

Metamora Village Council met in regular session Monday, August 19, 2013 at 8:00 p.m. Council present: Ken Wysong, Cheryl Geer, Karon Lane, Ned Monroe, John Hudik and Suzie Stough. Other village officials present: Mayor Loar, VFO Karin Sauerlender, Deputy Clerk Susan Clendenin and Street Superintendent Chip Vance.

Mayor Loar opened the meeting at 8:00 p.m. with the pledge of Allegiance to the Flag

Guests: Fire Chief Ray Kelble and Paulette Huperb with Poggemeyer Design Group.

Fire Chief Kelble was recognized. Fire Chief Kelble was invited to express his opinion on the previously proposed helicopter landing pad project by the prior fire chief. Kelble explained it's not that he's for or against the pad, he wants to make sure everything is done properly. Department funds have not been allocated for the pad at this time, the chief was under the assumption much of the work was to be donated, yet to confirm. Additional donations will be graciously accepted. Chief Kelble was asked for benefits of a heli-pad. Safety would be an advantage, and having designated g.p.s. co-ordinates locating pad for emergency landing would be helpful for the area. Will need to install lighting in the area of the pad, proposed location is behind station. Cheryl Geer said it was her understanding while attending a recent Amboy Township trustee meeting that Stan Kocol with Lifeflight as Safety Director said the pad would reduce the need for a landing crew, which at times a lack of staff delayed landings. Ken Wysong said it appears the fire chief isn't opposed to the installation of the pad especially if donations cover cost; it also appears the general consensus of the fire department is there is a need for a pad in our community. Fire Chief Kelble wanted it noted; Life Flight never had landings delayed due to lack of personnel in Metamora.

Mayor Loar noted increases in area accidents, where a pad would improve safety measures. One major cost associated with installing the pad was putting electrical underground on village owned property near the proposed site, the village paid to place electric underground last year. Kelble said he will look into what information the past fire chief Larry Dunbar has on the project, and will share progress with village council. Poggemeyer representative Paulette Huperb informed the fire chief funding might be available for the installation of the landing pad through USDA Rural Development, Community Facilities Money. New funding allocation for this program will be released in October. Andy Sterling from USDA Findlay's office would be willing to help, will come and do a site visit and assist with the grant application. Safety projects are number one priority for funding through this grant. The grant is only available to communities with populations under 5,000.

Paulette Huperb with Poggemeyer Design was group recognized. OPWC applications due to the county September 6, it has been discussed to apply for funding to replace a series of laterals on East Main Street to help reduce infiltrations. The areas in question were recently assessed by Poggemeyer and Chip Vance. The project also includes some t.v. inspections to help locate additional infiltration areas. With OPWC funding you are allowed to include engineering fees and other contingency costs fees as part of the total project. Huperb recommends village request 50% grant, 10% village contribution (\$23,400) and 40% loan. Loans through the program are at 0%. The Board of Public Affairs has discussed the project and proposed council pass authorizing legislation for the application. No cost to village to have Poggemeyer submit the application. The project is estimated at \$234,000. The 23 homes involved in the project are on the north side of East Main Street east of Garnsey Ave. John Hudik asked why we are targeting a certain area when we just had the entire town storm/sewer separated. The system was separated but many lateral

are old clay tile and cracked and leaching into the sewer system. Chip said most home in the project are in the flood plain, have long laterals ranging from 165 to 180 feet. During the dry season the lagoon has gone down but rose one foot over two days following the last rainfall. Wysong questioned the need to engineer replacing existing laterals, when Chip does this kind of work all the time. The fiscal officer said you cannot apply for Issue 2 without having project engineered. Wysong suggested replacing a few laterals each year, doing in house or hiring a contractor should be less expensive than paying four to five thousand per home as the proposed project suggests. Geer said village doesn't have enough man power to do the work, and we don't want the village tore up continually. Chip said we don't have equipment to dig deep, would have to hire contractor. Huberb said another option they did discuss was asking for materials only, but w/o manpower it was decided to apply for entire funding of the project. If the project is awarded funding, council can decline it if they choose to. Wysong said if there isn't any out of pocket money for the village to apply he agrees to submit an application, but meanwhile wants council to look at alternative options in more depth. Cheryl Geer move to suspend the rules on Ordinance #856 allowing mayor and clerk to apply for Issue 2 funding. Second of motion by Suzie Stough. Roll call vote taken: Geer-yes, Hudik-yes, Lane-yes, Monroe-yes, Wysong-yes and Stough-yes. Geer motioned to pass Ordinance 856 under emergency measure. Second by Ned Monroe. Roll call vote taken: Geer-yes, Stough-yes, Hudik-yes, Lane-yes, Wysong-yes, and Monroe-yes. **Ordinance #856 passed.**

Issue 2 Emergency Funding – Mayor Loar has contacted OPWC coordinator Donna Kirkride to see if emergency funding is available to repair culvert under SR 64 and CR2 intersection, has yet to hear back. Total project will run between \$50,000 to \$70,000 to fix it right, emergency funding usually grants up to 75% of project costs. Poggemeyer willing to help with emergency funding application if determined village project is eligible.

Storm Water Master Plan – BPA discussed investigating the adoption of a storm water master plan which would establish a storm water utility. A master plan must be in place before the village can set up a storm water utility. By setting up the storm water utility, the village could charge residents a storm-water surcharge to help generate funds for future storm water projects. A master plan can be in place without setting up a charge for the utility, but the master plan does enable a utility charge to be established if a storm project needed funding. Mayor Loar said the plan would also include storm water rules and regulations for the installation of storm/sewer lines. Per Ms. Huperb there is opportunity to apply for funding to assist with the cost to develop a Master Plan, funding nominations are due to the county by August 31. Fulton County Regional Planning has excess revolving funds that might cover cost of plan if approved by county commissioners. Poggemeyer estimates it will cost about \$15,000 to complete a Storm Water Master Plan. Ken Wysong skeptical about opening the door to another utility charge. Karon Lane said having a master plan in place sounds like it would be helpful when it comes to identifying and locating underground utilities, and if county funds cover the cost it's a win-win for the village. We don't have to charge people for the storm utility benefit unless down the road council deems it necessary to seek funding for storm water projects. Karon Lane motioned to send a letter to Regional Planning to request consideration of funds to formulate a Storm Water Master Plan for the village. Second of motion by Cheryl Geer. Roll call vote taken: Geer-yes, Stough-yes, Hudik-no, Wysong-no, Monroe-no, and Lane-yes. Mayor Loar broke the tie with a yea vote. Motion carried. Ms. Huperb suggested the village re-attempt LMI income survey to qualify for CDBG grant dollars and other grants offered on a state level.

Minutes – Ken Wysong motioned to accept the minutes from August 9, 2013 council meeting as written, second by Suzie Stough, and approved by all council.

Bills—were presented for approval.

Bills paid previously:

Robert Sabo	Wages paid 08-13-13	\$ 321.40
Steven Mack	Wages paid 08-13-13	489.25
Norman Vance	Wages paid 08-13-13	1323.68

Current bills to be paid:

Petty Cash	Postage & misc. supplies	\$ 65.64
Fulton Co. Engineer	2 stop signs	60.40
Jerry's Marathon	Remove tires	75.00
Gary Loar	Mileage	25.99
Lublin Sussman	Audit fees	675.00
Lowe's	Tailgate for stone	6.44
WexBank (Marathon)	Gas for village equipment	95.53
Medical Mutual	September insurance	1895.61
Ohio Gas	Natural gas for buildings	10.90
Perry Protech	Copier maintenance contract	59.40
Toledo Edison	Mill St. bldg. electric	122.63
Tri-County Fuels	Diesel fuel (balance of charges)	1.43
Century Link	Village Office phone & fax	225.96
Cintas	Uniforms	35.68

Bills to be paid later:

Sue Clendenin	August salary	\$1911.33
Karin Sauerlender	August salary	2219.33
Gary Loar	August salary	375.00

Cheryl Geer moved to pay bills. Second of motion by Ned Monroe and approved by all council.

Committee reports –

Personnel & Finance looking into combining vacation and sick time into one limit. One copy of work order should be returned to the office when job is completed. All meeting changes, etc. should be communicated to appropriate parties in writing. Time to start working on 2014 budget items. In regards to upgrading the village web-site, Karin is checking on cost with one of the vendor's she spoke with. Suggested seasonal employee is done at the end of the month, council decided to keep seasonal on till September 4th. Can ask him to be on call for two-man jobs and work leaf pick-ups on Monday's through Halloween. Mayor Loar will talk to seasonal employee.

Lands & Buildings got cost estimate of \$2,368 to install portable air conditioning unit in the office mezzanine including a \$350 annual service contract on both existing furnace and new ac unit. Discussion on ac unit was tabled at this time to get additional quotes. Chip getting bids to crack/seal village roads. Discussed continuation of annual Park-O-Rama event. Want to ask Cathy Mossing if she is going to continue chairing the event, if not village will try to form committee to take over and introduce new events to both encourage and increase attendance. Ask Park-O-Rama if they will fund appreciation mounts, at a cost of \$3,400 each. Invite Park-O-Rama committee members to September's L&B meeting.

Street Superintendent report – suggested all park keys are returned at the end of ball season. Recently, Patty Helm sent her daughter to unlock concession for a rental last Sunday, after Patty was contacted by

someone attending the party and her daughter set off alarm. Seasonal employee was to unlock at 11:30 and was there at 11:30 but Helm's daughter had already set off alarm. Council agreed. Chip voiced concern with recent time card, 8 hours of travel time removed. He drove the village truck to a 2-day continuing education program for sewer in Marion, Ohio- a 4 hour drive each way, feels he should have been on the clock and reimbursed for travel time whenever in the village truck and on village business. Chip was paid two, 8 hour days, meal reimbursement and hotel accommodation for one night to attend the seminar. While he was down there he got the opportunity to have the village GIS for free, only asking for lunch and he found this out on his time after class time. The GIS service starts at \$18,000 and \$4,000 a year to have a web-site to keep it on. Employee handbook states employee is to be reimbursed for class room time only, which in this case was somewhat less than 8 hours each day but was reimbursed for 8 hours on each day. Wysong said he would assume looking out for benefits that would maintain or enhance the operations of the village would be part of the street superintendent's job position. Karon Lane said continuing education credits are necessary to keep Chips sewer one license active that he uses for village purpose, which is why village paid for the seminar, lodging, meal allowance, 16 hours of regular pay, and provided use of village truck. Chip said he believes road time was provided to him when he attended a tree seminar for the village. Cheryl Geer said if that was the case according to the employee handbook paying travel time would have been in error.

Old Business –

Farm lease- solicitor had updated per council request and signed by Kevin Shull. Mr. Shull will have land mowed by September 14 or before. Chip to remove wood and stumps prior to Shull mowing.

Safety grant for solar powered stop signs through the Bureau of workers comp – Mayor and Sue working on.

North West State School Property - Suzie Stough was told by a resident the mayor informed them that council declined purchasing the former middle school site for one dollar. Mayor Loar said that wasn't the conversation, a resident asked him why the village hadn't bought the property and he responded four members of council were against the purchase. Cheryl Geer said she thinks the confusion about the one dollar could be because NW State bought the property for one dollar from Evergreen School District. Stough said the resident asked her why council didn't buy the property for one dollar, at which time Stough informed the resident the property was never offered to the village for one dollar, NW State was asking \$50,000 for the site.

New Business –

Parker Road Project – received one bid submitted by Anderzack- Pitzen Construction.

Bid came in \$8,000 under engineer's estimate. Clerk has asked OPWC for Notice to Proceed. Wysong motioned to accept bid and award contract to Anderzack-Pitzen Const. for the road improvements to Parker Rd/CR2 at \$354,930.20 subject to receiving Notice to Proceed from Issue 2. Second of motion by Suzie Stough and approved by all council.

Ken Wysong motioned to suspend the rules on Resolution #857, Declaration of Intent. Second by Cheryl Geer. Roll call taken: Geer-yes, Hudik-yes, Stough-yes, Monroe-yes, Lane-yes, and Wysong-yes.

Wysong motioned to pass Resolution #857 under emergency measure. Second by Ned Monroe. Roll call vote taken: Geer-yes, Hudik-yes, Stough-yes, Monroe-yes, Wysong-yes and Lane-yes. **Resolution #857 passed.**

Fiscal Officer's report – Due to Labor Day on the first Monday of the month council will meet Monday September 9th instead. Suzie Stough and Ken Wysong will not likely make the second meeting of the month on September 23.

Mayors' report – Read sheriff's report for July, officer's spent 45 hours patrolling the village handled twelve complaints.

Adjournment – Ken Wysong motioned to adjourn at 10:00 p.m. Second by Karon Lane and approved by all council

Mayor –Gary Loar

VFO – Karin Sauerlender

Respectfully submitted,

Sue Clendenin
Deputy Clerk