

VILLAGE OF SWANTON

Council Meeting Minutes

February 13, 2023

6:00 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 the agenda as presented. Seconded by Councilman Messenger. No Discussion.

Roll Call. ALL YES. Motion Passed 5-0.

Councilman Messenger moved to Approve the Minutes from January 24, 2023 Special Meeting. Seconded by Councilman Kania. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.

Proclamation for Heart Week was read and presented to Frost Family

Division Reports

Finance Report – No report at this time

Public Safety- Organizational Assessment. Administrator Shulters will prepare a resolution to enter into an agreement with Ohio Fire Chief's Association.

General Interest- Handbook Revisions to Section 8.4 Vacations & Section 3.2 Introductory period, Administrator Shulters will make requested update in verbiage before final approval at the February 27, 2023 meeting. Façade Enhancement Board/Committee a motion was made by *Councilman Pilliod to approve the restructure of the committee to consist of the Village Administrator, Village Fiscal Officer, Mayor and one Council Member. Councilman Kania seconded. No Discussion. Roll Call. ALL YES. Motion Passed 5-0. Councilman Pilliod made a motion to appoint and approve Councilman Messenger to the Façade Enhancement Board/Committee. Seconded by Councilman Kania. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.*

Public Safety Update – January EMS Run Reports & Swanton Police Department counts

Public Service Projects & Updates -Repaired a sewer tap on Lincoln. A lateral was used to connect with the neighbor's house at one time. The neighbor had separated their line and got their own tap into the main at some point. Without the

neighbor's house flowing through the line it let the sewage build up and plug the line. Continuing to have issues with the senior apartments on Munson and the sewer. They are using wipes and plugging the main monthly. Currently looking into charging the building owner for the time spent cleaning it as a way to prevent the flushing of wipes. Started cutting problem trees down. Team Nelson looked at the trees around town and made recommendations for additional trees to cut. Looking to get them all cut in the next couple weeks. The crew has begun filling potholes that have formed with the thawing of the ground. It will be a process that will continue through the winter. Received another shipment of road salt in. New lawnmower which also came with a snow plow for sidewalks has been delivered. Crew members will now be clearing Village sidewalks (not residential, as they are responsible for the walks in front of their homes) while plowing roads. Faded road signs will start being replaced with new ones as time allows.

Project 3, 11 & 12 -Working with Jones & Henry to submit the Water Pollution Control Loan (WPCLF) Ohio Public Works Commission (OPWC) Small Government application will be due with revisions in March. To maximize priority points, we will need to revise amount requested. The Village will receive a notification from OPWC, probably in Spring. About \$249,999 grant and \$250,000 loan

Alley Ways within the Village-Met with DGL, RJ Lumbrezer will be getting a few additional maps of the alleys that they surveyed for the Planning Commission and Council to look over by the first meeting in March.

Water Treatment Plant- The Membrane Project is tentatively scheduled to begin mobilization February 15th and begin work February 27th. Membranes are now scheduled to be delivered 4/12/2023 which is good news as these have been the main factor for delaying the project. The annual Ohio EPA site visit will occur Wednesday (2/15/2023). We have been able to pump water to the reservoir and are currently pumping with hopes to get the reservoir filled up. The reservoir is currently at a depth of 13.5 feet. The accounted for water for January was at 78%.

Water Resource Recovery- Ian & Bennett attended CPR training at the Swanton Fire & Rescue. Buckeye Pumps installed a new recirculation pump for the trickling filters, and picked up sludge pump #2 for inspection/repair.

Administrator Shulters, Neil Tedrow & Mike Stiles attended a meeting with Jones & Henry to discuss the upcoming sewer separation projects 3, 11, & 12. Filed the 2022 Annual EPA reports (SSO, CSO, Sludge) Claire Smith distributed door hangars on every apartment unit in Swan Creek Crossing that informed residents of what is, and is not flushable. Confined Space Entry Training scheduled for this day was rescheduled to March 8th due to the snow storm. Besides the 17 Swanton Employees that will be attending the training, 3 employees from Swan Creek Township, and 2 employees from Metamora have been invited to participate. Wipes flushed at Swan Creek Crossing caused another clog and backup that had to be cleaned by Public Works. Administrator Shulters & Mike Stiles met with AI from Fishbeck to discuss the

schedule of the Headwork's improvement project. The Water Pollution Control Loan Fund (WPCLF) application was approved by the EPA for applied amount of 5.5 million dollars. The original cost estimate for the project was 4.6 million dollars, but in the 2 years since the estimate, supply issues have caused significant increases in materials. The cost will be more than originally expected, the amount and options are being investigated by Fishbeck and will be further discussed. There is no indication that any of the listed increases will inhibit the project. Mike Stiles submitted a letter to the EPA requesting a correction in the categorization of the Swanton WRRF in the Maumee Watershed Nutrient Draft TMDL Report. The incorrect categorization would impose a stricter phosphorous limit than the current NPDES permit the plant operates under. Mike Stiles attended a Pre-Hearing Information Session webinar on February 8th, and will be attending a public hearing about the MWN Draft TMDL Report in Bowling Green on February 23rd. The public comment period for the report ends on March 8th. Buckeye Pumps informed that sludge pump #2 is beyond repair. Wipes had clogged the pump, and seals and bearings had been damaged. Moving forward with purchase of new pump to replace it. Moving forward with project to rebuild trickling filters center bearings and seals using Kirk Bros. Mike & Neil Tedrow attended a 2-day webinar on MS4 training.

Administrator Report- Attended the Distinguished Alumni Luncheon at Swanton High School on January 27th with Mayor Neil Toeppe. Met with the new Recreation Board, several park concerns were discussed and will be looked into as the new season of field rentals begins. Conducted several interviews for the Fiscal Officer position. Continuing to work with UAN clerks. Met with Campbell regarding contract. Village is hosting Fulton Leadership University on Tuesday, February 14th. Working on gathering new volunteers for the Tree Commission. Swanton DORA Signs are in. Attended an introductory Economic Development Commission Meeting on February 8th. Spring Newsletter was posted last week.

Old Business

Ordinance 2023-03 Second Reading Adopting and Amending the Updated Codified Ordinance Chapter 150, 151 & 152 Land Use Codes. *Councilman Kania moved to Approve. Seconded by Councilman Messenger. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.*

Approval of Minutes from January 23, 2023 & Acceptance of Resignation of Fiscal Officer M. Jason Vasko effective February 4, 2023. *Councilman Pilliod moved to Approve. Seconded by Councilwoman Disbrow. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.*

New Business

Ordinance 2023-04 Authorizing the Village Administrator and Mayor to Apply for, Accept, and Enter into a Water Pollution Control Loan Fund (WPCLF) Agreement on Behalf of the Village of Swanton for Planning, Design, and/or

Construction of Project 3, 11 & 12 Combined Sewer Separation Project & Designating a Dedicated Repayment Source for the Loan and Declaring an Emergency. *Councilman Kania moved to suspend the rules. Seconded by Councilwoman Disbrow. No Discussion. Roll Call. ALL YES. Motion Passed 5-0. Councilman Kania moved to Approve. Seconded by Councilman Messenger. No Discussion. Roll Call. ALL YES. Motion 5-0.*

Resolution 2023-10 Authorizing the Village Administrator to Enter into an Agreement with the Ohio Department of Natural Resources, Division of Forestry on Behalf of the Village of Swanton and the Swanton Fire & Rescue Department. *Councilman Kania moved to Approve. Seconded by Councilwoman Disbrow. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.*

At 7:04 pm, Councilman Messenger moved to enter Executive Session to discuss matters required to be kept confidential. Seconded by Councilman Kania. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.

At 7:35 pm, Councilman Messenger moved to Reconvene in Open Session. Seconded by Councilman Kania. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.

Councilman Pilliod moved to Offer Employment to Holden Benfield as Village Fiscal Officer, beginning March 05, 2023 at a rate of \$55,000. This offer of employment is contingent upon successful completion of Drug Screening, Background Check, and Surety Bonding. Seconded by Councilman Kania. No Discussion. Roll Call. ALL YES.

Councilman Kania moved to Accept the Resignation of Richard Kilgour from the Swanton Fire & Rescue Division as of 02/13/2023. Seconded by Councilman Messenger. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.

Councilman Messenger moved to Accept the Resignation of Kelly Kilgour from the Swanton Fire & Rescue Division as of 02/13/2023. Seconded by Councilman Kania No Discussion. Roll Call. ALL YES. Motion Passed 5-0.

Councilman Kania moved to Accept the Resignation of Scott Brubaker from the Swanton Fire & Rescue Division as of 02/13/2023. Seconded by Councilman Messenger. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.

At 7:55pm, Councilman Kania moved to Adjourn. Seconded by Councilman Messenger. No Discussion. Roll Call. ALL YES. Motion Passed 5-0



Neil Toeppe, Mayor

Attest: 

Shannon Shulters, Administrator