

VILLAGE OF SWANTON

Council Meeting Minutes

October 29th, 2024

6:00 p.m.

Prayer

Pledge of Allegiance

Roll Call: Samantha Disbrow

Derek Kania

Mike Disbrow

Patrick Messenger

John Schmidt

Dianne Westhoven

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

Councilwoman Westhoven moved to approve the minutes from the October 15th, 2024 Council Meeting. Seconded by Councilman Schmidt. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.

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

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

Finance Report

Working with auditors on some additional identification I requested them to do. We're currently looking at late fees for OPERS, ODJFS, PNC, and any other sources we can find that we may be able to recover from the bonding company. So far, I've located just shy of \$2,500 that may be recoverable. Continued with various project meetings. Had the second of nine classes for the Fulton County Leadership University along with Chief Kepling. It was held in the Community Center, and much of the administrative team spoke as presenters. Referred the Grant Writing Intern over to the Police Department for a grant that they want to pursue that is 0% match for the purchase of new body cameras for all the Patrol Officers. Went to the MFOA's annual conference in Columbus which had representatives from the State Auditor's Office as well as representatives from other municipalities all over Ohio. Discussions with them as part of a round table

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have lent some additional background information to our pursuit of the RCAP study's recommendations. The audit is coming to a close, most of the overarching work has been done and they are working on finalizing the peripheral items. I anticipate they will be completed either by this week or early the following. The June and July reconciliations have been completed with no significant issues, and catchup is underway for the reconciliations. As mentioned in the previous meeting, June and July reconciliations are to be brought up during this session. I am working with several of the departments on cleaning up the immediate necessities for this year, then I will be attempting to bring a Temporary Budget forward potentially for the November 11th meeting so that it can go through the standard 3 readings.

Public Safety

Swanton Fire & Rescue:

Motion to accept the resignation of Full Time Firefighter/Paramedic William (Bryan) Pouters effective 11/09/24.

Motion to hire Part-Time Firefighter/EMT Allen Naiber at the rate of \$19.37 per hour contingent upon the passing of all pre-employment testing.

Councilwoman Westhoven moved to approve the resignation of Full Time Firefighter/Paramedic William Pouters effective 11/09/2024. Seconded by Councilman Schmidt. No Discussion. Roll Call. ALL YES. Motion Passed 5-0. Councilman Messenger moved to approve the hiring of Allen Naiber as Part-Time Firefighter/EMT at a rate of \$19.37 per hour, effective upon the completion of all pre-hiring processes. Seconded by Councilwoman Westhoven. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.

Public Service

We completed the remaining work inspecting water curb boxes for the lead service line survey. We completed the final brush pickup of the season without any issues, outside of our regular mechanical issues with the current brush chipping truck. Swanton Welding completed the work on our new chipper box for our F550 dump truck 3 days after we had finished brush pickup, so we will have a reliable brush chipping rig going forward. Our old truck will be listed on GovDeals. We are expecting to have an automatic gate system installed at the Public Works lot entrance the first week of November. This will make the publicly available brush bin at our shop where residents can bring their brush and

yard waste inaccessible. We have plans to build a new bin outside of the Wastewater Treatment Plant that will be available to residents 24/7. The blocks used to build the bin will be donated by Dick HYTE of HYTE Concrete. We have started talks about a security camera system and signage to deter abuse of this bin and make correcting the abuse of the bin easier on the Police Department. Underwood Nursery of Adrian will be planting a 10' evergreen tree in Pilliod Park on the 29th of October will be used for the Christmas tree lighting in December. Hillabrand is expecting to be done with construction on South Main Street within the next couple of weeks. They will be repaving the trench patches on Airport Highway. It has been expressed to Hillabrand that the current trench patches are unacceptable. The Hallett Avenue project is only just starting, but the work on the bridge seems to be going well.

Water & Sewer

Water Treatment Plant: DJE is working to finish setting up the Winn911 alarm notification software. The lead line inventory was submitted October 15th. There were 5 unknown service lines at the time of submission. Letters will be going out to these five residences as required by the Ohio EPA. We are currently hosting one student each Friday from the TMACOG/Owens CC water course. The second notice for backflow testing has been sent out to the customers that have not submitted backflow test results so far this year. Currently working on cleaning out the leftover lime sludge from the big lagoon. We are currently running our deep well to fill the reservoir as we have not had enough rain to pump from the creek. The reservoir is currently at a depth of 10.5 feet. The accounted for water for September was at 85%.

WRRF: 64 tons of Biosolids were all to the Wood County Landfill in the last month. WRRF staff have been busy completing various maintenance items around the plant. These tasks include removing and replacing 6 tons of sand in the sand filters. WRRF also cleaned and inspected the sludge digester. With the upcoming completion of Projects 3,11,12 the WRRF staff have started to make plans to finalize the long-term control plan implemented by the OEPA. This work will need to be completed within 3 years. Work to be completed includes elimination of all CSO's and infiltration (down spouts and catch basins) from the industrial section in the village. The new electrical panels for the trickling filters have been ordered and work has begun to replace the old panels. Buckeye Pumps informed the WRRF that work should be completed in late January.

Work continues the headworks project. The brick masons are on site and three of the four walls are complete. PCC have been working on completing the remaining underground piping and conduit. Future work on the headworks project includes roof installation, drying bed rehabilitation, and equipment installation.

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. Discussion with the Public Service Shop Foreman regarding service levels and equipment needs. Addressed several residents' concerns. Re: Water, streets, tall grass. Monitored the progress of The Airport Highway and Hallett Avenue Bridge construction. Attended the Staff Meeting. Made a presentation to the Girls Scouts regarding government. Participated in the Emergency Operations Center exercise. This is an annual exercise to test and demonstrate the readiness and abilities of multiple agencies in the event of an emergency. The exercise is judged by Ohio EPA officials.

Administrator Report

Project Meeting (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.

Meeting with Swanton Township Resident and Chief Kepling

Engaged with a concerned resident to address local issues, facilitating communication between community members and local authorities.

Fulton/Lucas County Joint Emergency Management Agency Training

Participated as the Public Information Officer in the Emergency Operations Center training. Received highly positive feedback from the Ohio Emergency Management Agency, indicating successful training outcomes.

Hallett Ave Project Update Meeting

Attended to discuss progress and updates on the Hallett Avenue project.

Website Development Meeting with Delray Busch

Reviewed the launch of the new, user-friendly website. The site is live, with some updates needed for forms; overall, it has improved usability.

Fulton County Visitors Bureau Board Meeting

Participated in discussions regarding ongoing initiatives and future plans for the America 250 Ohio Communities to celebrate the 250th Anniversary of the United States in 2026.

Councilwoman Westhoven moved to approve Resolution 2024-37 Adopting the Lucas County multi-jurisdictional hazard mitigation plan. Seconded by Councilman Schmidt. Roll Call. ALL YES. Motion Passed 5-0.

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

Councilwoman Westhoven moved to resume post Executive Session. Seconded by Councilman Messenger. No Discussion. Roll Call. ALL YES. Motion Passed 5-0.

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



Neil Toeppe, Mayor

Attest: 

Holden Benfield, Fiscal Officer