

# VILLAGE OF SWANTON

Council Meeting Minutes

April 10, 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 Pilliod moved to amend the agenda to include the discussion with the representative from the Historical Society. Seconded by Councilman Kania. No Discussion. Roll Call. ALL YES. Motion Passed 6-0*

*Councilman Messenger moved to approve the minutes from the March 27, 2023. Seconded by Councilwoman Disbrow. No Discussion. Roll Call. ALL YES. Motion Passed 5-0 with Councilman Kania abstaining.*

*Division reports –*

*Finance Report:*

As Usual Continuing to work with the UAN Representative to work things through and to fix discrepancies that we find along the way such as quarterly reporting. We are also now working on completing some of the quarterly roll-over items for March 31<sup>st</sup>.

Sifting is complete for the bank reconciliations, we're starting work on January's reconciliation now and getting that underway.

Investments were differentiated by their individual Certificate of Deposit rather than being aligned under one lump-sum for better tracking. Additionally, this is better in line for audit overview.

We've been working with OP&F to get the January, February, and March submissions completed.

WPCLF Loan has been submitted for Sewer Separation Projects 3, 11, & 12.

Waiting on response for that at the moment. Worked to finish that in conjunction with the Village Administrator.

Lt. Kepling's Kelly Days Proposal: I have worked with Lt. Kepling to set up an excel sheet that more accurately describes the proposal, and then let him fill in

some of the more department specific details. As such I do not have a new analysis prepared and will continue analysis of any new information presented after this meeting once I have collected from Lt Kepling.

#### ***Public Safety Update:***

Swanton Fire & Rescue Handbook Proposal Continued Discussion

#### ***Public Service:***

Lots of work has begun to take place at the park. Lammon Brothers is going to bring their leaf vac over and clean up the piles of leaves that were left from last fall. Cleaning and repainting of the bathrooms has begun. Batting cages are repaired and ready to use. The pavilion is also ready to go for the year.

Numerous sewer calls have come in do to tree root issues. The lateral for the church at 210 S Main has been repaired. The pipe had separated and settled. Another lateral to repair under N. Main too place as well.

Continuing to cold patch potholes as the weather begins to transition.

There have been a few leak alarms lately. That's where the water leaks at least a tenth of a gallon an hour for 24 hours without stopping. There have been several locate calls since the last sewer separation.

Rotary & Pilliod Park are going to require a change in ballast and the electrician suggested upgrading to LEDs.

#### ***Water & Sewer:***

**WRRF:** Buckeye Pumps attempted to install the replacement sludge pump in the digester building. There is a misalignment issue and a custom spacer is being fabricated. Met with Fishbeck engineers via Zoom to discuss the 90% design of the Headworks Improvement Plan. A few details were changed, and I approved the current design. Mike S. and Neil T. attended a TMACOG webinar about Stormwater planning. Fishbeck submitted the 90% design along with the PTI application to the EPA for review and approval. The EPA acknowledged the receipt of the application and that it was administratively complete.

2 of the 3 backwash pumps in the tertiary building have broken/disconnected impellers rendering the pumps useless until repair. Buckeye Pumps picked up the pumps to repair/replace back at their shop. Mike S., Administrator Shulters and Neil T., toured the facilities at Aquablock to assess the potential of granting them an exception to their sewer bill according to Village code 51.164 (D). They requested to have their sewer charges dropped as the water they use in the production building does not, and cannot, enter the sewer system. After inspection, I determined that they do not use, and do not have the ability to use, the sanitary sewer system to dispose of any of the water provided to that building. The production building already has its own water meter installed and is separate to their office building that does use the sewer system (for bathrooms, sinks, etc). I recommended to Administrator Shulters. that Aquablock be granted an exception and have their sewer charges for the

water supplied to production building dropped so long as they continue to use water in the same manner as was demonstrated during the facility inspection. The annual MS4 report was filed with the EPA. The EPA issued an invoice in the amount of \$15,100 for the PTI application review fee. TMACOG approved the PTI in relation to the TMACOG 208 Plan. Started preparations for E. Coli season which starts on May 1<sup>st</sup>.

**Water:** Work continues on the membrane project. Kirk Brothers is currently working on piping for the membrane skid and chemical feed lines. Transtar is currently running electrical conduits and are almost done with that part of the project. DJE has completed quite a bit of the SCADA programming and will installing the new SCADA computers in the coming weeks. Membranes are now scheduled to be delivered the week of 4/17/2023. We are hoping to start up the Membrane system towards the end of May if everything goes as planned. The 2022 Consumer Confidence Report link has been posted on the April water bills. Dustin passed his lab certification survey and is now fully certified to perform lab testing. The ODNR released trout into the reservoir April 4<sup>th</sup>. As a result, we have had quite a few people fishing the past few days. The reservoir is currently at a depth of 13.8 feet. The accounted for water for February was at 68%.

*Motion to Recess by Councilwoman Westhoven due to audio issues. Seconded by Councilman Messenger. Roll Call. ALL YES. Motion Passed 6-0.*

*Motion to Resume by Councilwoman Westhoven. Seconded by Councilman Kania. Roll Call. ALL YES. Motion Passed 6-0.*

**General Interest:**

**Refuse Service:** After speaking with Amy Miller in our staff meeting we have decided it would be best to give Republic a signed agreement on a shorter term to allow them to redeem themselves verses attempting to make a switch at this time.

**Leaf & Lighting** Claire Smith, Administrator Shulters and Fiscal Office Benfield are working on numbers, we will have the first readings for leaf and light assessments at our next meeting.

**Waterline Easement** 3810 Waterville Swanton Road

*Motion to abandon easement on the property of 3810 Waterville-Swanton Road by Councilman Kania. Seconded by Councilman Messenger. Roll Call. ALL YES. Motion Passed 6-0.*

### ***Administrator Report:***

Working on completing the required documentation for the NatureWorks Grant in order for the funds to be released from the playground improvements.

Perry ProTech and Pugsley Audio (completed the server install at the Fire Department) onsite to review our current IT infrastructure and am waiting on quotes. Every department would like to get away from the internet based phone system that we currently have in place with Verizon as well so I am working on contacting Spectrum & CenturyLink (Brightspeed) on the best way to transition back to "land" lines.

Several calls have come in regarding the Energy Harbor letter which occurs every three years. The Village does not house the 3<sup>rd</sup> party company we allow the Alternative Energy Source to shop the best aggregation program for the Village and sign the agreement to allow them to offer it to the residents. There is no cost associated with the program and residents have the opportunity to opt-out if they so choose. We do not get a say in how it is offered in terms of the letter being sent out; however, from our understanding the offer is still a savings benefit compared to First Energy/Toledo Edison's rates.

Attended Regional Growth Partnerships Economic Development workshop Fiscal Officer Benfield was able to complete the WPCLF Application that is required by the EPA for Projects 3,11 & 12.

A walk through with Underground Utilities regarding Sanderson is taking place the morning of April 10, 2023.

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

Nearly daily brief discussions with the administrator on a multitude of matters. Meetings and casual conversations with the Police and Fire Chiefs. Attended RGP Economic Development Workshop with the Administrator. Was requested to make a presentation to the Boy Scout Troop on Tuesday, April 11<sup>th</sup> at 7:00pm at the American Legion. The Economic Development Commission will meet this Wednesday 4/12/2023 at noon in Council Chambers. Guest presenters will be Jerry Miller, President of Miller Diversified and Danny Dymarkowski, VP Foundation Steel. Will be presenting the Honor Flight Proclamation on Monday, April 17, 2023 at the Swanton American Legion Post.

## New Business

1. Resolution 2023-13 Authorizing the Administration to Dispose of Equipment by Donation to Fulton County Emergency Medical Services of Certain Surplus Property Not Needed for any Municipal Purpose. Motion to approve by Councilman Kania. Seconded by Councilman Messenger. Roll Call. ALL YES. Motion Passed 6-0.
2. Resolution 2023-14 Authorizing the Village Administrator to Participate in the Ohio Department of Transportation (ODOT) Road Salt Contract for the 2023-2024 Winter Season. Motion to Approve by Councilman Kania. Seconded by Councilman Messenger. Roll Call. ALL YES. Motion Passed 6-0.
3. National Library Week Proclamation read by Mayor Toeppe
4. Honor Flight Proclamation read by Mayor Toeppe

*Motion to enter Executive Session by Councilman Messenger. Seconded by Councilman Disbrow. Roll Call. ALL YES. Motion Passed 6-0.*

*Motion to Resume by Councilman Kania. Seconded by Councilwoman Westhoven. Roll Call. ALL YES. Motion Passed 6-0.*

*Motion by Councilman Disbrow to approve the hiring of Kaleigh Betzer as a full-time Paramedic with the Swanton Fire and Rescue Division at a rate of \$19.07 per hour, effective immediately. This offer is contingent upon the successful passing of a drug screening, physical, and background check. Seconded by Councilwoman Westhoven. Roll Call. ALL YES. Motion Passed 6-0.*

*Motion by Councilman Kania to approve the hiring of Taylor Teague as a part-time EMT with the Swanton Fire and Rescue Division at a rate of \$18.30 per hour, effective immediately. This offer is contingent upon the successful passing of a drug screening, physical, and background check. Seconded by Councilwoman Westhoven. Roll Call. ALL YES. Motion Passed 6-0.*

*At 8:10pm Councilman Kania moved to Adjourn. Seconded by Councilwoman Westhoven. Roll Call. ALL YES. Motion Passed 6-0.*

  
Neil Toeppe, Mayor

Attest:   
Holden Benfield, Fiscal Officer