

VILLAGE OF SWANTON

Council Meeting Minutes

March 14, 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 Live Streaming Policy from New Business. Seconded by Councilwoman Westhoven. No Discussion. Roll Call. ALL YES. Motion passed 6-0.

Councilwoman Westhoven moved to approve the February 28, 2022 Council meeting minutes, seconded by Councilman Kania. No Discussion. Roll Call. ALL YES. Motion passed 6-0.

Committee report summaries: please see below.

Councilwoman Westhoven moved to approve sending a revised invoice to 109 Parkside for the removal of the tree in the amount of \$2,750, with Councilman Pilliod seconding. No Discussion. Roll Call. ALL YES. Motion passed 6-0.

Representatives from the Regional Income Tax Agency were on hand to give a presentation on the relationship between R.I.T.A. and the Village of Swanton. Dawn Kuznik and Brian Thunberg gave a presentation outlining how R.I.T.A. collects and administers the Village of Swanton income tax. There is no "R.I.T.A tax". The agency handles the collections and administration of the Village of Swanton's tax.

Old Business

Councilwoman Westhoven moved to approve Third 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 Third 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 Messenger 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: Confirming The Appointment of M. Jason Vasko as Fiscal Officer for The Village of Swanton with Councilwoman Westhoven seconding. No Discussion. ALL YES. Motion passed 6-0.

Councilwoman Westhoven moved to approve Emergency Resolution 2022-XX: Confirming The Appointment of M. Jason Vasko as Fiscal Officer for The Village of Swanton with Councilman Kania seconding. No Discussion. ALL YES. Motion passed 6-0.

Mayor's Report

- Small Business Owners Group Meeting
- American Legion Meeting – re: Corn Festival
- Meeting with Gene Wilson – Swancreek Township Trustee – brief discussion re: Land Bank
- Meeting with Dick Perkins – re: Land Bank and Faith Lutheran Church – Fireworks
- Mayors association Zoom Call – HB 519 – 70 municipal leaders sent letters – decision delayed
- Attended Village Staff Meeting
- Meeting with Swanton Township trustee and Fiscal Officer with Mr. Disbrow.
- Meeting with Mr. Murphree re: Live Streaming Policy
- Video re: Fireworks
- Note of appreciation from Superintendent Lake
- Reviewed 8 applicants for Fire Chief Position
- Will be scheduling interviews with Councilman Kania.

Administrator Report:

1. General Updates
 - a. Delay in response

- i. A simple thank you to all who have been understanding about the delayed responses over the past six (6) weeks due to all the transition
 - ii. Our Administration Staff is wearing multiple hats and they appreciate the grace and understanding
 - b. ODOT working on sign location updates
 - i. Over the next few weeks you may see ODOT employees along the State Routes updating signage
 - c. 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. This year's date is March 19- hope to see many community members there
- 2. Planning Commission
 - a. No March meeting as no items were submitted for public hearing
 - b. Had another information session to review Code updates
- 3. Tree Commission
 - a. Still planning on March meeting
- 4. Project Updates
 - a. Project 8 & 9
 - i. Road work is tentatively set to begin in mid to late April (weather contingent)
 - ii. As Mrs. Hoelzle's been saying for the past two years, this project is going to continue to be inconvenient
 - iii. Please stay tuned for information on traffic patterns during the road improvement portion of the project
 - b. Membrane Softening
 - i. Pre-construction meeting went well
 - ii. Materials will take a long time to arrive
 - iii. Skids are 38 weeks' out
 - iv. Completion dates are very tentative
 - c. Phase 2 Meter Update
 - i. Phase 2 had over 1, 330 meters
 - ii. Incomplete or RTU: 26
 - d. Memorial Park Master Plan
 - i. State Capital Budget request is due on March 18
 - ii. Playground Fundraiser

1. The website has information to accept donations
2. Ms. Sanders is working on outreach to community partners for support
- 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 provide more sections
 - ii. They've indicated they plan on taking the comments from the last sections and updating all sections reviewed
 - iii. Hoping to have a rough draft within the next month
- 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
- 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. March 2 meeting went well and more discussions are needed
- k. Airport Highway Corridor Study
 - i. Still ongoing
- l. Address updates
 - i. Worked with Scott Yoder to create map of properties with non-Village addresses (large map will be in Council Chambers)

- ii. Finalizing what the new address should be and then we will take next steps
- m. Project 3 & 11
 - i. Primarily stages of review
- 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


6. Division Reports in Dropbox for Council's review

Public Comment: Dale Black, owner of Oncore Brewery, was present to speak on his endeavor. He is looking to open up in Express Plaza, on Airport, and is looking forward to being part of the community.

Councilman Kania moved to adjourn into Executive Session, at 8:01 p.m. for the purpose to discuss the purchase of property for public purposes, with Councilman Messenger seconding. No Discussion. Roll Call. ALL YES. Motion passed 6-0.

Mayor Toeppe reconvened Council at 8:23 p.m. Roll Call taken. All present.

Councilman Pilliod moved to adjourn meeting at 8:23 p.m., seconded by Councilwoman Westhoven. No Discussion. Roll Call. ALL YES. Motion passed 6-0.



 Neil Toeppe, Mayor

Attest: 

 Rosanna Hoelzle, Village Administrator

Water & Sewer Committee Meeting Minutes

March 14, 2022 • 6:00 p.m.

1. Project 12 Sewer Separation
 - a. Last project in the Long Term Control Plan consisting of unfunded sewer separation mandate
 - b. Scope area of S. Main and Forrester
 - c. Tentative schedule
 - i. Design begins: March 2024
 - ii. Design complete March 2025
 - iii. Bid: May 2025
 - iv. Construction start: late 2025
 - v. Construction finished: mid 2026
 - d. Importance of this project as it related to the horrible road condition of S. Main
 - e. Mrs. Hoelzle was advised to ask an engineer to look into possible options for road improvement of S. Main Street
 - f. Tim Bock, from PDG, went out to investigate, as he indicates, one of the big issues is that the road is lower than the edges, so water just sits there
 - g. He provided a few temporary options; he stresses these are *temporary* as he is aware of the sewer separation in a few years
 - h. Most cost effective option he presented, chip seal with linear grading, is approximately \$65,800
 - i. Chip sealing involves a layer of heated asphalt liquid and then a layer of crushed rock
 - i. The proposed permanent budget does not include a large sum such as \$65,800 for road improvements
 - i. If there is desire for road improvements much more time will need to be spent on the various funds to ensure enough is budgeted
 - j. Another option could be to cut many areas of the road and fill in with asphalt
 - k. Mr. Tedrow and the crew are evaluating this as an option
 - l. If feasible may be more cost effective but doesn't cover the whole road
 - m. Discussion ensued and Committee requested Mrs. Hoelzle do research on adding Project 12 to Project 3&11
 - n. Further Committee requested that Public Service work on cutting areas of the road in worse condition and filling in with asphalt

Finance Committee Meeting Minutes

March 14, 2022 • 6:15 p.m.

1. 109 Parkside
 - a. Mayor Toeppe requested discussion on tree removal cost at 109 Parkside
 - b. Tree was deemed hazardous
 - c. Information was sent to home owner to remove tree; no response
 - d. Village had tree removed by third party as tree was too large for the small equipment maintained by the Village
 - e. Ordinance indicates cost will be invoiced at double the rate
 - f. Discussion ensued and Committee recommended that the Village send an updated invoice for \$2,500 (cost of removal) with 10% administrative costs

2. 2022 Permanent Budget
 - a. Due to many factors, the 2022 Permanent Budget presentation will not be as formal as in the past
 - b. Further, there are still some outstanding items for discussion that may not be complete by March 28 (i.e. gas prices, S. Main Street, landscaping, etc.)
 - c. There may need to be an amended budget presented later in the year
 - d. We typically do not like to do this and do our best to only amend once; Mrs. Hoelzle can't guarantee there won't be a need to do it more than once
 - e. Mrs. Hoelzle went over each Fund in detail