$45,000
 - ii. Vendor indicates if order placed now, wouldn't be ready until early 2022
- e. Also interested in a BWC Safety Grant

- f. Options for 2021
 - i. No monthly brush pick-up in August or September, pick up once in October with no chipper
 - ii. Rent a chipper each month for said pick up
 - 1. Approximate cost to rent \$1,500 for each week
 - iii. Request a chipper from a neighboring community and pay said community for use
 - iv. Contract out brush pick up to a third party

More Discussion Needed	YES	NO	If yes, resume when:
Decision/Recommendation	YES	NO	No Decision Needed
Decision Details/Comments: Per Councilman Pilliod, contact "Jimmie and Bobbie" (Lammon) to obtain quote for brush pick up. Purchase of new chipper is still scheduled for 2022 per CIP.			

- 4. Hallett Avenue Road Improvements
 - a. Phase A- South
 - i. *Milling and resurfacing of Hallett Avenue from Airport Hwy (US20/SR2) to the I-80/I-90 overpass. Phase A work is from US20/SR2 to north of Garfield Avenue (1,700+/- feet). Phase B work is from north of Church Street to the bridge of the I-80/I-90 overpass (2,400+/- feet). Work includes removal and replacement of curb and gutter as well as new walk on the west side and widening of the existing structure over Ai Creek to facilitate pedestrian*
 - ii. *Probably project cost (engineering and construction): \$700,000*
 - b. Phase B-North
 - i. *Milling and resurfacing of Hallett Avenue from Airport Hwy (US20/SR2) to the I-80/I-90 overpass. Phase A work is from US20/SR2 to north of Garfield Avenue (1,700+/- feet). Phase B work is from north of Church Street to the bridge of the I-80/I-90 overpass (2,400+/- feet). Work includes removal and replacement of curb and gutter as well as new walk on the west side and widening of the existing structure over Ai Creek to facilitate pedestrian traffic.*
 - ii. *Probably project cost (engineering and construction): \$580,000*
 - c. Total probable project cost: \$1,280,000
 - d. Total eligible funds: \$1,170,400

- i. Does not include underground work
- ii. There may need to be some underground work done before this project moves forward
- e. TMACOG- STBG funds
 - i. Apply for Phase A &B as one project
 - ii. Apply for one phase
 - iii. Apply for both phases individually and include priority

<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> Apply for Phase A&B as one project with 64/36 funding. Gas Tax revenue will be used for local share.			

- 5. Trick or Treating- Halloween Hoopla
 - a. Organizers of the annual Halloween Hoopla inquired about a date for trick or treating
 - b. Halloween, October 31, is a Sunday
 - i. Treat or Treating is usually from 6:00 p.m.-7:30 p.m.
 - c. Halloween Hoopla is usually on a Saturday

<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> Recommendation to schedule Trick or Treating October 30 6:00-7:30			

- 6. Tree Commission
 - a. Discussion of Council appointment to Tree Commission
 - b. Tree Commission meets as needed on the third Monday of the month
 - c. Focus on planning, planting, and tree removal

<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> Councilman Pilliod volunteered to represent Council "until January"			