

**Metamora Village Council** met in regular session Monday, June 27, 2016 at 8:00 p.m.

**Council present:** John Hudik, Richard Sauerlender, Andrew Carr, Suzie Stough, Justin Kreischer and President Karon Lane. **Also present:** VFO Susan Clendenin and Street Superintendent Chip Vance. Mayor Ken Wysong absent. Karon Lane presiding.

**Guest** – Gary Loar.

**Minutes** – Justin Kreischer motioned to approve June 1, 2016 council minutes. Second of motion by Andrew Carr and approved by all council.

**Reading of the Bills –**

<b>Bills previously paid:</b>		
Tom Bivins	Wages 5/26 - 6/8	299.00
Steve Brown	Wages 5/26 - 6/8	75.00
Angie Smith	Wages 5/26 - 6/8	612.00
Chip Vance	Wages 5/26 - 6/8	1,493.08
Sue Clendenin	2nd Qtr. Phone Reimbursement	30.00
Fresh Cut Lawn Service	Mosquito Spray for Village	150.15
Smith Law Office	Prosecutor Fees	145.60
Government Forms & Supplies	Clerk Seal	57.55
Lowe's	Concrete blocks, Rain Gauge, PVC, saw, concrete, plumbing parts	152.72
US Postal Service	Annual PO Box Fee	110.00
Ohio Gas	Gas for Office & Mill St.	18.26
John Crooks	Conduit, fittings, receptacle, cord, pigtail, breakers for Shelter A	354.00
State Line Observer	Garage Sale Ad	7.50
Trisha Gleckler	June Office Cleaning	40.00
Century Link	Village Phone & Fax	240.43
Cintas	Chip's Uniforms	27.52
Chip Vance	2nd Qtr. Phone Reimbursement	135.00
Co-Man	Portable toilet for garage sales	75.00
<b>Bills to be paid:</b>		
JD Financial	Mower repair parts & labor	1,016.53
Ken Wysong	Toilet Paper & Hand Towels for Park	104.50
Richard Sauerlender	Print cost for Park-O-Rama Posters	29.20
Sue Clendenin	June Salary - VFO	2,256.97
Tom Bivins	Wages 6/9 - 6/22	611.00
Steve Brown	Wages 6/9 - 6/22	71.25
Jeff Pawlaczyk	June Salary - Village Admin	105.00
Angie Smith	Wages 6/9 - 6/22	697.00
Chip Vance	Wages 6/9 - 6/22	1,839.68
Ken Wysong	June Salary - Mayor	350.00
Justin Kreischer	June Salary - Council	104.17
Andrew Carr	June Salary - Council	104.17
Suzie Stough	June Salary - Council	104.17
Anderzack-Pitzen	Tree Line Removal in Park	4,200.00
Habitec	Security Monitoring & Maintenance	128.49
Village of Swanton	Wastewater Testing	36.50
Toledo Edison	Electricity	1,412.06
VISA	Fountain part, Funeral Flowers, Garage Sale Ads, toilet valve.	158.04
Ohio Municipal Clerks Assoc.	Membership Dues	45.00
Gross Drainage & Excavation	Tile Project in Park	10,795.80
		24,169.53

Justin Kreischer motioned to pay bills as presented. Second of motion by John Hudik and approved by all council.

**Personnel & Finance Committee Report** – Justin Kreischer reported for P&F.

- The Street Superintendent, Chip Vance will be on vacation from July 28<sup>th</sup> through August 16<sup>th</sup>. During that time we need someone to fill in with a minimum of Sewer 1 Certification. The committee is recommending Steve Giese from Swanton who has a Sewer 3 Certification. He would come out 2 to 3 times a week while Chip is gone at a cost of \$100 per week. Total cost should be \$200 as Chip will be gone 1 full week and 2 partial weeks. Also need to have coverage for any OUPS notices. The committee recommended Jeff Pawlaczyk, Village Administrator, to cover OUPS notices while Chip is gone. Chip indicated that most OUPS notices will be a 001, No Conflict. Justin Kreischer motioned to bring Steve Giese on under Form 1099 to help out with Sewer tasks while Chip is gone as well as assist on an as-needed basis. Council requested Chip to write up the steps to take when checking the Sewer.
- USDA Loan Refinancing – Sue has been researching refinancing the USDA Bonds that we currently owe \$911,400 to pay off in the next 31 years at 4.13%. The interest over the 31 years remaining is \$720,251. Sue has worked with the Metamora State Bank to get figures on refinancing at 3.25%. A 30 year loan would bring the interest down to \$518,808. A 20 year loan would bring the interest down to \$331,641. A 30 year loan would save the village \$201,443 in interest. A 20 year loan would save the village \$388,610 in interest. A 20 year loan would raise the yearly payment by about \$10,000, but saves \$388,610 on interest. The village has a fund reserve of \$52,595 as required by the USDA for one year of the current payments. Justin Kreischer motioned to approve the Fiscal Officer to pursue a 20 year loan with the Metamora State Bank at 3.25% interest to pay off the USDA bonds. Second by Andrew Carr and approved by all council. Sue will check to see if part of the balance could be refinanced with Bonds as well as checking for a lower interest rate on the loan. Appreciation expressed from all council to Sue for her initiative in researching refinancing of the USDA Bonds.
- Recommending we change the Council meeting dates from July 18<sup>th</sup> to July 25<sup>th</sup> and from August 1<sup>st</sup> and 15<sup>th</sup> to August 8<sup>th</sup> and 22<sup>nd</sup>. Approved by all council.
- We currently have a 2G system with Habitec Security. They are doing away with the 2G so we need to move to a 4G. \$149 to install the new system and then \$3 extra per month. We recently had them come out for repairs and it cost about \$150. If we get the maintenance plan it will be \$11 a month. We already have the maintenance plan on the Park and the Water Plant, but not on Mill Street. Justin Kreischer motioned we purchase the new 4G system from Habitec Security at \$149 to install, \$3 per month and a maintenance fee of \$11 per month. Second of motion by Rich Sauerlender and approved by all council.

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

- The probes put in by Jones & Henry indicate we have infiltration on Garnsey and Park Street. We can't check more out until we get more rain. We know there is infiltration but need to determine from where. We need to look at it when it is raining.
- **Water Plant Motors:** We are interested in selling the motors at the water plant. Chip has taken a picture of the motor plate specs. Angie to type up the specs. We can then research the approximate value and check with Swanton and Delta to see if they are interested in purchasing them or if we should advertise them for sale on the internet.
- No Quote yet for the clean & seal on Garnsey.
- No time yet to work on the parking lot islands.

- The concrete is completed around the park drinking fountain. Stone will be ordered for around the concrete to make it flush with the concrete.
- Plan to bring kitchen type cabinets from the water plant over to the park for Shelter House A.
- No repair done on the playground equipment yet due to lack of time.
- Yard Waste – It's costing a lot to take the brush over to Lammon Brothers. We plan to get quotes for someone to do the chipping here in Metamora as well as the cost for renting or buying a chipper. Residents are complaining about not picking up the grass clippings/weeds. The committee discussed solutions to the problem of grass clippings. They recommend to council that we compost the grass clippings, weeds and leaves at the reservoir. We will publicize that grass and weed clippings will be picked up by the village if they are put in a dump able container (trash can, box, etc.) and do not weigh more than 50 pounds.
- We will be getting bids for the sidewalk concrete grinding in the business district of town. An alternative is to rent a grinder for \$200 a day.
- The Clear Well at the Water Plant and the possibility of filling it in was discussed. Rich suggested cutting the electricity to that section or check with Anderzack-Pitzen to see if they have some fill dirt to discard of. Chip clarified that the clear well is not in the building up front. The clear well has a locked door and a person would have to climb in through a 30 inch hole to enter. All other openings to the clear well have been concreted over. It is all underground. There are large pits in the actual building and this is where the security is in place and needed.

**Street Superintendent Report – Chip Vance**

- There is one house he has been to 5 or 6 times for the sewer across from the train station. It has all plastic pipe from the house to the creek. Weeds & roots keep coming into it. There is also a line on Swanton Street that had roots coming through it that we brought in a cutter to handle. If we get a jet truck, there is a “sock” that you pull through it with a chemical that foams up and should kill all the roots. 20 gallons of the chemical costs about \$1,700. We could check out the chemical or use the jet truck with the root cutter at about \$1,500 for one trip. Asking for council's recommendation. Check to see if there are communities who have used it and get their review of the chemical and/or check for another supplier. Council has previously approved getting the jet truck once a year to do a section of village. Chip instructed to get the jet truck but also get more information on the chemical.

**New Business** – None at this time.

**Old Business** –

**Fiscal Officer's Report –**

- 2016 Recognition Wall Nominees: Claud Woodring & Fritz Mossing
- Review Jones & Henry quote for Data Logger Analysis
- Tom Carr cleared by doctors to mow. Office may need to file a worker-comp claim on Tom's injury
- Council reviewed a letter from a resident voicing concern about a 2 foot by 1 foot deep hole in pavement on Mill Street and the need to trim trees on the south side of Mill St. Fire Dept. has had issues with the fire truck and ambulance to where the tree branches knocked a light lens loose on the bar. Chip in process of trimming trees and will fill pothole.
- Community Service has been completed.
- Records Commission to meet July 7<sup>th</sup> at 7 p.m. to review Records Retention Schedule
- Amend 2016 Appropriations to include approved transfers and adjustments from Jan. through June 27 including:

- Appropriation adjustment to increase E2-5-A-230 \$200 to cover cost of EPA Permit to Install Solar Bee
- Increase E2-5-C-234 \$850 to cover cost of sewer consultant for vacation coverage and preparation of the EPA permit to install the Solar Bee. Justin Kreisler motioned to suspend the rules on Ord. 935 amending 2016 permanent appropriations. Second of motion by Richard Sauerlender. Roll call vote taken: Carr-yes, Stough-yes, Hudik-yes, Kreisler-yes and Sauerlender-yes. Justin Kreisler moved to pass Ord. 935 under emergency measures. Second of motion by Suzie Stough. Roll call vote taken: Carr-yes, Stough-yes, Hudik-yes, Kreisler-yes and Sauerlender-yes. **Ord. 935 passed.**
- Resident asking to purchase outside water meter from the village to allow for a sewer credit on outside use while watering new lawn. Chip said recently we had a used meter returned, not sure if it works. After discussion, council agreed to sell the residents the used meter for \$90 and allow for a sewer credit on outside use. No other used meters are available. Future requests will be on a case-by-case basis.
- Ziad will attend July 11 council meeting to discuss an addendum to the Water Service Agreement.

**Mayor's Report –**

- Park-O-Rama update. Next work meeting for Park-O-Rama is scheduled for July 12 at 7 p.m. at the village office. Richard Sauerlender working on kids games. Gary Loar checking on the Fire Department offering games for kids. Justin Kreisler said he knows someone in a band that will play music for a few hours.
- Appoint Resident to Records Commission: Karon Lane moved to appoint Karin Sauerlender to the Village Records Commission.

**Adjournment –** Justin Kreisler moved to adjourn the meeting at 9:22 p.m. Second of motion by Suzie Stough and approved by all council.

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Council President –Karon Lane

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VFO –Sue Clendenin