Metamora Village Council met in regular session on Monday, August 7, 2023 at 7:00 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 and Village Administrator/Zoning Inspector Jeff Pawlaczyk.

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

**Minutes** – Pupos motioned to approve the July 17, 2023, minutes as written. Seconded by Mossing and approved by council.

**Guest-** Fire Chief, Jessica Geer opened the meeting by talking about the 2000 Ohio Fire Code currently referenced in our Codified Ordinances with an effective date of January 3, 2000. She said the state last revised this in 2017 with an effective date of December 15, 2017, and our Codified Ordinance Book should reflect the latest revised date. Lumbrezer said she is surprised by this because we just hired the Walter Drane Co. to update our book. It was suggested by Chief Geer, upon approval by our legal counsel, to pass an Ordinance containing “latest edition” rather than specifying the date the Ohio Fire Code was updated. That will cover us for the future when more updates become effective. It was also mentioned to review the new Fireworks law that went into effect July of 2022. Our codified ordinances automatically adopted that revision and follows the Ohio Revised Code and Administrative Code, but we could, if desired, be more specific/strict with this ordinance as well as any other fire code related ordinance than what the Ohio Fire Code dictates. We will look into updating this section of our Codified Ordinances and pass new legislation if needed in the near future.

Chief Geer apologized for the delay in attending a council meeting and discussed her job description and duties since becoming Fire Chief on 9/1/2021. She also explained the need for a formalized Fire Prevention Program to include businesses and events here in town; and she spoke on behalf of some concerns that were brought to her attention re: Party in the Park. The details of the formal Fire Prevention Program are pending at this time and would start with informative meetings and self-assessments of local business owners.

**Reading of the bills-**

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| **DATE** | **CHECK#** | **PAYROLL PAYMENTS** | **AMOUNT** |
| 8/1/2023 | 25843 | Heather Lumbrezer | Bi-weekly payroll: 7/13-7/26 | 874.92 |
| 8/1/2023 | 25844 | Anthony Jagodzinski | Bi-weekly payroll: 7/13-7/26 | 1,330.87 |
| 8/1/2023 | 25845 | Kyle Condon | Bi-weekly payroll: 7/13-7/26 | 1,223.71 |
| 8/1/2023 | 25846 | Debbie Lietzke | Bi-weekly payroll: 7/13-7/26 | 430.32 |
|  |  | **CHECKS:** |  |  |
| 7/26/2023 | 25841 | Public Employees Retire | VOID | 0.00 |
| 7/26/2023 | 25842 | Toledo Edison | electricity | 1,378.97 |
| 7/31/2023 | 25847 | AJ Door | fix shop door | 407.70 |
| 7/31/2023 | 25848 | Fin Farms | 24 fish for the reservoirs | 336.00 |
| 7/31/2023 | 25849 | Lake Erie Construction | deductible to fix guardrail | 1,000.00 |
| 7/31/2023 | 25850 | Mayors Association | dues | 50.00 |
| 7/31/2023 | 25851 | Spectrum | phone, internet | 174.96 |
| 8/2/2023 | 25852 | Forrest Auto Supply | oil, oil filter | 132.86 |
| 8/2/2023 | 25853 | NOW Control | 2 mosquito sprays for July | 364.58 |
| 8/2/2023 | 25854 | Ohio Utilities Protection | OUPS | 4.00 |
| 8/2/2023 | 25855 | Tri County Fuels | fuel | 170.95 |
| 8/7/2023 | 25856 | Luckey Farmers | park supplies | 95.00 |
| 8/7/2023 | 25857 | Fessenden Hardware | rakes | 62.98 |
| 8/7/2023 | 25858 | Lowe's C.C. | street supplies | 177.80 |
|  |  | **ACH/EFT Payments** |  |
|  | EFT | OPERS | Correction to May reporting | 6.06 |
| 7/27/2023 | ACH | Ohio Deferred Comp | Anthony & Kyle - payroll deduct | 95.00 |
| 8/1/2023 | ACH | EFTPS | Medicare/SS village contribution | 191.64 |
| 8/4/2023 | ACH | OPERS | Village contribution | 1,608.37 |
|  |  |  | **GRAND TOTAL** | **10,116.69** |

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

**Old Business** - DGL Engineering did our bridge inspections this year. They recommend that we close the pedestrian bridge on Garnsey. Pupos talked to Robbie Anderzack, he said he would take a look at it to see what needs to be done for repairs. We will also reach out to DGL Engineering to see if there is something we can do for a temporary fix. For now, our maintenance workers will put up something to block the walkway. We will also post the bridge closing on Facebook and send out an alert on CivicReady. Research will be done to see if there is a grant for bridge repairs.

Twenty-four white Amur have been purchased from Fin Farm to stock our Reservoirs: 12 in each pond.

**New Business** – Mossing gave an update from the Fulton County Visitor’s Bureau meeting that she attended. In 2024, the Solar Eclipse best viewing will be in Fulton County. Suggestions were made about buying glasses and having a viewing in the park for this special event. Also, our nation’s 250th anniversary is in 2026. The Village would like to do something to honor this. Both of these “big events” will be discussed more at future meetings.

Mossing motioned to have 2 new sway bars put on the Ford truck by Mike’s Repair Shop at an estimated cost of $300.00. Seconded by pupos and approved by council.

A resident called the office about a large tree that is down along the ditch behind 319 E. Main St. Questions came up about who is responsible for cleaning it up. Village, County or resident? Council decided to have our maintenance workers take care of the tree.

There is a crabapple tree between the sidewalk and street at 323 E. Main St., fruit is falling from the tree onto the sidewalk. Council members feel like this is a safety hazard, someone could slip and fall. Mossing motioned to have this tree removed due to safety concerns. Seconded by C. Pawlaczyk and approved by council.

**Fiscal Officer’s Report** – Lumbrezer gave an update on the UAN accounting system conversion. There are a few budget adjustments that need to be made re: the ODNR Grant advancements. Our current accounting system, GAS did advancements, UAN does not. So an adjustment needs to be made. Siefker motioned to approve the adjustments. Seconded by C. Pawlaczyk and approved by council.

Mossing motioned to get our maintenance workers new T-shirts. Seconded by Pupos and approved by council.

RITA mailed 121 non-filer letters out as of July 25, 2023.

Discussion took place about landscaping to the Village welcome signs and the memorial wall garden. Mossing said that Cheryl Geer from the Metamora Chamber of Commerce will be heading up the chamber scholarship program and this would be a good project for them. The village will pay for the new landscaping, probably just a few new perennials for each area is all that is needed.

Lane motioned to increase funds to B9-7-x-270 to reimburse Fulton County Visitors Bureau for money they gave us toward our Falling into Fall event that we are no longer having. Seconded by Siefker and approved by council.

Pupos motioned to purchase a seal for the shop door and 4 garage door remotes to put in each of the village vehicles. Seconded by Mossing and approved by council.

Adam Vance asked if our ballfields in the park could be used as “back-up fields” on Sundays for a fall softball league. They would like to have use of our bathrooms and Vance would be in charge of prepping the fields. Most, if not all of their games will be held at the school, he is just planning ahead if extra fields are needed. Mossing motioned to let them use our ballfields as a back-up. He can reach out to her (Mossing) to have bathrooms unlocked. Seconded by Hudik and approved by council.

Mossing did more research on a park planner for our 5 acres by the park. She received a recommendation from Sauders Village on who to hire. This company only does plans for parks, they also help with grants. The quote to hire them would be around $8,000.00 to $10,000.00. Lane said it is a lot of money but would avoid mistakes. After Covid, there have been more grants for parks due to people being outside more, so now would be a good time to apply for one. Mossing also said ARPA money could be used on this. Council asked Lumbrezer to look at the monies in our park fund and report back at the next meeting.

Pupos will contact Habitec Security to inquire about our security cameras, upgrades, phone apps, etc. for the park.

Mossing motioned to go into executive session at 8:22 p.m. re: a land purchase. Seconded by C. Pawlaczyk. Roll call vote: Lane-yes, Hudik-yes, Siefker-yes, C. Pawlaczyk-yes, Pupos-yes, Mossing-yes. Mossing motioned to exit executive session at 8:24 p.m. Seconded by Hudik. Roll call vote: Lane-yes, Hudik-yes, Siefker-yes, C. Pawlaczyk-yes, Pupos-yes, Mossing-yes. No decision was made.

**Mayor’s Report** – Nothing to report.

**Adjournmen**t- Siefker motioned to adjourn at 8:25 p.m. Seconded by Lane and approved by all council.

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