Metamora Village Council met in regular session on Monday November 21, 2022 at 8:00 p.m.

Council members present: President Karon Lane, Cindi Pawlaczyk, Karen Noward, John Hudik, John Pupos and Cathy Mossing

Other officials present: Mayor Richard Sauerlender, VFO Heather Lumbrezer, Village Administrator/Zoning Inspector Jeff Pawlaczyk, Maintenance Supervisor Anthony Jagodzinski and Deputy Clerk Debbie Lietzke

**Mayor Sauerlender opened the meeting with the Pledge of Allegiance.**

**Minutes** – John Pupos motioned to approve the November 7, 2022 minutes as written. Seconded by Cathy Mossing and approved by council.

**Reading of the bills-**

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| **DATE** | **CHECK#** | **PAYROLL PAYMENTS** |  |  |
| 11/22/2022 | 25493 | Karen Noward | Monthly Payroll for Nov.1 - 30 | 128.61 |
| 11/22/2022 | 25494 | Heather Lumbrezer | Bi-weekly pay: 11/3-11/16 | 885.31 |
| 11/22/2022 | 25495 | Jeff Pawlaczyk | Monthly Payroll for Nov.1 - 30 | 279.50 |
| 11/22/2022 | 25496 | Anthony Jagodzinski | Bi-weekly pay: 11/3-11/16 | 1,332.35 |
| 11/22/2022 | 25497 | Kyle Condon | Bi-weekly pay: 11/3-11/16 | 1,212.24 |
| 11/22/2022 | 25498 | Debbie Lietzke | Bi-weekly pay: 11/3-11/16 | 445.59 |
| 11/22/2022 | 25499 | Richard Sauerlender | Monthly Payroll for Nov.1 - 30 | 312.72 |
| 11/22/2022 | 25500 | Mikael Stiles | Monthly Payroll for Nov.1 - 30 | 569.40 |
| 11/22/2022 | 25501 | Cathy Mossing | Monthly Payroll for Nov.1 - 30 | 128.61 |
| 11/22/2022 | 25502 | Cindi Pawlaczyk | Monthly Payroll for Nov.1 - 30 | 128.61 |
|  |  | **CHECKS:** |  |  |
| 11/8/2022 | 25480 | Metamora Post Office | 4 rolls of stamps | 240.00 |
| 11/14/2022 | 25481 | Anthony Jagodzinski | uniform reimbursement | 59.54 |
| 11/14/2022 | 25482 | Government Forms | sheet punch for legal docs. | 143.00 |
| 11/14/2022 | 25483 | Lowe's | L&B supplies, fall flowers | 62.73 |
| 11/14/2022 | 25484 | Ohio Gas | heat | 80.48 |
| 11/14/2022 | 25485 | Lyndsey Peebles | office cleaning | 50.00 |
| 11/14/2022 | 25486 | Perry Protech | copier maintenance | 88.28 |
| 11/14/2022 | 25487 | S2 Branding | website design | 500.00 |
| 11/14/2022 | 25488 | TMACOG | 2023 membership dues | 150.00 |
| 11/14/2022 | 25489 | Treasurer of Fulton Co. | November police protection | 425.00 |
| 11/14/2022 | 25490 | Sam's Credit Card | salt spreader parts,gas,office supp. | 1,519.78 |
| 11/16/2022 | 25491 | Kevin Whitlock | Prosecutor/Solicitor fees | 336.00 |
| 11/16/2022 | 25492 | Metamora Bank | street and sewer bonds | 36,452.96 |
| 11/22/2022 | 25503 | Molina Healthcare | Anthony’s portion of ins. Premium | 84.00 |
| 11/22/2022 | 25504 | Molina Healthcare | Kyles portion of ins. Premium | 74.38 |
| 11/22/2022 | 25505 | Molina Healthcare | Village portion for Anthony's ins. | 252.73 |
| 11/22/2022 | 25506 | Molina Healthcare | Village portion for Kyle's ins. | 223.13 |
| 11/21/2022 | 25507 | Debbie Lietzke | mileage for Christmas items | 18.75 |
| 11/21/2022 | 25508 | Fulton Co. Comm. | siren maintenance | 450.00 |
| 11/21/2022 | 25509 | Wauseon Chamber | membership dues | 102.00 |
|  |  | **ACH Payments** |  |  |
|  |  |  | **GRAND TOTAL** | **46,735.70** |

Karen Noward motioned to pay bills as read. Seconded by Pupos and approved by council.

**Personnel & Finance** – Karon Lane motioned to give $50.00 visa gift cards for Christmas to employees Heather Lumbrezer, Anthony Jagodzinski, Debbie Lietzke, Kyle Condon, Jeff Pawlaczyk and Mikael Stiles. Also a visa gift card for $300.00 to Tom Carr for mowing the park. Seconded by Mossing and approved by council.

Lane motioned to increase expense line #A1-7-X-239 misc. contractual by $1,000.00 to pay S2 Branding for a new website design. Seconded by Mossing and approved by council.

Approved Anthony and Kyle’s “wish list” for next year. They said if there is money left in this year’s budget go ahead and buy some of the items now.

Discussion took place about snowplowing/salting roads and sidewalks for the upcoming winter season. Jeff Pawlaczyk and the maintenance workers will coordinate together who will do this after work hours and on weekends. If Anthony and Kyle work outside of their normal hours, they can flex their time if their work is done. If they need to work overtime that is allowed.

Lane motioned to increase council members’ pay to $2,100.00 per year, effective at new terms. Also to pay any council member attending functions/conventions $25.00 per event, amending the verbiage in Ordinance #950 section 4. Seconded by Mossing and approved by council.

Lane motioned to increase Heather and Anthony’s pay by $1.00 an hour, and increase Debbie and Kyle’s pay by $.50 an hour. Seconded by Mossing and approved by council.

**Lands & Buildings Report** – Dave White brought a new work truck to the village so Anthony could test drive, the truck’s box and wheelbase is too big, so we are not interested in it. There is a truck at Brondes Ford that could possibly be an option for us, Anthony will call tomorrow and get information about this truck.

CT Consultants smoke testing report is finished. There is a lot to review. As of now it looks like some of the suggested repairs will not cost that much. A few things like raising some of our manholes will be a little more expensive and will probably have to go out for bids. Heather said we have ARPA money for this. She also said we could put all of the ARPA money into our general fund and show a loss of revenue from payroll, we could be done with that money and the reporting of it. Lane motioned to do this, put the ARPA money in the general fund account. Seconded by Pupos and approved by council.

We have contacted a couple of businesses out of Indiana to dredge our lagoons. The first company wants us to get an engineer involved, they gave us an estimate of around $250,000.00 to dredge our lagoons. The second company will come out and survey the lagoons for $2,300.00 giving us an idea of what needs to be done and how soon we should do it. Pupos motioned to hire Merrell Brothers out of Indiana to do a site visit for $2,300.00 on the lagoons. Seconded by Cindi Pawlaczyk and approved by council.

We received a letter from MS Consultants re: SR 120 bridge project scheduled for 2024. This proposed project will involve some of our property. They are requesting a contact person from the village so they can explain the exact nature of the area required and the amount of compensation involved.

**Old Business** -Pupos made a motion to approve the 2nd reading on Ordinance #2022-18 approving the technical services contract between The Village of Metamora and The Board of FC Commissioners for the handling of our sewer billing. Seconded by C. Pawlaczyk and approved by council.

Pupos motioned to approve the 2nd reading on Ordinance #2022-19 approving Anthem Health Insurance for Anthony and Kyle for the year 2023. The Village pays 75% of the premium and employees pay 25%. Vision and dental is optional with 100% of the premium to be paid by the employee. Seconded by Noward and approved by council.

Pupos motioned to approve the 1st reading on Ordinance #2022-20 approving how 2nd water meters are handled for sewer credits for village residents who want yearly credits. Seconded by Mossing and approved by council.

Finalized plans for the Christmas parade that is scheduled for Sunday December 4 at 5:30.

**Fiscal Officer’s Report** – Adam Vance’s variance request was approved by The Zoning Appeals Board on November 7.

Kevin Shull makes a donation to the village for farming some of our land. It was approved to draw up the agreement for 2023.

Reminder to council to give Heather figures/requests so she can finalize the 2023 budget.

The village was awarded The NatureWorks Grant! We will be adding new playground equipment to the park. This project can be done over the next two years.

**Mayor’s Report** – Reviewed the October Sheriff’s report.

**Adjournmen**t- Pupos motioned to adjourn at 8:37 p.m. Seconded by Mossing and approved by all council.

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 **Mayor- Richard Sauerlender VFO – Heather Lumbrezer**