

VILLAGE OF SWANTON

Council Meeting Minutes

February 28, 2022

7:00 p.m.

Prayer

Pledge of Allegiance

Roll Call:	Samantha Disbrow	Derek Kania
	Mike Disbrow	Patrick Messenger
	J. David Pilliod	Dianne Westhoven

Councilman Kania moved to approve agenda as amended to remove the Public Hearing. Seconded by Councilwoman Westhoven. No Discussion. Roll Call. ALL YES. Motion passed 6-0.

Councilman Kania made a motion to enter Executive Session at 7:14 p.m. for the purpose of discussing Public Official Employment and Public Employee Hiring with Councilwoman Disbrow seconding. No Discussion. Roll Call. ALL YES. Motion passed 6-0.

Mayor called Council back into open session at 7:55 pm. Roll Call. All present.

Councilman Kania moved to approve the February 14, 2022 Council meeting minutes, seconded by Councilwoman Westhoven. No Discussion. Roll Call. ALL YES. Motion passed 6-0.

Councilwoman Westhoven moved to approve the February 22, 2022 Committee of the Whole meeting minutes, seconded by Councilman Kania. No Discussion. Roll Call. ALL YES. Motion passed 6-0.

Committee report summaries: please see below.

Old Business

Councilwoman Westhoven moved to approve Second Reading Ordinance 2022-XX: Declaring the necessity to assess all properties in the Village of Swanton, pursuant to Ohio Revised Code section 727.01. Et seq. For the cost of leaf collection, approving plans, establishing tentative assessments, and method of payment with Councilman Kania seconding. No Discussion. ALL YES. Motion passed 6-0.

Councilwoman Westhoven moved to approve Second Reading Ordinance 2022-XX: Declaring the necessity to assess all properties in the Village of Swanton, pursuant to Ohio Revised Code section 727.01. Et seq. For the cost of street lighting, approving plans, establishing tentative assessments, and method of payment with Councilman Kania seconding. No Discussion. Roll Call. ALL YES. Motion passed 6-0.

New Business:

Councilman Kania moved to suspend the rules for Emergency Resolution 2022-XX: Appointing Village Solicitor and Authorizing Village Administrator to Enter into Agreement with Councilwoman Westhoven seconding. No Discussion. ALL YES. Motion passed 6-0.

Councilman Kania moved to approve Emergency Resolution 2022-XX: Appointing Village Solicitor and Authorizing Village Administrator to Enter into Agreement with Councilman Messenger seconding. No Discussion. ALL YES. Motion passed 6-0.

Mayor's Report

- Conducted interviews for Fiscal Officer
 - Administrator and Mayor concurred on a candidate
 - Negotiated with potential Solicitor
- Administrator and Mayor conducted a phone interview
- Reviewed Job Postings for
 - Fire Chief
 - Lieutenant
- Discussions with Chief Schaffer regarding an interim chief if none is selected before his retirement
- Meeting with Public Service crew complementing them on their work clearing snow
- Responded to several community members' concerns
- HB 519
 - Collection of business tax by the state Treasurer then remitted back to the municipality
 - Ohio Municipal League asks for letter/resolution of opposition.

Administrator Report:

1. General Updates

- a. Memorial Park Clean Up
 - i. Annually, the Village hosts a clean-up event at Memorial Park
 - ii. Community members can volunteer their time to clean up sticks, rake leaves, etc.
 - iii. We typically do this the week before Recreation sports begin
 - iv. This year's date is March 19- hope to see many community members there
- b. Fireworks Fest
 - i. July 2, 2022 is set for Fireworks Fest 2022
 - ii. New location to shoot off show but still will have all parking and viewing at SHS

2. Planning Commission

- a. March meeting was cancelled due to no agenda items (this means no applications were submitted for public hearings and no other pressing matters were necessary to go before them)
- b. Will have an information session in place of public meeting

3. Tree Commission

- a. Waiting on one more tree assessment left over from 2021 before tree removals take place
- b. February 22 meeting went as planned
- c. Mrs. Hoelzle did not attend as she had another meeting in Wauseon to represent Village

4. Project Updates

- a. Project 8 & 9
 - i. Road work will begin once temperatures are on the rise
 - ii. Postcards were sent to properties along W. Garfield to provide them with information on inconvenience once concrete is poured in the Spring
 1. This was meant as a courtesy reminder and more communication will be sent as the time gets closer
- b. Membrane Softening (estimated dates)
 - i. March 4: Pre-construction meeting moved to this date
 - ii. DEFA funding looks like everything was approved

- iii. Substantial Completion: November 2, 2022
 - iv. Final Completion: December 1, 2022
 - c. Phase 2 Meter Update
 - i. Phase 2 had over 1, 330 meters
 - ii. Incomplete or RTU: 26
 - d. Memorial Park Master Plan
 - i. Had a Zoom meeting with Rep. Hoops to discuss project
 - 1. General Improvements: Upper concession stand, Corn Festival Storage, etc.
 - 2. Walking Path with a StoryWalk® element
 - 3. Surveillance and Security
 - ii. Playground Fundraiser
 - 1. The website has information to accept donations
 - 2. Ms. Sanders has begun outreach to community
 - iii. Adopt a Bench program will be back with a handful of benches surrounding the playground
 - 1. Ms. Sanders is working on getting the information out there
 - e. Title XV Codified Ordinance Update
 - i. CT Consultants provided more sections for review and Planning Commission discussed during information session on February 23
 - f. Downtown parklet
 - i. Working on parking logistics
 - g. Sidewalk Improvement Program
 - i. Waiting until Spring 2022 to pour
 - h. Façade Enhancement Program
 - i. 2022
 - 1. Postcard sent out to eligible properties
 - 2. Updated application online
 - 3. One application to date
 - i. Hallett Ave Improvements
 - i. Hallett Road A
 - 1. Work from Airport north of Garfield Avenue
 - 2. Coronavirus Response and Relief Supplemental Appropriations
 - 3. Estimated cost: \$800,000
 - 4. Grant: \$448,000 (56%)
 - 5. Tentative dates
 - a. Design: 2022-2024
 - b. Bid: 2024
 - c. Construction: 2024

- ii. Work includes removal and replacement of curb and gutter, new pedestrian walk on west side of road, as well as widening the existing structure over Al Creek to facilitate pedestrians
- j. Public Safety Facility Review
 - i. OHM Advisors currently reviewing all notes from field review
 - ii. Follow up meeting scheduled for March 2
- k. Airport Highway Corridor Study
 - i. Still ongoing
- l. Address updates
 - i. Finalizing what the new address should be and then we will take next steps
- m. Project 3 & 11
 - i. Primarily stages of review
 - ii. Discussed in Public Service Committee
- n. Systemic Safety Grant
 - i. Application submitted
 - ii. Should know more later this Spring
- o. ADA Transition Plan
 - ii. This is a major project and will take time to complete

5. Communications Update

- a. Welcome Guide
 - i. 2022 print edition is now available
- b. Business Guide
 - i. Working on updating packet with new information
- c. Village Voice
 - i. Next edition will be out in early April

Personnel Report

Chief Berg is recommending removing Officer Bersinger from her introductory status
Councilman Kania moved to remove Officer Bersinger from her introductory period, seconded by Councilwoman Westhoven. No Discussion. Roll Call. ALL YES. Motion passed 6-0.

Councilman Kania moved to reclassify Officer Bersinger from full time status to part time status effective March 25, 2022 seconded by Councilwoman Westhoven. No Discussion. Roll Call. ALL YES. Motion passed 6-0.

Shawn Bowman has offered to step down as a lieutenant in the SFRD. Per Handbook, employees who are reclassified will begin a new introductory period

Councilman Kania moved to approve wage change to \$17.00/hour effective March 6, 2022 and enter into a new 6-month introductory period effective March 6, 2022 for Shawn Bowman, with Councilwoman Westhoven. No Discussion. Roll Call. ALL YES. Motion passed 6-0.

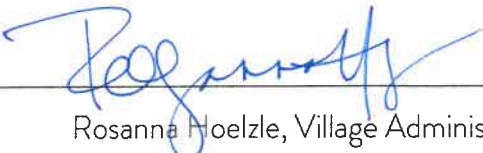
Councilwoman Disbrow moved to approve the hiring of Mya Suarez as a full-time member of the Swanton Police Davison, effective March 6, 2022 at an hourly rate of \$18.00/hour contingent on successful completion of physical exam, psychological exam, drug screen, and background check. Ms. Suarez is subject to a 6-month introductory period effective March 6, 2022. Ms. Suarez will accrue personal leave, sick leave, and vacation leave according to policy. Ms. Suarez understands reimbursement to the Village for certain onboarding expense if she leaves before two years' employment with the village according to policy, with Councilman Kania seconding. No Discussion. Roll Call. ALL YES. Motion passed 6-0.

Councilman Kania moved to approve the hiring of Jason Vasko as full time Finance Director, effective March 20, 2022 at an annual salary of \$53,000 contingent on successful completion of physical exam, psychological exam, drug screen, and background check. Mr. Vasko is subject to a 1-year introductory period effective March 20, 2022. Ms. Suarez will accrue personal leave, sick leave, and vacation leave according to policy. with Councilman Messenger seconding. No Discussion. Roll Call. ALL YES. Motion passed 6-0.

Councilman Kania moved to adjourn meeting at 8:14 p.m., seconded by Councilman Messenger. No Discussion. Roll Call. ALL YES. Motion passed 6-0.



Neil Toeppe, Mayor

Attest: 

Rosanna Hoelzle, Village Administrator

Public Service Committee Meeting Minutes

February 28, 2022 • 6:00 p.m.

1. Project 3 & 11 Sewer Separation Presentation
 - a. Mr. Troy Brehmer, from Jones & Henry Engineers, presented a general overview of the next mandated project in our Long Term Control Plan
 - b. This project is named 3&11 and the project scope area will be the areas of Hickey, Maple, Birch, Oak, Elm, St. Richard's Ct, and a portion of Brookside

2. 119 Parkside
 - a. Mr. Troy Brehmer will also present on the issue at 119 Parkside
 - b. This is related to right of way in rear yards along Parkside
 - c. There is concern from owner of grading, which will be addressed in 2022 by Ohio Gas, however the concern about the catch basin is not necessarily something that can be fixed
 - d. Discussion ensued and Committee felt the it should be regraded and possibly have the catch basin looked at but the crack in foundation was there before the project began.

3. Landscaping Beds
 - a. The landscaping beds along the downtown corridor as well as in front of the Community Center, Municipal Building, Rotary and Pilliod Parks need updating
 - b. Village crews are not able to maintain the flower beds properly (we do not have landscapers on staff)
 - c. We have had people in the past maintain but have had a hard time finding individuals the last few years
 - d. Discussion internally about digging up flower beds and planting low maintenance bushes
 - e. Quotes from Wiser Lawn are in Dropbox for discussion
 - f. This is presented as it will affect budget and would like direction to appropriate adequately in permanent budget
 - g. Would you like to survey the business owners?
 - h. Discussion ensued and Committee would like to garner feedback from business owners

4. Active Transportation Plan
 - a. 419 responses to the survey
 - b. Mostly from middle school age students as this was sent to the middle school
 - c. Results are mixed
 - i. Most enjoying going on walks and bike rides but most indicate there are no restrictions preventing them from walking and biking within the Village or restricting them from utilizing Oak Openings Preserve
 - ii. However most support an ATP

Committee of the Whole Meeting Minutes

February 28, 2022 • 6:30 p.m.

Live Stream Policy

Copy of previous policy draft in Dropbox

Should be reviewed by Solicitor

Discussion of various sections

HB 519

Direct from the Ohio Municipal League (OML)

HB 519 would prevent municipalities, who require mandatory filing for municipal tax purposes, from applying late fees on those taxpayers who fail to file, even though there may be no municipal income tax assessed. Additionally, the legislation would take away the ability of tax administrators to communicate with taxpayers through delinquency notices and reminders that a filing has not been received and that there is a requirement to make the filing.

OML is concerned that the current language of the legislation will significantly weaken municipalities' ability to enforce compliance with their community's tax regulations ultimately challenging the effectiveness of the community's largest revenue source. The bill would also require municipalities to pay taxpayers "reasonable costs" for certain notices deemed to be sent in error, which could expose municipalities to unknown financial impacts and possible litigation.

This legislation would affect the Village of Swanton and could have financial implications

OML recommends submitting a letter in opposition to said legislation.

Committee recommending sending the letter