Metamora Village Council met in regular session Monday, December 21, 2020 at 8:00 p.m. in the Village Office.

Council members present: Karon Lane-pres., John Pupos, Cindi Pawlaczyk, Karen Noward those members through Zoom John Hudik and Cathy Mossing

Others present: Mayor Richard Sauerlender, VFO Susan Clendenin, Deputy Clerk Elizabeth Ryan and Fiscal Consultant Angela Smith

Guest – Rebecca Miller from the Village Reporter through Zoom

Mayor Sauerlender opened the meeting with the Pledge of Allegiance.

**Minutes** – John Pupos moved to approve December 7, 2020 council minutes as written, second of motion by John Hudik and approved by all council.

**Bills** –

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  **DATE** | **CHECK#** | **Payroll Payments** | **December 21 2020** |   |
| 12/22/20 | 24546 | Sue Clendenin | Wages 12/3-12/16/2020 | 800.00 |
| 12/22/20 | 24547 | Steve Venia | Wages 12/3-12/16/2020 | 1,600.00 |
| 12/22/20 | 24548 | Tiffany Venia | Wages 12/3-12/16/2020 | 192.00 |
| 12/22/20 | 24549 | Elizabeth Ryan | Wages 12/3-12/16/2020 | 805.00 |
|   |   | **CHECKS:** |   |   |
| 12/22/20 | 24550 | CoMan | porta pot rental | 75.00 |
| 12/22/20 | 24551 | Eisel Construction | Sewer work 264 Maple | 1,725.00 |
| 12/22/20 | 24552 | McQuade’s Co. L.P.A. | Village Solicitor | 1,483.00 |
| 12/22/20 | 24553 | Ohio Gas | Gas Mill and Main | 70.44 |
| 12/22/20 | 24554 | Ohio Municipal League | OML Membership fee | 295.00 |
| 12/22/20 | 24555 | Perry Pro Tech | copier maintenance | 47.64 |
| 12/22/20 | 24556 | Brian Rieger | 124 Garnsey, reimbursement | 662.00 |
| 12/22/20 | 24557 | Sam’s Club | l&b , office supplies | 344.30 |
| 12/22/20 | 24558 | GASI | Federal reporting forms | 63.00 |
| 12/22/20 | 24559 | Trisha Gleckler | office cleaning | 50.00 |
| 12/22/20 | 24560 | Trevino Law Office | 1.7 hrs. @ 70.00hr | 119.00 |
| 12/22/20 | 24561 | Personnel Concepts | Oh labor law poster | 27.90 |
| 12/22/20 | 24562 | Century Link | office phone and fax | 280.75 |
| 12/22/20 | 24563 | Verizon | maintenance phone bill | 58.27 |
|   |   |   | **TOTAL**  | **8,698.30** |
|   |   | **CARE ACT ACCOUNT** |   |   |
| 12/9/2020 | 100014 | Metamora Methodist | Reimburse for CAST products | 610.86 |
| 12/9/2020 | 100015 | St Mary's Meat | CAST Consumable products | 580.00 |
| 12/14/20 | 100016 | Toledo Duct Cleaning | Office Duct Cleaning | 545.00 |
| 12/14/20 | 100017 | VOID |   |   |
| 12/14/20 | 100018 | Upward Solutions, Inc | Laptops, Monitors | 6,461.00 |
| 12/22/20 | 100019 | Sam's Club Master Card | Water Fountain, PPE, Air Purifier, CAST Supplies, Zoom  | 9,114.13 |
| 12/22/20 | 100020 | Taylor Plumbing | Drinking Fountain Installation | 525.00 |
| 12/22/20 | 100021 | Storm Ridge Ent. LLC | Install electric hand dryers | 620.00 |
|   |   |   | Total  | 18,455.99 |

 **GRAND TOTAL**  **27,154.29**

John Pupos said L&B would like to welcome the two new businesses in town by providing each a $50 Gift Card to the other business. Council approved expense. Karen Noward motioned to pay bills including two $50 gift certificates. Second of motion Karon Lane and approved by all council. Discussed the Post Office request to hire the village to clear snow from sidewalks in front of the Post Office. Going to see what other villages due in their downtown districts. Karon Lane said the if the village enters contract to clear sidewalks in front of the Post Office and someone slips and gets hurt, they will sue the village. The former mayor had the village employee clear all sidewalks in the business district. Karon Lane said if a precedence has been set to clear downtown walks and then we don’t’, will business be aware of this. The mayor said we would have to let business know snow removal in front of their business is their responsibility. Sue to ask the Village Solicitor if there is liability to the village if the village cleared snow for downtown businesses free of charge. Cindi Pawlaczyk said if we have been clearing sidewalks downtown for the last couple years, why can’t we continue? John Pupos said because unlike last year we do not have a second part-time employee. The clerk said both the Metamora State Bank and Country Charm Café use to clear their own walkways. The bank contracts for snow removal and the Charm opens early, at times before Steve is able to get there. Steve’s first priority is clearing the streets in town., then clears bridge walkways. Village ordinance mandates owners of property abutting sidewalks, in the village, shall keep sidewalks clear of snow, ice and other materials by ten o’clock the morning following snowfall of two inches.

Steve will pick up Christmas trees left out by the curb. Let people know we are no longer picking up yard waste. Main reason for this is the salt box is on the dump truck for the winter. Steve could give notices to those still putting out yard waste. Branches down from storms will be picked up.

**Personnel & Finance Committee Report**- Recommend a $75,000 balloon payment is made on the USDA Sewer Loan in 2021. John Pupos moved to approve a balloon payment of $75,000 2021 on the USDA Sewer Loan in 2021. Second of motion by Cindi Pawlaczyk and approved by all council. Do not recommend employee raises in 2021, except .25 an hour for the Fiscal Officer.

**Lands & Buildings** – Reviewed and approved final budget requests.

**Old Business** – The dump truck has been repaired; the pick-up was taken into Mikes for a new starter. The office responded to Sullivan’s email in regard to fence maintenance.

**New Business** – nothing at this time.

**Fiscal Officer’s Report**- Requested the follow transfers:

TO: FROM: Amt:

A1-7-E-211 Maintenance Wages A1-7-E-211-1 Part Time Wages $2,000.00

A1-7-E-212 Maintenance Benefits A1-7-E-2`12-1 Part time Benefits $ 130.00

Karon Lane moved to approve the transfers requested by the fiscal officer. Second of motion by John Pupos and approved by all council.

**Ordinance 1041**- Appointing Village Solicitor and Prosecutor and establishing compensation for 2021. Both Alan and Yvonne agreed to the same rate of pay as in 2020, that being $70 an hour. John Pupos motioned to suspend the rules on Ordinance 1041. Second of motion by Karon Lane. Roll call vote taken: Lane-yes, Pupos-yes, Hudik-yes, Mossing-yes, Noward-yes and Pawlaczyk-yes. John Pupos moved to pass Ordinance 1041 under emergency measure. Second of motion by Karon Lane. Roll call vote taken: Lane-yes, Pupos-yes, Hudik-yes, Mossing-yes, Noward-yes and Pawlaczyk-yes. Ord. 1041 passed.

**2021 Council Meetings**- Reviewed Meeting times and dates for 2021. Council agreed to keep the same meeting times of 7:00 p.m. for the first Monday of the month and 8:00 p.m. for the third Monday of the month meetings and agreed to meeting dates after changing the July 5th meeting to Wednesday, July 7.

**Mayor’s Report** – Regional Planning asked if the village would keep Jeff Pawlaczyk as the village representative on the Regional Planning Commission. The mayor will ask Jeff if he will represent the village another year.

**The Year-end Council meeting is scheduled for Monday, December 28 at 7:00 p.m.**

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**Mayor – Richard O. Sauerlender VFO – Susan Clendenin**