Council met in regular session Monday, January 22, 2018 at 8:00 p.m.

Council present: Karon Lane, Richard Sauerlender, John Pupos, John Hudik, Brooke Smith and Justin Kreischer absent.

Other officials present: Mayor Ken Wysong, VFO Angie Smith, Deputy Clerk Sue Clendenin, employees Steve Venia and Jamie VanAlstine.

**Guests present**: None

Mayor Wysong opened the meeting with the Pledge of Allegiance.

**Minutes** – John Pupos moved to approve council meeting minutes from January 3, 2018. Second of motion by Karon Lane and approved by all council present.

**Bills read for payment:**

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| **Bills Already Paid** |   |   |
| Sue Clendenin | Wages 1/2/18 - 1/3/18 | 150.00 |
| Angie Smith | Wages 12/21/17 - 1/3/18 | 1,339.50 |
| Steven Venia | Wages 12/21/17 - 1/3/18 | 2,047.80 |
| Jamie VanAlstine | Wages 12/21/17 - 1/3/18 | 224.00 |
| Metamora State Bank | Deposit Slips | 70.74 |
| **Bills to be paid:** |   |   |
| Sue Clendenin | Wages 1/4/18 - 1/17/18 | 600.00 |
| Jeff Pawlaczyk | January Salary | 123.75 |
| Angie Smith | Wages 1/4/18 - 1/17/18 | 1,016.50 |
| Steve Venia | Wages 1/4/18 - 1/17/18 | 1,600.00 |
| Rick Meiring | January Salary | 500.00 |
| Ken Wysong | January Salary | 350.00 |
| Justin Kreischer | January Salary | 150.00 |
| Jamie VanAlstine | Wages 1/4/18 - 1/17/18 | 105.00 |
| Luckey Farmers | Lime & Calcium Chloride | 222.10 |
| Storm Ridge | Put Up & Take Down Holiday Decorations | 450.00 |
| City of Sylvania | 20.7 Ton of Salt & Delivery | 824.50 |
| InstaCopy Printing | Envelopes | 127.00 |
| Fulton County Commissioners | Water Utility | 39.28 |
| Habitec Security | Monitoring Service For the Park | 85.26 |
| Char Lee-Fulton Cnty Treas. | Property Taxes - Full Year - 2017 | 601.74 |
| Mike's Repair | Tie Rod End, Drive Shaft Bearing, Alignment | 382.00 |
| Ohio Gas Company | Heat - Office & Shop | 165.73 |
| Ohio Municipal Clerks Assoc. | 2018 Membership Fee | 55.00 |
| Ohio Utilities Protection Services | Manual Call Out | 4.00 |
| Thomas Equipment | Marking Flags | 32.00 |
| Treasurer of Fulton County | Police Protection | 425.00 |
| Trisha Gleckler | Office Cleaning | 40.00 |
| Century Link | Village Phone & Fax | 231.07 |
| Cintas | Employee Uniforms | 67.93 |
| Verizon | Maintenance Cell Phone - 2 Months & Case | 136.28 |
|   |   | 8,404.88 |

Rich Sauerlender moved to pay the bills as presented. Second of motion by John Pupos and approved by all council.

**Personnel & Finance Report –** Brooke Smith interim chairman until Justin returns for full committee decision. The agreed upon $65,000 balloon payment on the USDA sewer loan will be taken out of village checking instead of STAR Ohio, that is currently getting a higher interest rate . Committee performed employee review.

**Land & Buildings Report** – Set village perimeters for snow removal; recommend employees salt and remove snow in front of village office to the east around corner to end of the bar, all bridge sidewalks, and parking lot sidewalks on Maple Street. Homeowners are responsible to keep sidewalks clear in front of their property, including ramp to streets. Recommend accepting quote from Fresh Cut Lawn for mosquito control. Richard Sauerlender move to accept Fresh Cut Lawn’s mosquito spray quote of $154.65 per application (no increase from last year.) Second of motion by Karon Lane and approved by all council. Sue to send Fresh Cut a tentative spray schedule. To ask the EYA to obtain a Food License to operate the village concession stand. Recommend keeping a dumpster at the shop, for a $50 monthly fee. The monthly fee also covers having a 3-yard dumpster at the park from April to October. Richard Sauerlender motioned to approve Advanced Sanitation quote of $50 monthly for dumpsters. Second by John Pupos and approved by all council. Updated 2018 calendar of events, Sue to confirm date of 120 mile garage sales to be sure it coincides with town-wide sales.

**Maintenance Report** – Ordered and received 20 tons of salt from city if Sylvania, that should take us to end of season.

**New Business** –

* County Dinner on February 20th. The Fire Department will pay for elected official’s meals. RSVP
* The “Village Reporter” would like to schedule a time to take photographs of council members and mayor. Schedule for the first meeting in March.
* Ohio Municipal League – Newly Elected Council Training Programs provided.
* CDBG – First of 2 public hearings on Thursday, February 8th at 10:00 a.m. Mayor will attend.
* Unhitched trailer parked on Garnsey for several days. Vehicles not allowed remaining parked along village streets continuously for more than 48 hours. Send letter from zoning inspector requesting trailer is moved and ask sheriff if trailer is a traffic hazard.

**Old Business** –

* Village Administrator Position – Personnel & Finance will review Ohio Revised Code regulations pertaining to this position. Administrator position is necessary due to disbandment of the Board of Public Affairs.
* Case No. 17CR52 – Breaking and Entering at the Recycling Center; pretrial conference scheduled February 27.
* Solicitor Lehenbauer suggested council adopt Rules of Council, if not already in place. He provided rules adopted by the Village of Swanton as a sample to review.
* Mayor Wysong invited Mark Gross to attend tonight’s meeting to discuss correcting drainage issues in the park. Mr. Gross not in attendance. Mayor will call Mark tomorrow.

**Fiscal Officer’s Report** –

* Ordinance #971 – Supplemental Appropriations – Emergency Measure

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| Account # | Account Name | Amount |
| A1-7-X-271-4 | Transfer to Debt Service | 5,000.00 |
| B10-6-X-271 | Transfer to Debt Service | -5,000.00 |
| A1-7-D-250 | Clerk’s Office-Capital Outlay | 1,000.00 |
| A1-7-X-241 | Office Supplies | 1,000.00 |
|  |  |  |

* Ordinance #971- Supplemental Appropriation Ordinance. John Pupos motioned to suspend the rules on Ordinance #971, supplemental appropriation ordinance. Second of motion by Richard Sauerlender. Roll call vote taken: Pupos-yes, Sauerlender-yes, Hudik-yes, Lane-yes and Smit-yes. John Pupos moved to pass Ordinance #971 under emergency measures. Second of motion by Richard Sauerlender. Roll call vote taken: Pupos-yes, Sauerlender-yes, Hudik-yes, Lane-yes and Smith-yes. **Ordinance #971 passed**
* Ordinance #972 – To amend Chapter 181 of the Codified Ordinances regarding Municipal Income Tax (Per HB 49) – John Pupos moved to suspend the rules on Ordinance #972. Second of motion by Richard Sauerlender. Roll call vote taken: Pupos-yes, Sauerlender-yes, Hudik-yes, Lane-yes and Smith-yes. Pupos moved to pass Ordinance #972 under emergency measures. Second of motion by Richard Sauerlender. Roll call vote taken: Pupos-yes, Sauerlender-yes, Hudik-yes, Lane-yes and Smith-yes. **Ord. #972 passed.**

**Mayor’s Report** –

* Northeast Water System Water Advisory Board Meeting – January 29th, 9:00 am. Mayor will attend. Brooke Smith asked how many connections in the village have been asked to keep water running to prevent lines freezing. NEWS said lines are not deep enough under the road. Residents asked to keep water dripping for three months during the winter will not be charges more than their usually usage. Sauerlender said the Lutheran Church has been running water in the winter for the last three months, also to keep lines from freezing. Mayor will bring up the issue at the next Water Advisory Board meeting and find out how many residents are asked to let water drip during cold months.
* Mayor’s meeting to be scheduled for March.

**Adjournment** – John Pupos moved to adjourn at 7:50 p.m. Second of motion by Brooke Smith and approved by all council.

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 **Mayor – Kenneth Wysong VFO – Angela Smith**