

Council met in regular session Monday, September 10, 2018 at 7:00 p.m.

Council present: Karon Lane-Pres., John Hudik, Justin Kreisler, John Pupos, Richard Sauerlender and Brooke Smith.

Others present: Mayor Ken Wysong, VFO Catherine Vorst, Deputy Clerk Sue Clendenin and Employee/Zoning Inspector Jamie VanAlstine

Guests – Gary Loar, Ziad Musallam - Fulton Co. Sanitary Engineer and Tim Jacobs

The meeting was opened with the Pledge of Allegiance.

Guest Ziad Musallam was given the floor. Ziad is here to help us with the forced sewer main for the Metamora United Methodist Church on the west side of town. Karon thanked Ziad for coming to the meeting and asked him to provide council with information. Karon asked him to attend the meeting regarding information about sanitary sewers. Ziad's office would not be able to approve or disapprove; however, he would be glad to provide information and guidance. Ultimately it will be up to the Village to approve the sewer tap being requested by the church. With that in mind, typically if what is proposed is a forced main discharge facility to be constructed from the church or from development into the nearest gravity sanitary sewers inside the village. In order for any entity to decide if this is the right size or the right location, you have to have a lot of design criteria set before you to review and accept the recommendations of the designer. For example, a building like this, you wanted to know how much sewer is going to be generated out of that building – whether it is 100 gallons a day or 2,000 gallons a day. So that something should be provided to you by whoever is designing the building – either the architect or the building manufacturer. So you need to know that volume. Also for you to review if a 2' forced main is adequate or 3" or 1 ½", that is going to depend on how much flow is being generated thru the building. You still need that flow. Typically that flow, what comes out of that building, could be generated from a design standpoint depending on the seating capacity of that building. If it used for a church, so if you have 100 people, you will be able to estimate how many people that could potentially produce. You are looking for the maximum flow. The EPA has guidelines; however, the EPA is more on the higher end of the numbers. They are more conservative. Instead of accepting what the EPA suggests per person in the building, the designer could find out a similar facility - not exactly the same number of occupancy. If it is a church, you are expecting to have maybe 200 seats. If you find a similar church somewhere else – either in town or outside town – with similar functions. It might not be the same number of people -could be less or more. But the purpose for that is to develop and give you an estimate of how much each person is producing waste water out of that building. That is the ideal situation. The more realistic is to find a similar facility with a water supply so you would have a metered usage. So you will know how much that building is really consuming on a daily basis. That would be your design criteria. That would be a good idea to present it to you as the village to accept whatever is being proposed. Mike Anderzack called Zaid this morning and asked if 2" is enough. Ziad said he it is really hard to tell if 2" is enough - too big or too small. You need some kind of flow numbers. Ziad recommended to Mike – I do not his capacity with reference to the church. Whoever is going to be looking at these numbers probably would be a good idea to provide some design data for the Village to look and review on whether to accept it or not. As far as the type of pipe, these are more of a design standard as far as material. Not sure if the village has any design criteria for wastewater and what kind

of pipe you need to have in place. Those are your design criteria that you have to establish. Ken said he is not sure if we actually have that. I think the one thing we were in question of with the church and then the other residents between the church and ours, if they decided a year or two or at that time to tap in – basically that there is a pipe that would be adequate to add them in without an issue. We would rather go – if everyone said 2 is OK but 3 would be better, I think that is what we want to look at. Let's just put the 3" in or whatever it may be so we do not have an issue. No you cannot add because the pipe is not big enough. Ziad said that is good idea to look at it for the future. That is good planning. You have to find out what is your anticipated additional users going into that pipe. Richard asked if we go for the larger pipe than the pump cannot - it becomes a flow line. Ziad said correct - hypothetically a 1 ½" is good for the church or 2" but you wanted a 3" pipe because potentially you have a few houses that are going to tie in in the future. That 3" is considered a forced main and the flow has to be pushed or the other design is vacuum and the flow has to be sucked. But a typically standard installation is the water is being pushed so when you put a 3" pipe the Village will have to put a grinder pump and collect all the sands and sewer from the building or premises and grind it to make slurry (a really thick liquid). The pump is going to push it in the pipe. Now if that pipe is designed big (3" for example and is bigger than what is needed) and for a while you do not have anybody – that flow is going to sit there for way too longer. So it will create a septic condition. You will have an odor and waste water that is a septic condition and really hard to treat and cause headaches for the village. John asked if there was a 2" pipe in there and others decided to tap in later, will they have to have their own grinder station as well. Ziad said: Everybody on that system because it is a forced main will have to have a pump to push it into with a check valve because for example – if someone is pushing water so hard (the pressure) you do not want somebody else to back into their house. You do not want backward flushing. Ken said he spoke with Mike a little bit. Mike said some of the newer subdivision and stuff like that – there is some of that is going on. He asked if Ziad knew of any in Fulton County that we can call a church or a business or a subdivision that have this system now. Just so we can get an idea – how it is working, have you had issues, what size pipe is yours. I understand – contact a church. Ok but we can contact Holy Trinity for usage. I don't know how big this church is going to be compared to that church. They will probably be fairly similar in size and capacity but I don't know if this church is going to be used a little different with a hall and stuff like that. Holy Trinity is really used just for services and done. Zaid said: In the county, he is not aware of any. Most of the forced mains installation that are in the county are actually in the county – you still have a gravity sewer system and it collects water by gravity and it goes into the forced main to send it to somewhere else. Ken said: i.e. like the east pump house is the forced main. Ziad said: Correct. We have something similar to that over by Burlington. We have the same setup gravity system and we go into a pump station and the pump station pushes the flow into the village of Archbold. But nobody is tied into that. But is done before and it is doable. You see it a lot in larger towns that are not ready to extend into gravity sewers into any developed areas – so what they do is put in a forced main, let people tie into until a gravity sewer becomes available and then everybody has to unhook and go back into the gravity sewer. John said: Our main line is probably so high; we will have to put in another lift station/lift pump because I don't think we have any kind of fall from the church to our line now. So that would be the other way to do it. Put in a pump station and make it gravity fed that way? Zaid: Typically, in your situation, you want to say there was a future development to the west or north or south from the shallow man hole (which is the last one) you will have to do gravity sewers as planned.

But the east end of the gravity sewer obviously is going to be very deep and you will make a lift station just for that spot – from the deep end to the shallow. The main thing is if you are looking at a forced main for a current specific usage, the one thing I mentioned earlier - you will need to watch out for is not too large of a forced main because it will create septic conditions. You are going to have odors and hydrogen sulfide which is very hazardous to your infrastructure. You want to make sure that is not being created. Ken: So going back to John's question was and I did not think about that part either, you have the church here and you have a forced main and if we tap into the end of our line, is there enough of that force going in into there to make that a continuous flow so it does not just sit at the west end. I mean again I don't know. Again from the very west end of the dead end to keep it moving. What is that gravity flow like? I don't know. Ziad: depends on the west end flow. Again is it dry or really dead end or not, that depends on the flow. If there is not enough flow or other flow to bring it in and make it move, then it is going to sit there for a while and you are going to have... Ken: I guess the thing is if there was just a new home built and to figure that out because that is basically where it is going to tie into. It is going underneath 3 and tie in right there at 3 on the west side of town. It is a brand new home about a year oldish give or take. That is interesting. Richard said: It actually may be above it. Ziad: You could if there was any issue; you could go further east for example to the next man hole down the street. We will allow you to blend it with the flow coming in thru 2 or 3 homes. But that potentially could be another 400 feet maximum. Richard: But if you had a gravity system in the first place with a lift station you would not have that issue. Ziad: Correct. With any lift station that you have, if you do not have enough flow going into or coming out of it, you are still going to have an issue. Richard: So if it is just the church that could be a problem. Ziad: It is a low flow and the churches from my experience, not to pick on this one but typically churches tend to be very intermittent usage. - They have a good use maybe on a Sunday or a Wednesday but for the rest of the week it sits there. So those 2 days they could do a good flush but the rest of the time, it would sit there. Karon: So even a 2 "with a grinder, there could be issues. Ziad: I don't know if 2" is the right size or not, depending on what comes out the building but the smaller the better. At least the flow does not become static and sits in the pipe for too long. It is always pushing. Brooke: Would that be the case even if you were talking about adding in those additional homes later on in that are in between if they wanted to? Ziad: No having additional flow that would keep that moving. Brooke: It would not max out the pipe later on having the church plus like the additional homes. (Sue: I think there are 3 homes between the church and the village limits.) Would it max out the pipe adding that in it? Ziad: You want to design the pipe the size of it based on the current and anticipated future usage. When I say future, don't go too far. Don't go 20 years. Ken: In this case it is just a church and those residents in the 2 or 3 homes. That would be it so. Karon: If any of those homes would want to tap in, they would have to have their own grinder. Ziad: Correct. And also once you make that line available to everyone else, then it becomes public sewers and then requires EPA approval. Right now it becomes a collection system. Karon: I get nervous when you say EPA. Ziad: The church by itself is considered as 1 tap/ 1 service line. But once you have it open to everybody else, then it becomes a collection system and requires EPA permits. Gary Loar: Does it make a difference if the church owns that line at this point in time? Ziad: As one entity? It depends on what's the intended use. Gary: Well, Council is looking for the church to own the line until the time of other residents wanting to tap in. Then they would take over the sewer line because everything would be an extension of the village at that point in time. Am I correct in saying that? Justin: Yes. Ziad: At that time, then the EPA needs to be

informed. Ken: If ... well again that is probably a question way down the road. The church has their own 2" line – done. Resident said you know I would like to have a sewer instead of having a septic so I am going to run my own line also and not even tap into it. I am just going to run my own. Metamora, can I just run my own line also. It is 2 or 3 feet down from the other one. So technically, it is a zoned entity - that house and the other house. So, in a way each one is its own little forced main. We go on to it and you're good to go. You're not tapping into another one. John: Then we have to decide where it becomes our line and where it becomes their line. Right now from the clean out is our line.

Karon: That is only if they are annexed. Ken: If they are annexed in, yeah. Right now it is all township. Something breaks, that is their own gig. They are just going to pay us a sewer fee because they are using it. In a way we may inspect it, make sure it's in, done right, meets our standards and we get money every 2 months. Richard: How does that work with a forced main in terms of **our system now where we have the liability from the cleanout to the tap.** But if they have a forced main and they are not using it, does that become our liability, if they become a part of the village?

Ziad: Correct, the only thing that you have to be concerned about is whatever comes out of that forced main that would potentially cause an upset to your system and your treatment system.

Richard: So we wouldn't be liable for the forced main? Zaid: No, if you decided you wanted to leave the forced main as a private sewer tap, then you are only responsible up to that manhole – the first one coming in and this is it. Karon: But past that point, it is ours. Ziad: Past that point then, it's someone else's problem. Richard: That is something to think about.

Ziad: Then the entity or the property owner – or in this case the church – will be responsible for operation and maintenance of the forced main and the pump station and the OUPS notices. So if somebody is digging, they want to make sure the forced main is marked because that is not your problem to mark it. It is not part of your collection system. But if it breaks, you are going to have raw sewage all over the neighborhood. Richard: Now the forced main, would that come out at the manhole high enough? John: Yeah, I would think so. It only has to be higher than the out flow. Richard: It does not have to have a slope to it, does it if it is forced? Ziad: No it is a forced main. You want to make sure it is at least below the frost line. Just like a water line. Richard: So that is not going to be a problem.

John: But it has to be above the out flow of that last manhole. Karon: But you don't use the first main with a lift station? Those are 2 different systems? Zaid: The real question is located on the property of the church. That is what is going to generate the waste water at a higher **(recording cuts off)**. Karon: So you are going to have to have a lift station? Gary: **(Could not hear response.)** Ken: It is like what we have, Karon, down here at the east pump. So everything goes this way - to the east like we have down here now. That is why they call it a lift station. Take everything, grind it all up and suck it right up. So if it goes up higher, then it shoots it up to the lagoons. The church is the same way. Karon: Just lift it out. I need to learn. Ken: Just like if someone has a restroom in the basement, it is the same thing because it is so low, it has to force it up and then shoot it out. It is the same gig. They usually don't have grinders.

John: Essentially the line coming from the church to our manhole would be just like a grinder. Put the hose to their spigot and turn it on. That is all it is. They are pushing it to our manhole and then it becomes gravity fed. Karon: So we need to get some flow information and some design information from the church so that we can better decide. Gary: The contractor doing work is MBS Construction out of Wauseon. I will see what they can come up with. Karon: But we need something on paper.

Ken: Are they tapping into the water Gary? Gary responded yes. Ken: So they are going to have water service from Northwest correct? Yes. Ken: Alan won't be here tonight. He did call me this evening just letting me know there is a letter up there. As far as he knows in the State of Ohio now, the Home Run Rule goes for us. We can do it without annexing. It happens in municipalities all thru the state. There really is not an issue with that. We set the guidelines A, B and C for the Village of Metamora. He said the only thing is your fee. I think it was brought up and we can charge up to a 25%. So if it \$10 for everyone else, it would be \$12.50. We can charge 25% extra.

Karon: We should charge the same surcharge we charged Assumption residents when we supplied their water. They were also outside village limits.

Ken: I am saying you can but you can't do more that 25% what you are charging a village resident. There is a max that you can charge as a surcharge. You can only charge them so much over a normal resident. We would hook it onto their water bill. When it comes in, they would have an extra service charge on top of that.

Karon: It is like what we did for Assumption. They are outside of our village. Ken: Yes but we don't do their sewer. Gary: Not anymore. Sue; the village never provided sewer for Assumption residents just water. Richard: Gary, have they done any pricing on what it would cost to put the sewer in like a normal sewer with a lift station?

Karon: As Gravity Fed? Richard: gravity fed. Gary: I know they checked on putting in a leech field bed style septic system. I know they checked on pricing for that. As far as recommendations, all they did was ask Anderzack-Pitzen what they would recommend to be put in. APC recommended putting in the forced main system. Richard: The question is because they are the sole entity until whenever, would they be in trouble with a gravity system or not. Gary: According to Mike, the height of the pipe at County Road 3 is too high. Richard: Well, you have to have a lift station. Gary: Oh, I see what you are saying. I don't know. I could ask that question. Richard: I think you should ask as to what the cost of that would be with potential taps put in the pipe for those houses. Justin: Yeah but now you are asking the church to pay for a lot for more than they want or need. Richard: Yes but the question is how much? I don't know. Ken: Or like I say do you just run a couple more 100 feet to the forced main farther so it blends into the second or third house and then you just get the natural gravity flow.

Gary: I know Mike made the comment he only needs to dig one hole and can push the line from the church property all the way into the main. The only other hole would be (cannot hear response). I will ask that question. Richard: I would ask. Then you know. Gary: I can ask the contractor if he can come up with the flow rate. Richard: It disturbs me that Anderzack is asking if that pipe is big enough. That would suggest he may not have talked with his engineer or they aren't engineers. Gary: I asked Mike if he would have an engineer approve sizing of that pipe. Richard: Right. Karon: So we need something in writing. Gary: Obviously we have to come up with an approval so it would be acceptable. Justin: Is that the next hold up for the church right now? They broke ground. Are they waiting on water and sewer now? Gary: Not at this point. Justin: Alright. Karon: I don't want you to feel we are trying to delay anything for the church that is not it at all. We need to be educated on this type of system, which is why I asked Ziad to attend tonight's meeting to answer questions. So we can make a decision that's in the best interest of both the village and the church. Gary: I understand. You need to have this for any future. Ken: But if anybody ever wanted to every do their own forced main, they would have to have their own pipe. And then the 2" pipe, what they are talking about now from the church there – nobody can tap

into that. It is all theirs. In a way, that is the church's gig if it doesn't work right - flow fast enough because they did not engineer it right. We are saying if you want to put a 2" there and you think it is all good in and nobody can tap into it, that's your baby. I think before we were talking about tapping into it but if we skirt that and each person didn't want to do it and each person had their own line. They just tap further down into the line. Then that is that resident's issue. You said it was enough. We are allowing you to tap in.

Justin: But as a village, are we putting our foot down? It almost sounds like you are trying to say that they have to put in a line big enough to allow those 3 other people. They are only going to put in what is sufficient for the church. They could care less about the 3 other people.

Ken: No we don't. That is what I am saying. We can skip that whole thing. My line, I own it, nobody touches it. I am good.

Brooke: Well, isn't that our decision to decide what Council wants to decide before we let them do that? We may want to make sure they have a line big enough to support those other 3 houses or not?

Justin: Initially, like Ziad said, if you put in too big of a line, the grinder will allow backflow because you do not have enough flow all during the week. That would become an issue.

John Pupos: What they are essentially putting in is the same thing that runs from your house to our sewer line - is all they are putting in. It is theirs, nobody else can tap into it. So it's their problem. If it breaks, it's their problem not ours. If we tie anybody else into it, now we have to get the EPA involved because it becomes a sewer system not a collection system. What they are putting in is their sewer lines from their house to our sewer main. That is all they are doing. If they don't want to let anybody. Like, do you want your neighbor to tie into your sewer line from your house to the street? No. If they do not want to, they do not have to. So if anyone else wants to do what they are doing, then they are allowed to do that and we do not have to get the EPA involved with it because it is a sewer line that belongs to that house. It is not a village line. It is not part of the village sewer system.

Brooke: Because it is outside the village limits.

John P: Yes. So they are just pushing their sewer into our sewer at our collection. On their own lines; not own lines. Not our problem.

Richard: It's seems like the debate we are having is should we be worried about the other 3 houses and future development and annexation. It is not our problem in a sense.

Ken: It is a mute issue. If somebody else wants to do it, then it is their own gig. They run their own line, tap in farther down, and don't touch anyone else's stuff.

Richard: I guess that is the issue, do we have a problem with the 3, wait 4 entities into our last manhole. Would that be a problem?

John P: The problem becomes if somebody hooks into the church's line, now the EPA has to become involved.

Richard: I understand that.

John P: It's the church's problem not the village's problem because that is not our line.

Justin: So you are saying the church cannot allow a tap into their line?

Ziad: If additional taps go into the forced medium, then it becomes public sewers and then it becomes the village's problem. You have to assume responsibility.

Richard: So they would not be able to tap in unless they were annexed into the village.

Ken: I like the idea. That is less responsibility.

John P: I like the idea of the sewer line that we give approval for them to come into our line as long as no other taps into it.

Karon: That is probably the wording we are going to have to use.

Ken: That is correct.

Justin: Unless, all three homes agree that they all want to tap in. Now we annexed everything to the church. Then we take over the line.

Ken: Right, then we do everything.

Karon: I am not sure. You get the EPA involved and they are going to say that 2" line is not big enough. You need a 4" line.

Justin: No, if we have engineered drawings, how can they say it is not?

Richard: EPA does changes rules.

Ken: To wrap this up, so it sounds like at this point we put everything in paper. The church runs their own line, we put in the wording no other entities can tap into that line, they run it, and they are responsible for it. They do their engineering, we are good to go. Village to set sewer fees. We are fine. If anyone else wants to do their own, that is another talk and another time.

Richard: I was going to suggest on top of that is if another person wants to join in, now you have an annex issue and at that point they may dig up the line to the 3rd house and put a regular gravity system but that is years down the road.

John P: Put another pump station out there.

Justin: We spent 35 minutes on this, so next thing needed are the drawings. So Gary, come back with the drawings.

Gary: I will see what I can come up with.

Ziad: My recommendations to you guys is if you want to do only a forced main is to make it as small as possible to not produce any septic issues to the west end of town.

Guest- Mr. Jacobs has moved on. We can talk about that when he comes back. We are going to move on.

Minutes – Justin Kreischer moved to approve August 20, 2018 council minutes as written. Second of motion by Brooke Smith and approved by all council.

Reading of Bills	9/10/2018	
Bills Already Paid		
Susan Clendenin	Wages 08/16-29/2018	710.00
Catherine Vorst	Wages 08/16-29/2018	515.00
Steven Venia	Wages 08/16-29/2018	1,615.00
Jamie VanAlstine	Wages 08/16-29/2018	805.00
Bills to be paid:		
EFTPS	Village Contribution	157.86
OPERS	Village Contribution	1,773.24
Cintas Corp	PR Liability Check for uniforms	17.80

US Postmaster	2 rolls for fall newsletter mailing	98.00
Advanced Sanitation	Sept Invoice Trash	50.00
Bob Dick's Plumbing	Repair Drinking Fountain	106.00
Cash-Petty Cash	Certified Mail Postage, cleaning supplies, cooler	37.54
Sue Clendenin	Mileage to Salt meeting	21.25
AIM MEDIA	Expositor - Ad for Park-O-Rama	311.88
Instacopy Printing	Box of 500 #10 Standard Envelopes	59.00
Fresh Cut Lawn Service	Mosquito Sprays (2) in August	309.30
Fulton Co Commissioners	Water Service	42.00
Habitec Security	Security Monitoring	211.41
Key Shoppers News	Ad for Park-O-Rama	225.00
Allied Paving Co.	Pave Area #1 and 4 Handicap	24,650.00
Wex Bank	Gas for mower and truck	233.01
Toledo Edison	Electricity	1,514.17
Government Accounting Sol	Software License Renewal - Annual 10/1/18-10/1/19	2,700.00
Treasurer Fulton County	Police Protection	425.00
Tri-County Fuels	Diesel Fuel	122.13
Cintas Corp	Uniforms	67.90
VISA	Pulley, Snake Rental, Bird Be Gone, Flashing Solar Lights++	1,506.26
Catherine Vorst	Mileage for Budget Meeting in Fulton, Calculator Ink ++	61.33

Justin Kreischer moved to pay bills as presented. Second of motion by Brooke Smith and approved by all council. Hold the check for Allied Paving until handi-cap signs are installed and striping completed. Cathy said she is missing two fuel receipts from T'Mart, will ask Cheryl for printout.

Solicitor's report – not present due to conflict with Swanton Council meeting, that will also occur September 24. Council agreed not to change September 24th meeting to another day. Brooke Smith unable to attend Sept 24th council meeting.

Old Business –

Justin Kreischer moved to approve the third and final reading of **Ordinance #979**, establishing a Central Purchasing, Electronic Banking and a Credit Card Policy. Second of motion by John Pupos. Roll call vote taken: Hudik-yes, Pupos-yes, Sauerlender-yes, Lane-yes, Kreischer-yes and Smith-yes. **Ord. 979 passed.**

John Pupos moved to pass the third and final reading of **Ordinance #980**, establishing a Petty Cash Policy. Second of motion by Justin Kreischer. Roll call vote take: Hudik-yes, Pupos-yes, Sauerlender-yes, Lane-yes, Kreischer-yes and Smith-yes. **Ord. 980 passed.**

Road Salt – Due to the increase cost of road salt this year the county engineer gave us the option to purchase elsewhere. Sue said it's late in the season to piggyback on others salt contracts. Most are already in contract for amounts they need. Difficult to find other entities willing to sell a mere 15 tons, if we did we would have to transport and store all salt at our facility. We do not have the capability to hold a full winters' worth of salt, the county stores our excess salt at their facility for no additional cost. The county delivers our salt at a reasonable price, when it's needed. Council decided to keep the contract with the county for 15 tons of pure road salt. They don't want it mixed with stone that would end up in

our storm drains. Cost for pure salt \$121.49 per ton, last year \$37.38 per ton. No one reason for increase.

New Business-

Justin Kreischer moved to waive any hearing before the Fulton County Budget Commission regarding apportionment of the Undivided Local Government Fund and agree to the apportionments of said Local Government Fund and accept the sum of \$21,056.45 as Metamora’s share. Second of motion by John Pupos. All six council members voted in agreement to accept motion.

Ordinance #981 – John Pupos motioned to suspend the rules on **Ordinance 981**, Accepting amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the county auditor. Second of motion by Richard Sauerlender. Roll call vote taken: Pupos-yes, Sauerlender-yes, Hudik-yes, Lane-yes, Smith-yes and Kreischer-yes. John Pupos moved to pass Ordinance 981 under emergency measure. Second of motion by Richard Sauerlender. Roll call vote taken: Pupos-yes, Sauerlender-yes, Hudik-yes, Lane-yes, Smith-yes and Kreischer yes. **Ordinance 981 passed.**

Richard said he and Jamie shared concern with vehicles possibly driving on the walk paths in the park. Suggest installing approximately 5 removable Ballard’s in areas on the pathways and handicap parking where vehicles might enter. Due to esthetics the mayor asked if wood posts could be installed in the center of the pathway instead of bright yellow ballads. Justin we’ve had a walk path for years and he’s never heard of an issue with cars driving on the path. Instead of spending \$900 on posts why not first try hang signs on the fence stating no motorized vehicles on pathways. Need 46” on each side of posts for wheelchair accessibility.

Fiscal Officer’s report – Requested committees begin working on 2019 budget requests. VFO and Deputy Clerk will be attending the state auditor’s mandatory clerks training October 16th in Perrysburg.

Requested the following appropriation increases:

TO:	AMT:	
E2-5-C-239	Sewer repairs & maint.	\$3000.00
E2-5-X-239	Sewer misc. Contractual	1000.00
A1-7-E-214	Employee uniforms	118.00
E2-5-C-214	Employee Uniforms	22.00
B1-6-B-244	Street Small Tools	100.00

Justin Kreischer motioned to approve the appropriation adjustments requested by the fiscal officer. Second of motion by Brooke Smith and approved by all council.

The Zoning Inspector and the village office received complaints about person residing in former Methodist Church. The parcel is zoned B1, prohibiting residential dwelling. The village solicitor sent the owner a letter informing of the zoning violation but didn’t include a move out date. The owner said he will rectify the problem in two weeks.

After discussion, council agreed to allow until Friday, September 14th to have the tenant out. The Zoning Inspector was asked to send the property owner a letter informing of zoning violation and require occupant to be out by 5:00 p.m., Friday, September 14th.

Bill owner for minimum sewer use. Currently the building does not have active water and sewer services. John Hudik inquired about junk vehicle parts in the rear parking lot. Mayor thought ok if covered with a tarp.

Mayor suggested next time information should be passed on to the correct person. He felt Jamie should have been informed about Mr. Jacobs call to the office in regards to the violation letter he received from the Village Solicitor dated August 31. The VFO didn’t see this letter prior to her call from Mr. Jacobs and didn’t realize it was a zoning issue. The mayor said information Mr. Jacobs provided should have been

taken down and given to the mayor. The letter sent to Mr. Jacobs was under the direction of the mayor and Jamie. The office was not aware of this letter being sent to Mr. Jacobs until the solicitor's office emailed a copy after the fact. The email was opened upon the clerks return from Labor Day holiday and a copy provided to the zoning inspector. We all need to keep the mayor, council, zoning, maintenance and the office in the loop.

Village Office received a complaint from a resident about a neighbor open burning. Do we want to hire a Town Fire Marshall? Council agreed to inform residents to call the Mayor and/or the Fire Chief to report open burning. Open burning is not allowed within village limits.

Leeann Miller asking council to consider providing her a sewer credit due to hose splitting and water running onto the ground for a day or more before she noticed. Lost 18,000 gallons onto the ground. Council approved a sewer credit for use over her average use. Water didn't directly enter sewer system. A credit of \$ 90.29 to be provided.

Park Grants- Richard provided a list of prerequisites to apply for the ODNR Grant. He doesn't think he can have it completed by the November 15th.deadline. Look at previous applications would be helpful. May find one online.

Mayor's report – Tree Commission opportunities available.

Suggested asking RJ Lumbrezer to locate property pins on the new five acres in the park. Someone has been driving in the area of the newly installed drainage tile and sprayed roundup on what we think is village property killing newly planted grass. Richard lives near this area and found his property begins at the pin at the inside of the sidewalk and back to the village right-of-way or alley, not sure what the 33' feet strip is considered. Could be the homeowner thinks the 33' strip is his property. Jamie was hired to be in charge of the park, correct? Justin said she was hired part-time to work mainly in the park and to help Steve with two-man jobs and vice versa. Mayor suggests Personnel & Finance look into possibly adding park manager tasks to her job description, especially if the village decides to take over the operation of the concession stand and add additional park activities.

Adjournment – Justin Kreischer moved to adjourn at 8:30 p.m. Second of motion by Brooke Smith and approved by all council.

Mayor – Ken Wysong

VFO – Catherine Vorst