Metamora Village Council met in regular session Monday, April 20, 2020. This meeting was conducted using Zoom.

Council present: Karon Lane-Pres., John Hudik, Cathy Mossing, Karen Noward, Cindi Pawlaczyk, and John Pupos.

Other Officials present: Mayor Richard Sauerlender, Fiscal Officer Catherine Vorst, Deputy Clerk Susan Clendenin, and Steve Venia.

**Guests**- Gary Loar and Cheryl Geer

Mayor Sauerlender opened the meeting at 7:00 p.m. with the Pledge of Allegiance.

**Minutes** – Karen Noward motioned to approve April 06, 2020 council minutes as written. Second of motion by John Hudik and approved by all council. Original draft sent out with April 4 meeting date – this was corrected.

**Personnel and Finance** – Tiffany Venia has applied for the part-time position. Committee members requested a job list compiled for the part-time position to justify the need to hire. John Pupos suggested an April 27th start date, also suggested starting pay for the position be set at $12 per hour. Personnel & Finance will interview Ms. Venia, after which they will make a recommendation to council. Drug testing will also apply to this position, as it has in the past.

The semi-annual OPWC loan payment is due July 1st. The Village has been given the opportunity to defer payment and adding the July payment on at the end of the loan without penalty and interest or make the payment as scheduled. After discussion, payment will be made as scheduled.

Karen Noward talked about the USDA loan payment due June 1st. P&F Committee talked about paying this loan off early. Doing this could lower the sewer repairs to the Village. The payoff is $185,330 by May 4th. Village accounts in the Metamora State Bank and in Star Ohio have a combined total balance of $734,000, some of which is encumbered for 2020 budget items. Or we can make continue making annual loan payments. Decision was to consider making an additional lump sum payment down the road to reduce the time of the loan. The June payment will be made as scheduled.

No applications have been received for the VFO position. Will expand job posting.

COVID 19 Impact on Income Tax Collection – information provided shows a delay of income $98,602 and a loss of income $24,688. These numbers are based on 2019 collections.

**Lands and Buildings –** A workpermit is being requested by United Telephone Co. of Ohio, dba CenturyLINK to make installation and/or work along or across streets inside village limits. Work estimated to begin mid-May. CenturyLink agreed to remove branches on two trees that are in the power lines to allow for safe removal of the dead trees. John Pupos read permit – The project involves overlashing new cable to existing aerial cable along west side of Swanton Street from Maple Street to Main Street, will then continue overlashing on Main Street approximately 240 feet to the west and then directional bore approximately 1,200 feet to the Village Limits. Project to supply ethernet to the Andersons at 3822 SR 120. Cathy Mossing made a motion to allow the mayor to sign the permit requested by CenturyLINK. Second of motion by John Hudik and approved by all council.

Habitec Security are doing away with 3G cellular service over the next 2 years. Our remote sites – the water plant and the park are on a 3G cellular service. There will be a fee to update our equipment. Two options offered: pay a $299 one-time payment. But they will need to upgrade again when they do away with 4G. Or they can charge us an additional $8 a month which includes all future updates. L&B Recommendation is pay the $299 fee and be done with it. John P. will try to get more information on this for the next Council meeting held on May 4th. The Mayor asked John P. to check with Habitec on the security camera system – it is grossly out of date.

L&B Committee worked on trimming down 2020 budget requests. John P. will give a copy to everyone and bring up next meeting.

**Bills –**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |   | **READING OF THE BILLS** |   |
| DATE | CHECK# | **Payroll Payments** | **4/20/2020** |   |
| 04/14/20 | 24225 | Susan Clendenin | Wages 03/26/2020 - 04/08/2020 | 710.00 |
| 04/14/20 | 24226 | Steve Venia | Wages 03/26/2020 - 04/08/2020 | 1,607.50 |
| 04/14/20 | 24227 | Catherine A. Vorst | Wages 03/26/2020 - 04/08/2020 | 765.00 |
|   |   | **Vendor Payments**  |   |   |
|   |   | **EFT Payments:** |   |   |
| 04/20/20 | 24231 | Lowe's | Supplies | 253.64 |
|   |   | **CHECKS:** |   |   |
| 04/21/20 | 24228 | AIM Media Midwest | Public Notice 2019 Annual Report | 20.37 |
| 04/21/20 | 24229 | Eisel Construction | Sewer work at 230 W. Main St | 1,542.42 |
| 04/21/20 | 24230 | Habitec Security | Security Monitoring | 233.52 |
| 04/21/20 | 24232 | Ohio Gas | Heat | 92.05 |
| 04/21/20 | 24233 | Perry Protech | Copies and Copier Maintenance | 155.90 |
| 04/21/20 | 24234 | Poggemeyer Design Group | Professional Services-Fulton St | 651.45 |
| 04/21/20 | 24235 | Sterling Mechanical | Reissue and Charge Reimburse | 226.00 |
| 04/21/20 | 24236 | CenturyLink | Phone & Internet | 262.69 |
| 04/21/20 | 24237 | Verizon | Maintenance Cell Phone | 57.48 |
| 04/21/20 | 24238 | Village of Swanton | Sewer Testing | 136.00 |
| 04/21/20 | 24239 | Sam's Club MC | Annual Office 365, Easter Candy, + | 780.76 |
|  |  |  |  | **7,494.78** |
|  |  |   |  |  |
|  |  |  |

Karen Noward motioned to pay the bills presented. Second of motion by Cathy Mossing and approved by all council.

**Old Business**- Advance Sanitation has confirmed they will provide curbside pickup Saturday, May 9 as scheduled. VFO will post on Facebook again to let community know it is still happening.

Park-O-Rama (hereafter referred to as “POR”) Meeting is still postponed until we receive further direction and guidelines from the Governor. No POR meetings are scheduled at this time. The Mayor said the POR Race is off and kids’ games cancelled because of sanitary reasons and Josh Radel informed the office he will not be able to hold the 3vs3 soccer tournament. POR questionable this year. Karen Noward thought maybe just offer drive through Chicken BBQ dinners. If we cannot do public gathering, then we could set up two locations to sell BBQ. Something to talk about at next meeting.

**New Business** – Town Garage Sales event will be looked at closer to June 13th. Governor is suggesting no Yard or Garage sales. Not a mandate yet.

**Fiscal Officer’s Report** – VFO is asking for a motion to change 2020 Appropriations: Increase E2-5-X-239 Sewer Contractual by $2,000. Due to the costs of sewer repairs this year. Karen Noward made a motion to amend 2020 appropriations by increasing the sewer account E2-5-X-239 by $2,000. Second of motion by John Pupos and approved by all council.

Just a note regarding Verizon Hot Spot. Office was given incorrect information. Hotspot was quoted at $7.70 per month - correct pricing is $10 per month due to the feature not qualifying for a government discount.

**Mayor’s report** –

The Mayor has had complaint about kids playing on the equipment. Considering the current pandemic situation, the Mayor asked the office to post on Facebook about this safety issue and ask parents to refrain from allowing their children to play on the playground equipment. Yellow tape was put up around the kid’s playground equipment. Not stopping some. Steve Venia and John Pupos will talk about taking down basketball hoops if deemed necessary by council. The Mayor would like office to also add on the Village Facebook page that we still strongly encourage people to continue social distancing.

**Adjournment**: John Hudik made a motion to adjourn at 9:02 pm. Second of motion by John Pupos and approved by all council.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Mayor – Richard O. Sauerlender VFO – Catherine Vorst**

Respectfully submitted,

Susan Clendenin
Deputy Clerk