

Metamora Village Council met in regular session Monday, October 7, 2019 at 7:00 p.m. at the Village Office. Members present: John Pupos, Richard Sauerlender, Karon Lane, Karen Noward, John Hudik and Brooke Smith. Other officials present: Mayor Ken Wysong, Village Solicitor Alan Lehenbauer and VFO Catherine Vorst.

Mayor Wysong opened the meeting with the Pledge of Allegiance.

Guests – Linda Arquette

Minutes – Karon Lane moved to approve September 23, 2019 council minutes as written. Second of motion by Richard Sauerlender and approved by all council.

Reading of the Bills –

DATE	CHECK#	Payroll Payments	10/07/19	
10/01/19	23937	Karen Noward	Wages for September 2019	150.00
10/01/19	23938	Sue Clendenin	Wages 09/12-9/25/2019	960.00
10/01/19	23939	Jeff Pawlaczyk	Wages for September 2019	150.00
10/01/19	23940	Steve Venia	Wages 09/12-9/25/2019	1,600.00
10/01/19	23941	Rick Meiring	Wages for September 2019	500.00
10/01/19	23942	Catherine A. Vorst	Wages 09/12-9/25/2019	800.00
10/01/19	23943	Ken Wysong	Wages for September 2019	350.00
		Vendor Payments:		
		EFT Payments		
10/09/19		OPERS	Village Match for September	1,021.30
10/09/19		EFTPS	Village Contribution for September	134.24
		CHECKS:		
10/8/2019	23944	Advanced Sanitation	Trash Pick Up	50.00
10/8/2019	23945	Alice Snyder	Website Maintenance 11/7/2019-20	420.00
10/8/2019	23946	Fresh Cut Lawn	Mosquito Spraying	157.74
10/8/2019	23947	Metamora Post Office	Stamps for Smoke Notice Mailing	137.50
10/8/2019	23948	OH Utilities Protection	Emergency Call Out	4.00
10/8/2019	23949	Toledo Edison	Electricity	1,316.79
10/8/2019	23950	Government Acct Solutions	2019 Offsite Cash Annual Reconciliation	500.00
10/8/2019	23951	Treasurer of Fulton Co	Police Protection	425.00
10/8/2019	23952	Treasurer of State - Audit	Audit Billing of 2017+2018	492.00
10/8/2019	23953	Tri-County Fuels	Diesel Fuel	194.71
10/8/2019	23954	Trisha Gleckler	Office Cleaning	50.00
10/8/2019	23955	Donna Seegert	Welding Table	200.00
			TOTAL	9,613.28

John Pupos moved to pay the bills as presented. Second of motion by Karen Noward and approved by all council.

Solicitor's Report – Correspondence going out to Sullivan's this week relating to a potential civil suit. Brooke Smith said Personnel & Finance would like to know if any government provisions restrict eliminating sick and vacation time and offering PTO time (personal time off) instead. Upon review, the solicitor said Ohio does not require sick time leave.

Old Business – Smoke testing of the village sewer lines is scheduled for October 29th with October 30th as a rain date. Testing will locate illicit drainage into the sanitary sewer system. Council reviewed two sample draft letters to be sent to residents providing additional testing information. Discussed compliance enforcement for homeowners found to have illicit draining issues. In the past, homeowners were given 60 days to correct drainage issues. Ordinance 735 (Failure to Comply) assesses penalties quarterly while they are not in compliance. The mayor said circumstances beyond the homeowners control could put their compliance past the 60 days. Karon Lane said if homeowners present documentation they are working towards compliance she doesn't think penalties should be assessed. Penalties are for those who fail to take corrective measures in a timely manner. John Hudik doesn't agree with penalties applicable in Ordinance 735; especially, new homeowners where the issues existed before they bought the home. Most agreed if penalties are not assessed, issues may never get corrected. John Hudik said we need to find the bigger illicit inflow. John Pupos said the smoke testing will find those too. Sauerlender said penalties don't have to be assessed first quarter due to winter just around the corner. Ord. 735 can be amended to have penalties assessed second quarter 2020. John Pupos said he doesn't see the need to include penalty information in the informative letter. After smoke testing, penalty information can be included in the letter sent to homeowners found to have illicit drainage into the sanitary sewer.

The VFO said we have seven people signed up to help with the smoke testing. Ohio Rural Water also put it on their web-page. Those helping with the smoke testing that have sewer licensure will get 6 hours of continuing education credit.

Ford Ranger sold for \$500 at the county auction.

Guest – Linda Arquette was recognized. Linda is running for council this fall. Linda wanted to attend a council meeting and introduce herself to council and the mayor.

New Business – The village received a \$300 donation from the Fairfield Gleaner’s to support the annual Halloween party. The Mayor commented this company always participates in the community by supporting various activities like this one. Halloween Party scheduled for Thursday, October 31 at the Fire Station 6:00 p.m. to 8:00 p.m. Karen Noward said the library is having a haunted house in the Library’s Community Room October 31, 12:30 to 7:30 p.m. Both events are free to the public.

Council approved Lands & Building’s request to fertilize the 5 acres in the park at a cost of \$283.12, price includes application. In the spring additional seed should be applied. After discussion, it was recommended to ask Country Mark if we should seed first or fertilize first. John Pupos moved to go along Country Mark’s recommendation up to \$300. Second of motion by Brooke Smith and approved by all council.

Mitigation Planning meeting scheduled Tuesday, October 15th at 2:30 p.m. and public hearing at 4:30 p.m. Five year update plan will be addressed.

Ohio Deferred Compensation Meeting scheduled Monday, October 21st from 10 a.m. to noon in the Village of Swanton.

Reviewed Personnel & Finance suggested updates to the Employee Handbook. Richard Sauerlender questioned upon retirement with eight years or more of service the employee is paid the value of the accrued PTO up to 40 hours. It was 240 hours. Brooke said their reasoning for the suggested change is to encourage employees to use their PTO hours during the year, not accumulate them to the end of the year. Employee will still be able to cash out 40 hours of unused PTO at the end of the year and carry over 40 hours; the rest should be used or lost. John Hudik said after one full year of employment, employee gets 120 PTO hours. The current handbook reads: upon the anniversary date of your first year, you are entitled to 2 weeks of vacation. After that, vacation time is added on a calendar year basis. In addition, full time employees are currently entitled to eight hours of sick time every month and may accrue up to a max of 240 hours. PTO hours charged at full hours no less. Richard Sauerlender said Steve was hired under a different system, so how do we handle that? The VFO questioned uniform allowance, now that we no longer have uniforms. Karon said we just bought out the uniform contract, why would we want to start it again. P&F suggested village purchase shirts and provide employee an annual allowance for pants, to be determined. Ask other villages what they do; Swanton, Wauseon, Fayette, Lyons.

John Pupos questioned “Military Leave Of Absence” on page 28. The section should also include National Guard when called up by the governor.

Richard Sauerlender is volunteering to mow park. Still don’t know if they have a ball game games this Sunday. Received complaint bathrooms weren’t open last Sunday during ball games. It was our understanding the concession lady was opening the bathrooms; unfortunately she was ill. The village didn’t know the restroom weren’t open until after the fact.

John Pupos said he received a sidewalk quote from Luke Simon of \$6.25 square foot. Mitch Mika also will turn in a bid. Mitch said it would be cheaper to hire someone like A1 Concrete Leveling to level sidewalks uptown rather than have him grind them down. We might be too late this year.

Fiscal Officers' Report – Clerks will be attending State Auditor's training in Perrysburg on Wednesday, October 16, from 8:00 a.m. to 4:00 p.m. Office will be closed for the day. Attorney Yvonne Trevino plans to attend October 21st council meeting to introduce herself. Council is considering Ms. Trevino as a replacement for Gary Smith LPA, our current prosecutor who plans to retire December 31, 2019. VFO took Civic Ready training last week. Have not done anything with this yet.

VFO requested the following appropriation changes:

\$400 Increase A1-7-X-235 Service Contracts

\$500 Increase A1-7-E-243 L&B Supplies

\$200 Increase B1-6-B-242 Fuel

John Pupos moved to approve requested changes to the 2019 appropriations. Second of motion by Karon Lane and approved by all council.

Mayor's Report – The mayor is unable to attend a luncheon October 24th in Wauseon with Senator Gavarnie. Richard Sauerlender agreed to attend. The Park-O-Rama meeting is Wednesday, October 9th at 7:00 p.m. Ask Matt Vaculik to have invoice turned in before October 9th.

Adjournment- John Pupos moved to adjourn. Second of motion by Brooke Smith and approved by all council. Meeting ended at 7:56 pm.

Mayor – Ken Wysong

VFO – Catherine Vorst