

# VILLAGE OF SWANTON

Council Meeting Minutes

November 11<sup>th</sup>, 2024

6:00 p.m.

Prayer

Pledge of Allegiance

Roll Call: Samantha Disbrow

~~Derek Kania~~

Mike Disbrow

Patrick Messenger

John Schmidt

Dianne Westhoven

*Councilwoman Westhoven moved to approve the agenda. Seconded by Councilman Messenger. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.*

*Councilman Messenger moved to approve the minutes from the October 29<sup>th</sup>, 2024 Council Meeting. Seconded by Councilwoman Westhoven. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.*

*Councilwoman Westhoven moved to accept the August 2024 reconciliation as completed and presented. Seconded by Councilman Schmidt. No Discussion. ALL YES. Motion Passed 5-0.*

*Councilwoman Westhoven moved to accept the September 2024 reconciliation as completed and presented. Seconded by Councilman Schmidt. No Discussion. ALL YES. Motion Passed 5-0.*

*Councilman Messenger moved to accept the October 2024 reconciliation as completed and presented. Seconded by Councilman Schmidt. No Discussion. ALL YES. Motion Passed 5-0.*

## **Finance Report**

The amount of exorbitant late fees relevant to the previous Fiscal Officer's time in office has increased to around \$4,500. An additional nearly \$2,000 in late fees from Ohio Police & Fire was located in conjunction with the auditing team. These amounts will likely be sent out for re-collection through the bonding company once the audit is complete. Moved \$1,600,000 from one bank account to the other (5/3rd F&M) to continue to take advantage of the abnormally high interest rates we're currently seeing. Looked into a number of potential grants at the Mayor's request. The SRO Discussion with the school is reaching finalization. We've discussed much of the stipulations both

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parties would like to see and have sent that information onto the Village Solicitor to draft a contract. With the audit finalizing, they expressed a likelihood that they may be looking towards the end of December or start of next year for their full report and exit-interview with Council. We are still jointly researching a couple of items from 2022 before they fully pull away from the Village to do their analysis. The August, September, and October reconciliations were completed in an expedited manner over the course of a week. (10/31-11/5) and resultantly we are now up-to-date. Resultantly line-writing for the temporary budget has begun in full. I've met with every department in the time between this meeting and last and have compiled their requested budgets. I need additional time to analyze this year's revenues, to predict next year's, and to write out the administrative budget. A temporary Budget is expected to be brought forward at the next meeting.

### **Public Safety**

#### **Swanton Fire & Rescue:**

In October the Fire Division responded to 117 calls for service: 98 EMS and 19 Fire Related Incidents. This brings our annual call volume to 1126 calls for service with an increase of 12% over last year and 21% over the 10-year average. Crews set up at the Halloween hoopla and handed out 60 dozen doughnuts like years past. We had a great turnout! Crews participated in a Tactical Emergency Casualty Care class on November 9th and 10th. This class prepares our department to respond to an active threat in a mass significance. This class is tailored to focus on active threats on schools. I have been working with Fiscal Officer Benfield to complete our FY2025 budget.

Motion to enter into an Automatic Aid Agreement with Richfield Township Fire Department. This agreement specifically pertains to Harding Township and is similar to previously executed agreements.

Motion to submit proposals to Swanton Township regarding emergency services protection.

*\*Point of clarification: This is NOT a contractual agreement; this is strictly a proposed estimate as requested by Swanton Township.*

***Councilwoman Disbrow moved to approve Resolution 2024-39 entering into agreement with Richfield Township Fire Department for automatic aid. Seconded by Councilwoman Westhoven. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.***

***Councilman Schmidt moved to authorize the Fire Chief to submit proposals for contracts for emergency services to Swanton Township. Seconded by Councilman Disbrow. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.***

### **Swanton Police Department:**

Trick or Treat had no incidents or traffic issues. Officers, including myself, were able to stop and pass out candy at different locations in the village. Spoke with Chad Ebony of Ebony Construction regarding millings from the Hallett Avenue project being used at the village shooting range for a parking area, area for the storage shed and shooting lanes. Millings from the WRRF project can be used as well. Had several discussions with Joe Tillison regarding the potential placement of a police department impound lot. I will be putting together a policy regarding the impound lot procedures and storage fees for impounded vehicles. Fiscal Officer Benfield and Swanton School are close to finalizing the SRO contract. Officer Stewart was working at the school last week and is getting acclimated to the policies and procedures of the school. Officer Stewart seems to be catching on fast to life at the school and is very passionate about the position. Sgt. Cash, Sgt. Kusz and I had an online meeting with OHLEG (Ohio Law Enforcement Gateway) regarding the new report system we will be switching to, along with the Fulton County Sheriff's Office and Wauseon PD. The report system, named SWIFT RMS, is a free report system that is being offered by the State of Ohio. The police department pays for the report system currently being used. The Sheriff's Office, Wauseon PD, and Swanton PD have volunteered to become pilot agencies for the testing of a new CAD system. Had budget discussions with the fiscal officer and was able to submit a temporary budget. Attended Veterans Program at Swanton High School. (11/8/24)

### **Mayor Report**

Regular and informal meetings and discussions with the administrative team including the Police and Fire Chiefs, Administrator and Fiscal Officer. Continue to have meetings and discussions with Chief Kepling regarding upcoming Fire contracts and various service options. Addressed several residents' concerns. Re: Water, streets, tall grass. Monitored the progress of The Airport Highway and Hallett Avenue Bridge construction. I attended the Hallett Ave. bridge project meeting. Attended the Staff Meeting. Attended the Special Meeting of the TMACOG General Assembly. Attended the 20 under 40 Awards ceremony with Chief Trejo and Chief Kepling where Administrator Shulters was a candidate.

Motion to accept the resignation of Robin Howard from the Planning Commission.

Motion to accept Joe Nye to fill the vacancy on the Planning Commission for the remaining term until December 31, 2025.

*Councilman Schmidt moved to approve the resignation of Robin Howard from the Planning Commission effective immediately. Seconded by Councilman Disbrow. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.*

*Councilman Schmidt moved to approve the appointment of Joe Nye to the Planning Commission effective immediately. Seconded by Councilwoman Disbrow. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.*

### Administrator Report

Project Update (3, 11 & 12)

The discussion surrounding the re-opening of S. Main Street yielded unfavorable outcomes. Hillabrand is requesting a 25-day extension, which is not supported by Jones & Henry or the Village. Jones & Henry is currently reviewing Hillabrand's request in detail to propose a potential resolution or compromise.

Hallett Ave Project Update Meeting

Ebony will be finishing up the bridge work this week and Smith Paving will be here the week of November 18<sup>th</sup> to pour the sidewalks. Once they are done, Hallett will be fully re-opened until March of 2025 when they come back to do the east side and resurface.

20 Under 40 Toledo

Attended as a candidate of 187 for the 20 under 40 Toledo Awards, unfortunately, I was not one of the top 20; however, it was a great evening. I want to thank the Mayor for nominating me, and Chief Trejo, Chief Kepling along with the Mayor & his wife Eileen for attending in support that evening.

Project Swan/West Park Property

Met with Swanton Schools Superintendent Chris Lake, Fulton County Economic Development Director Matt Gilroy and the Mayor regarding options to keep this project moving forward etc.

South Main Street Parking Lot Update

Received quotes and a

Attended Emergency Operations Plans for Rual Jurisdictions Class in Wauseon

Swanton Rotary Dueling Pianos Fundraiser

Christmas in Swanton/ Tree Lighting event

Tree Lighting Ceremony in Pilliod Park will take place on Friday evening of December 6<sup>th</sup> and Christmas in Swanton will begin on Saturday, December 7<sup>th</sup> at 10:30 am with the Christmas Parade.

Motion to accept the resignation of Full-Time Public Service employee Neil Tedrow effective November 12, 2024.


*Councilman Westhoven moved to approve the resignation of General Laborer Neil Tedrow effective November 12<sup>th</sup> 2024. Seconded by Councilman Schmidt. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.*

*Councilman Schmidt moved to approve the first reading of Ordinance 2024-16 amending section 51.161 (A) and 51.161 (B) of the Swanton Village Codified Ordinances and to increase wastewater collection and treatment rates for the Village of Swanton. Seconded by Councilman Messenger. Roll Call. ALL YES. Motion Passed 5-0.*

*Councilman Schmidt moved to authorize the Village Administrator to hold discretion over the potential paving of a parking lot on Main Street. Seconded by Councilman Messenger. Roll Call. Motion Passed 4-1. Councilwoman Westhoven Voted No.*

*Councilwoman Westhoven moved to approve Resolution 2024-38 Authorizing the Administration to dispose of certain surplus property not needed for any municipal purpose. Seconded by Councilman Disbrow. Roll Call. ALL YES. Motion Passed 5-0.*

*Councilman Schmidt moved to adjourne. Seconded by Councilwoman Westhoven. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.*

  
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Neil Toeppe, Mayor

Attest:   
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Holden Benfield, Fiscal Officer