

VILLAGE OF SWANTON

Council Meeting Minutes

August 8, 2022

7:00 p.m.

Prayer

Pledge of Allegiance

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

Councilman Pilliod moved to approve agenda as amended to include a grant resolution and storm water charge motion/ Seconded by Councilman Messenger. No Discussion. Roll Call. ALL YES. Motion passed 5-0.

Councilman Messenger moved to approve minutes from June 27, 2022. Seconded by Councilman Pilliod. No Discussion. Roll Call. ALL YES. Motion passed 5-0.

Councilman Pilliod moved to approve minutes from July 18, 2022. Seconded by Councilwoman Disbrow. No Discussion. Roll call. ALL YES. Motion passed 5-0.

Guest Presentations

Mike Jay, Regional Growth Partnership, and John Schmidt, Swanton Village Resident, regarding Economic Development.

Committee report summaries: please see below.

New Business:

1. Approve July Financial Statements as Presented

Councilman Pilliod moved to approve the July Financial Statements as Provided. Seconded by Councilwoman Westhoven. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.

2. Discussion on the Clarifying Road Names in The Village

a. Forrester Road vs. Forester Road

i. Administration Recommends Forrester Road

- ii. Council agrees, sent to Solicitor for next steps.
 - b. Lincoln Ave. vs. Lincoln St.
 - i. Administration Recommends Lincoln Ave.
 - ii. Council agrees, sent to Solicitor for next steps.
 - c. Eliminate North on Fulton Street Addresses
 - i. Council agrees, sent to Solicitor for next steps.
- 3. Authorize the Village Administrator to Work With Poggemeyer Design Group regarding an OPWC Grant for Munson Road.
Councilman Pilliod motioned to direct the Administrator to work with PDG. Seconded by Councilman Messenger. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.
- 4. Authorize the Reduction of the Storm Water Charge for Foertmeyer and Sons Greenhouse to \$75.00 from \$289.04
Councilman Pilliod moved to reduce the Storm Water charge per the discussion during the Water and Sewer Committee. Seconded by Councilman Messenger. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.
- 5. Emergency Resolution 2022-XX: Authorizing the Village Administrator to submit an application to participate in the Ohio Public Works Commission (OPWC) State Capital Improvement Program(s) and to enter into any agreements as required for Projects 3, 11 & 12 Sewer Separation (if applicable).
Councilman Pilliod moved to Suspend the Rules for Emergency Resolution 2022-XX. Seconded by Councilwoman Westhoven. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.
Councilman Pilliod moved to Approve Emergency Resolution 2022-XX. Seconded by Councilwoman Westhoven. No discussion. Roll Call. ALL YES. Motion Passed 5-0.
- 6. First Reading 2022-XX: A Ordinance 2022-XX Amending Chapter 33, Other Departments, Boards and Commissions, of the Codified Ordinances of Swanton, Ohio & Chapter 33.078 Economic Development Commission (EDC).
Councilman Pilliod moved to Approve the First Reading of Ordinance 2022-XX. Seconded by Councilman Messenger. Councilwoman Westhoven requested information regarding Section 10: Payment of Expenses in the Annual Budget. No budget yet exists. Roll Call. ALL YES. Motion Passed 5-0.

Mayor's Report:

- 1. Continue to work towards an agreement with the former village administrator
 - a. Asked the solicitor to draft a simplified contract
 - b. Waiting for the draft
- 2. Foertmeyer and Sons effort on the Main Street flower beds
- 3. Attended the Ribbon Cutting for Oncore Brewery
- 4. Scheduled a Groundbreaking ceremony for Birchwood Meadow August 16th at 10:00 AM
 - a. Invited guests include:
 - i. State Representative Merrin
 - ii. State Representative Hoops
 - iii. Christa Lutman – Governor's representative

- iv. Lu Cook – Lt. Governor’s representative
 - v. TV stations and print media
- 5. Attended Staff Meetings
- 6. Welcomed Firefighter class students
- 7. Tree Commission issues
 - a. Need more members
 - i. Last member is moving out west
 - ii. Doug Nelson has expressed interest in service
 - iii. Village owned trees are being assessed
 - iv. May need to contract with an arborist
- 8. Economic Development
 - a. Input from
 - i. RGP
 - ii. Solicitor Murphree.
 - b. Tax need will continue to grow
 - i. Cost of government will always increase
 - 1. Cost of goods
 - 2. Pay
 - 3. Benefits
 - ii. Problem may be addressed in one of three ways
 - 1. Increase taxes
 - 2. Reduce Service
 - 3. Grow the tax base
 - iii. Plant a seed
 - 1. Best time to plant a tree – 20 years ago
 - 2. Long term effort
- 9. Railroad Park Update
- 10. Fulton Leadership University – Submitted Chief Dziengelewski and Finance Director Vasko for consideration of attendance.

Administrator’s Report

General Updates

- Downtown Beautification Days- HUGE success! Foertmeyer & Sons Greenhouse came through big for us. Their crew came the week of July 25th and helped clean up all the flowerbeds downtown. They re-planted some of the beds with what they had left from the 2022 season. We had a handful of community members; as well as, the Swanton Boys Soccer Team help with the clean-up and re-plant also. Foertmeyer also offered to continue to maintain and the flowerbeds going forward and plan to plant a few mums this Fall.

- An agreement has been drawn up between Richard Perkins of Ashgreen, LLC and the Village of Swanton for the mowing the Ashberry Way retention pond for a fee of \$150 for each occurrence.
- Contract with Lammon Brothers for Leaf collection has been signed and returned.
- Birchwood Meadows broke ground
- Attended FCRPC meeting working on applying for OPWC Grant need to discuss Crestwood vs. Munson.
 - Due by 9/9/22
- Attended Oncore Brewing Company's Ribbon Cutting
- Attended TMACOG Village Caucus
- Staff Meeting last Thursday, I am adding some leadership development in the mix of the meetings.

Planning Commission

- a. August 2nd meeting was cancelled due to no agenda items. Next meeting is scheduled for September 6th.

Economic Development Commission

- ii. What does Economic Development mean to you?

Tree Commission

- a. Upcoming meeting on August 15th at 5:30 PM. Rickye is back; however, she will be stepping off the commission as she is moving in September.
- b. I will be reaching out to LaRae Sprow from the Metroparks about an Arborist they have on staff and I strongly suggest we consider budgeting for X number of trees for the 2023 year with a 1-2 tree allowance in case of an emergency to be taken down. Consider allowing a bidding process to occur and contract with a local Tree Removal company and consider dismantling the Tree Commission.

Project Updates

1. *WRRF Screen/Headworks Project* -
 - Mr Stiles & Ms. Shulters met with Doug Dunn from Fishbeck. Ms. Shulters has sent over the required information for the OEPA nomination form, as it is due by end of month.
2. *Water Plant Membrane Project* -
 - Made contact with Robert Shoaf here are his updates
 - Kirk Bros Co is the General Contractor
 - Shop drawing submittals are still on-going but no work on-site is planned to start until late fall likely.

- This project adds RO membranes for softening (and algal toxin removal) - and will replace the lime softening process.
 - Long-lead time equipment (RO equipment, pumps, etc) have not arrived so the contractor will not mobilize until it is ready.
 - Supply-chain and cost escalation has impacted the project - and we are trying to work through it. The liquidated damages amount was changed to \$0 during bidding since no delivery timelines are certain right now.
3. **Phase 2 Meter Update-**
 - Outstanding: 16- 3 need a plumber
 4. **Memorial Park Master Plan**
 - Adopt-a-bench- Posted on Social Media
 - Put a call into GameTime to get an estimated date for the playground equipment, shipped out on 7/28/2022
 5. **Holiday Lane Drainage-** Signed client professional services agreement with PDG.
 6. **Hallett Ave Improvements**
 - Met with Tim Bock from PDG no updates on Phase A, Phase B I will be scheduling with ODOT to do a Project Scope Walk in September/ October.
 7. **Project 3 & 11 & 12**
 - Met with Troy grant funding application is in the works.
 - The CCTV Sewer Inspection work is nearing completion. The next step will be smoke testing.
 8. **Lead Service Line Inventory and Mapping Grant** –No update

Communications Update

- c. Summer 2022 Village Voice went out some reason Spring 2022 was still in the subject line, will work on correcting that before Fall 2022 gets sent.
- d. Social Media Posts have been Scheduled for the month of August

Personnel Report

1. Motion to Approve the Promotion of Cuyler Kepling to the rank of Lieutenant with the Swanton Fire and Rescue Department. His promotion comes with an increase of pay to \$17.00 per hour, and a probationary period of 180 days. This promotion would be effective on August 21, 2022. **Councilman Messenger moved to Promote C. Kepling of the SFRD to the Rank of Lieutenant. Seconded by Councilwoman Disbrow. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.**
2. Motion to Approve the Promotion of Lee Kusz to the rank of Sergeant with the Swanton Police Department. His promotion comes with a pay increase to \$24.87 per hour, and a probationary period

of 180 days. This promotion would be effective on August 21, 2022. *Councilman Pilliod moved to Promote L. Kusz of the Swanton Police Department to the Rank of Sergeant. Seconded by Councilwoman Westhoven. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.*

3. Motion to remove Randall Trausch, Abigail Zunk, Wendy Waisner and Jayme Large from the Swanton Fire and Rescue Department roster. *Councilwoman Disbrow moved to Remove the aforementioned members from the SFRD Roster. Seconded by Councilman Pilliod. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.*


Public Comment

Ms. J. Benfield, owner of Benfield Wines wanted to offer a note of thanks to Foertmeyer and Sons for making things look good and cleaning up the flower beds on Main Street. She also wanted to offer a thank you to Chief Berg of the Swanton Police Department for closing roads for the weekly market that is also used to try to promote Swanton. Ms. Benfield concluded by mentioning that she (as a business owner and a member of the Chamber of Commerce) and several others in attendance were hugely in support of the Economic Development Commission.

Councilman Messenger moved to Adjourn at 8:08 pm. Seconded by Councilwoman Disbrow. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.



Neil Toeppe, Mayor

Attest: 

M. Jason Vasko, Fiscal Officer

Water & Sewer Committee- 6:00 p.m. (Pilliod-Chairman, M. Disbrow, Messenger)

Munson Road

- Tim Brock PDG strongly suggests we apply for the OPWC Grant for Munson Road this year since we have tried applying for Crestwood 2 years in a row with no luck due to traffic volume not being high enough. He said 3rd time could be a charm, but based off who's been award in the past it is highly unlikely. We need to move quickly as the deadline to apply is September 9, 2022.
 - Committee agrees to go with Sewer Separation on this project.
 - Committee will also suggest applying for OPWC Grant

EPA Audit/ Procedure

- Virtual Lab Audit completed with EPA. There are several changes required to sampling/testing methods being done in the lab at the plant. The EPA provided documentation to correct the issues, and the changes are already under way and will be completed shortly. Two tests currently performed on site (CBOD and Ammonia) will instead be sent to the J&H Lab, who already stops out twice a week to pick up biological samples. The cost difference between continuing the testing in house versus sending it to the lab is minimal (< \$2000/yr.).
 - Committee is OK with this charge

Foertmeyer & Sons Greenhouse Storm Water charge

- On August 9, 2021 Council approved to charge \$294.50 for Storm Water. Prior to that approval Foertmeyer had been paying the standard \$3 charge. After the August 9, 2021 meeting, Foertmeyer conducted an engineer study proving that the Storm Water does not run into the Village's storm drain system, and that it runs into Al Creek. On December 12, 2021 Council had approved to lower the cost to \$289.04. Administration is proposing to reduce the fee back to the minimum \$3 charge.
 - Committee does not feel charge should go that low, recommends we charge what we charge Swanton Welding; \$75.00

Adjourned at 6:27 pm

Finance Committee- 6:30 p.m. (Westhoven: Chairman, Kania, Messenger)

1. Financial Document review
 - a. July 2022 financial documents
 - b. Information present in Dropbox, for review

2. Discuss Certificate of Deposit reinvestment
 - a. Matures this week, looking to convert to liquid account
 - b. Committee agrees to a 70/30 split for more liquidity

3. Discuss Pay Rate Changes
 - a. Increases to come more in-line with other municipalities
 - b. Will make us more competitive in the long run
 - c. Committee wants to see more information, has several questions
 - d. Concerns for how we pay for these increases

4. Oddities and Enormities
 - a. Recent large payments for Committee awareness
 - i. Loan Payments to Farmers and Merchants Bank - \$250,749.65
 - ii. Payment to Underground Utilities for Project 8 & 9 - \$201,781.65
 1. Should be nearly final payment
 - iii. Loan Payments to Ohio Water Dev. Authority - \$174,274.33
 - b. Recent large or unusual deposits for Committee awareness
 - i. ARPA funds (2nd Half) - \$202,871.48

Adjourned at 6:40 pm