Metamora Village Council met in regular session on Monday December 18, 2023, at 8:00 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, Village Administrator/Zoning Inspector Jeff Pawlaczyk, Maintenance Supervisor Anthony Jagodzinski and Deputy Clerk Debbie Lietzke.

Guests: Renea Kessler from the Village Reporter, Robert Armstrong Jr., Steven Creque, Gary Loar and Lee Ann Miller all here observing the meeting.

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

**Minutes** – Pupos motioned to approve the December 4, 2023, minutes as written. Seconded by Mossing and approved by council.

**Reading of the bills-**

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| --- | --- | --- | --- | --- |
| **DATE** | **CHECK#** | **PAYROLL PAYMENTS** |  | **AMOUNT** |
| 12/19/2023 | 26068 | Heather Lumbrezer | Pay Period: 11/30 - 12/13 | 995.56 |
| 12/19/2023 | 26069 | Deborah Lietzke | Pay Period: 11/30 - 12/13 | 410.16 |
| 12/19/2023 | 26070 | Anthony Jagodzinski | Pay Period: 11/30 - 12/13 | 1,336.14 |
| 12/19/2023 | 26071 | Jeffrey Pawlaczyk | Pay Period: Month of December | 279.50 |
| 12/19/2023 | 26072 | Richard Sauerlender | Pay Period: Month of December | 312.72 |
| 12/19/2023 | 26073 | Cathy Mossing | Pay Period: Month of December | 128.61 |
| 12/19/2023 | 26074 | Cynthia Pawlaczyk | Pay Period: Month of December | 128.61 |
| 12/19/2023 | 26075 | Karen Siefker | Pay Period: Month of December | 128.61 |
| 12/19/2023 | 26076 | John Pupos | Pay for the Entire Year of 2023 | 1,608.28 |
| 12/19/2023 | 26077 | John Hudik | Pay for the Entire Year of 2023 | 1,608.28 |
| 12/19/2023 | 26078 | Karon Lane | Pay for the Entire Year of 2023 + President | 1,831.65 |
| 12/19/2023 | 26079 | Kyle Condon | Pay Period: 11/30-12/13 + 40 hours PTO | 1,904.46 |
|  |  | **CHECKS:** |  |  |
| 12/11/2023 | 26063 | Lowes | L&B supplies, small tools | 238.95 |
| 12/11/2023 | 26064 | Kevin Whitlock | Village Solicitor | 259.50 |
| 12/11/2023 | 26065 | Metamora State Bank | Christmas gift cards | 600.00 |
| 12/11/2023 | 26066 | Jones & Henry | sewer sample analysis | 68.00 |
| 12/11/2023 | 26067 | Treasurer of Fulton County | December Police protection | 425.00 |
| 12/15/2023 | 26080 | Sams C.C. | gas, Christmas parade items, L&B supplies | 1,319.44 |
| 12/15/2023 | 26081 | Angie Smith | consulting- budget | 75.00 |
| 12/15/2023 | 26082 | Verizon | maintenance phone | 58.21 |
| 12/15/2023 | 26083 | Ohio Gas | heat | 165.97 |
| 12/15/2023 | 26084 | Village of Swanton | sewer sample analysis | 25.00 |
| 12/15/2023 | 26085 | Perry Protech | copier maintenance | 130.51 |
| 12/18/2023 | 26086 | Kyle Condon | uniform reimbursement | 72.73 |
| 12/18/2023 | 26087 | Buckeye Concrete Flatwork | sewer repairs, sidewalk repairs, concrete | 5,081.00 |
|  |  | **ACH/EFT Payments** |  |  |
| 12/5/2023 | 22-2023 | Ohio Deferred Comp. | Anthony & Kyle payroll deduct.-retirement | 95.00 |
| 12/1/2023 | 23-2023 | Anthem Blue Cross/Blue Shield | Anthony & Kyle - health insurance | 579.10 |
| 12/8/2023 | 24-2023 | RITA | employee contributions for 1% income tax | 118.18 |
| 12/8/2023 | 25-2023 | Ohio State Tax | employee contributions for Nov. payroll | 178.08 |
| 12/8/2023 | 26-2023 | Ohio School Tax | employee contributions for Nov. payroll | 119.70 |
| 12/8/2023 | 27-2023 | EFTPS | Employer/Employee contrib. for Nov. payroll | 1,025.13 |
| 12/8/2023 | 28-2023 | OPERS | Employer/Employee contrib. for Nov. payroll | 3,525.92 |
| 12/11/2023 | 29-2023 | Kuhlman | ARPA ck#1022 sewer supplies | 858.25 |
| 12/11/2023 | 30-2023 | Lowes | ARPA ck #1023 sewer supplies | 19.59 |
| 12/11/2023 | 31-2023 | Ohio Auditor of State | audit | 5,535.00 |
| 12/11/2023 | 32-2023 | Ohio Auditor of State | 1st Qtr. UAN accounting fees | 762.00 |
| 12/19/2023 | 33-2023 | Ohio Deferred Comp. | Anthony & Kyle payroll deduct.-retirement | 95.00 |
|  |  |  | **GRAND TOTAL** | **32,102.84** |

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

**Personnel & Finance** –

* Mossing motioned to give a $50.00 Christmas gift card to Mikael Stiles for his work this year as the Village Operator of Record for Wastewater/Sewer. Seconded by Pupos and approved by council.
* Mossing motioned to hire Dave Sharples to add/do repairs to wood moldings in the office. Seconded by Lane and approved by council.
* Mossing motioned to approve the reallocation of funds on the pay-in sheet for tonight’s meeting. Seconded by Lane and approved by council.

**Lands & Buildings Report** –

* Sewer repairs were done at 258 Maple St. Doing this work, we had to tear up some of the neighbor’s land, which we will put down new grass seed in the spring.
* Property owner at 239 Maple St. questioned where the sewer lines run on his newly purchased property. This property is attached to a house; therefore he is wondering if the sewer line will need to be separated. We also need to find out if there is an easement for this property.
* Complaints have been made about 225 Maple St. that has large pieces of turf on it. If the turf is being stored outside, it is required to have a fence around it. Zoning ordinances need to be reviewed more re: what kind of fence and how tall it should be. This will be addressed to the property owner.
* A door hanger will be posted at 347 E. Main St. for them to contact the Village Office re; junk by the street and a junk car in the front yard.

**Old Business** –

* As of January 3, 2024, Cathy Mossing will be our new Village Mayor. This will open up her current seat on council, therefore a new council member will need to be appointed after she is sworn in as Mayor.
* A follow-up to the Garnsey Ave. pedestrian bridge repairs took place. Pupos said that Anderzack’ s quote does follow the ODOT C&MS guidelines, Pupos still needs to call R.G. Zachrich Construction to see if their quote also follows the same guidelines.
* Pupos motioned to change the January 17, 2024, council meeting to Tuesday, January 16, 2024, due to a conflict with the Chamber of Commerce meeting. Seconded by C. Pawlaczyk and approved by council.

**Fiscal Officer’s Report** –

* Mossing motioned to pass the 2nd reading of Ordinance #2023-16 approving the Countywide Emergency Management Agency Agreement between The Village of Metamora & The Fulton County Emergency Management Agency. Seconded by C. Pawlaczyk and approved by council.
* Mossing motioned to pass the 2nd reading of Ordinance #2023-17 increasing sewer rates 1% for one year, starting 2024. Seconded by Siefker and approved by council.
* Mossing motioned that we pass the 2nd reading of Ordinance #2023-19 to amend Title Nine of the Codified Ordinances of The Village of Metamora regarding municipal income tax, changes reflect the passing of House Bill 33. Seconded by Pupos and approved by council.
* Mossing motioned to pass the 2nd reading of Ordinance #2023-20 establishing medical, dental and vision insurance costs for Metamora Village full time employees. Seconded by Siefker and approved by council.
* Mossing motioned that we pass the 2nd reading of Ordinance #2023-21 employee compensation rates for 2024. Seconded by Lane and approved by council.

**Zoning Report**- confirmed that the trash at 347 E. Main St. will be addressed.

**Mayor’s Report** – reviewed the sheriff’s report.

**Adjournmen**t- Pupos motioned to adjourn at 8:15 p.m. Seconded by Mossing and approved by all council.

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