

Metamora Council met in regular session Monday, December 5, 2016 at 7:00 p.m. at the Village Office's. Council present: Karon Lane-pres., Suzie Stough, John Hudik, Justin Kreischer, John Pupos and Richard Sauerlender.

Other officials present: Mayor Ken Wysong, VFO Sue Clendenin, Clerk Angie Smith and Solicitor Alan Lehenbauer.

Guests present: none

Mayor Wysong opened the meeting with the Pledge of Allegiance to the Flag.

**Minutes** – Karon Lane motioned to approve October council minutes as written. Second of motion by Justin Kreischer and approved by all council.

**Reading of Bills** – Sue Clendenin

<b>Bills previously paid:</b>		
Tom Bivins	Wages 11/10 to 11/23	890.50
Angie Smith	Wages 11/10 to 11/23	799.00
Chip Vance	Wages 11/10 to 11/23	1,676.28
<b>Bills to be paid:</b>		
WEX Bank (Marathon)	Gas for mowers, truck & equipment	231.37
Sue Clendenin	4th Qtr. Phone Reimbursement	30.00
Rogge Pool Service	Pool tear down at 230 Shawnee (Sewer work)	250.00
Toledo Edison	Village Electricity	1,306.89
Government Acctg Solutions	2016 Off Site Cash Annual Preparation Fee	475.00
Tri-County Fuels	Diesel Fuel	70.18
United Telephone Company	Income Tax Refund	34.00
Chip Vance	4th Qtr. Phone Reimbursement	135.00
VISA	Web hosting & Domain Name, gloves & safety glasses, Halloween Party Supplies	666.29
VISA	Holiday Gift Cards for employees & volunteer	400.00
Bob Whalen	Zoning Consultant for November	240.00
Country Charm	Holiday Parade Supplies-cups, cookies, tissue	129.85
Treasurer of Fulton County	December Police Protection	425
Richard Sauerlender	2 Special Meetings	50.00
Sue Clendenin	December Salary - VFO	2,256.97
Jeff Pawlaczyk	December Salary - Village Admin	105.00
Ken Wysong	December Salary - Mayor	350.00
Justin Kreischer	December Salary - Council	104.17
Suzie Stough	December Salary - Council	104.17

Justin Kreischer moved to pay bills as presented. Second of motion by Suzie Stough and approved by all council.

**Solicitor's report** – Alan Lehenbauer

**Land Contract at 230 Shawnee** – Nothing recorded at the county for the land contract. The property is still listed as the owner being Darin Hayes. The Tax bill is going to 230 Shawnee. There could be a lease purchase agreement or land contract not recorded with the county. Ken stated that we need to get in touch

with the owner and inform them of the current status with the pool. It has been taken down at a village cost of \$250 in order to repair the sewer line. The sewer line is repaired. Need to talk to the owner about where to put the pool back up. The council does not want the pool put back in the same spot over the sewer line. If the owner wants it put back in the same location, they would be responsible for any sewer repairs for that part of the line. There was discussion on requiring the pool be put back up in a location that is not over the sewer lines. A new liner and putting the pool back up is estimated to cost \$1200. Alan will check further into the ownership. Ken will have the zoning inspector look into the codes for pools.

**Bid out for Refuse Franchise** – Alan looked to see if there is anything specific on requirements for putting this out to bid. Ken indicated that Advanced Sanitation is not the only trash pick-up in town. Residents can choose another vendor. The village does not require residents use Advanced Sanitation. The agreement with Advanced Sanitation allows the village to offer residents the service at a low rate. There is no increase in 2017. Rich Sauerlender motioned to accept the quote from Advanced Sanitation. Second of motion by Suzie Stough and approved by all council.

**CCW (Carrying a Concealed Weapon)** – Alan checked into the CCW laws and concealed weapons are prohibited in the municipal building. A sign needs to be posted.

**Old Business** – None

**New Business** –

- 2017 Meeting Dates – Council reviewed proposed meeting dates. Justin will be out of town January 9th to February 10th. The first meeting needs to be January 3<sup>rd</sup>. Dates were discussed and finalized. Schedule attached.
- Feedback from Holiday Parade – Thanks for all of the volunteer's help and to the parade participants. Extra thanks to the Evergreen Band. They gave a great performance. We should keep the same route for the parade. Next year we need to have the state highway patrol help out. There was a confrontation with a volunteer and a driver who wanted to drive through. It ended without incident, but we don't want to expose a volunteer to any potential danger. The Christmas tree looks great this year. Pictures of the parade and event may be available from Gary Loar.

**Fiscal Officer's report** –

- The Gleaners donated \$200 for the Holiday Parade Expenses.
- **Ordinance #941** – Karon Lane moved to pass the third reading of Ordinance 941, Entering into contract with the Fulton County Commissioners for 2017 Dog Warden Services. Second of motion by Suzie Stough. Roll Call: Karon Lane - Yes, Suzie Stough - Yes, John Hudik - Yes, Justin Kreisler - Yes, John Pupos – Yes, Richard Sauerlender - Yes.
- **Ordinance #942** – Karon Lane moved to pass the first reading of Ordinance 942, Entering into contract with the Fulton County Commissioners for 2017 Indigent Defense Services. Second of motion by John Pupos. Roll Call: Karon Lane - Yes, Suzie Stough - Yes, John Hudik - Yes, Justin Kreisler - Yes, John Pupos – Yes, Richard Sauerlender - Yes.
- **Ordinance #943** – Establishing B5 Park Fund. With the passing of the Park Levy a park fund is required. Need to send the ordinance to the State Auditor for permission to set up the fund. John Pupos moved to suspend the rules under emergency measure for Ordinance #943 - Establishing B5 Park Fund. Second of motion by Karon Lane and approved by all council. John Pupos motioned to

pass Ordinance #943 - Establishing B5 Park Fund under emergency measure. Second of motion by Rich Sauerlender. Roll Call: Karon Lane - Yes, Suzie Stough - Yes, John Hudik - Yes, Justin Kreisler - Yes, John Pupos – Yes, Richard Sauerlender - Yes.

- Request the following transfer for Street Superintendent Pesticide Training:

FROM:	TO:	AMOUNT:
A1-7-E-250 Capital Outlay	A1-7-E-220 Meeting & Travel	\$95

Justin Kreisler motioned to move the funds from Capital Outlay to Meeting and Travel. Second of motion by Karon Lane and approved by all council.

- Park Levy Results: 161 Voted for with 121 Voted against. Send by the Board of Elections.
- 2017 Sewer Rates – In 2015 council voted to raise 5% for 2016 with no raise in 2017.
- Approve Employee Gift Cards – Personnel & Finance recommends a \$50 gift card for the 4 village employees and \$200 for Tom Carr. Last year we gave Larry Dunbar and Siefker Photography a \$25 gift card each in appreciation for their contributions to the Holiday Party. We would like to do the same this year. Karon Lane motioned to approve the purchase of all the gift cards mentioned. Second of motion by Suzie Stough and approved by all council.
- The Budget Requests (Wish List) from Land and Buildings was reviewed by Personnel & Finance in the last meeting. The document has been updated with Personnel & Finance recommendations. A copy was distributed to all council members for their review. To be discussed in the next council meeting. There is a question on the Park-O-Rama Supplies. Do we need to allocate funds for beer and how much. Ken will supply the figures to the office before the next meeting. It can be decided later if there will be beer or not, but we need to allocate funds in case we decide to have beer.
- A Bond Counsel member may be at the next council meeting to complete the documents for the refinancing of \$507,000.
- Need to ensure at least 5 council members are at the December 27<sup>th</sup> meeting for approval of 2017 temporary appropriations.
- Land & Buildings does not usually meet in December. They did meet twice in November. It was decided they will meet this December 19<sup>th</sup>.

### **Mayor's report –**

- Tom Bivens, Seasonal help, will not be able to work this week. We need someone to help Chip finish the leaf pick-up. Council decided to check with the zoning inspector, Bob Whalen, to see if he would be willing to drive the truck for leaf pick-up. We would pay the same amount as the zoning tasks. Work additional hours if needed. The solicitor confirmed that the zoning inspector being on a 1099 could also drive truck for the leaf pick-up. There is a question as to if the village could pay a council member to help. The solicitor will check to see if it is a conflict of interest and not an acceptable practice. Ken will check with volunteer Tom Carr. We also need to ensure we have back up drivers for snow plowing. Check with the same folks as last year.
- Leaf Pick-Up next year should be revisited. It is estimated that it cost \$600 per week for 4 weeks. Archbold has no leaf pick up. Residents are responsible for the leaves. Maybe next year we should do 2 weeks instead of 4 weeks. To be reviewed in 2017.
- Park Planning and Development – Ken inquired if the council would recommend getting the Planning Commission together to work on the park plans. The Commission is composed of the mayor, a council member and several residents. Need to put the commission together and move forward from there.

- The Ohio Municipal League is offering one year licenses to a GrantFinder program at a cost of \$50. The license is normally \$995. GrantFinder is a real-time, online searchable database of almost every federal, state, foundation and corporate grant available to a community. John Pupos motioned to purchase a one year license to GrantFinder. Second of motion by Rich Sauerlender and approved by all council.

**Adjournment** – Justin Kreischer moved to adjourn at 7:52 p.m. Second of motion by Suzie Stough and approved by all council.

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**Mayor- Ken Wysong**

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**VFO – Susan Clendenin**