Metamora Village Council met in regular session on Wednesday, January 18 at 8:00 p.m.

Council members present: President Karon Lane, Cindi Pawlaczyk, Karen Siefker, 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.

**Guest:** Christopher P. Rybak from CT Consultants

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

Christopher P. Rybak attended the meeting to discuss the results of the smoke testing of our sanitary sewer system by CT Consultants. There were 99 defects that were observed, 74 are considered relatively minor. Chris suggested starting with the catch basins that were identified as defective during their testing, a dye test will need to be performed and if the basins are connected to our sanitary system they will need to be rerouted into a nearby ditch, waterway, or storm sewer. Another issue is residents who have downspouts going into our sanitary system, in the near future residents will be sent a letter to disconnect from our sewer system and have them rerouted. Residents who have a missing or broken cap at their clean-out should have a new one installed. Having private property owners work with us is greatly needed because their “items” are directly connected to the system. It was also suggested to have rain guards installed under our manholes that were marked defective. The above suggestions are the “easy fixes” and should help some with the inflow and infiltration into our sewer system. Our maintenance workers will be attending a confined space training next week and will then be able to go into the manholes to look more closely at what is going on, Chris from CT Consultants said to contact him if there is anything they are concerned with once they get down in there. Replacing and repairing our lift station has already helped a lot with the efficiency of our system.

John Pupos had concerns about the area around Weigel Funeral home where there is inflow and infiltration, he knows there is a problem but not sure where it is coming from. Anthony and Kyle will look into it once they get their confined space training.

Some of the bigger budget items such as repairing and lining pipe defects will be looked into and addressed at a later time.

**Minutes** – Cathy Mossing motioned to approve the January 4, 2023, minutes as written. Seconded by Karon Lane and approved by council.

**Reading of the bills-**

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| **DATE** | **CHECK#** | **PAYROLL PAYMENTS** |  |  |
| 1/17/2023 | 25573 | Heather Lumbrezer | payroll 12/29-1/11/23 | 836.98 |
| 1/17/2023 | 25574 | Anthony Jagodzinski | payroll 12/29-1/11/23 | 1,309.08 |
| 1/17/2023 | 25575 | Kyle Condon | payroll 12/29-1/11/23 | 1,164.26 |
| 1/17/2023 | 25576 | Deborah Lietzke | payroll 12/29-1/11/23 | 403.43 |
|  |  | **CHECKS:** |  |  |
| 1/10/2023 | 25567 | Fessenden Hardware | snow & shop supplies, truck lamp | 103.93 |
| 1/10/2023 | 25568 | Lowe's | L&B supplies and tools | 845.73 |
| 1/10/2023 | 25569 | Perry Protech | office copier | 104.12 |
| 1/10/2023 | 25570 | Fulton Co. Treasurer | police protection | 425.00 |
| 1/12/2023 | 25571 | Fulton Co. Commission. | NEWS- water for office & shop | 44.68 |
| 1/12/2023 | 25572 | S2 Branding | new website design | 500.00 |
| 1/17/2023 | 25577 | BKSMWM | village solicitor | 300.00 |
| 1/17/2023 | 25578 | Ohio Gas Co | heat | 394.47 |
| 1/17/2023 | 25579 | Ohio Utilities Protection | OUPS | 100.00 |
| 1/17/2023 | 25580 | Lyndsey Peebles | office cleaning | 50.00 |
| 1/17/2023 | 25581 | Verizon | maintenance cell phone | 58.12 |
| 1/17/2023 | 25582 | Village of Fayette | tax forms | 19.65 |
| 1/18/2023 | 25583 | Sam's Club MC | Credit card purchases | 4,819.13 |
| 1/18/2023 | 25584 | Char Lee - FC Treasurer | 2022 - Full Year real estate taxes | 740.72 |
|  |  | **ACH Payments** |  |  |
| 1/6/2023 | ACH | EFTPS | village contribution: Medicare/ss | 618.22 |
| 1/6/2023 | ACH | OPERS | village contribution for December | 1,578.89 |
| 1/6/2023 | ACH | OPWC | Loan pmts. for News & Co Rd 2 | 5,319.50 |
| 1/6/2023 | ACH | Anthem Blue Cross | village portion for insurance | 386.16 |
| 1/6/2023 | ACH | Anthem Blue Cross | employee portion for insurance | 127.04 |
| 1/17/2023 | ACH | Ohio Deferred Comp. | payroll deduction | 95.00 |
|  |  |  | **GRAND TOTAL** | **20,344.11** |

Karen Siefker motioned to pay bills as read. Seconded by Lane and approved by all council.

**Personnel & Finance** – Cathy Mossing motioned to remove Sue Clendenin and Angie Smith from our 2 checking accounts and safety deposit box at Metamora State Bank, and to add Deborah Lietzke as a signer to all of the accounts. Seconded by John Pupos and approved by council.

Mossing motioned that we suspend the rules on Ordinance #2023-01 establishing PTO and holiday pay for Fiscal Officer, Heather Lumbrezer retroactive to January 4, 2023. Seconded by Lane. Roll call vote: Lane-yes, Hudik-yes, C. Pawlaczyk-yes, Siefker-yes, Mossing-yes, Pupos-yes. Mossing motioned that we pass Ordinance #2023-01 establishing PTO and holiday pay for Fiscal Officer, Heather Lumbrezer retroactive to January 4, 2023 under emergency measure. Seconded by Lane. Roll call vote: Lane-yes, Hudik-yes, C. Pawlaczyk-yes, Siefker-yes, Mossing-yes, Pupos-yes. Motion passed.

Mossing was selected as this year’s P&F chairperson.

**Lands & Buildings Report** – The new general operating procedures for OHIO811 (OUPS) will be reviewed by maintenance employees, Anthony and Kyle.

We received a report from Mannik Smith Group on our bridge inspections. Pupos would like to review it and compare it to last year’s findings.

Pupos motioned to pass Ordinance #2023-2 entering into contract with NWO Control for mosquito spraying, with a minimum of 6 applications costing $182.29 per treatment. Seconded by C. Pawlaczyk. Roll call vote: Lane-yes, Hudik-yes, C. Pawlaczyk-yes, Siefker-yes, Mossing-yes, Pupos-yes. Pupos motioned to pass Ordinance #2023-2 entering into contract with NWO Control for mosquito spraying, with a minimum of 6 applications costing $182.29 per treatment under emergency measure. Seconded by C. Pawlaczyk. Roll call vote: Lane-yes, Hudik-yes, C. Pawlaczyk-yes, Siefker-yes, Mossing-yes, Pupos-yes. Motion passed.

Maintenance employees, Anthony and Kyle, are attending a confined space training class in Swanton next week at no cost to the village. Pupos motioned to donate $100.00 to The Village of Swanton for this event. Seconded by Hudik and approved by council.

Pupos was selected as this year’s L&B chairperson.

**Old Business** -We received a packet from MS Consultants re: the ODOT bridge repair project on SR 120. The letter was a notice of intent to acquire some of our property for this project. The amount offered in good faith as just compensation for the acquisition of Parcel 004 is $3,690.00. Pupos motion to accept the state’s offer to purchase village property in the amount of $3,690.00. Seconded by C. Pawlaczyk and approved by council.

**Fiscal Officer’s Report** – Lincoln Frey has applied for a grant on behalf of the county for pressure loggers, if the grant is awarded one will be installed in Metamora which will allow them to detect leaks quicker, determine if buildup in the pipe needs to be cleared out and potentially eliminate EPA violations.

**Mayor’s Report** – Signed a proclamation from Four County Career Center designating February 1-28 as career and technical education month.

**Adjournmen**t- Pupos motioned to adjourn at 8:42 p.m. Seconded by Siefker and approved by all council.

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