

Metamora Council met in regular session Monday, October 19, 2020 at 8:00 p.m. Council present: Karon Lane-pres., John Pupos, Karen Noward, Cindi Pawlaczyk with Cathy Mossing and John Hudik attending by Zoom.

Other officials present: Mayor Richard Sauerlender, VFO Susan Clendenin, Fiscal Consultant Angela Smith and Street Employee Steve Venia.

**Guest:** Brandon Gleckler

**Minutes-** Cathy Mossing moved to approve the minutes from October 5<sup>th</sup> and October 13<sup>th</sup>, 2020 council meetings as written. Second of motion by Karon Lane and approved by all council.

**Lands & Buildings** – In comparison between the Polaris and the John Deere, the committee recommends the purchase of the John Deere HPX615E from FIC Dealership (Ott's) including one 25 gallon Turf Care Sprayer to disinfect outdoor equipment including; playground equipment, benches, picnic tables, exterior doors, concessions, etc. to reduce the spread of COVID, at a cost of \$19,119.00. Funds for the purchase of the John Deere HPX615 along with a set of turf tires will come from moneys received from the HB 614-CARE Act Funds provided to the Village by the State. Following discussion, John Pupos motioned to purchase the John Deere HPX615E, sprayer and turf tires from FIC Dealership, using COVID funds. Second of motion by Karen Noward and approved by all council.

Paul Mann, Program Administrator from Ohio Grants Partnership said the village is allowed to purchase and donate consumable goods to C.A.S.T a non-profit organization helping the needy in our community. L&B recommends purchasing and donating \$5,000 of consumable goods to our local food bank; C.A.S.T. (Caring and Sharing Together) an Evergreen area Food Bank. John Pupos motioned to purchase and donate \$5,000 to C.A.S. T. Second of motion by Karon Lane and approved by all council. They are also in need of a freezer, since theirs recently broke. We have a chest freezer in the park that is not being used. John Pupos motioned to donate the chest freezer to C.A.S.T. Second of motion by Karon Lane and approved by all council.

Lyons may not need Metamora to pick up their leaves, they found another vendor to provide the service. The last Village brush pick up is scheduled for October 26. Steve will switch over to the leaf vac to begin leaf pick up Monday, November 2.

Recommend hiring Pre-Concrete Leveling and Restoration to level sidewalks from the bank driveway to the corner for \$1,600, then west down Maple to Bigs Bar & Grill for an additional \$750. John Pupos motioned to hire Pre-Concrete Leveling at a total cost of \$2,350. Second of motion by Karen Noward and approved by all council.

Bids for replacing broken curbs in the downtown area came in \$1,890 higher than projected. The State is requesting confirmation the village will pay the additional \$1,890 prior to the State's resurfacing project scheduled for 2021. John Pupos moved to amend Resolution 1031 by increasing the village share an additional \$1,890 to replace damaged curbing in the business area, bringing the Village's total commitment to \$6,720. Second of motion by Cathy Mossing and approved by all council.

Tri-Angular Processing is ready to reopen our recycling station. L&B would like to keep one cardboard trailer in the Maple Street parking lot and one near the recycling station off Mill Street. The trailer in the

parking has made it very convenient for the Country Charm and Bigs' Bar and Grill to recycle their cardboard. Council agreed to keep recycling containers as is and not switch over to large recycling bags.

On the recent review of the financial aspect of the sewer fund it does not appear at this time an increase in sewer rates will be necessary in 2021. Suggest Personnel & Finance look into paying down the USDA Sewer Loan. L&B is requesting an additional \$5,000 is moved into the Sewer Contractual account to cover any possible sewer repairs that may occur before the end of the year.

CDBG 2021 – L&B recommend pursuing this grant to resurface Mill Street if income surveys are LMI eligible. John Pupos had to leave the meeting at 8:10.

**Guest Brandon Gleckler** was given the floor. Brandon has installed both an underground sprinkler system and an inground pool. Consequently causing very high water/sewer bills. Both pool and irrigation use does not enter into the sewer system, hence he is asking council for permission to purchase an outside meter to record both pool and irrigation use, thus illuminating sewer charges on outside water use. After discussion, Karen Noward moved to allow Brandon to purchase and connect a second meter to record outside use and provide him a sewer credit on this use. Second of motion by Cathy Mossing and approved by all council. Future decisions on this matter will be decided on a case-by-case basis.

**Reading of the Bills:**

<b>DATE</b>	<b>CHECK#</b>	<b>Payroll Payments</b>	<b>October 19, 2020</b>	
10/20/2020	24438	Sue Clendenin	Wages 9/24 - 10/7	740.00
10/20/2020	24439	Steve Venia	Wages 9/24 - 10/7	1,600.00
10/20/2020	24440	Tiffany Venia	Wages 9/24 - 10/7	528.00
		<b>EFT Payments</b>		
10/15/2020	-	OPERS	Village Contribution to OPERS	1,052.17
10/15/2020	-	EFTPS	Village Share for Social Security & Medicare	178.44
		<b>CHECKS:</b>		
10/20/2020	24459	Alice Snyder	Web-site maintenance for 1 year	420.00
10/20/2020	24460	Habitec	Security Monitoring and Maintenance	93.60
10/20/2020	24461	Kuhlman	Sewer and Storm Drain Parts	1,167.28
10/20/2020	24462	Lowes	Charcoal for BBQ, misc. bolts, signs	457.58
10/20/2020	24463	Ohio Gas	Gas Utility	20.72
10/20/2020	24464	Perry ProTech	Copier Maintenance	90.87
10/20/2020	24465	Poggemeyer Design Group	Professional Services	250.00
10/20/2020	24466	Sam's Club MC	Supplies for garden, street, sewer, and office. Website maintenance and leaf vac hose.	1,159.23
10/20/2020	24467	Century Link	Phone and Fax	259.31
10/20/2020	24468	Verizon	Maintenance Cell Phone	58.27
			<b>TOTAL</b>	<b>8,075.47</b>
		<b>CARE ACT ACCOUNT</b>		
10/20/2020	100002	Sam's Club MC	COVID PPE Supplies & Equipment	1017.97

			<b>GRAND TOTAL</b>	<b>9,093.44</b>
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Karen Noward moved to pay the bills. Second by Karon Lane and approved by all council.

**Personnel & Finance Report** – Working on revisions to the current Employment Application. Will present the new employment application at a future date. Also in the process of reviewing additional balloon payments on the USDA Sewer Loan for 2021, possibly \$30,000 to \$50,000. Suggest using COVID funds to: replace council’s table with a longer one to better social distance, pay Angie for her administrative time working on COVID related issues, buy additional face masks for village residents. Reviewed new table options. Karen Noward moved to purchase a new 12’ table at a cost of \$1648. Second of motion by Cindi Pawlaczyk and approved by all council.

**Fiscal Officer’s Report-** The clerk informed council the village received additional COVID funds in the amount of \$21,909.73. We will need to pass an ordinance increasing 2020 Estimated Revenues. Karon Lane moved to pass Ordinance 1035 a supplemental ordinance increasing revenue during the fiscal year ending 2020. Increase in the COVID Relief Fund B6—D-141 COVID by \$21,909.73. Second by Cathy Mossing and approved by all council. **Ord. #1035 passed.**

The fiscal officer also requested a motion to approve the following:

Increase E2-5-C-239 Sewer Contractual \$5,000.

Establish B6-2A-230 Administrative Service and B6-2-A-250 Capital Outlay.

Increase Appropriations for Coronavirus expenses:

Admin Services	B6-2A-230	4,000.00
Capital Outlay	B6-2A-250	25,000.00

Karon Lane moved to approve requested budget adjustments and establishment of two additional COVID accounts. Second of motion by Karen Noward and approved by all council.

**Mayor’s Report** – Read the Sheriff’s report for September. Officers spent a total of 36 hours patrolling the village in September. Suggested scheduling a Park-O-Rama meeting to discuss next years event. Further discuss having or not having the Holiday Parade at the November 2<sup>nd</sup> council meeting. Discuss sending out a newsletter informing residents of these decisions. Karen Noward would like to see the holiday parade with social distancing. Cindi Pawlaczyk said the EHS Marching Band may not be allowed to participate in the parade. Will further discuss at the November 2<sup>nd</sup> Council meeting. The Mayor said other officials are informing their residents to wear masks and follow state safety guidelines. Unfortunately, we do not have a way to communicate quickly with our residents. Karon Lane suggested placing flyers around town on issues we want to communicate, also on Facebook, Village web-page and on the Bulletin board out front of the Village Office.

It has been noted that four wheelers are being driven in the park, mainly on the newly purchased five acres. Four wheelers are not permitted in the Village, including the park. The Sherriff will be informed.

**Adjournment** – Karen Noward moved to adjourn at 9:00 p.m. Second by Cindi Pawlaczyk and approved by all council.

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Mayor- Richard Sauerlender

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VFO – Susan Clendenin