

Metamora Village Council met in regular session August 19, 2019 at 8:04 p.m.
Council present: Brook Smith-Pres., John Hudik, Karon Lane, and John Pupos
Council absent: Karen Noward and Richard Sauerlender
Other officials present: Mayor Ken Wysong, VFO Catherine Vorst, Deputy Clerk Susan Clendenin and Village Employee Steve Venia.

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

Guests: Tom Bowman, Michelle Bowman and Sheila Beck and Austin Duwve came as guests. Tom Bowman spoke about excessive water in his back yard on Garnsey. A year ago he had sewer issues and the Village fixed this. Since Joe Eisel did the repair, Mr. Bowman is having problems with flooding in garage and basement. Sheila Beck also has flooding in her back yard. Mr. Bowman's house is up for sale and has lost two sales because of water in the basement. He would like Council to hook the drains back up. Mayor Wysong said about ten years ago, the EPA mandated the Village separate sanitary system from the storm system. Residents were sent a letter that this should be done, some did and some did not. Rain water cannot go into the sanitary and that is why Joe Eisel had capped off Mr. Bowman's storm line. Residents were notified by letter about needing to separate their private system. Sump pumps and downspouts were to be pulled out of the sewer system and run onto the ground. John Pupos talked about the Village having a sanitary sewer problem on Garnsey. There is an infiltration coming from somewhere. We are working with Ohio Rural Water to schedule a smoke test to try and resolve this issue. In Metamora on Sunday, had a lot of rain and had nowhere to go.

Sheila Beck also had a question about who is responsible for the trimming of the trees along Garnsey and Shawnee. There are tree branches hanging low. Mayor Wysong told Ms. Beck if the tree is between the road and the sidewalk, then it is our tree and the Village will cut and trim it. If it is on the other side of the sidewalk, the care for the branches is the home owner's responsibility. The Village is trimming in sections. We already did trimming this year. The Village ended up taking more trees down than expected this year which cost us more. It was suggested talking with neighbors about trimming the trees so it does not hit her camper.

Austin Duwve with Boy Scouts attended this meeting as an observer.

Minutes – The minutes from August 05 2019 were not complete. Move this to Sept 9th meeting.

Personnel & Finance Report – Karon Lane reported on the pay down of \$45,000 on the USDA loan. There would be savings of \$80,000 in payments and cut the life of the loan by three (3) years. She would like to move forward with this payment. Council does not have a quorum. This item moved to the next meeting.

Lands & Buildings Committee Report – There are at least four (4) sewers causing problems. Got quotes for two (2) of them from Joe Eisel of \$4,750 if all the work that may be done is done. Steve is going to run the camera down. We may have another house on West Main with an issue.

Pump Station - The pump station on Swanton Street was supposed to begin but with all the rain, this was cancelled. No charge on this. Steve Venia got a written estimate from Cam-Tech to do their work. They are \$315 an hour – 3 bodies and all there equipment. If they go over 9 hours in a day, the rate goes to \$350 per hour.

Smoking the sewer line. Shawn Dobson with ORWA does not want to come smoke them if no repair(s) will be done. The problem is with infiltrate which John Pupos feels is coming from the creek. The Village will complete repairs on Village line. The laterals belong to the home owners who did not separate. Sue thinks we may have an Ordinance on the books with regards to laterals. John Pupos will contact Shawn Dobson and talk with him about scheduling a time and date. We cannot afford to pay the engineers \$6,000 to smoke the system. There are some conditions/costs with ORWA. They need about 3-4 people to assist with the test, breakfast and lunch provided and the smoke.

Basement Cleaning – Stanley Steemer is \$260 to clean the basement but we will need to move the shelves or leave them. John Pupos moved to hire Stanley Steemer for the basement cleaning. Second of motion by John Hudik and approved by all Council.

Carpet Cleaning - The carpet cleaning is \$175. Karon Lane moved to hire Stanley Steemer to clean carpet when they clean the basement. Second of motion by John Pupos and approved by all Council.

Dehumidifiers – Stanley Steemer suggested we get two (2) dehumidifiers in the basement.

Basement crack fix - Steps at the front door and the crack in the basement floor. The water pressure heaved the floor. John Pupos said the fix for this is to cut the center out of that floor, dig down and run a tile all the way to the sump crock and then pour concrete back on it. Maybe look at doing it this winter.

Shelter A – The temporary Food permit for Park-O-Rama was \$42. Next year we can add it to our annual permit. If adding to our permit, then we will have to upgrade to commercial. We are good to March next year. Shelter B is covered under the annual permit.

Trimming/Mowing at Park – For now, Rich Sauerlender and John Pupos will try to keep on top of that.

Fall Leaf Pick Up – Steve suggested contacting a temporary service. Karon Lane wants to explore the option of hiring someone for leaf pick up only possibly on Saturdays. John Pupos will check with Amboy or Lyons on hiring a temp.

Pesticide License – We need a Pesticide License since we spray Round Up. John Pupos said we can piggyback off another License as long as Licensee is no more than two (2) hours away and no more than 25 miles. He will check with Lyons, Richfield, and Berkey to see if we can piggyback off their license.

Bills –

DATE	CHECK#	Payroll Payments	8/19/2019	
08/20/19	23864	Mark Ostrander	Wages 08/01 - 08/10/19	756.00
08/20/19	23865	Sue Clendenin	Wages 08/01 - 08/14/19	905.00
08/20/19	23866	Steven Venia	Wages 08/01 - 08/14/19	1,605.00
08/20/19	23867	Catherine Vorst	Wages 08/01 - 08/14/19	960.00
		Vendor Payments		
		EFT Payments:		
		CHECKS:		
08/07/19	23863	Fulton Co Health Dept	Temporary Food Permit	42.00
	23868-75	VOIDED	Printer jam - checks off 1 number	
08/20/19	23876	Sam's Club/SYNCB	Hot dogs, beans, water, Gatorade, tea, +++	775.49
08/20/19	23877	T-Mart	Reimbursement - catch basin	500.00
08/20/19	23878	Thomas Equipment	2 heads for weed eater	53.90
08/20/19	23879	The Leg Thighs	POR Band - Last Minute	500.00
08/20/19	23880	Century Link	Village Phone & Fax	271.76
08/20/19	23881	Verizon	EE Phone Charge	50.11
08/20/19	23882	Village of Swanton	3 hours of street sweeping	375.00
08/20/19	23883	Luckey Farmers	2.5 gallon Buccaneer	75.00
08/20/19	23884	Country Charm	5 roasters of Mac n cheese	95.50
08/20/19	23885	Habitec	Security Monitoring & Maintenance	220.08
08/20/19	23886	Lowe's	Potting soil, fertilizer, smoke alarm, broom ++	230.04
08/20/19	23887	Angela Smith	Hot dogs	29.90
08/20/19	23888	Ohio Gas Co	Heating for Shop and Office	19.06
08/20/19	23889	Perry Corp	Copier Charges & Maintenance	56.79
08/20/19	23890	St Mary's Meats	Chicken for Park-O-Rama	1,420.80
08/20/19	23891	Cash-Petty Cash	Office Supplies/Ice/Volleyballs (2)	73.47
08/20/19	23892	Government Forms & Supplies	Proceeding and Ordinance Forms w/S&H	52.00
08/20/19	23893	Chris/Amanda Ghaffarian	Reimburse - POR Medals, Timing, Postage+	771.44
08/20/19	23894	T-Mart	14 bags of Ice	41.86

08/20/19	23895	Pettrey Enterprises, LLC	Cyber issue, fixing email issues, updates, etc.	600.00
08/20/19	23896	Tamar Slovak	POR - 5K refund	20.00
				10,500.20

Brooke Smith moved to pay the bills. Second of motion by John Pupos and approved by all council.

Old Business -

Wet Records - Put five (5) damaged boxes of Wet/Damaged Vouchers at Maintenance Facility. VFO made contact with Amanda Rindler, Local Government Records Archivist, to check on procedure to destroy these records.

New Business

Solicitor Permit – Council denied request from Rich Shoehorn with Edward Jones.

Fall Ball – Karon Lane moved to approve a request for EYA Girls 12U teams to play fall ball September 06 thru October 13 at the Metamora ball fields. Second of motion by John Hudik and approved by all council. Steve Venia will leave water on during this period. Sue Clendenin reported EYA paid the bill for the lime and we have a lot left.

Office hour changes: Wednesday, August 28 the office will be closed at 9 am until?? On this day, there is a budget meeting at 9:30 with the Auditors Office in Wauseon. On Thursday, August 29 the office will open at 10 am or sooner. Office closed on Monday, September 02 for Labor Day. Notices will be posted on the door.

PERRP Citation - Ryan Towns, BWC Compliance Officer, met with Sue, Steve and Cathy on Thursday, August 15 at 8 am. The Village of Metamora was issued a PERRP (Public Employment Risk Reduction Program) Citation. The Village must take corrective action before Monday, September 16, 2019. Need a Written Hazard Communication Program in place and SDS (Safety Data Sheets) in the maintenance area. Steve Venia, Village Maintenance, has given the office a list of items for SDS. We have a template for the Written Hazard Communication Program.

Part Time Employee Mark Ostrander’s last day of employment was Saturday, August 10, 2019. Keys were turned in.

ODOT Meeting – August 22, 2019 Meeting at 1:30 – 2:30 regarding the resurfacing of SR 64 and SR 120 with a large piece of this project inside Village of Metamora. Meeting at ODOT District 2 Office, 3rd Floor Conference Room, Bowling Green.

CCC Raffle Tickets – Raffle tickets purchased at Country Charm were missed for the drawing. Council decided to mark all 72 Country Charm Tickets with “CCC” on the back of those tickets. All tickets including the Charm tickets will be placed back in the hopper at the Charm on Saturday. Ken will talk with Becky about a time and ask her if she is OK with doing this at her place. Someone (to be determined) will draw three times for first prize of \$300, 2nd prize of \$200 and 3rd prize of \$100. If a ticket with CCC on the back is drawn for 1st, 2nd or 3rd place, then the name on that ticket will be

awarded a cash prize. Only a ticket with a CCC will be paid out. **Concession Stand** – Brooke was approached by an individual wanting to do concessions and baseball next year. Brooke has her name and number. Brooke explained she will need to coordinate teams, schedules, everything. She is willing.

Park-O-Rama Meeting – Need to schedule this for September.

Budget for 2019 - Annie Hernandez and VFO budgets differ. VFO has until end of month to have budgets agree. If not, a non-compliance order will be issued to the Village.

Audit Windows Upgrade – Audit date changed at request of VFO. There were too many items after Park-O-Rama. Audit team has sent a list of items. Just before this meeting, Ryan Seesholtz, Audit Manager, emailed. He wants to set up the audit for Monday, August 26. VFO will reach out and asked to be scheduled in September.

Windows Upgrade + Computers - VFO just scheduled a Windows 10 update as requested with Rob Pettrey, IT, on Monday, August 26. Rob estimated 2 hours per machine to upgrade to Windows 10. Cost projected to be \$400. Council wants Rob to explore getting new computers. Steve would like to move forward with the new laptop. Need to understand his needs and look at a think pad for Steve.

Mayor's report- Read the Sheriff's report for July. Officers spent a total of 35.75 hours patrolling the village. Of the total hours, 13.25 hours spent on the morning shift which includes 1.5 hours of bicycle patrol, 17 hours on the afternoon shift which includes 3.25 hours of bicycle patrol and 5.5 6 hours on the midnight shift. Officers handled 11 complaints, 1 accident; and issued 1 citation and 1 warning.

Park trees – Mayor Ken asked if L&B was looking at replacing any of the dead Arborvitaes and if we did can we keep them the similar size.

Brooke has received a complaint regarding the condition of the old church next to the bank.

Adjournment- Brooke Smith moved to adjourn at 9:10 p.m. Second of motion by John Hudik and approved by all council.

Mayor – Ken Wysong

VFO – Catherine Vorst

