Metamora Village Council met in regular session on Tuesday, November 16, 2021, at 8:00 p.m.

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

Other officials present: Mayor Richard Sauerlender, VFO Heather Lumbrezer, Deputy Clerk Debbie Lietzke, Maintenance Employee Steve Venia, and Village Administrator/Zoning inspector Jeff Pawlaczyk

Guest(s): Jacob Kessler from The Village Reporter.

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

**Minutes** – Cindi Pawlaczyk motioned to approve the November 1, 2021 minutes as written. Seconded by John Hudik and approved by council.

**Reading of the bills-**

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| **DATE** | **CHECK#** | **PAYROLL PAYMENTS** |  |   |
| 11/5/2021 | 24956 | Karen Noward | Monthly payroll for November | 128.61 |
| 11/5/2021 | 24957 | Heather Lumbrezer | Bi-weekly payroll: 10/21 - 11/3 | 822.21 |
| 11/5/2021 | 24958 | Jeff Pawlaczyk | Monthly payroll for November | 129.29 |
| 11/5/2021 | 24959 | Steve Venia | Bi-weekly payroll: 10/21 - 11/3 | 1,271.32 |
| 11/5/2021 | 24960 | Frederick Meiring | Monthly payroll for November | 471.22 |
| 11/5/2021 | 24961 | Tiffany Venia | Bi-weekly payroll: 10/21 - 11/3 | 429.80 |
| 11/5/2021 | 24962 | Debbie Lietzke | Bi-weekly payroll: 10/21 - 11/3 | 345.11 |
| 11/5/2021 | 24963 | Richard Sauerlender | Monthly payroll for November | 312.72 |
| 11/5/2021 | 24964 | Cathy Mossing | Monthly payroll for November | 128.61 |
| 11/5/2021 | 24965 | Cindi Pawlaczyk | Monthly payroll for November | 128.61 |
|   |   | **CHECKS:** |   |   |
| 11/2/2021 | 24954 | Advanced Sanitation | trash pick-up | 50.00 |
| 11/2/2021 | 24955 | Tri County Fuels | fuel for dump truck | 103.82 |
| 11/9/2021 | 24966 | Fulton County Comm | water | 72.86 |
| 11/9/2021 | 24967 | Lowe's | Steve supplies | 456.05 |
| 11/9/2021 | 24968 | Ohio Municipal league | membership | 295.00 |
| 11/9/2021 | 24969 | Ohio Utilities protect | manual callouts | 4.00 |
| 11/9/2021 | 24970 | Pasternak | remove trees and stumps | 4,900.00 |
| 11/9/2021 | 24971 | Treasurer of Fulton C | Nov Police Protection | 425.00 |
| 11/9/2021 | 24972 | Fulton County Comm | tornado siren maintenance | 450.00 |
| 11/10/2021 | 24973 | Kuhlman Corp | sewer supplies | 60.50 |
| 11/11/2021 | 24974 | Personnel Concepts | Labor Law/OSHA posters | 248.95 |
| 11/15/2021 | 24975 | Ohio Gas | Heat bill for Mill & Main St | 53.26 |
| 11/15/2021 | 24976 | Perry Corporation | copier monthly maintenance | 63.70 |
| 11/15/2021 | 24977 | Sam's Credit Card | gas, tree, jumpline, halloween, etc | 2,120.98 |
| 11/16/2021 | 24978 | Metamora Post Office | 4 rolls of stamps | 232.00 |
| 11/16/2021 | 24979 | TMACOG | 2022 membership dues | 150.00 |
| 11/16/2021 | 24980 | Metamora State Bank | Sewer & Street Loan due 12/1 | 36,880.46 |
| 11/16/2021 | 24981 | Cash - Petty Cash | Postage & office supplies | 47.12 |
|   |   | **CARE ACT** |   |   |
| 11/15/2021 | 100037 | Sam's Credit Card | CAST items - food & hygiene | 1,840.30 |
|   |   | **ACH Payments** |   |   |
| 11/8/2021 |   | EFTPS | Village match Medicare & SS | 150.44 |
| 11/8/2021 |   | OPERS | Village contribution OPERS | 1,193.71 |
| 11/11/2021 |   | Treasurer of State | 2019-2020 Audit for 9/27-10/23 | 4,059.00 |
|   |   |   | **GRAND TOTAL** | **58,024.65** |

Karen Noward motioned to pay bills as read. Seconded by Cathy Mossing and approved by all council.

**Personnel & Finance** – Council approved Christmas gift cards for employees. Committee approved a 2.5% pay raise for next year’s budget, employees to be determined on an individual basis.

Karon Lane to contact NEWS to request a utility policy between us and the county for the water and sewer bills.

**Lands & Buildings Report** – A schedule of the village vehicles and equipment with Stapleton Insurance was reviewed.

Fulton County Development reached out to the village and was inquiring about putting a new industrial facility within 40 miles of the Toledo area. The village stated that Metamora would not be capable of handling the amount of sewer/water that would be needed for this business.

Obtaining estimates for electrical repairs to the village office basement. Several items are not up to code.

Letters to be sent out to C. Peebles and J. Crockett referencing zoning violation 1321.07. A concern is wood falling off of their building.

The office is working on the 2022 budget. Items to add to the “wish list” are a new lawnmower for the park and a new tractor with a backhoe.

**Old Business** - A list of possible names has been compiled for the planning commission and zoning appeals board.

Plans for the Christmas parade are being finalized. Food/beverage has been purchased. Organizing volunteers to help with the parade and to serve cookies and hot chocolate.

**New Business** – NatureWorks Grant for the park needs to be started. Council members are researching ideas and prices for items they wish to pursue. Council would like the community’s input on what they feel is needed. May have a community meeting for ideas. The grant will possibly pay up to 75% of the project.

**Fiscal Officer’s Report** – GovDeals profit from selling the old Christmas decorations is $1.011.00.

Rick Meiring is working on the EPA renewal application, due December 2nd.

Pasternak’s has completed the removal of trees and stumps in the park. They are now completely finished with their work in the village.

Heather Lumbrezer and Debbie Lietzke attended the Sunshine Law training on 11/10/21 via WebEx.

**Mayor’s Report** – Starting to do employee evaluations. Reviewed the Sheriff’s report for the month of October. Complaints about 4-wheelers being rode in town should be made directly to the sheriff’s department.

**Adjournmen**t- John Pupos motioned to adjourn at 8:39 p.m. Seconded by Karon Lane and approved by all council.

The meeting was reopened at 8:40. Pupos motioned to have part time employee Tiffany Venia work 4 days a week during leaf pick-up. Seconded by Cindi Pawlaczyk and approved by all council.

Karen Noward motioned to adjourn at 8:42 p.m. Seconded by Pupos and approved by all council.

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