

Metamora Village Council met in regular session Monday, March 21 at 8:00 p.m.  
 Council present: Andrew Carr, John Hudik, Richard Sauerlender, Suzie Stough and President Karon Lane. Absent - Justin Kreischer.  
 Also present: Mayor Ken Wysong, VFO Susan Clendenin, Deputy Clerk Angela Smith and Street Superintendent Chip Vance.  
**Guest** – None

**Minutes** – Karon Lane noted there is a typo, Mulinix was misspelled. Suzie Stough motioned to approve March 7, 2016 council minutes with Mulinix spelling corrected. Second of motion by Andrew Carr and approved by all council.

**Reading of the Bills –**

<b>Bills to be paid:</b>		
Bob Sabo	Wages 3/3/16 - 3/16/16	167.20
Angie Smith	Wages 3/3/16 - 3/16/16	527.00
Chip Vance	Wages 3/3/16 - 3/16/16	1,761.82
Sue Clendenin	March Salary	2,256.97
Suzie Stough	March Salary	104.16
Andrew Carr	March Salary	104.16
Justin Kreischer	March Salary	104.16
Jeff Pawlaczyk	March Salary	105.00
Ken Wysong	March Salary & 2 extra meetings	400.00
Sue Clendenin	First Qtr. Phone Reimbursement	30.00
Metamora State Bank	Safe Deposit Box Rental	50.00
ODJE	Unemployment for Denver Grabarczyk	7.02
Ohio Gas Company	Heat for Mill St & Office	150.88
Solar Bee Medora Corp	Relocate Solar Bee & 1 Year Beekeeper Service	3,684.00
Fulton County Treasurer	March Police Protection	425.00
Trisha Glecker	March Office Cleaning	40.00
Century Link	Phone & Fax charges	234.95
Chip Vance	First Qtr. Phone Reimbursement	135.00
Village of Swanton	Purchase used Solar Bee	3,500.00
Habitec	Security monitoring - Shop & Park	243.06
		14,030.38

Suzie Stough motioned to pay bills as presented. Second of motion by Karon Lane and approved by all council. Ken Wysong indicated he only pays \$35 for the safe deposit box at the Metamora State Bank. Sue will check into why the village is paying \$50.

**Personnel & Finance Committee Report** – Karon Lane reported for P&F.

- Monthly financial records were reviewed and everything balanced.
- They are in the process of reviewing R.I.T.A collection program.
- Reviewing the Employee Handbook again.
- Recommending Arnett’s from Swanton do the carpet cleaning for the village office for \$150. They were less than the quote from Stanley Steamer. Arnett’s will also clean the chairs for an addition \$5 per chair. Karon Lane motioned to hire Arnett’s to clean the carpets and chairs. Second of motion by Rich Sauerlender and approved by all council.
- Sue got an estimate to paint the interior of the village office for \$6500. It includes caulking, repair water damage, ceiling, trim & walls. She will get more estimates. May need to budget for it in 2017.
- The committee is recommending Sue and Angie work together on 2 days a week in May, June and July for projects best accomplished with 2 people. This would be on Mondays and Thursdays to clean out closets, organize records, etc. We need a Records & Retention meeting to set up the standards of what needs to be kept, for

how long and procedures to follow. With combining working the 2 days together, the office would be closed on Fridays during this period. If needed one of them would work on Friday.

- The committee reviewed the Zoning Inspector's time sheet and would like the mayor to recommend to him that he work his 5 hours a week on Tuesdays as scheduled. Time sheets are showing odd times on odd days. The mayor will speak to him to come to an understanding. Scheduled to be in the office on Tuesday from 8:30 to 1:30. Will flex if there are court appearances required. The job description for the Zoning Inspector asks for quarterly reports on violations and litigation. We haven't gotten the report. The mayor has already requested that council receive all zoning violations or write-ups. They need to be in the file and on the agenda.

#### **Land & Buildings Committee Report - John Hudik reported for L&B**

- Discussed additional split rail fencing to put up in the park to keep people from driving on the grass. Chip got a price of about \$2000 for the material. Not sure if we had the money especially considering we have a water leak in the park. Stough not in favor of installing fencing until additional parking is available in the newly purchased property.
- Water fountain in the park is leaking. Not sure of the source. Chip will be digging up around the fountain with Rich's help to find the cause and hopefully fix it. Need to plan on replacing the water lines in the future. It's currently galvanized pipe. There is only one shut off valve right now and we should have several. We don't have prints for where the water lines are located. A Porta-Pot has been placed temporarily in the park until waterline fixed.
- The committee is recommending we weed & feed the park for \$716. This should be budgeted for each year. John Hudik motioned to purchase the weed & feed for \$716. Second of motion by Karon Lane and approved by all council.
- Solar Bee to be relocated on March 29<sup>th</sup> from Swanton to Metamora. We have 3 quotes for the Permit To Install (PTI): \$1500, 2500 and about \$600 from Fulton County's Sanitary Engineer. Committee recommends having the PTI done by the County Sanitary Engineer. Sue will email Ziad for a written quote. Rich Sauerlender motioned to approve \$600 for the PTI from Ziad. Second of the motion by Suzie Stough and approved by all council. The permit from the EPA is about \$210.
- Requested the village purchase ear protection for use on the new park lawn mower. \$90 to \$120. It's very loud as the mower is right behind the driver. Approved by council.
- The committee scheduled a meeting specifically to discuss the plans and development of 5 acres of newly purchased park property. Meeting scheduled for Monday, April 11<sup>th</sup>, 7:00, in the Village Office. There may be some money from grants, etc., that we could use for the development of the 5 acres.
- Would like to purchase a back pack leaf blower. Recommending it is put on the Wish List for 2017 for about \$500.

#### **Street Superintendent Report – Chip Vance**

- Chip shared pictures of where the trees purchased from Fulton SWCD will be planted.

**New Business** – Bryce Young called to ask if he could fly a drone over the park during the Village Egg hunt. At this point he was not given permission but was told to come to a council meeting and council could then decide.

#### **Fiscal Officer's Report –**

- Third reading and passage of 2016 Appropriation Ordinance #932. Suzie Stough motioned to approve the third reading and pass the 2016 Appropriation Ordinance #932. Second of motion by Andrew Carr and approved by all council.

- Amboy Trustees asking if we want to restripe village share of CR2 and CRU. A few hundred dollars. Council approved.
- Letter received from the Department of Commerce checking for any objections to renewal of liquor licenses in the village that expire June 1. It does not state how many licenses or who has the licenses. Council had no objections.
- Metamora Cub Scouts requesting waiver of park shelter fee for Saturday, May 21. Also requesting permission to have a light weight helicopter land on ball field, along with having Armed Forces Vehicles in the park. Suzie Stough motioned to waive the shelter fee for the Metamora Cub Scouts pack #239 and allow the helicopter and armed force vehicles in the park. Second of motion by Andrew Carr and approved by all council.
- East Main speed report from Tracy Zuver. The speed trailer was facing west & we would have liked it facing east. Next time it is placed in Metamora it will be facing east to record the speed of vehicles coming into town. 85% of the traffic was at 36 mph. The Fulton County Sheriff's office will work with us on patrolling during a certain time if we request it.
- Special thanks to the South Fairfield Arbor, Anderzack-Pitzen Const., Pastor Amanda and husband Chris Ghaffarian, Faith Lutheran Church members, Nifty 4H Group, Country Charm Café, Kate Simon, Brenda Langenderfer, Mayor Wysong Suzie Stough and John Hudik for their help with this year's Village Egg Hunt.

#### **Mayor's Report –**

- Sheriff's Report – In the month of February a total of 45.2 hours were spent in Metamora, with officer's handling 12 complaints.
- Appointed Richard Sauerlender to the Board of Zoning Appeals, replacing Dave Sharples who's four year term recently expired.
- Jones & Henry Eng. – informed village Deshler will loan village flow meters for three months at no cost. Also submitted quotes to smoke test village, deliver flow meters and train chip to use, and quote of \$1500 to generate a Permit-to-Install the Solar Bee.
- Council agreed videoing the sewer system should come before smoke testing. Chip to pursue costs to video.

**Adjournment** – John Hudik motioned to adjourn at 9:05 p.m. Second of motion by Suzie Stough and approved by all council.

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Mayor – Kenneth Wysong

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VFO – Sue Clendenin