

# VILLAGE OF SWANTON

Council Meeting Minutes

November 14, 2022

7:00 p.m.

Prayer

Pledge of Allegiance

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

*Councilman Kania moved to approve agenda as Amended to include Financial Statements and an addition of an Appropriations Line. Seconded by Councilwoman Westhoven. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.*

*Councilman Kania moved to approve minutes from October 24, 2022. Seconded by Councilman Pilliod. No Discussion. Roll call. Motion Passed 4-0-1 with Councilwoman Westhoven Abstaining.*

## Public Comment

A. Church of 302 Chestnut addressed Council and asked when the alley behind her house would be addressed (The alley in question connects to Harrison, turns to the south and runs to Garfield). She then asked why the Village does not handle leaf collection and inquired as to why a third party handles it. Ms. Church then mentioned that she has concerns regarding garbage pickup. She wants a dumpster at her property, was told both yes and no. She mentioned that a Republic dumpster would be double the cost of her current service, and that no other company would entertain her request because of the contract the Village has with Republic.

## Committee Reports

### Old Business:

1. Third and Final Reading: Ordinance 2022-XX: An Ordinance Creating a Designated Outdoor Refreshment Area in Downtown Swanton, Ohio. DORA Plan  
*Councilman Kania moved to Approve the Third Reading of Ordinance 2022-XX. Seconded by Councilwoman Disbrow. Discussion Follows. Roll Call. ALL YES. Motion Passed 5-0.*

Discussion: The Mayor mentioned a memorandum received from the Fulton County Health Department discussing concerns with the border, noting that the memo was

drafted prior to the adjustments to the DORA area. The Mayor also mentioned that he discussed the DORA on a Mayor's Zoom Call, and that all present that had one found a DORA to be beneficial to their communities.

2. Third and Final Reading: Ordinance 2022-XX: An Ordinance Amending Section 36.01 Penalty for Returned Checks of the Codified Ordinances of Swanton, Ohio.

*Councilman Kania moved to Approve the Second Reading of Ordinance 2022-XX. Seconded by Councilman Pilliod. Councilman Pilliod reminded all present that this raised the amount to \$50. Roll Call. ALL YES. Motion Passed 5-0.*

#### New Business:

1. Swanton Fire and Rescue Personnel
  - a. *Councilman Kania Motioned to Approve the Hiring of Cicely Sanchez as a part-time EMT with the Swanton Fire and Rescue Division at a rate of \$17.25 per hour. This offer is made with an effective date of November 27, 2022. Seconded by Councilwoman Disbrow. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.*
  - b. *Councilman Kania Motioned to Approve the Immediate Hiring of Cody Church as a full-time Firefighter and Paramedic with the Swanton Fire and Rescue Division at a rate of \$19.00 per hour. This offer is contingent upon the successful passing of a background check, drug test, and physical as directed by the Fire Chief. Paramedic Church will be subject to a 180-day statutory probationary period. Seconded by Councilman Pilliod. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.*
  - c. *Councilman Kania Motioned to Accept the Resignation of Bruce Barnes from the Swanton Fire and Rescue Division. Mr. Barnes had not had any shifts with the department but has determined that he has a time constraint that will not be able to fulfill any duties placed upon him. Seconded by Councilwoman Disbrow. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.*
2. Approve October Financial Statements as Presented.

*Councilman Kania Moved to Approve the October Financial Statements. Seconded by Councilwoman Westhoven. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.*
3. Approve Appropriations Line for Veteran's Banners

*Councilman Kania Moved to Approve the Appropriations Line as Requested. Seconded by Councilwoman Westhoven. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.*

#### Mayor's Report:

1. Regular Meetings with
  - a. Administrator Shulters
  - b. Fiscal Officer Vasko
  - c. Chief Dziengelewski
2. Responded to numerous residents and business inquiries. Re: Sidewalks, Main Street and water meters.

- a. Meeting scheduled with residents re: Water meter this Wednesday
3. Comments regarding the Economic Development
  - a. Continuing to form
4. I attended the Halloween Hoopla and the American Legion Halloween event.
5. Mayors Association Zoom Call
  - a. PNF
  - b. DORA
  - c. Air BNB Legislation
  - d. Republicans hold a super majority in the Ohio legislature

## Administrator's Report

### General Updates

1. Attended Christmas in Swanton Committee Meeting
2. Mr. Vasko & Ms. Shulters have been conducting Employee Handbook Meetings over the last few weeks
3. Networked with a few businesses regarding the Economic Development Commission
4. Attended Fulton County Economic Development Membership Meeting, Festival of Trees Social Event & Gala
5. Sponsorships and run sign ups have been flooding in for Swanton's Snowflake Shuffle and Ms. Shulters has been out and about introducing myself to Swanton businesses
6. The first 26 Honor Our Veterans Banners were hung on Veterans Day
7. Mayor, Mr. Vasko & Ms. Shulters attended Veterans Program at the High School
8. Schedule for Committees and Meetings will be presented at the 11/28 meeting
9. Department Supervisors attended certification training at the SFRD for CPR & AED, Ms. Shulters will be working with Lt. Kepling to provide more training & certifications for all Village employees

### Tree Commission

- October meeting was cancelled; next meeting will be on November 21<sup>st</sup>

### Planning Commission

- Next Meeting is December 6<sup>th</sup>

### Project Updates

- **Memorial Park Playground**- Equipment is going in!

At 7:26 pm, Councilman Kania moved to Adjourn. Seconded by Councilman Pilliod. No discussion. Roll Call. ALL YES. Motion Passed 6-0.

  
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Neil Toeppe, Mayor

Attest:   
\_\_\_\_\_  
M. Jason Vasko, Fiscal Officer

## Water & Sewer Committee 6:00p.m. M. Disbrow, Messenger, Pilliod

- Jason Jones of 108 Parkside
- Water Treatment Division Report

The membrane project continues to wait on materials and is now expected to start work in March. The delay is caused due to Wigen (membrane manufacturer) having long lead times on getting materials. Water plant staff completed the annual basin cleaning and are now getting everything ready for cold weather. Turner Electric has finally got the VFD's that were ordered in January for the low service pumps, these are scheduled to be installed December 12<sup>th</sup>. We haven't been able to pump much water to the reservoir recently due to low flow in Swan Creek. Because of this we are now running the deep well to slowly fill the reservoir. The reservoir is currently at a depth of 10.6 feet. The accounted for water for September was at 77%, which puts us at 84% for the year so far.

Further note: We will be updating the budget to consider our connection to the Toledo water service line.

- Water Resource Recovery Report

Buckeye Pumps finished annual pump preventative maintenance.

Attended a meeting with Shannon at the Swanton Board of Education with Chris Lake to discuss mercury in schools, and to provide EPA literature on proper disposal. Purchased a compact wheel loader to help with moving sludge cake. Neil picked it up on 10/18/2022. Removing the sludge cake from the geobags after pumping to them for dewatering is proving to further reduce the water content of the sludge cake, therefore reducing the cost of trucking to the landfill. The loader will help with moving the piles to continue to dry them out and to load into the truck. Mike Stiles on vacation. Ian & Bennett did a great job running the plant. Joe visited the plant every day to provide help and fulfill EPA minimum staffing requirements. Attended a meeting with Doug from Fishbeck about the 30% plans for the headworks improvement project. Attended a meeting in Toledo for TMACOG. Attended a meeting about Employee Handbook revisions at the Municipal Building. Mike Stiles, Neil Tedrow, Ian Golbinec, and Brice Nemire attended a Collections Workshop in Bowling Green. Received Auto-Dialer alarm calls around 1445. Power outage at the WRRF and both lift stations. Wind storm caused power line issues. Generator kicked on as designed. Power was restored by 1530. Some equipment at the plant needed reset after the power interruption, but was otherwise okay. Attended CPR training @ Swanton Fire Station.

Adjourned at 6:11 pm

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

- 1) Financial Document review
  - a) October 2022 financial documents
  - b) Information present in Dropbox, for review
- 2) No Oddities and Enormities in October
- 3) Handbook review underway, changes will be forthcoming and presented at next November meeting (Committee of the Whole).
- 4) 2020 – 2021 Audit is nearly complete; I anticipate completion by the end of the month.
- 5) 2023 Assessment Amount Changes
  - a) Leaves: \$15.65 per taxable property, a \$3.65 increase.
    - i) Increase is due to cost increase from Lammon Bros.
  - b) Street Lighting: \$38.55 per taxable property, a \$6.55 increase.
    - i) Increase is due to cost increase from Toledo Edison
- 6) Temporary Budget was slated to be moved for approval tonight, but because we are waiting on increasing chemical costs within the Water and WRRF departments, we will be delaying that for a meeting.
- 7) Personnel Performance Evaluations are nearly complete, will be shared via village email upon final review.

Adjourned at 6:33 pm