

# VILLAGE OF SWANTON

Council Meeting Minutes

March 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 (excused)

*Councilman Kania moved to approve agenda. Seconded by Councilman Pilliod. No Discussion. Roll Call. ALL YES. Motion passed 5-0.*

*Councilman Kania moved to approve March 14, 2022 Council Meeting minutes. Seconded by Councilman Messenger. No Discussion. Roll Call. ALL YES. Motion passed 5-0.*

*Councilman Kania moved to remove two parking spots near 98 Dodge per recommendation from Public Safety Committee to allow for driveway construction at said location; Councilwoman Disbrow Seconded. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.*

*Councilman Kania moved to waive hearing on Liquor Permits. Seconded by Councilman Messenger. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.*

Committee report summaries: please see below.

Old Business

*Councilman Kania moved to approve the Live Stream policy as presented. Seconded by Councilman Disbrow. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.*

New Business:

*Councilman Kania moved to suspend the rules for Emergency Ordinance 2022-XX: Approving The Permanent Appropriations to Provide for The Current Expenses and Other Expenditures During the Fiscal Year Ending 2022. Councilman Kania moved to suspend rules. Councilman Pilliod Seconded. No discussion. Roll Call. ALL YES. Motion passed 5-0.*

*Councilman Kania moved to approve Emergency Ordinance 2022-XX: Approving The Permanent Appropriations to Provide for The Current Expenses and Other Expenditures During the Fiscal Year Ending 2022.. Seconded by Councilman Messenger. Roll Call. ALL YES. Resolution Passed 5-0*

*Councilman Kania moved to approve Emergency Resolution 2022-XX: Authorizing The Submission And Support Of An Application To State Of Ohio Environmental Protection Agency. Councilman Kania moved to suspend rules. Seconded by Councilwoman Disbrow. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.*

*Councilman Kania moved to approve Emergency Resolution 2022-XX: Authorizing The Submission And Support Of An Application To State Of Ohio Environmental Protection Agency.. Seconded by Councilwoman Disbrow. No Discussion. Roll Call. ALL YES. Resolution Passed 5-0.*

#### **Mayor's Report:**

- MetroPark Mtg.
- EPA matter under review
- HB 512 Police Fire pension formula
- HB 519 Tax delinquency penalty
- Responded to residents calls and inquiries
- Several meetings with Administrator Hoelzle
- Meeting with Mike and Neil.
- Meeting with Captains Smith and Dziengelewski
- Councilman Kania and I have interviews with five candidates for Fire Chief position this week

#### **1. General Updates**

- a. Public Hearing update- 213 N. Main

- i. Applicant asked for public hearing to be tabled due to being sick
    - ii. Since then she has reached out to indicate that since she no longer owns the property and the new owner wishes to use the residence as a single family dwelling, she no longer is requesting the change
  - b. Headshots for website
    - i. On April 11 there will be a photographer on site to capture headshots for the Village's website (Council members, new Division Heads, etc.)
    - ii. Please plan accordingly
  - c. Spring Bulk Drop Off Day
    - i. Scheduled for May 14
    - ii. Electronics waste as well as paint disposal (fee associated)
- 2. Planning Commission
  - a. April meeting is 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)
- 3. Tree Commission
  - a. Did not meet in March due to personal conflict with members
  - b. Look to meet in April and have an Arbor Day Proclamation
- 4. Project Updates
  - a. Project 8 & 9
    - i. Road work is tentatively set to begin on March 28 (weather contingent)
    - ii. As stated, over the past two years, this will be the most inconvenient part of the project
    - iii. Residents were notified with door hangers, due to the earlier than expected start. Postcards still expected to go out
    - iv. Information sent via mass notification, social media, website, and a media release
  - b. Membrane Softening (estimated dates)
    - i. Waiting on materials which are scheduled to arrive in November
  - c. Phase 2 Meter Update
    - i. Phase 2 had over 1, 330 meters
    - ii. Incomplete or RTU: 21
  - d. Memorial Park Master Plan
    - 1. Capital Budget Request submitted
    - ii. Playground Fundraiser

- 1. Donations are coming in
    - 2. Ms. Sanders will send out thank you notes as they come in
  - iii. Adopt a Bench program information on the website
- e. Title XV Codified Ordinance Update
  - i. CT Consultants complying a complete rough draft
- f. Downtown parklet
  - i. Working on parking logistics
  - ii. Per §150.247 states that all parking areas shall be asphalt, concrete, or masonry material
  - iii. Working on a plan to allow for this, drainage, etc.
- g. Sidewalk Improvement Program
  - i. Waiting until Spring 2022 to pour
- h. Façade Enhancement Program
  - i. 2022
    - 1. Deadline was March 25 at noon
    - 2. Seven (7) applications submitted
- 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. Internal review of next steps
- 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
- iii. Received update on cost estimate including Project 12
  - 1. Estimated around \$2.2 million with work complete in late 2024
- 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. Business Guide
  - i. Working on updating packet with new information
- b. Village Voice
  - i. Next edition will be out later this week
- c. Concern submission automation
  - i. Ms. Sanders has worked on creating a digitized automated submission platform for community members to submit concerns related to various areas such as nuisances and tall grass
  - ii. This will be available on our website and Ms. Sanders will monitor for follow up
  - iii. We hope this will expand over time and will begin promotion in preparation for the warmer weather

Personnel Report (none)

*Councilman Kania moved to adjourn into Executive Session, at 7:28 p.m. to discuss employee compensation, with Councilwoman Disbrow seconding. No discussion. Roll Call. ALL YES. Motion Passed 5-0.*

*Councilman Kania moved to reconvene at 7:56 pm. Seconded by Councilwoman Disbrow. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.*

*Councilman Pilliod moved to approve a Stipend of \$250, per week, to Acting Fire Chief Chad Smith for duties above his duties as Fire Captain until a new Fire Chief commences work. Seconded by Councilwoman Disbrow. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.*

Councilman Kania moved to adjourn meeting at 7:58 p.m., seconded by Councilman Messenger.  
No Discussion. Roll Call. ALL YES. Motion passed 5-0.

  
Neil Toeppe, Mayor

Attest:   
M. Jason Vasko, Fiscal Officer

Public Service Committee 6:00 p.m. M. Disbrow (Chairperson), S. Disbrow, Pilliod

1. Lead and Copper Rule Revisions (LCRR)
  - a. The EPA overhauled the 1991 Lead and Copper Rule
  - b. The final Lead and Copper Rule Revisions (LCRR) were effective on December 16, 2021
  - c. Here are 8 things all water systems must complete before October 16, 2024 to meet the new requirements:
    - i. Develop an inventory of all service lines, including public-side and private-side materials, and make it publicly available.
    - ii. Verify as many service lines of unknown material as possible because unknown materials are classified as lead service lines (LSLs) unless evidence proves otherwise.
    - iii. If system has lead service lines, prepare a lead service line replacement plan.
    - iv. Revise sampling protocols and communications for 5th liter sampling if there are LSLs in system.
    - v. Revise sampling pool location to align with the new sampling tiers.
    - vi. Prepare a sampling plan and communications for lead testing in schools.
    - vii. Review corrosion control treatment by evaluating 5th liter LSL samples and re-optimize if needed.
    - viii. Prepare public notifications and sample notifications and have them ready to meet the quick response times.
  - d. This will be a major project and conversations have been ongoing for a while between Mrs. Hoelzle, Mr. Yackee, and Mr. Tedrow
  - e. First step is to have a plan for identifying lines, this will cost money

- f. There is a grant opportunity, through the State of Ohio, available for funding assistance in compiling an inventory
- g. Quote for this work is less than \$15,000 (plus much labor on the Village's end)
- h. Recommendation is to apply for funding (if so Resolution listed un New Business)
- i. Discussion, Questions, Recommendations
  - 1. Concerns over cost (\$37,500); how would grant be applied? Can we "loan out" to other communities? Asked who would cover if lead lines are found.
  - 2. Discussion will likely continue, date TBD.

## 2. Landscaping Beds

- a. At the last Committee meeting, Mrs. Hoelzle was asked to survey the downtown businesses to garner their thoughts on the landscaping beds
- b. 7 responses to the poll (link was sent to Mrs. Benfield and requested it be shared with downtown business group)
- c. Overall consensus there should be a change made to the landscaping beds but responses to box bushes was mixed
- d. Regardless of long term plan, the Village will need to begin planning for growing season
- e. If the desire is for long term change then one recommendation could be to remove existing beds this year, try to maintain any weed growth, and then look to incorporate business owners' desires over the next year
- f. Discussion, Questions, Recommendations
  - 1. Asked for more bids, want to clear out and mulch beds, encourage business owners to plant annuals
  - 2. Discussion to continue likely in the fall.

## 3. Active Transportation Plan

- a. Since the last time the Committee met, information was published regarding a new funding opportunity through ODOT
- b. ODOT is accepting applications for Active Transportation Plan Development Assistance. ODOT will provide consultant assistance to support the selected local governments with the development of a standalone ATP outlining the strategies needed to support safe, convenient, and accessible active transportation options
- c. The consulting assistance is centered on development and not implementation
- d. However, this would be a great opportunity to move towards development at minimum costs

- e. Discussion, Questions, Recommendations if there is a desire to submit application for this funding opportunity
  - 1. Committee wanted to understand what the term “No opening” meant.

Concluded at 6:20 pm

Public Safety Committee                      6:30 p.m. Kania (Chairperson), S. Disbrow, Westhoven

2. Liquor Permit review

- a. Each year the Department of Commerce sends a notice regarding liquor permit renewals
- b. The legislative authority has a right to object to the renewal of a liquor permit and request a hearing
- c. Mrs. Hoelzle spoke to Chief Berg and there is no information to provide on any entity which currently has a liquor permit (current permit holders listed in spreadsheet in Dropbox)
- d. Will need a motion to waive hearing in Regular Council Meeting
- e. Discussion, Questions, Recommendations

3. 98 Dodge Driveway

- a. Mr. & Mrs. Howard have submitted an updated diagram for a proposed driveway at 98 Dodge
- b. They expressed their desire to speak and will be in attendance at the meeting
- c. Mrs. Hoelzle sent over their diagram for a consulting engineer to review
- d. Concerns
  - i. Grade
  - ii. Catch basin at corner of Dodge & Miller
  - iii. Sight distance may be an issue (who would prevent from backing out onto Dodge?)
  - iv. Driveway is close to intersection of Dodge and Miller
  - v. Public parking spaces
  - vi. Drainage as more impervious surface will be added
- e. Discussion, Questions, Recommendations
  - i. Council liked the “new plan,” impervious solution with plants. Moved to push through, remove two parking spots.



Concluded at 6:45 pm