

Metamora Village Council met in regular session, Monday, October 21, 2013 at 8:00 p.m. Members present: Pres. Ken Wysong, Ned Monroe, Cheryl Geer, John Hudik, Karon Lane, with Suzie Stough absent.

Other officials present: Mayor Loar, VFO Karin Sauerlender, Street Superintendent Chip Vance and Deputy Clerk Sue Clendenin.

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

**Guests-** none

**Minutes** – Cheryl Geer moved to approve minutes from October 7, 2013 meeting as written. Second by Ned Monroe and approved by all council.

**Bills** – presented for approval.

Bills paid previously:

Century Link	Village office phone & fax	\$ 226.92
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Current Bills to be Paid:

Robert Sabo	Wages paid 10-22-13	\$ 321.40
Norman Vance	Wages paid 10-22-13	1773.53
EK Computers	Service call	139.43
Habitec	Service agreement	77.64
Marathon Oil	Gas for white truck	61.60
Ohio Gas	Heat for office & Mill St. bldg.	10.90
Robert Sabo	Mileage to Swanton	10.40
T & J Excavating	Remove trees & shrubs	4800.00
Toledo Edison	Mill St. electric	60.93
Trisha Gleckler	Clean office on 10-02-13	40.00

Ned Monroe moved to pay bills. Second by Ken Wysong and approved by all council.

**Lands & Buildings report** – work will begin Monday, October 28 on the front of office building. November Lands & Buildings committee meeting changed from November 18 to November 11, at 7:00 p.m. Recommend village purchase rake to pull behind tractor to use on ball diamonds, playground and, volleyball area, also to ready areas recently cleaned of trees and brush for seeding at a cost of \$572. Ken Wysong motioned to purchase rake from Ott's in Berkey for \$572. Second by John Hudik and approved by all council. Recommend seasonal employee return temporarily to help Chip mow, pickup leaves and assist with tree trimming/brush removal, working 40 hours a week for 2 weeks. Chip asked permission to attend continuing education class pertaining to illicit infiltration matters. Seminar not for sewer infiltration issues but rather pollution infiltration into the storm sewer not storm infiltration into sewer. Permission denied, seminar found not relevant to current village issues. Reviewed Edison cost proposal of \$2818 to remove three-phase and install 1-phase service at the water plant. Sue to call Edison and confirm credit for trade in of three-phase transformers. Chip to get price to relocate generator from water plant to the Mill Street garage. Curbs and road cracks have been sealed by Premier Patching.

**Personnel & Finance report** –spoke to Chip about routine to follow for call- ins from residents, Sherriff's Dept., mayor, etc. Chip asked to use good judgment, doesn't need to come in on day off to pick

up dead animals along road but flashing light out should be taken care of. Reviewed and recommend for approval an ordinance creating a village administrator opposition. Also reviewed bond issuance ordinance and approved to form. Employee handbook revisions ready for review and will be emailed to council. Spoke to Karin about back-up procedure regarding village data, also looking into cost to recodify village ordinances, looking into IRA information for Chip in regards to portion of sewer income non-pensionable, and reviewed October's work orders. Requesting the village zoning inspector revise the zoning application to include payment must accompany application before it can be acted on. Deputy clerk recommending village hire AASTEK Computers to redesign and maintain village website for one year at a cost of \$1,000. Sue to move forward with contract from AASTEK for council review; contract to specify village maintains ownership of web-site.

Sue to ask Metamora State Bank permission to decorate tree on bank property for the holidays. Sue informed council a resident on Wildflower Dr. and the Doctor's office complained they were not notified of road closure at the intersection of East Main and CR2.

**Street Superintendent's report** – pear trees along village streets have grown up into the into wires, should be spade shape but wants to top and shape round. Council agreed. State has another year on the salt contract with village. Trapped 25 to 30 raccoons to date, along with several opossums and one skunk.

**Old Business –**

Reviewed content of proposed **Ordinance #860**, authorizing \$350,000 Bond Issuance and sale with an interest rate of 2.5% quoted from the Metamora State Bank with a ten year pay back. Ken Wysong motioned to suspend the rules on Ordinance #860, providing for the issuance and sale of \$350,000 of Bonds for the purpose of paying costs of improving village streets by reconstructing, resurfacing, widening, improving, grading, draining, curbing, paving, constructing storm sewers and related drainage facilities and making other improvements as designated in the plans approved or to be approved by council. Second of motion by Cheryl Geer. Roll call vote taken: Geer-yes, Hudik-yes, Lane-yes, Wysong-yes and Monroe-yes. Cheryl Geer motioned to pass Ordinance #860 under emergency measures. Second of motion by Ken Wysong. Roll call vote taken: Geer-yes, Hudik-yes, Lane-yes, Wysong-yes and Monroe-yes. **Ordinance #860 passed**

**Ordinance #862** – reviewed content of proposed Ordinance #862 establishing the position of Village Administrator and abolishing the Board of Public Affairs. Ken Wysong motioned to approve the first reading of Ordinance #862 establishing the Village Administrator position and abolishing the Board of Public Affairs. Second of motion by Cheryl Geer. Roll call vote taken: Geer-yes, Hudik-yes, Lane-yes, Wysong-yes and Monroe-yes. Motion carried.

**New Business – none**

**Fiscal Officer's report** – transfers requested:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
E2-5-J-235 Equip. R & M	E2-5-C-211 Sewer employee wages	\$2000
<u>Increase Revenues:</u>		
D1—G-171 Sale of Bonds		\$350,000.00

Increase Appropriations:

D1-7-B-230 Culvert Replacement	\$150,000.00
D1-7-C-230 Bond Council	4,500.00

Ken Wysong motioned to approve transfers. Second of motion by Ned Monroe and approved by all council.

**Mayor's report** – County recommending installation of a half headwall on north end of the culvert at the intersection of SR 64 and Parker Road. APC to come up with proposal and cost. Paving on the CR2/Parker Road project will begin after culvert work is complete. Work will go beyond completion date. Ken Wysong motioned to extend deadline for Parker Rd. /CR2 project till November 1, 2013. Second of motion by Ned Monroe and approved by all council. We did tell them to go with concrete underneath road and plastic from there to Parker's north parking lot. Sheriff's report for September read. Deputy's spent 42.5 hours patrolling the village and handled eight complaints. Request deputy's patrol additional evening hours in the village. Have zoning inspector investigate maintenance code compliance issues at Wells apartments.

**Adjournment** – Ken Wysong motioned to adjourn at 8:53 p.m. Second by Karon Lane and approved by all council.

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**Mayor** – Gary Loar

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**VFO** – Karin Sauerlender

Respectfully submitted,

Sue Clendenin

Deputy Clerk