

VILLAGE OF SWANTON

Council Meeting Minutes

March 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 6-0.

Councilman Kania moved to Approve the Minutes from February 27, 2023. Seconded by Councilwoman Disbrow.

No Discussion. Roll Call. ALL YES. Motion Passed 5-0 with Councilman Messenger abstaining.

Division Reports-

Finance: Traveling UAN Clerk is working on the Bank Reconciliations and on the various other findings that need to be corrected. The UAN Clerks will continue to work with Mr. Benfield.

Public Safety Update

Swanton Fire & Rescue Handbook Proposal was presented by Lt. Kepling and further discussions will take place. Mayor presented the unique call that "B" Shift of the Swanton Fire & Rescue experienced on February 24th.

Public Service

Brush pick up after February's Ice Storm is complete. Public Service allowed residents three weeks to have brush to the curb. Regular pick up will begin in April. We are continuing discussions on where to have a "brush bin" for residents to be able to utilize throughout the year.

Sinkhole on Sanderson has warranted the need for Jones & Henry and Underground Utilities to work on a fix. New light bulbs for the street lights are in and will be replaced, lights around the poles and winter banners will be coming down.

Water & Sewer

WRRF: Mike Stiles & Neil Tedrow attended a two-day webinar on MS4 storm water inspection training. Mike also attended a TMACOG meeting. Heavy rain storms caused a CSO (Combined Sewer Overflow) on Zeiter Way. Proper notification procedures were followed. Mike attended an EPA Public Comment Hearing in Bowling Green about the upcoming Phosphorous TMDL General Permit that will be affecting the Swanton WRRF. He spoke with EPA about the incorrect categorization of the WRRF. Mike was asked to reach out them via email to setup a future date to speak about the issue. The email was sent and I am awaiting a response to schedule a meeting with them. Heavy rain storms, again, caused excessive flow to the WRRF exceeding the plant processing capabilities and lead to an SSO (Sanitary Sewer Overflow) of the storm water retention lagoon. The procedures outlined in the NPDES Permit were followed, and the EPA and administration were notified. Mike attended a Zoom meeting with engineers from Fishbeck. The

90% design was discussed. Some changes have been made for the better since the 60% design, and several future changes requested. Due date for the plan submittal to the EPA to continue the loan application process is March 15th. Mike attended a meeting with Shannon Shulters and Neil Tedrow to discuss the upcoming MS4 Annual Report, and measures to take involving issues with Swan Creek Crossing. A letter is being put together by Claire Smith to review and send to the management of the building. All 3 employees of the WRRF, along with several other Village employees attended an all-day training workshop about Confined Space Entry held at the Swanton Fire & Rescue Department. Buckeye Pumps installed the replacement sludge pump in the digester building.

WATER: Work has now begun on the membrane project. Kirk Brothers is currently working on forming and pouring concrete for chemical containment and a divider wall in the GAC wet well. They are also working on installing the new chemical feed systems. Membranes are still scheduled to be delivered 4/12/2023. Buckeye Pump was at the plant on March 2nd to pull out the 650gpm High Service pump and take to their shop to rebuild it. The annual Ohio EPA site visit occurred Wednesday (2/15/2023). As a result of the survey we did not receive any violations but did receive some recommendations that we will be looking into. The 2022 Consumer Confidence Report is now posted on the Village website and the link for it will be on the April water bills. Ryan Yackee attended the TMACOG Public Water Supply Committee meeting March 2nd. The reservoir is currently at a depth of 13.0 feet. The accounted for water for February was at 89%.

General Interest

§ 33.22 TREE COMMISSION.

(A) The Tree Commission shall promote the planting, evaluation, and care of trees and shrubs throughout the village with particular responsibility for ensuring safe, quality tree canopy on village property and shall educate and inform residents about the selection, planting and maintenance of trees within the corporate limits, whether the same be on private or public property.

(B) The Tree Commission shall hold a minimum of eight regular meetings annually and special meetings as needed at which the subject of trees insofar as it relates to the municipality may be discussed by the members of the Commission, officers, personnel, and Council committees of the municipality and all others interested in the tree program. Annual activity shall include implementing a public Arbor Day observance and writing and presenting a State of the Urban Forest report for Village Council.

(C) The Tree Commission shall consist of five or seven voting members; voting members do not need to be Village of Swanton residents. One member of Council appointed by the Mayor, one representative from Public Service, and the Village Administrator shall act as advisory, non-voting members of the Commission.

(D) The Mayor may appoint non-voting, volunteer auxiliary members to assist in special events, projects, and programming.

(E) Appointments to the Commission shall be for three-year terms, provided that the term for one of the members appointed to the first Commission shall be for one year and one of the members appointed to the first Commission shall be for two years. Because of the long-term nature of tree programming and management, the Tree Commission *shall be exempt from the two-year term limit. (Ord. 2022-14, passed 6-13-2022)* Cross-reference:

Chapter 98

Mayor Report: Responded to a number of resident inquiries. Continues to meet often with the Fire and Police Chiefs. Nearly daily discussions with the Administrator. Discussion with Solicitor, Administrator and UAN Clerk. Discussion with Fiscal Officer and Administrator regarding potential Federal and State Grant opportunities that have not been explored or exploited in the past. Met with potential Economic Development partners. One was a developer and also with the Executive Director of the Fulton County Economic Development Corporation. Also met with a light industrial company to gain insight into the needs of that industry for locations and infrastructure. Met with Cub Scout Pack 208 last Thursday evening to discuss Local Government. Answered many questions for the Den members and their parents.

Administrator Report: Continuing to work with UAN clerks. Met with Matt Gilroy for Fulton County Economic Development & New Airport Director Tim O'Donnell from Toledo-Lucas County Port Authority, Tim is looking forward to working closely with Swanton & the Economic Development Commission in the near future. Met with Luke Gardner & Heidi Southam from Perry ProTech regarding the printer lease buy-outs that Ms. Harkey had worked on prior to her separation from the village. Heidi is working on an overall IT System & security proposal, especially when it comes to our servers. Met with the Mayor & Jerry Miller from Miller Diversified on future Economic Development goals. Met with Tim Warren regarding the loan application process and will be gathering all required information by the end of March so it can be submitted to the Ohio EPA by April 1st. The award should happen by the end of June which would put construction beginning around August. Working with Kleinfelder on Munson Road Improvement Updates, should be receiving a letter from OPWC regarding funding being available in July. Kent Murphree is working closely with a resident on a petition to annexation into the Village off West Airport Highway, this resident is looking to building a residential home in the near future. Habitat for Humanity contacted me regarding 112 Pennsylvania which is a lot, that the Village had signed over to them for future residential development. They are now ready to move forward and will be submitting a variance request to the Planning Commission as the parcel size does not met the required 70-foot width to build a single family dwelling. Will be attending Sophomore Tree Commission Classes. Tree Commission meeting is scheduled for March 20th. Fulton County CIC Annual Meeting on March 17th. We are now up to 46 banners sold including the original 26. We still have 30 more available for purchase until the middle of April. Downtown Façade are coming in, we have three so far, applications are due by March 24th. Adopt-a-bench. We have one more still up for adoption, once adopted we will order them. New signs are in for the Municipal Office, PD, Pilliod Park, Rotary Park and the Ball Field. Public Service is working with the company on the best way to mount them.

Public Comment

Don Dutridge of the Swanton VFW Post 8598 discussed the need for parking downtown and wondered when the "Parklet" would be put in across from the Post. The Mayor updated Mr. Dutridge that it is still in the future plans for when the building next to the greenspace is sold.

Personnel Report

Councilman Kania made the motion to accept the request from Officer Mya Suarez to become Part-Time Verses Full-Time for the Swanton Police Department starting April 9, 2023. Councilwoman Westhoven seconded. Roll Call. ALL YES 6-0.

At 7:26pm Councilman Kania moved to Adjourn. Seconded by Councilwoman Westhoven. No Discussion. Roll Call. ALL YES. Motion Passed 6-0.


Neil Toeppe, Mayor

Attest: 
Shannon Shulters, Village Administrator