

Metamora Village Council met in regular session on Monday, January 6th 2020 at 7 pm.

Council president Brooke Smith opened the meeting with the Pledge of Allegiance.

Council present: Brooke Smith, Karon Lane, Karen Noward, John Pupos and John Hudik and Richard Sauerlender.

Guests – Lynda Arquette, Cathy Mossing, Cindi Pawlaczyk, Village employee Steve Venia and Rob Pettrey, Computer Consultant.

Resignation – John Pupos moved to accept the resignation of Richard Sauerlender to permit Mr. Sauerlender to undertake his newly elected position of Village Mayor, effective immediately. Second of motion by John Hudik and approved by all council.

Oath of Office: Village Solicitor Alan Lehenbauer swore in Richard Sauerlender as the mayor of Metamora, effective immediately. Karon Lane and John Hudik were sworn into their newly reelected council positions, effective immediately, with terms ending December 31, 2023.

Election of 2020 Council President- Karon Lane was elected council president.

Cindi Pawlaczyk was given the floor. Cindi has been a resident of Metamora for the last 25 years. She served 5 years on the Park-O-Rama dinner committee, 9 years as co-chair of the Evergreen's Football Parents Club, volunteers at the Jr. High concession stand and currently employed by the Evergreen School System. You'll see her out walking her dog and taking mental notes of things that could be improved upon throughout the village. Cindi looks forward to joining village council and brainstorming new ideas that will benefit the Village of Metamora.

Cathy Mossing was given the floor. Cathy is interested in the open council seat vacated by the new mayor. She has lived in Metamora all her life. She was on Village Council for 16 years. She is very civic minded and wants to help-out the town she loves wherever she can.

Lynda Arquette was given the floor. She has lived locally for much of her life, living in Lyons for 22 years and the Village of Metamora for the last 10 years. She has been employed by the Evergreen Schools for the last 17 years in the Special Education Department. She does a lot of volunteer work for special charitable organizations. She would like to help Metamora by getting more involved by being selected to sit on village council.

John Pupos moved to enter executive session at 7:15 p.m. to discuss appointment to village council. Second by Brooke Smith and approved by all council. John Pupos moved to exit executive session at 7:24 p.m. Second of motion by Karon Lane and approved by all council.

Mayor Sauerlender said Brooke Smith submitted a letter of resignation from council, due to her moving out of town; effective immediately. Karon Lane moved to accept Brooke Smith's resignation effective immediately. Second of motion by John Hudik and approved by all council. Council president Karon Lane thanked Brooke for her years of service to the village; her presence will surely be missed. This opens two council positions on village council; both having two years remaining on four-year terms.

Ballots were distributed to council to select two candidates for the two seats available. Ballots were collected. Mayor Sauerlender said all three potential candidates received votes but Cathy Mossing and Cindi Pawlaczyk received the majority.

Village Solicitor Alan Lehenbauer swore in and provided the Oath of Office to both Cathy Mossing and Cindi Pawlaczyk.

Guest Rob Pettrey was given the floor. He provided an update on recent computer installations at the village office. Information has been moved from old computers to new. Looking at using Office 365 Government for updates and backup storage. Ohio Auditor of State office was contacted. Brian Leckey with the State Auditor's Office was not aware of any restrictions on municipalities storing data in the cloud. Still must contact Perry Pro Tech to change the location of the scanning directory from old machine to new machine. Need to purchase and setup three (3) new email accounts for

Cathy, Sue and Steve. Set up Office 365 Government account move Cathy and Sue’s account from the old account to the new account. Need to set up file sharing for Cathy, Sue and Steve.

The Fiscal Officer asked council to consider changing the Village email address; we use metamora@embarqmail.com. Village has a domain name they own: metamoraohio.org. John Pupos said if we change the address, we will have to notify all village contacts of the change. The fiscal officer said we would forward emails using old address to new address/emails for six months. Brooke asked if all information had been transferred from old to new computers. Rob said it has all been copied over and he is available for ongoing support. Brooke asked how many more hours he expects to put in to complete the job. The fiscal officer said he’s working on this. VFO called Best Buy as asked by council and found they only do residential. VFO asked to set up an automatic reply when we get .org email address in place. Brooke asked again how many more hours to totally complete the transformation. Question came back: Is he setting up shared drive agreed or using the cloud? The fiscal officer said Rob was in the process of doing the sharing of files and she asked him to stop because they found out there was an Office 365 Government. VFO didn’t want to put money into sharing. She rather put the money into Office 365, if council agreed. At this point, we are not sharing data like she would like to. If we go with Office 365 Government and put data into the cloud and pull files down, she prefers spending money this way. Brooks said she thought at the last meeting council decided to not go with the cloud. If they want to make a different decision, then they should revisit that. Council put off making the cloud decision before because they were waiting to hear the auditor stance on the cloud and then to decide what’s best for the village. The VFO said council was unaware of the availability of Government Office 365 at the last meeting. She doesn’t want to spend money sharing if council decides to store files on the cloud. Council not ready to decide at this time. Rob said the cloud is just storing your information in someone else’s server on some other location across the internet. Karon Lane asked the cost difference between the cloud and the share drive? Rob said with the cloud, you will have to pay somebody to rent their storage space. John Pupos said we have the storage space. Rob said so what we are doing with Office 365, not only do you get the ability to store data in Microsoft, you get full copies of Office, Word, Excel and Power Point in one package. Cathy Mossing asked if one was more secure than the other. Mr. Pettrey said cloud-based storage system is more secure than an office storage system. Microsoft has thousands of people that do this for a living. You could have someone walk into this building and walk out with a computer. Brooke Smith said you have the same risk if you use the cloud; you wouldn’t have to come in and take a computer just log into internet. John Pupos said they can walk out with a computer whether it’s on the cloud or not. Decision deferred to the next meeting to allow time for new council members to review information. All agreed.

Minutes – John Pupos moved to approve December 16 and 23rd, 2019 minutes as written. Second of motion by Karen Noward. All council agreed.

Bills presented for approval:

		READING OF THE BILLS		
DATE	CHECK#	Payroll Payments	January 7, 2020	
		Vendor Payments:		
		EFT Payments		
12/30/19		EFTPS	Dec Village Match	825.29
12/30/19		OPERS	December Match	1,006.60
		CHECKS:		
1/7/2020	24083	VOID		
1/7/2020	24084	VOID		
1/7/2020	24085	Fulton Co Treasurer	Police Protection - Jan 2020	425.00
1/7/2020	24086	Ohio Utilities Protection	Manual Call Outs	8.00
1/7/2020	24087	Tri-County Fuels	Diesel Fuel	119.77

1/7/2020	24088	John Deere Financial	72" Mulch Kit	394.98
1/7/2020	24089	Smith & Smith Law	December Billing	100.00
1/7/2020	24090	Toledo Edison	Electricity	1,152.66
1/7/2020	24091	Ohio Treasurer	OPWC Loan Pymts	7,329.53
1/7/2020	24092	Fulton County Emergency	2020 Assessment Fees	344.85
1/7/2020	24093	Fulton Co Regional Planning	2020 Assessment Fees	313.50
1/7/2020	24094	OH Municipal League	2020 Membership	295.00
1/7/2020	24095	TMACOG	General Assembly Meeting	50.00
TOTAL				2,879.64

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

2020 Committees – Mayor Sauerlender appointed Cathy Mossing, John Hudik and John Pupos to sit on the Lands & Buildings Committee and Karen Noward, Karon Lane and Cindi Pawlaczyk to sit on the Personnel & Finance Committee. Committee chairs will be elected during the first committee meeting of the year.

Solicitor's report – Presented a draft copy of an Intergovernmental Agreement regarding Fire Prevention Officer Services as requested by the County Prosecutor. The agreement is between Amboy Township Board of Trustees and the Village of Metamora. Solicitor Lehenbauer suggested modifying the prosecutor's agreement to clarify the village would appoint the fire prevention officer for the Village of Metamora. Ultimately, council will have to approve entering into the agreement and the mayor will appoint someone to fill the Fire Prevention Officer's position. The village will not pay any compensation for this position. Mayor Sauerlender said as it stands now, he will recommend the Fire Chief fill the position. The solicitor will have the agreement modified by the next council meeting. Karon Lane asked if the agreement allows the Fire Prevention Officer to have the authority to write citations and impose penalties. Lehenbauer said it's not in this agreement. John Pupos said his understanding from Fire Chief Kelble that penalties were not going to be enforced, they will make recommendations on ways to come into compliance. Their objective is to educate and develop a fire plan. John Pupos said the agreement states it can be terminated at any time by either party with a written notice to the other party.

Old Business – Reviewed sewer repair quotes submitted by Joe Eisel. Joe will be available to complete repairs in the next week or two, weather permitting. Village will supply pipe for jobs. Following review of the cost proposal, John Pupos moved to approve Eisels' quote of \$6,250.00 to provide three sewer repairs at the following locations: 368 West Main, 324 W. Main and 275 Swanton Street. Second of motion by John Hudik and approved by all council.

New Business- Does the village want to join TMACOG? Annual dues are \$150. Benefits: free training. John Pupos moved to join TMACOG. Second of motion by Karen Noward and approved by all council.

Does council want to renew membership with Ohio Rural Water? Annual membership cost of \$72.50. Benefits: free smoke testing along with free training. Karon Lane moved to renew membership in 2020 with ORWA. Second of motion by Karen Noward and approved by all council.

Fiscal Officer's report – The VFO explained the recent response from Marathon Wex Bank regarding our dispute over a \$61 gas charge made at T'Mart on August 26, 2019 by someone other than an authorized village employee. Basically, Wex said the receipt was signed so in their eyes the Village approved it. No option left but to pay the disputed amount. Council agreed and asked the VFO to cancel the WEX card. Village employees will use the Sam's Mastercard for gas. John Pupos also had signed the village up for a .5 per gallon discount by merely putting the village phone number in at the pump. Sam's Master card also credits 5 cents per dollar spent. T'Mart has forwarded a copy of the signed gas receipt to Evergreen School to see if possibly it matches the signature of one of their authorized users. The school also has a Wex Bank Card held at T'Mart.

VFO purchased two (2) uninterrupted power supply units from Best Buy. Old one was not working. Once a month a USB back-up is taken off site to the bank.

Park-O-Rama meeting – Scheduled for Monday, January 27TH at 7:00 P.M. Meeting open to the public.

Mayor's report – no report currently.

John Hudik unable to attend the January 22, 2020 council meeting.

Adjournment -John Pupos moved to adjourn at 8:07 p.m. Second of motion by Karen Noward and approved by all council.

Mayor – Richard Sauerlender

VFO – Catherine Vorst

Respectfully Submitted,

Susan Clendenin, Deputy Clerk