Council met in regular session Monday, October 2, 2017. Council present: Karon Lane-President, Richard Sauerlender, Suzie Stough and John Hudik. Justin Kreischer and John Pupos absent.

Other officials present; Mayor Ken Wysong, VFO Sue Clendenin, Employee Jamie VanAlstine and Solicitor Alan Lehenbauer

Guests present: Karen Noward

Mayor Wysong opened the meeting with the Pledge of Allegiance.

Guest Karen Noward requested a credit on her sewer bill due to heavy yard watering and a break in a field tile in January. Council reviewed the current bill compared to previous bills. John Hudik motioned to credit Karen Noward $90 on her sewer bill. Second of motion by Karon Lane and approved by all council present.

**Minutes** – Karon Lane moved to approve council meeting minutes from September 18, 2017 with the correction on page 2, changing “No” to “Not”. Second of motion by Suzie and approved by all council present.

**Bills read for payment:**

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| --- | --- | --- |
| **Bills Already Paid** |   |   |
| Chip Vance | Reimbursement for November Insurance premium | 191.00 |
| Chip Vance | Pesticide stipend-prorated | 137.16 |
| Chip Vance | Reimbursement for October Insurance premium | 382.00 |
| **Bills to be paid:** |   |   |
| Angie Smith | Wages 9/14 - 9/27 | 901.42 |
| Jamie VanAlstine | Wages 9/14 - 9/27 | 1,120.00 |
| Country Charm | Case of Paper Towels | 54.60 |
| Steven Geise | Sewer Consultant 9/16 - 9/28  | 300.00 |
| Habitec Security | Security Monitoring and Maintenance | 284.55 |
| Key Shoppers News | Help Wanted Ad | 51.00 |
| JD Financial | Parts for Mower | 78.18 |
| Rich Sauerlender | Door Handles & Keys for Shop | 87.62 |
| Toledo Edison | Village Electricity | 1,372.96 |
| Trisha Gleckler | Office Cleaning | 40.00 |
| VISA | Paint for Park & for Street Lines, Cigarette Butt Receptacle, Office Supplies | 743.57 |
| Bob Whalen | Zoning Consultant - September | 210.00 |
| Sandman Sales Yard | 20 Tons Topsoil & Delivery | 640.00 |
| Treasurer of State | Audit of 2015 and 2016 | 1,107.00 |
|   |   | 7,646.46 |

Suzie Stough moved to pay the bills as presented. Second of motion by Rich Sauerlender and approved by all council.

**Solicitor’s report** – Nothing at this time.

**Old Business** –

* Dumpster abuse – The individuals who filled our dumpster and the Fire Department dumpster on the week end of the September 15th were contacted by the sheriff department and told to either empty the dumpster or be prosecuted for illegal dumpling. The dumpsters were emptied by Advanced Sanitation before they could remove their items from the dumpsters. They called the village office to apologize and would like to make amends and not have village file charges. Advanced Sanitation charges $50 to empty one 2-yard dumpster. Council discussed the issue. A decision was reached to accept amends of $100 payment from the individuals. $50 to be given to Advanced Sanitation and $50 to be given to the Amboy Fire Department. Ken Wysong agreed to contact the Sheriff Department and let them know that we will not file charges if restitution be made of $50 to Advanced Sanitation and $50 to be given to the Amboy Fire Department.

**New Business** –

* Advanced Sanitation raised their charge by $8.00 a year. We are no longer in a franchise agreement with him and he is very reasonable and provides good service.
* Karon Lane brought up the Employee Handbook. Under Benefits it states there are Health Insurance, Medical and Dental with a Vision allowance. Since we are possibly hiring a new employee and are not offering health benefits, we should remove the entire section from the handbook. Karon Lane motioned to remove page 18, the Health Insurance section of the Handbook. Second of motion by Rich Sauerlender and approved by all council present.
* Karon Lane asked if the council would like to send flowers for the funeral of Sue Clendenin’s brother, Gary Miller. Sue requested that instead of flowers a donation to his wife be made to help with medical expenses. Karon Lane motioned to send $100 to the family of Gary Miller. Second of motion by Rich Sauerlender and approved by all council present.
* Ken inquired if we had any additional individuals interested in the sewer person on record. We have Steve Geise as the person of record now. There is a man in Lyons who would do it if we really got in a pinch. We should have a full job description written up. Personnel & Finance will write up the job description. Ken would like to know when it will be done expressing concern about the process being drawn out too long. Steve Geise is on record and is willing to continue doing it. Karon Lane and Suzie Stough voiced that we need to get the full job description composed and wait to see if there are more applicants. It could be November or December before these things occur. It was reiterated that we do have Steve Geise on record now and performing the needed tasks.

**Fiscal Officer’s Report-**

* The boat & motor sold at the county auction. We do not have the amount it sold for yet or the distribution.
* We are trying to put together Audit Committee. Working on getting the candidates/members for the committee. Kate Fischer, Karin Sauerlender and Brooke Smith have expressed interest in being on the committee. Kate shared some ideas on having a charter. If the state auditors accept the Personnel & Finance Committee as an audit committee, we may just go with that.
* Having a driver for the truck during leaf pickup was discussed. Need someone who can not only drive but also help with the actual leaf pickup. Ken mentioned that it wouldn’t have to be done every week. We could pick up leaves every other week. It was also discussed doing two, half days or leaf pickup. The two half days was seen as the best option. Tom Bivens has agreed to drive for the leaf pickup. Ken stated he would confirm with Tom Bivens that he is willing to drive the truck. We are currently planning on taking to leaves to Lammon Brothers. There is also a possibility of putting them on the branches at the reservoir.
* Requesting appropriation Transfers:

 To: Amount: From:

A1-7-E-232 Phone & Fax 500.00 A1-7-X-250 Capital Outlay

E2-5-E 231 Sewer Electricity 1,000.00 E2-5-X-250 Capital Outlay

A1-7-X-230-2 Income Tax Overhead 1,800.00 A1-7-X-250 Capital Outlay

Karon Lane motioned to approve the appropriation transfers. Second of motion by Suzie Stough and approved by all council present.

* The Fiscal Officer presented to council the changes to the 2017 appropriations approved previously. Suzie Stough motioned to approve the first reading of **Ordinance #960**, Amending 2017 Appropriations. Second of motion by Rich Sauerlender and approved by all council members present.
* Ordinance #961, allowing the mayor to enter into contract with the Fulton County Commissioners to provide Dog Warden Services until the contract is terminated by either party. Karon Lane motioned to approve the first reading of Ordinance #961, allowing the mayor to enter into contract with the Fulton County Commissioners to provide Dog Warden Services until the contract is terminated by either party. Second of motion by Suzie Stough and approved by all council.
* The USDA is recommending we increase the sewer rate in 2018 to help fund an escrow account for the sewer for major repairs or replacements of our sewer equipment. We transfer $40,000 every year from the general fund to the sewer fund. We had almost a $75,000 carry over balance for the Sewer Fund from last year. The VFO suggested making a balloon payment on the USDA loan next year. A USDA representative, Mary, will be at the village on October 19th for a compliance meeting and we’ll ask about balloon payments. It would be very beneficial if we paid $100,000 on a $400,000 loan that is at 4.6% interest. We had 2 loans with the USDA for sewer. We refinanced one of the loans this year saving the village about $200,000 in interest charges. No decisions made at this time.
* A resignation/retirement letter was presented to council from the of Fiscal Officer effective October 31, 2017. Karon Lane indicated the Personnel & Finance Committee needs to speak to Angie about taking the position and what her expectations are for pay as well as the hours she is willing to work. Also need to speak to Susan about what her expectations are. Sue would not be able to work at all for 60 days. Richard Sauerlender motioned to accept the letter of resignation from Sue Clendenin effective October 31, 2017. Second of motion by John Hudik and approved by all council. Much appreciation expressed to Sue for her many years of service to the village. Rich recommending speaking to Karin as a possible asset as she is our fiscal consultant of record and knows the software system we use.

**Mayor’s Report -**

* Ken has found out who our person is in the EPA for the surface water and different sludge class levels. He would like to have this person attend a council meeting and invite Amboy Township and Berkey Council. The purpose is to be clear on sludge application, what is allowed and not allowed as fertilizer.
* Jamie has completed clearing out the large rocks and sticks from the 5 acres in the park. It is ready to be planted to grass. Hopefully it can be done in the next couple of days.
* There is an Open House on Wednesday, October 4th from 2:00 to 6:00, for the Fulton County Welcoming Center located across from the fair grounds.
* The next Park-O-Rama meeting is scheduled for October 4th in the village office at 7:00 p.m.
* Discussed the possibility of selling the Water Plant. We need to find out the value of the property. Recommended getting in touch with a realtor, to get an appraisal of the property. Asking the bank for an appraisal was also recommended. After the appraisal we could take bids on the property. We would not have to accept the bids. Deferring this to the Land and Buildings Committee.
* The shop tool inventory has not been completed.
* Triangular has been contacted about emptying the Recycle Station as it is full. They will be out on Tuesday, October 3rd, to collect the recyclable.
* Jamie reported that the yard repair for Hammons has been completed. She has determined what needs to be done in Cheryl Geer’s yard and that should be done this week along with another yard. Jamie also plans to complete the street line painting this week.

**Adjournment** – Suzie Stough moved to adjourn at 8:05 p.m. Second of motion by John Hudik and approved by all council.

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 **Mayor – Kenneth Wysong VFO – Susan Clendenin**