Metamora Council met in regular session Monday, November 16, 2020 at 8:00 p.m.

Council present: Karon Lane-pres.

Other officials present: VFO Susan Clendenin, Fiscal Consultant Angela Smith.

Attending Via Zoom: Mayor Richard Sauerlender, John Pupos, Karen Noward, Cindi Pawlaczyk, Cathy Mossing and John Hudik

**Guests**: Cheryl Geer, Gary Loar and Rebecca Miller with the Village Reporter, all through ZOOM.

**Minutes**- Cathy Mossing moved to approve November 2, 2020 minutes as written. Second of motion by John Pupos and approved by all council.

**Bills -**

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| **DATE** | **CK#** | **Payroll Payments** | **November 16, 2020** |  |
| 11/10 | 24486 | Sue Clendenin | Wages 10/22-11/04 | 660.00 |
| 11/10 | 24487 | Steve Venia | Wages 10/22-11/04 | 1,600.00 |
| 11/10 | 24488 | Tiffany Venia | Wages 10/22-11/04 | 528.00 |
| 11/10 | 24489 | Elizabeth Ryan | Wages 10/22-11/04 | 665.00 |
|  |  | **EFT Payments** |  |  |
| 11/15 | - | OPERS | Contribution to OPERS | 1,050.32 |
| 11/15 | - | EFTPS | Soc Sec & Medicare | 135.59 |
|  |  | **CHECKS:** |  |  |
| 11/17 | 24490 | Northeast Water | Water Service | 89.44 |
| 11/17 | 24491 | Lowes | Supplies for Land & Buildings, Street & Sewer. L&B Small Tools | 183.52 |
| 11/17 | 24492 | Post Office | 5 Rolls of Stamps | 275.00 |
| 11/17 | 24493 | Promedica | Drug Screen | 43.00 |
| 11/17 | 24494 | Ohio Gas | Gas Utility | 44.15 |
| 11/17 | 24495 | Sam's Club MC | Supplies for Halloween & office, gas | 624.11 |
| 11/17 | 24496 | Treas of Fulton Cnty | Police Protection | 425.00 |
| 11/17 | 24497 | Tri-County Fuels | Diesel Fuel | 33.63 |
| 11/17 | 24498 | Trisha Gleckler | Office Cleaning | 50.00 |
| 11/17 | 24499 | Sterling Mechanical | Shop furnace & installation | 2,735.06 |
| 11/17 | 24500 | Century Link | Village Phone & Fax | 269.02 |
| 11/17 | 24501 | Verizon | Maintenance Cell Phone | 58.27 |
|  |  |  | **TOTAL** | **9,469.11** |
|  |  | **CARE ACT ACCOUNT** |  |  |
| 11/3 | 100005 | Kroger | CAST-Detergent | 80.82 |
| 11/5 | 100006 | Kroger | CAST-Soap, Food | 260.81 |
| 11/5 | 100007 | Meijer | CAST-Food, Shampoo | 335.43 |
| 11/17 | 100008 | Lowes | Sprayer | 18.98 |
| 11/17 | 100009 | St. Mary's Meat | CAST-Food | 315.7 |
| 11/17 | 100010 | Sam's Club MC | COVID PPE Supplies & Equipment | 3462.12 |
|  |  |  | **CARE ACT TOTAL** | **4473.86** |
|  |  |  | **GRAND TOTAL** | **13,942.97** |
|  |  |  |  |  |

Karon Lane moved to pay the bills. Second by Karen Noward and approved by all council.

**Personnel & Finance Report** – Recommending Tiffany Venia is given a retro-active pay increase of one dollar an hour beginning November 2, (when leaf pick up began) as requested by the Lands & Building committee due to the heavy nature of the job. Karen Noward motioned to increase Tiffany’s’ Venia hourly rate from $11 to $12 an hour, effective back to November 2, 2020. Second of motion by John Hudik and approved by all council. John Pupos said the Lands & Buildings committee agreed it would be productive to increase Tiffany’s hours doing leaf pick up especially now with Steve out on bereavement days this week. Karon Lane disappointed Steve did not make us aware when he would be returning to work. John Pupos said Steve made him aware of the family funeral today. Full time employees are entitled up to three bereavement days. He should be back to work Thursday, but John not sure. He will call him tonight or in the morning to find out when he plans on returning to work. John will email return date. Most leaves are now down, so leaf pick up should be completed by November 30th as scheduled. Cathy Mossing motioned to allow Tiffany to work 32 additional hours between now and December 4th to help get leaf pick-up completed. Second of motion by John Pupos and approved by all council.

**Lands & Buildings Report** -Had reviewed information replacing the holiday tree. Sue called local nurseries and the tallest live tree she could find was a 10’ White Spruce at North Branch Nursery for $270 an additional $160 to plant. Decided to hold off on buying a tree in light of COVID restrictions not allowing parades. Will look into planting a new tree in the spring. Karen Noward said at the last council meeting it was decided to have the parade. John Pupos said the Fulton County Health Department informed current statewide public heath order prohibits parades and other unstructured mass gathering. The Fulton County Health Commissioner, Kim Cupp sent the village an email expressing Fulton County is experiencing an overwhelming increase in new cases and a shortage of healthcare workers in Fulton County. Asking for our leadership in preventing unstructured mass gatherings at this time and is very necessary. Karen Noward suggested having spectators stay in their cars to view the parade, as a possibility. Council agreed this would create other issues. Agreed to not host the parade this year.

Village dump truck needs costly repair, need it fixed begore it is needed to plow snow.

Committee started to review Electric Aggregation Program options. Current program with Energy Solution expires in April of 2021. More discussion December 7th.

**Fiscal Officer’s Report**-

**Resolution #1038** – Indigent Defense Service Agreement with the Fulton County Commissioners, effective 2021. John Pupos moved to pass Resolution #1038. Second of motion by Cathy Mossing and approved by all council. **Resolution # 1038 passed**.

**Ordinance #1039** – An agreement for a County Wide Emergency Management Agency in 2021. John Pupos moved to suspend the rules on Ord. 1039. Second of motion by Karon Lane. Roll call vote taken: Lane-yes, Pupos-yes, Hudik-yes, Pawlaczyk-yes, Noward-yes and Mossing-yes. John Pupos moved to pass Ordinance 1039 under emergency measure, second of motion by Karon Lane. Roll call vote taken: Lane-yes, Pupos-yes, Hudik-yes, Pawlaczyk-yes, Noward-yes and Mossing-yes. Ordinance #1039 passed. Mayor Sauerlender appointed John Pupos to be the village designee to sit on the EMA Board and also serve as primary contact with the EMA Office.

Personnel & Finance recommend the following purchases using COVID relief funds: three laptops for elected officials and/or staff without, thus making it possible for them to Zoom in council meetings and staff to work from home when need be, touchless bottle filler for the park, air purifier and filters for the village office, village duct cleaning. The Fulton County Health Department said the air purifier and duct work cleaning would be valid Covid expenses. Council recommended the purchase of additional PPE supplies; facemasks, hand sanitizer, hand wipes to offer complimentary to patrons of the Metamora State Bank, Country Charm, Evergreen Community Library, Post Office and at T’Mart if allowed.

Requested the following 2021 Appropriation Amendments:

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|  |  | **AMOUNT** |  |
| EQUIPMENT | B062A0252 | 4,138.00 | FROM B062A0250 TO B062A0252 |
| EQUIPMENT | B062A0252 | 1,375.47 | INCREASE APPROPRIATION |
| CONTRACT SERVICE | B062A0230 | 500.00 | INCREASE APPROPRIATION |
| SUPPLIES | B062A0242 | 3,835.56 | INCREASE APPROPRIATION |

John Pupos moved to approve appropriation amendments as required. Second of motion by Karen Noward and approved by all council. Balance of funds to be offered to CAST, a local food bank.

**Mayor’s Report** – nothing at this time. Sheriff Hensley was present and left Sheriff’s reports for last three months. Attended NW Ohio Mayors meeting, main topic of discussion was the push to have EMS and Fire be a county-wide system. Gary Loar was asked to elaborate on this possibility. The County Commissioners want EMS money to be spent only for EMS not Fire. Wauseon needs it for both. Much more dialogue would be needed for this idea to come to fruition.

Zoom will be offered for the next meeting December 7.

**Adjournment** – John Pupos moved to adjourn at 8:50 p.m. Second of motion by Karen Noward and approved by all council.

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Mayor- Richard Sauerlender VFO – Susan Clendenin