

VILLAGE OF SWANTON

Council Meeting Minutes

July 17th, 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. Seconded by Councilman Pilliod. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.

Councilman Messenger moved to approve the minutes from the June 26th, 2023. Seconded by Councilman Disbrow. No Discussion. Roll Call. Motion Passed 4-0. Councilman Kania Abstained.

Finance Report

The reporting that was missed in 2022 that was mentioned previously has been completed and submitted. Looking into wage rates on a more general scale. The scope of that analysis has been expanded by request from the Village Administrator and Mayor. Working on a report for the distribution of appropriations for the Mayor. Completed additional Sunshine Act requests that came through.

Quarter Rollover documentation is completed and submitted to the various institutions that need them. Submitted to FEMA-GO (FEMA'S grant-distribution platform) for reimbursement of \$61,904 for our payment to Magne-Grip that was appropriated for last time.

Assisted Mr. Stiles from the Waste Water Department as to getting several surveys and reporting requirements done. Changes that were made for the Fire Department's pay structure have been implemented and tested in the 7/10 pay date. Minor complications arose that were corrected for manually at the time with the help of Lt. Kepling. He and I are working on changing the entry method to prevent those issues from occurring again.

No appropriation requests for this meeting.

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Public Safety

Swanton Fire & Rescue: First I would like to say hats off to the crews from all departments for the fireworks. Everyone did a fantastic job getting things ready for the show and also the work put in during the show. I have scheduled the Ohio Fire Chiefs to be here on August 1st and 2nd of this month as we are due for that. We will be a ISO rating coming on the 24th of this month as we are due for that. We will be ready for ISO and we are ready for the Fire Chiefs. The Durango should be completed and ready to be picked up by the 27th of this month and if not completed by then it will be delivered to us. The electrical is still on hold due to parts for the panel and I was advised that as soon as the panel arrives they will be here to get started as the electrician is embarrassed on the delay that we have had due to supply issues.

We are still waiting on a few sets of gear to come in and that will be towards the end of September. We are also looking to get helmets for extraction as we need to protect our guys in the cars if they're in the car while we are cutting. The fire helmets we have are very bulky and hard to work with inside of a car. And last of all we are at 705 calls of service as of today 7/13/2023.

Swanton Police:

Newest Patrol Officer Ware started and has been on the road training over the last few weeks. Conducted an interview of a potential new full-time hire. Working on getting everyone caught up on proper trainings.

Councilman Kania moved to approve the hiring of Michael Sharp as Part-Time Paramedic effective immediately at a rate of \$19.57 per hour. Seconded by Councilman Pilliod. Roll Call. ALL YES. Motion Passed 5-0.

Councilman Kania moved to approve the hiring of Grace Oakes as Part-Time EMT effective Immediately at a rate of \$18.30 per hour. Seconded by Councilman Messenger. Roll Call. ALL YES. Motion Passed 5-0.

Councilman Kania moved to approve the hiring of Dalton Richards as Part-Time Firefighter/EMT effective Immediately at a rate of \$18.80 per hour. Seconded by Councilwoman Disbrow. Roll Call. ALL YES. Motion Passed 5-0.

Councilman Messenger moved to approve the hiring of Damien Boyer as Part-Time EMT effective Immediately at a rate of \$18.30 per hour. Seconded by Councilman Kania. Roll Call. ALL YES. Motion Passed 5-0.

Public Service

The road cuts are patched! We have also filled potholes around town. Later this month we are going to get the Dura-Patcher out and try to smooth out some of the dips in the roads around town. We did brush this week. We were done by 1:30 on Monday. We are getting calls saying we missed their brush but they think we are still doing brush by quadrant. We changed back to doing it all at once. We can get done on Monday and not have to go out the rest of the week. It works better this way. We are trimming overhanging branches in alleyways and roads right now. This will probably take another week.

We have had quite a few water and sewer tap inspections lately. There aren't many buildable lots left in Swanton. I know of another inspection coming up next week. The girl scouts have had a day camp in the park this week. We haven't had to do anything different than any other day. They have been a pleasure to have. We have been helping the sewer plant by hauling sludge to the landfill. This will probably take a couple weeks.

Water & Sewer

Meter fees were \$200 we have now increased that to \$350 for a 5/8 x 3/4-inch meter and \$500 for a 1-inch meter.

Water Treatment:

The membrane project is nearing completion. The RO filters were installed 7/11/2023 by Wigen, Kirk Brothers and Water Plant personnel. The installation went well with all but one RO tube. There is an issue with one of the RO tubes that the filters go into on skid 1. After installing the filters, the end caps would not go on. After investigating they found that the tube is 0.4 inches too short. We are waiting to see what will be done to resolve the situation.

Everything on skid 2 went as it should and it was put into operation 7/13/2023 and it is working great so far. All of the new chemical feed skids are now operational and are in use. Work continues on the SCADA programming but it is getting close to completion. The reservoir is currently at a depth of 13.8 feet. The accounted for water for June was at 98%. If there are any questions or comments for me, please contact me by phone and/or email and I will be happy to assist you.

WRRF: Attended an OWEA/EPA presentation in Archbold about phosphorous removal. Manhole at Swan Creek Crossing filling with wipes again. Public Works will clean. Letters being sent to owners and management of the property

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informing them that if we continue to have to clean wipes from the basin, the village will charge them a fine each time. Copy of the letter being sent included with this report.

Attended a meeting at Swanton Welding about storm drains and sanitary lines on their property. There will need to be some work done on our part in the road way on Zeiter to disconnect their storm drain system from our sanitary system (which could be the main cause of the CSO at the end of Zeiter overflowing when it rains). Before that can be done, the plumbing on their property needs to be mapped to evaluate if their sanitary lines are connected to their storm lines. If so, it will be their responsibility to separate those lines, dye tracing will be happening in the near future.

Kirk Bros began work on trickling filters #1 and #2 to replace the center column/bearings/seals. Earl Mechanical repaired oxidation ditch north aerator control panel cooling unit and installed new WAS flow meter.

Administrator Report

4th of July Fireworks Celebration went off without a hitch. We will be looking into snow fencing to mark off the hot zones next year since the caution tape was not enough to keep people from entering. Also would like to get tarps to place over the upper ball diamonds to make clean up easier.

I have had several meetings regarding the West Park Property.

Met with Swanton Welding regarding a few infrastructure issues and have a meeting set up with them along with Regional Growth Partnership regarding business retention & expansion.

Planning Commission approved of allowing the new owner of 128 N. Main to have residential apartments in the rear of the building beings it does not have an upper level.

Geddis Paving completed the road trench repairs.

Adopt-a-Benches are installed. Plaques came in on 7/12, Public Service will be attaching them to the benches.

A new work order software called UpKeep will be put in place within the next month or so to make communication between the Admin Office and Public Service easier and more efficient. The current work order system will continue to be used only for water meter/utility billing issues so that they can be linked with the billing accounts.

Had discussion with Public Service regarding on-call weekends and how we can start implementing them to take some of the responsibility off Neil.

Team Nelson removed 3 large hazardous cotton woods from Memorial Park.
Several meetings and discussions with Village Solicitor regarding service contracts.

Councilman Pilliod moved to accept the second reading of the Mayor's proposed Mayor and Council compensation change. Seconded by Councilman Kania. Roll Call. ALL YES. Motion Passed 5-0.

Councilwoman Disbrow moved to approve a suspension of the rules by emergency for the purpose of the passing of Ordinance 2023-12. Seconded by Councilman Kania. Roll Call. ALL YES. 5-0.


Councilwoman Disbrow moved to approve the Ordinance 2023-12. Seconded by Councilman Kania. Roll Call. ALL YES. Motion Passed 5-0.

Councilman Pilliod moved to Approve Resolution 2023-21 to allow the Village Administrator to enter into a Fire Protection Service Agreement with the Municipality of Delta. Seconded by Councilman Kania. Roll Call. ALL YES. Motion Passed 5-0.

Councilman Pilliod moved to Approve Resolution 2023-22 to allow the purchase of 419 S. Main St as a Real Estate Acquisition. Seconded by Councilman Kania. Roll Call. ALL YES. Motion Passed 5-0.

Councilman Kania moved to adjourn. Seconded by Councilman Messenger. Roll Call. ALL YES. Motion Passed 5-0.


Neil Toeppe, Mayor

Attest: 
Holden Benfield, Fiscal Officer