**Meeting: Special Council**

**Date: Monday, July 29, 2019**

**Location: Village Admin Office**

**Council members present**: John Hudik, John Pupos, Karen Noward, Karon Lane, Richard Sauerlender and Brooke Smith-council president.

**Other officials present**: Mayor Ken Wysong and Deputy Clerk Susan Clendenin

Mayor Wysong opened the meeting with the Pledge of Allegiance.

**Personnel & Finance report** – Chairman Karon Lane reported the Personnel & Finance Committee recommend council accepts Jamie VanAlstine’s resignation, effective July 22, 2019. They also recommend declining Jamie’s request to stay on as a zoning consultant. P&F recommend hiring the Village Administrator Jeff Pawlaczyk as Village Zoning Inspector on an as-needed basis and compensated $45 per month. The committee revised the Job Description and duties for the vacated park position renaming it “Part-Time Employee”. Duties from the Seasonal Job description and the Park Position were blended into the “Part Time” job description, naming the Maintenance Employee as supervisor. P&F also recommend hiring Mark Ostrander for the “Part-Time” employee position at $14.00 an hour, effective August 1, 2019.

Karon Lane motioned to accept Jamie VanAlstine’s July 22, 2019 resignation of both village positions and decline her offer to return as a zoning consultant. Second of motion by Richard Sauerlender and approved by all council.

**Ordinance #1001** – Karen Lane moved to suspend the rules on Ordinance 1001 hiring Jeff Pawlaczyk as Village Zoning Inspector at $45 per month, effective July 30, 2019. Second of motion by Brooke Smith. Roll call vote taken: Pupos-yes, Sauerlender-yes, Hudik-yes, Lane-yes, Smith-yes and Noward-yes. Karon Lane moved to pass Ordinance 1001 under emergency measure. Second of motion by Karen Noward. Roll call vote taken: Pupos-yes, Sauerlender-yes, Hudik-yes, Lane-yes, Smith-yes and Noward-yes.

**Ord. 1001 passed**.

**Ordinance #1002** –John Pupos moved to suspend the rules on Ordinance 1002 hiring Mark Ostrander as Village Part-Time employee at $14 an hour, 24 hours per week, with a hire date of August 1, 2019. Second of motion by Brooke Smith. Roll call vote taken: Pupos-yes, Sauerlender-yes, Hudik-yes, Lane-yes, Smith-yes and Noward-yes. John Pupos moved to pass Ordinance 1002 under emergency measure. Second of motion by Richard Sauerlender. Roll call vote taken: Pupos-yes, Sauerlender-yes, Hudik-yes, Lane-yes, Smith-yes and Noward-yes. Drug testing required.

**Ord. 1002 passed.**

**Job Description**- Richard Sauerlender moved to approve the newly written job description for “Part-Time Employee.” Second of motion by Karen Noward and approved by all council.

**Bills-**

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| --- | --- | --- | --- | --- |
|  DATE | CHECK# | **Payroll Payments** |  |   |
| 07/23/19 | 23829 | Sue Clendenin | Wages 07/04 -07/17/19 | 805.00 |
| 07/23/19 | 23831 | Steven Venia | Wages 07/04 - 07/17/19 | 1,600.00 |
| 07/23/19 | 23833 | Catherine Vorst | Wages 07/04 - 07/17/19 | 790.00 |
| 07/23/19 | 23835 | Jamie VanAlstine | Wages 07/04 - 07/17/19 | 591.50 |
| 07/23/19 | 23834 | KenWysong | Mayor salary for July | 350.00 |
| 07/23/19 | 23828 | Karen Noward | Council wage for July | 150.00 |
| 07/23/19 | 23832 | Rick Meiring | Sewer wage for July | 500.00 |
| 07/23/19 | 23830 | Jeff Pawlaczyk | Admin. Salary for July | 105.00 |
|   |   |   |   |   |
| 07/23/19 | ACH | Verizon | Employee phone | 50.11 |

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

**Deputy Clerk’s report** – Council moved to decline purchase of terrorism coverage for certified acts of terrorism being offered by Illinois Insurance Company.

Reviewed $2,068 cleaning quote from Serve-Pro. Council requested additional quotes from, Stanley Steamer and/or Cousino Restoration.

**Sewer Credit** - Richard Sauerlender made motion to approve a $77.56 sewer credit for village resident Mindy Richardson who used 14,000 gallons of water to fill her pool. The mayor said NEWS has a meter available for recording this type of use. Second of motion by John Pupos and approved by all council

**Engineering Contract** - Defer entering into contract with Poggemeyer Design Group for engineering services associated with the Fulton Street Resurfacing Project until additional information is obtained, i.e. if a land survey is necessary is the cost included in the engineering fees?

**Road Closure Notice** - Reviewed and approved the letter to be sent to residents on Garnsey Avenue and Shawnee Drive informing them of the road restrictions during the Kids Fun Walk and the 5K Run occurring the morning of Park-O-Rama, Saturday, August 10. Road closure from 8:00 a.m. to 10:00 a.m., thus allowing safe passage of participants in both events. Council approved notice.

**ODOT** 3-year Bridge Inspection Program up for renewal. This is a free program offered through the state. John Pupos moved to suspend the rules on Ordinance 1003 entering into a 3-year Bridge Inspection Agreement with ODOT, at no cost to the Village. Second of motion by Brooke Smith. Roll call vote take: Pupos-yes, Sauerlender-yes, Hudik-yes, Lane-yes, Smith-yes and Noward-yes. John Pupos moved to pass Ordinance 1003 under emergency measure. Second of motion by Karon Lane. Roll call vote taken: Pupos-yes, Sauerlender-yes, Hudik-Yes, Lane-yes, Smith-yes and Noward-yes.

**Ord. 1003 passed.**

**Recycling** – July 18, 2019 the Fulton County Commissioners resolved to suspend glass collections as part of the Fulton County Recycling Program at all and future drop off sites and other facilities and establishments in Fulton County The suspensions is effective October 1, 2019. Glass products are not being recycled they are instead being collected and moved to the County’s Transfer Station for disposal as solid waste, costing the county thousands of dollars each year. Put up notice at the Recycling Center and include information in the Fall Newsletter.

**County Auction** – The Fulton County Commissioners will hold the 2019 County Auction on Saturday, September 28, 2019 at the Fulton County Highway Garage located at 9120 County Road 14, Wauseon. Items for auction must be listed and sent to the county by September 1, 2019.

**The next Park-O-Rama meeting will directly follow the council meeting on Monday August 5th.**

Reviewed “To-Do” list for Park-O-Rama.

**Adjournment**- John Pupos moved to adjourn at 7:35 p.m. Second of motion by Brooke Smith and approved by all council

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**Mayor- Ken Wysong Deputy Clerk- Susan Clendenin**