Metamora Village Council met in regular session on Monday, December 4, 2023; at 7:00 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 and Village Administrator/Zoning Inspector Jeff Pawlaczyk.

Guest: Gary Loar

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

**Minutes** – Mossing motioned to approve the November 20, 2023; minutes as written. Seconded by Pupos and approved council. Pupos motioned to approve the November 30, 2023, special meeting minutes, after corrections made to the Pledge of Allegiance. Seconded by Hudik and approved council, with Mossing abstaining.

**Reading of the bills-**

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| --- | --- | --- | --- | --- |
| **DATE** | **CHECK#** | **PAYROLL PAYMENTS** |  | **AMOUNT** |
| 12/5/2023 | 26055 | Heather Lumbrezer | Bi-weekly payroll: 11/16-11/29 | 1,052.51 |
| 12/5/2023 | 26056 | Anthony Jagodzinski | Bi-weekly payroll: 11/16-11/29 | 1,196.35 |
| 12/5/2023 | 26057 | Kyle Condon | Bi-weekly payroll: 11/16-11/29 | 1,223.78 |
| 12/5/2023 | 26058 | Debbie Lietzke | Bi-weekly payroll: 11/16-11/29 | 474.04 |
|  |  | **CHECKS:** |  |  |
| 11/22/2023 | 26045 | Metamora State Bank | Sewer and Street Bonds/Loans | 37,025.46 |
| 11/27/2023 | 26046 | Bailey Lumbrezer | office cleaning | 40.00 |
| 11/27/2023 | 26047 | Spectrum | internet and phone | 174.96 |
| 11/27/2023 | 26048 | Habitec | security | 201.18 |
| 11/27/2023 | 26049 | Toledo Edison | electricity | 1,251.01 |
| 11/27/2023 | 26050 | F. Co. Emergency Mgmt. | 2024 assessment fees | 367.90 |
| 11/27/2023 | 26051 | OH Bureau of Workers | 2024 workers comp. | 1,463.00 |
| 11/29/2023 | 26052 | Habitec Security | security at the reservoir | 39.27 |
| 11/29/2023 | 26053 | Treasurer of State-EPA | discharge fee May 1 to Oct 2022 | 200.00 |
| 11/29/2023 | 26054 | DGL Consulting | survey Maple St. lot | 600.00 |
| 12/4/2023 | 26059 | Deborah Lietzke | travel- Christmas parade supplies | 18.75 |
| 12/4/2023 | 26060 | F.Co. Regional Planning | 2024 assessment notice | 283.00 |
| 12/4/2023 | 26061 | Bills Service | blades, spray paint | 237.93 |
| 12/4/2023 | 26062 | TMACOG | 2024 membership | 150.00 |
|  |  | **Electronic Pmts.** |  |  |
| 11/21/2023 | 21-2023 | Ohio Deferred Comp | Anthony & Kyle retirement | 95.00 |
|  |  |  | **GRAND TOTAL** | **46,094.14** |

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

**Old Business** -

* The Village will have an open council seat on January 3, 2024, after Mossing is sworn in as our new Mayor. Postings will be put on social media and fliers will be around town for anyone who is interested.
* DGL Engineers looked over both quotes for repairs to the pedestrian bridge on Garnsey Ave. They said both quotes/repairs would work. The only thing DGL recommends is that whichever one we go with should follow ODOT C&MS guidelines. R.G. Zachrich Construction’s quote is $33,500.00. Anderzack Pitzen’s quote is $49,400.00. Concerns were brought up that the Garnsey Road bridge will need to be repaired in 3 to 5 years, when that happens the pedestrian bridge would have to be torn out and redone. The Garnsey Road bridge is not bad enough to apply for a grant yet. Council agreed the pedestrian bridge cannot wait to be fixed, they do not want to put anyone in danger. Pupos will reach out to both companies that gave quotes and find out if following the ODOT C&MS guidelines changes their bid. A follow-up to this will be discussed at the next meeting.
* Pupos completed the FC Demolition Intake Form, applying for the demolition of the buildings at the reservoir. Mossing volunteered to attend the next Land Bank meeting on Tuesday, December 19th, where she should find out more information about this.

**New Business** –

* Mossing motioned that we accept the revised employee handbook effective January 01, 2024. Seconded by Lane and approved by council.
* Mossing motioned to purchase Christmas gift cards for the village employees. Heather, Debbie, Angie, Jeff, Anthony and Kyle- $50.00. Volunteer, Tom Carr-$300.00. Seconded by Lane and approved by council.
* Pupos motioned that we pass the 1St reading of Ordinance #2023-21 employee compensation rates for 2024. Seconded by Mossing and approved by council.
* Councils 2024 “wish list” amounts need to be turned into Lumbrezer at the next council meeting so she can work on next year’s budget.
* Council agreed to let Kevin Shull farm/maintain our property behind the maintenance shop.
* Mossing motioned that we pass the 1st 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 Siefker and approved by council.
* Mossing motioned to suspend the rules on Ordinance #2023-18 amending part fifteen of the Codified Ordinance concerning the fire code and open burning. Seconded by Pupos. Roll call vote: Lane-yes, Hudik-yes, Siefker-yes, C. Pawlaczyk-yes, Pupos-yes, Mossing-yes. Mossing motioned that we pass Ordinance #2023-18 amending the Codified Ordinances sections for Ohio fire code and open burning under emergency measures. Seconded by Pupos. Roll call vote: Lane-yes, Hudik-yes, Siefker-yes, C. Pawlaczyk-yes, Pupos-yes, Mossing-yes. Motion passed.
* Mossing motioned to pass the 1st reading of Ordinance #2023-19 to amend Title Nine of the Codified Ordinances of The Village of Metamora regarding municipal income tax. Seconded by Siefker and approved by council. Changes will reflect the passing of House Bill 33.
* Mossing motioned to pass the 1st reading of Ordinance #2023-20 establishing medical, dental and vision insurance costs for Metamora Village full time employees. Seconded by Pupos and approved by council.
* Discussion at the last council meeting was to raise the sewer rate next year by .5%. After further discussion, it was decided it isn’t enough of an increase. It was agreed to raise the rates by 1%. Mossing motioned to pass the 1st reading of Ordinance #2023-17 increasing sewer rates 1% for one year, starting 2024. Seconded by Lane and approved by council.

**Fiscal Officer’s Report** –

* Pupos motioned to approve the transfer of $877.84 from ARPA account #2151-790-340-0000 Professional and Technical Services to ARPA account #2151-790-400-000 Supplies and Materials. Seconded by Mossing and approved by council.
* Mossing motioned to lower expense line #1000-730-399-000 (other contractual services) by $762.00 and create a new expense line #1000-745-343-0000 for UAN 1st QTR. accounting fees, adding $762.00 to this account. Seconded by Lane and approved by council.

**Zoning Report**—follow-up on the 347 E. Main St. complaint, this property is changing hands. The new owners plan on cleaning this property up.

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

**Adjournmen**t- Hudik motioned to adjourn at 8:05 p.m. Seconded by Pupos and approved by council.

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