

Minutes of Sweetser Town Council
September 14, 2023

I. The meeting was called to order by Kyle Taylor at 7:00 pm; the roll was called as follows:

Roll Call:

Charles Myers-Present

Matt Stewart-Present

Travis LeMaster-Present

Kyle Taylor-Present

Chuck Briede-Present

The roll was followed by the Pledge of Allegiance and a prayer.

II. **Minutes**

After discussion, Chuck Briede made a motion to approve the minutes of the August 24, 2023, meeting as submitted. Matt Stewart seconded the motion.

Charles Myers-Aye

Matt Stewart-Aye

Travis LeMaster-Aye

Kyle Taylor-Aye

Chuck Briede-Aye

III. **Bills**

After discussion, Matt Stewart made a motion to approve the Bills Docket of September 24, 2023, as submitted. Travis LeMaster seconded the motion.

Charles Myers-Aye

Matt Stewart-Aye

Travis LeMaster-Aye

Kyle Taylor-Aye

Chuck Briede-Aye

IV. **Public Forum**

- Residents Clint and Casey Dooley suggested some steps the town could take to improve package delivery services to the area. They also inquired as to when repairs to Osborn Street were scheduled.
- County Commissioner Steve Wright reported that the county has ARPA funds that are potentially available to local communities to help with quality-of-life projects that are underfunded. The commission evaluates the project and, if it meets the guidelines, submits it to the County Council for consideration.
- Chris Harrison of Commonwealth Engineers introduced his company and summarized the services they provide.

V. **Department Reports**

Police Department – Marshal Ryan Hornback was in attendance.

- Ryan reported:
 - 238 calls in the three-week period. He said there have been 2,847 calls year-to-date.
 - Patrick & Edward helped with the oil change and tire rotation on the 2020 Tahoe.
 - The new radio has been installed in the 2020 Tahoe.
 - He has been working with Police One to complete required training for himself and deputy Jim Kinzie.
 - The gun rack will soon be installed in the 2020 Tahoe.
 - He will be signing up for training with the rifle.

Maintenance Department – Operations Manager Patrick Kendall was in attendance.

- Patrick reported:

- He and Edward commenced street sweeping with the sweeper borrowed from Converse.
- He has a quote of \$5,822 for replacing the town hall garage door.
- He has a quote for the blower motor for the treatment plant.
- He is getting quotes for tires for both pickup trucks.
- Cates Farms has asked us to use our vac truck to clear their storm drains.
- He attended a READI 2.0 presentation (Regional Economic Acceleration and Development Initiative).
- He has not yet purchased new gravel for the alleys as he wants to grade them first.
- The plant will need a new motor for the RAS (return activated sludge) pump.
- Matt recommended that the council adopt a spending policy for Patrick for the treatment plant.

After discussion, Matt Stewart made a motion to authorize the treatment plant operations manager to expend up to \$7,500 per item, for items that are necessary for the day-to-day operation of the treatment plant, with the approval of the council liaison and the clerk. Chuck Briede seconded the motion.

Charles Myers-Aye

Matt Stewart-Aye

Travis LeMaster-Aye

Kyle Taylor-Aye

Chuck Briede-Aye

- The Hometown Hero banners will be taken down after Veterans' Day. The flags will be taken down as well.

Parks Department—President Steve Kelley was in attendance.

- Steve would like to purchase 40 2' x 4' concrete blocks to enclose the burn pile and the leaf pile. Cost is \$65 per block plus delivery. Steve said Bob Younce would deliver them to us for \$450.

After discussion, Matt Stewart made a motion to authorize the purchase, with funds from Parks Non-Reverting Capital Fund, of 40 2' x 4' concrete blocks to enclose the burn pile. Chuck Briede seconded the motion.

Charles Myers-Aye

Matt Stewart-Aye

Travis LeMaster-Aye

Kyle Taylor-Aye

Chuck Briede-Aye

- Steve said the new wire fencing for the dog park has been installed.
- Steve researched and reported on the cost of equipment and materials to seal coat the 4 miles of the Sweetser Switch Trail. Total cost is estimated at \$27,000. Steve said it would be about \$60,000 to contract for the work. There was a discussion of possible grant funds available. Matter was tabled.

VI. Continuing Business

- Kyle reported town counsel Michael Hotz has asked for permission to advertise for bids for the Church Street property.
- Kyle reported that Michael said Dollar General has not responded to our inquiries regarding their drainage issue.

After discussion, Travis LeMaster made a motion to authorize town counsel Michael Hotz to draft and send a notice of an ordinance violation to Dollar General. Matt Stewart seconded the motion.

Charles Myers-Aye

Matt Stewart-Aye

Travis LeMaster-Aye

Kyle Taylor-Aye

Chuck Briede-Aye

- No update on the codification project.
- Beth Johnson of USI Consultants presented an amended proposal not to exceed \$7,000 to perform a PASER (Pavement Surface Evaluation and Rating) rating and develop a PAMP (Pavement Asset Management Plan) for 2023. These are required in order for the town to qualify for CCMG projects.

After discussion, Travis LeMaster made a motion to accept the proposal from USI Consultants to perform a PASER (Pavement Surface Evaluation and Rating) rating and develop a PAMP (Pavement Asset Management Plan) for 2023 at a cost not to exceed \$7,000. Charles Myers seconded the motion.

Charles Myers-Aye
 Matt Stewart-Aye
 Travis LeMaster-Aye
 Kyle Taylor-No
 Chuck Briede-Aye

- There was a discussion on what streets to address in the next CCMG (Community Crossing Matching Grant) call for projects. Council decided to have a public works meeting on Thursday, September 28, 2023, at 6 pm.
- Beth said the town needs to designate a coordinator for ADA and Title VI compliance.

After discussion, Travis LeMaster made a motion to designate Chuck Briede ADA and Title VI coordinator for the Town of Sweetser. Matt Stewart seconded the motion.

Charles Myers-Aye
 Matt Stewart-Aye
 Travis LeMaster-Aye
 Kyle Taylor-No
 Chuck Briede-Aye

- No update on potential SRF or OCRA funding.
- Kyle reported that after doing some research, the town does not have an easement between Greenberry and Short Street.
- Kyle reported that he is still working with Sweetser Maintenance on the purchase of the leaf vac.
- Matt said he had not heard anything from Habitat for Humanity about their interest in the Bragg Street property.
- Travis recommended we look into utilizing the project board again.
- Discussion resumed of the location of the new emergency siren.

After discussion, Charles Myers made a motion, pending the result of discussions with the Pleasant Township Volunteer Fire Department, to locate the new emergency siren at the fire station. Travis LeMaster seconded the motion.

Charles Myers-Aye
 Matt Stewart-Aye
 Travis LeMaster-Aye
 Kyle Taylor-Aye
 Chuck Briede-Aye

VII. New Business

- None
- The next council meeting is scheduled for Thursday, September 28, 2023, at 7 pm.

VIII. Adjournment

There being no further business before the council, the meeting was adjourned at 8:26 pm.

Respectfully Submitted,
John Potter
