Metamora Village Council met in regular session on Monday, October 16, 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: The Village Reporter and Gary Loar.

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

**Minutes** – Mossing motioned to approve the October 2, 2023, minutes with corrections. As advised by our legal counsel, a statement provided by a resident dated Oct. 2, 2024, does not need to be made part of the minutes. Seconded by Pupos and approved by all of council.

**Reading of the bills-**

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| --- | --- | --- | --- |
| **DATE** | **CHECK#** | **PAYROLL PAYMENTS** | **AMOUNT** |
| 10/10/2023 | 25959 | Anthony Jagodzinski | Bi-weekly payroll: 9/21-10/4 | 1,330.87 |
| 10/10/2023 | 25960 | Kyle Condon | Bi-weekly payroll: 9/21-10/4 | 1,223.71 |
| 10/10/2023 | 25961 | Heather Lumbrezer | Bi-weekly payroll: 9/21-10/4 | 935.23 |
| 10/10/2023 | 25962 | Deborah Lietzke | Bi-weekly payroll: 9/21-10/4 | 511.01 |
|  |  | **CHECKS:** |  |  |
| Check #s 25936-25949 voided due to converting from GAS to UAN |  |
| Check #s 25950 & 25951 voided - printing issues with new printer |  |
|  |  |  |  |  |
| 10/4/2023 | 25952 | Bailey Lumbrezer | office cleaning | 40.00 |
| 10/4/2023 | 25953 | Upward Solutions | set up for UAN | 350.00 |
| 10/4/2023 | 25954 | Forrest Auto Supply | shop materials | 283.99 |
|  |  |  |  |  |
| Check #'s 25955-25958 voided due payroll check printing errors with new printer |
|  |  |  |  |  |
| 10/10/2023 | 25963 | Advanced Sanitation | trash pick-up | 165.00 |
| 10/10/2023 | 25964 | Tri County Fuels | fuel | 106.06 |
| 10/10/2023 | 25965 | Mike's Repair | tire | 465.00 |
| 10/10/2023 | 25966 | Perry Protech | copier | 97.23 |
|  |  |  |  |  |
| Check #'s 25967-25970 voided due to printer error with the system |  |
|  |  |  |  |  |
| 10/12/2023 | 25971 | Treasurer of Fulton Co. | police protection | 425.00 |
| 10/12/2023 | 25972 | Perry Protech | toner for copier | 11.95 |
| 10/12/2023 | 25973 | Lowe's C.C. | flowers/plants for fall | 90.86 |
| 10/12/2023 | 25974 | Village of Swanton | help with lift station repairs | 675.00 |
| 10/16/2023 | 25975 | The Village Reporter | 12 month renewal | 104.00 |
| 10/16/2023 | 25976 | NOMMA | meeting | 40.00 |
| 10/16/2023 | 25977 | Ohio Gas | heat | 21.16 |
| 10/16/2023 | 25978 | Verizon | maintenance cell phone | 58.21 |
| 10/16/2023 | 25979 | Sam's C.C. | gas, training, sewer supplies | 2,190.32 |
| 10/16/2023 | 25980 | Jones & Henry | sewer testing | 86.00 |
|  |  | **ACH/EFT Payments** |  |
| 10/12/2023 | ACH | Ohio Deferred Comp | EE - payroll deduct | 95.00 |
| 10/13/2023 | 2-2023 | Anthem Insurance | Anthony & Kyle insurance premiums | 579.10 |
| 10/13/2023 | 3-2023 | EFPTS | ER & EE contrib. for Medicare & SS | 1,016.16 |
| 10/13/2023 | 4-2023 | OPERS | ER & EE contrib. for retirement | 2,792.61 |
| 10/13/2023 | 5-2023 | OH Business Gateway | EE deductions for State  | 176.09 |
| 10/13/2023 | 6-2023 | OH Business Gateway | EE deductions for School | 119.43 |
| 10/13/2023 | 7-2023 | RITA | EE deductions for village income tax | 118.11 |
|  |  |  | **GRAND TOTAL** | **14,107.10** |

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

**Personnel & Finance** –

* Mossing motioned to renew the current employee medical, dental, and vision insurance with Anthem, with a 6% increase in cost for the year 2024. Also, recommended starting January 1, 2024, the Village pay 75% of the premium for medical, dental and vision, with the employee paying 25%. Seconded by Lane and approved by all of the council.
* Mossing motioned to approve up to $1,500.00 for traveling clerk, Michelle Stahl, to help the office with the UAN conversion, if needed. Seconded by Siefker and approved by all of the council.

**Lands & Buildings Report** –

* Pupos motioned to have our lot line at the maintenance shop surveyed before we put a lean-to on the building. Seconded by Mossing and approved by all of the council.
* Pupos motioned to approve up to $2,500.00 for repairs to our older Ford work truck that is leaking oil. Seconded by Siefker and approved by all of the council. Mike’s Repair looked at the truck and found where the leak was coming from, but they said it is too big of a job for them. We will get a quote from a Ford Dealership.
* Some tools were stolen from a toolbox on our trailer; estimated value stolen is $500.00. A police report was made on October 11, 2023. Our insurance deductible is $500.00, so we will not turn in a claim.
* The quote from R.G. Zachrich Construction to fix the pedestrian bridge on Garnsey Ave. is $33,500.00. We are also waiting for a quote from Anderzack Pitzen to fix the bridge, we should have it within a week or two. We would like to see the repairs done before winter.
* Buckeye Concrete started marking sidewalks on W. Main St. that will be repaired in the near future.
* Maintenance workers will make a list of residents that still have their downspouts going into our sanitary sewer system (basins, drain, etc.). If they do, a letter will be sent asking them to reroute their downspouts to their yards. This has an effect on how our sanitary sewer system operates.
* Pupos motioned to approve 2nd meter sewer credits for the 2023 year in the amount of $698.28. Seconded by Lane and approved by all of the council. The sewer credit report will be sent to NEWS and credits will be issued on their next billing cycle.

**Fiscal Officer’s Report** –

* Mossing motioned to increase expense line #1000-310-490-000 by $400.00, this was a donation from Gleaner’s Life Insurance for the Halloween party at the Metamora Fire Department. Seconded by Lane and approved by all of the council.
* Pupos motioned to increase the uniform expense line #1000-730-270-0000 by $200.00 for T-shirts for the maintenance workers. Seconded by Lane and approved by all of the council.
* Pupos motioned to move $6,277.36 from expense line #2151-790-400-0000 supplies and materials to expense line #2151-790-340-0000 professional and technical services account. Seconded by Mossing and approved by all of the council.

Pupos motioned to pay the Buckeye Pump invoice #32033223-00 in the amount of $5,482.00 out of expense line #2151-790-340-000. Seconded by Hudik and approved by all of the council.

* Lumbrezer indicated that a zoning permit was filed, J. Pawlaczyk said it has been issued. Also, two complaints have been turned over to the zoning inspector.

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

Pupos motioned to go into executive session at 8:24 p.m. regarding hiring of a Solicitor, the Zoning Inspectors job, and the sale/purchase of property on Maple St. Seconded by Hudik. Roll call vote: Lane-yes, Hudik-yes, Siefker-yes, C. Pawlaczyk-yes, Pupos-yes, Mossing-yes.

Pupos motioned to exit executive session at 8:51 p.m. Seconded by Mossing. Roll call vote: Lane-yes, Hudik-yes, Siefker-yes, C. Pawlaczyk-yes, Pupos-yes, Mossing-yes. Some decisions were made, see below.

* Pupos motioned to not renew the contract with Solicitor Kevin Whitlock for the calendar years of 2024-2025. Seconded by Mossing and approved by all of the council.
* Mossing motioned that we pass the first reading of Ordinance #2023-10 hiring Rupp, Hagans & Bohmer as our Solicitors/Prosecutors at $145.00 per hour starting January 1, 2024. Seconded by Lane and approved by all of the council.
* Scott and Sue Clendenin accepted the proposal as stated in the minutes from our October 2, 2023, meeting for property on Maple St. Paperwork will be started with Kevin Whitlock for the sale/purchase of these areas of land.
* Zoning Inspectors job description is still under review.

**Adjournmen**t- Siefker motioned to adjourn at 8:53 p.m. Seconded by Hudik and approved by all council.

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