Metamora Village Council met in regular session on Monday, September 18, 2023, at 8:00 p.m.

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

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** – Mossing motioned to approve the September 6, 2023, minutes as written. Seconded by Lane and approved by council.

**Reading of the bills-**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **DATE** | | **CHECK#** | **PAYROLL PAYMENTS** | | | **AMOUNT** |
| 9/12/2023 | | 25897 | Karen Siefker | | monthly payroll | 128.61 |
| 9/12/2023 | | 25898 | Heather Lumbrezer | | bi-weekly payroll 8/24-9/6 | 915.12 |
| 9/12/2023 | | 25899 | Jeffrey Pawlaczyk | | monthly payroll | 279.50 |
| 9/12/2023 | | 25900 | Anthony Jagodzinski | | bi-weekly payroll 8/24-9/6 | 1,330.87 |
| 9/12/2023 | | 25901 | Kyle Condon | | bi-weekly payroll 8/24-9/6 | 1,223.71 |
| 9/12/2023 | | 25902 | Debbie Lietzke | | bi-weekly payroll 8/24-9/6 | 339.56 |
| 9/12/2023 | | 25903 | Richard Sauerlender | | monthly payroll | 312.72 |
| 9/12/2023 | | 25904 | Mikael Stiles | | monthly payroll | 569.40 |
| 9/12/2023 | | 25905 | Cathy Mossing | | monthly payroll | 128.61 |
| 9/12/2023 | | 25906 | Cynthia Pawlaczyk | | monthly payroll | 128.61 |
|  | |  | **CHECKS:** | |  |  |
| 9/11/2023 | | 25907 | Fulton Co. Commission | | NEWS water-shop,office,park | 118.29 |
| 9/11/2023 | | 25908 | Lowes | | wood for the shop | 294.83 |
| 9/11/2023 | | 25909 | Treasurer Fulton Co. | | police protection-Sept. | 425.00 |
| 9/11/2023 | | 25910 | Upward Solutions | | IT Services | 360.00 |
| 9/11/2023 | | 25911 | Cathy Mossing | | mileage to attend meetings | 263.75 |
| 9/13/2023 | | 25912 | Luckey Farmers | | round up, supplies | 711.02 |
| 9/13/2023 | | 25913 | Kuhlman Corp | | sewer supplies, small tool | 1,054.95 |
| 9/13/2023 | | 25914 | Ohio Gas | | heat | 21.20 |
| 9/13/2023 | | 25915 | Perry Protech | | copier | 193.63 |
| 9/13/2023 | | 25916 | Heather Lumbrezer | | mileage to attend meetings | 25.00 |
| 9/18/2023 | | 25917 | Kevin Whitlock | | legal services | 48.00 |
| 9/18/2023 | | 25918 | NOMMA | | membership dues | 100.00 |
| 9/18/2023 | 25919 | | | Sam's C.C. | gas, chipper blades, gator title | 561.58 |
| 9/18/2023 | 25920 | | | Verizon | maintenance cell phone | 58.17 |
|  |  | | | **ACH/EFT Payments** | |  |
| 9/8/2023 | ACH | | | OPERS | Village contribution | 1,591.26 |
| 9/8/2023 | ACH | | | EFTPS | Village contribution, Medicare, social security | 261.92 |
| 9/7/2023 | EFT090623 | | | Ohio Treasurer | addt'l due for State/School tax | 0.91 |
|  |  | | | /OH Business Gateway | |  |
| 9/8/2023 | 9012305 | | | Anthem | maintenance ins. | 579.10 |
| 9/12/2023 | 205976105 | | | OH Deferred Comp | Payroll Deduct | 95.00 |
|  | |  |  | | **GRAND TOTAL** | **12,120.32** |

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

**Personnel & Finance** –

* Mossing motioned to sell Angie Smith the laptop and software that was purchased during COVID for the amount of $1,820.00. Seconded by Lane and approved by council.
* Working on updating the Employee Handbook Manual.

**Lands & Buildings Report** –

* C. Pawlaczyk motioned for the price for this year’s leaf pick-up in Amboy Township to be $200.00 per hour, that includes our 2 maintenance workers, truck and equipment. Seconded by Siefker and approved by council.
* Getting quotes to plant 4 ft. arborvitae trees between our parking lot on Maple St. and the abutting properties.

**Old Business** –

* We are still waiting on a quote from R.G. Zachrich for repairs that need to be done to the pedestrian bridge on Garnsey Ave.
* Mossing motioned to go into executive session to discuss property purchase at 8:29 p.m. Seconded by Lane. Roll call vote: Lane-yes, Hudik-yes, C. Pawlaczyk-yes, Siefker-yes, Mossing-yes.

Mossing motioned to exit executive session at 8:41 p.m. Seconded by C. Pawlaczyk. Roll call vote: Lane-yes, Hudik-yes, C. Pawlaczyk-yes, Siefker-yes, Mossing-yes. No decision was made.

* Approval was given to purchase fall décor/flowers for the front of the Village Office and the flowerpots.

**Fiscal Officer’s Report** –

* Mossing motioned that we suspend the rules on Ordinance #2023-08 accepting the amounts and rates as determined by the budget commission and authorizing the necessary tax levies and certifying them to the County Auditor. Seconded by Lane. Roll call vote: Lane-yes, Hudik-yes, C. Pawlaczyk-yes, Siefker-yes, Mossing-yes. Mossing motioned that we pass Ordinance #2023-08 accepting the amounts and rates as determined by the budget commission and authorizing the necessary tax levies and certifying them to the County Auditor under emergency measure. Seconded by Lane. Roll call vote: Lane-yes, Hudik-yes, C. Pawlaczyk-yes, Siefker-yes, Mossing-yes. Motion passed.
* Lumbrezer is still researching the Ohio Fire Code and the Open Burning Code, to update our Codified Ordinances.
* Reminder that the office will be closed September 25th and 26th. Office staff will be training with UAN for the new accounting system.
* The State Auditor will start auditing the years 2021 and 2022 the week of September 25th.
* Council was asked to start working on their wish list for the 2024 budget.

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

**Adjournmen**t- Mossing motioned to adjourn at 8:55 p.m. Seconded by Siefker and approved by all council.

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

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