

Metamora Village council met in regular session Monday June 16, 2014 at 8:00 p.m. in the Village Office's. Council members present: Karon Lane, Pres.-Ned Monroe, Ken Wysong, John Hudik and Suzie Stough, with Cheryl Geer absent

Other officials present: Mayor Gary Loar, Street Superintendent Chip Vance and VFO Sue Clendenin

Mayor Loar opened the meeting with the Pledge of Allegiance.

**Guests:** none

**Minutes** – Suzie Stough motioned to accept June 2, 2014 council minutes as written. Second by Ken Wysong and approved by all council.

**Reading of bills –**

John Vershum	June salary	\$ 105.00
Sue Clendenin	June salary	2,212.72
Robert Sabo	Wages paid 06-17-14	327.80
Aaron Morrin	Wages paid 06-17-14	175.50
Chip Vance	Wages paid 06-17-14	1,790.85
Gary Loar	June salary + 2 mtgs.	400.00
Cheryl Geer	Wages paid 06-17-14	70.00
Luckey Farmers	Field lime	42.50
Petty Cash	Fuel, office supplies, postage	94.56
Co-Man	Portable toilet rental	85.00
Fresh Cut Lawn	Mosquito control	150.15
Gary Smith LPA	Prosecuting fees	191.80
Habitec	3 <sup>rd</sup> Qtr. monitoring fees	235.98
Kuhlman	park drainage materials	102.00
Mayor Loar	Mileage reimburse	59.36
Lowe's	Supplies	130.32
WEX Bank	Fuel	169.29
Medical Mutual	Vance July health ins.	1,954.08
Mika Construction	Concrete work	8,268.00
Mike's Repair	Solenoid for F450	98.00
Ohio Gas Co.	Natural gas	10.90
Treas.,State of Ohio	Dam Safety annual fee	219.55
Century Link	Village phone & fax	231.58
CINTAS	Uniforms & supplies	203.40
Fred Ott, Inc.	Lawn sweep	339.00

Ned Monroe motioned to pay bills. Second of motion by Karon Lane and approved by all council. Council suggested no longer purchasing paper products from CINTAS and buying elsewhere, if cheaper. CINTAS tissue 12 rolls (1) case for \$96. 60 and 6 rolls (1) case center pull towels for \$60. Wysong said he could purchase paper products from SYSCO for less.

**Committee reports-** L& B committee members recommend purchasing safety colored tee- shirts for seasonal employees and community service persons to identify and increase safety when working near traffic. Tee shirts will have Metamora Village on backside with village logo over upper left pocket area on front side of shirt. Pat Miller owner of Hometown Team Works quoted \$8 per shirt. Suggested ordering 10XL, 10L and 5 medium shirts. Karon Lane motioned to approve purchase of 25 shirts in sizes recommended. Second of motion by Ken Wysong and approved by all council. Suggest Boy Scout Marty Nichols build a sample resin/composite bench, using stainless steel bolts for council's approval before additional benches are ordered. Mr. Nichols is working on his Eagle Scout project. Village to pay for construction materials necessary to build bench. L&B also discussed whether or not to turn on ball lights or to pay for additional dumpster fees for the upcoming Family Frenzy as requested by event chairperson, Cathy Mossing. The general consensus

was to ask the event committee to pay for these expenses. Village has a 3-yard dumpster available but Cathy Mossing not sure that will suffice and is looking to have additional 10 yard dumpsters on site for the day at a projected cost of \$150 to \$200. L&B not sure why ball lights need to be turned on, no games are scheduled. Sue said to help with night time parking, etc. L&B committee agreed, if they (Family Frenzy) want lights on they can but must pay cost to do so, which could be expensive.

Park-O-Rama/Family Frenzy chairman Cathy Mossing emailed the village office with a quote from Marleau Hercules to replace the existing ball field gate on the north diamond and to install a new 14' wide by 8' high gate on the south ball diamond, just down from the score board. Park-O-Rama to pay cost of installations totaling \$2,466. The email from Mossing hints of their interest to park cars on the ball fields, which the committee does not want to see happen. John Hudik said he would discuss with Cathy Mossing her intentions for the gate use especially on the south ball field, since an access gate already exists near the volleyball court.

Personnel & Finance recommend hiring Karin Sauerlender on an as-needed basis for fiscal consulting and assistance at \$30 an hour, to help ease the office through the transition period since her resignation as VFO on May 30<sup>th</sup>. Sue said it would be helpful to have Karin assist with training in payroll reporting, budgetary issues, and bank reconciliation. Sauerlender has been helpful answering questions on the phone but more time will be needed to go over monthly and quarterly reports and reconciling bank statements. Karon Lane motioned to suspend the rules on **Ordinance #879** hiring Karin Sauerlender as Village Fiscal Consultant on an hourly, as needed basis, to assist clerks, at \$30 an hour, effective immediately. Second of motion by Ken Wysong. Roll call vote taken: Stough-yes, Hudik-yes, Wysong-yes Lane-yes and Monroe-yes. Karon Lane motioned to pass ordinance #879 under emergency measure. Second of motion by Ken Wysong. Roll call vote taken: Stough-yes, Hudik-yes, Wysong-yes, Lane-yes Monroe-yes and Hudik-yes. **Ord. #879 passed.** Karon Lane motioned to transfer \$1,500 from the general fund to the fiscal consultant line item. Second of motion by Ken Wysong and approved by all council. P&F recommend asking R.I.T.A. to send letters to non-filers, notifying them of delinquent village income tax due. This is a no cost program offered by R.I.T.A. P&F doesn't think it's time to initiate RITA's subpoena program. Karon Lane motioned to allow R.I.T.A. to send letters to delinquent tax payers owing village income tax. Second of motion by Suzie Stough and approved by all council. P&F recommend moving the interim fiscal officer into the VFO pay scale, effective for the month of June through the end of September, at which time it will be reviewed. Karon Lane motioned to move Sue Clendenin into the fiscal officer's pay scale for June through September 2014. Second of motion by Ken Wysong and approved by all council.

Karon Lane said the village received 15 applications for the vacant VFO position. Applications were reviewed and 7 chosen to interview. At this time, 6 have been interviewed, with the seventh scheduled for Thursday evening at 6:00 p.m. Council agreed to schedule a special council meeting June 19 at 7:00 p.m. to hire a VFO and change employee handbook to make the position hourly instead of salary. P&F discussed setting up the new VFO position as an hourly employee to better gauge time needed to perform job duties. Council agreed with P&F recommendation to start new VFO at \$15.00 an hour, part time w/o benefits.

Ken Wysong motioned to hire Cheryl Geer retroactive to June 3, 2014 as a temporary office assistant at \$10 an hour. Second of motion by Ned Monroe and approved by all council. Ask solicitor if hiring Cheryl should be done by ordinance.

**Street Superintendent's report** – disheartening for him to hear council complaining on things they know nothing about. Heard complaints on lawn broom, which he ordered as soon as money was approved. It came in with half of the parts missing, sent back and the new one made one sweep in the park before a wheel fell off and had to be fixed. Since repairing the lawn sweep park grass has been picked up. Also heard council was complaining about sticks not being picked up, what council didn't know was the lift was broke on the truck that is used to pick up sticks. Another thing he heard was complaints on working on sewer reports at his home. Not having any luck with village internet so he uses his home internet to submit reports; feels a thank you is more in order than complaints. Very

disheartening, feels like council is stabbing him in the back. Karon Lane said people don't know, she herself didn't know. Chip said, "That's right, and if anybody would ask he'd explain. Mayor Loar said the internet situation will be taken care of soon. Chip said if anyone has a problem, just ask him he'd be happy to explain. Chip said the mayor knew he was working at home using his home internet to do sewer reports, and in the employee handbook he's his supervisor.

John Hudik witnessed the summer help pulling the lawn sweeper too fast, it won't last long. Chip hasn't witnessed it but will talk with Aaron. Ken Wysong told Chip with any village position you will never please everybody so just do your best and not take things personally. At times you have to let things roll off your back, it's a small town and people talk. Chip said it's not them that he worries about but the six members of council, who should be standing behind him. Mayor Loar said he's told Chip before, if you're doing something wrong then worry about it but if not make your comments to council and let it go at that. No reason to bring the attitude as though you feel people are stabbing you in the back, they are not, there just making comments because they don't know particular circumstances which need your explanation. Karon Lane asked if parking lot islands could be weeded, sprayed and nursery items pruned. Chip said yes, the islands were to be sprayed today. Sue asked if they can spray weed killer around the base of the three the village signs. Chip said the signs have been weeded and mulched this week, will have sprayed.

**Fiscal Officer's report** – found it necessary to join Ohio Co-operative Purchasing Program to get state discount on rotary tiller through John Deere, which amounts to a \$1,000 savings. . Ken Wysong motioned to join the state purchasing program and pay the \$100 annual membership fee. Second by Ned Monroe and approved by all council.

**Mayor's report** – Sherriff's log for May was read. Officer's spent a total of 52 hours patrolling the village during the month, handled nine complaints, and issued three warnings and one citation. Presented a report on the recent Mayor's conference. Several software quotes will be coming into the village office for review. Also present at the conference was a traffic control company offering information on a camera program to catch and ticket speeders inside the limits. Village of Berkey in process of implementing the program. Mayor asked if council interested in listening to their presentation. Not at this time, let's see how it works out in Berkey first.

**Adjournment** – Suzie Stough moved to adjourn at 8:15. Second of motion by Ned Monroe and approved by al council.

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Mayor – Gary Loar

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VFO – Sue Clendenin