Metamora Village Council met in regular session on Monday April 17, 2023, at 8:00 p.m.

Council members present: President Karon Lane, Cindi Pawlaczyk, Karen Siefker, John Hudik, John Pupos and Cathy Mossing.

Other officials present: Mayor Richard Sauerlender, VFO Heather Lumbrezer, Village Administrator/Zoning Inspector Jeff Pawlaczyk, Maintenance Supervisor Anthony Jagodzinski and Deputy Clerk Debbie Lietzke.

Guests: Brent Simon and Adam Vance from EYA.

**Mayor Sauerlender opened the meeting with the Pledge of Allegiance.**

**Minutes** – Mossing motioned to approve the April 3, 2023, minutes as written. Seconded by Pupos and approved by council.

**Reading of the bills-**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **DATE** | **CHECK#** | **PAYROLL PAYMENTS** | | **AMOUNT** |
| 4/11/2023 | 25690 | Karen Siefker | monthly payroll | 128.61 |
| 4/11/2023 | 25691 | Heather Lumbrezer | bi-weekly payroll 3/23-4/5 | 670.61 |
| 4/11/2023 | 25692 | Jeffrey Pawlaczyk | monthly payroll | 279.50 |
| 4/11/2023 | 25693 | Anthony Jagodzinski | bi-weekly payroll 3/23-4/5 | 1,330.87 |
| 4/11/2023 | 25694 | Kyle Condon | bi-weekly payroll 3/23-4/5 | 1,223.71 |
| 4/11/2023 | 25695 | Deborah Lietzke | bi-weekly payroll 3/23-4/5 | 531.18 |
| 4/11/2023 | 25696 | Richard Sauerlender | monthly payroll | 312.72 |
| 4/11/2023 | 25697 | Mikael Stiles | monthly payroll | 569.40 |
| 4/11/2023 | 25698 | Cathy Mossing | monthly payroll | 128.61 |
| 4/11/2023 | 25699 | Cynthia Pawlaczyk | monthly payroll | 128.61 |
|  |  | **CHECKS:** |  |  |
| 4/10/2023 | 25700 | Buck & Knobby | harness, misc. L&B supplies | 217.84 |
| 4/10/2023 | 25701 | Fessenden Hardware | L&B supplies, Park supplies | 111.60 |
| 4/10/2023 | 25702 | Jordan Clark | reimburse- lawn repair-sewer | 579.80 |
| 4/10/2023 | 25703 | Merrell Bros. Inc | lagoon sludge survey | 2,300.00 |
| 4/10/2023 | 25704 | Ohio Utilities | emergency call out & faxes | 8.00 |
| 4/10/2023 | 25705 | Village of Swanton | jetting storm drain & WW testing | 250.00 |
| 4/11/2023 | 25706 | T-Mart | 2 - $250 Gift cards for park gas mowing (Tom Carr) | 500.00 |
| 4/12/2023 | 25707 | Advanced Sanitation | trash pick up | 150.00 |
| 4/12/2023 | 25708 | Ohio Gas Co | Heat | 225.31 |
| 4/12/2023 | 25709 | Perry Protech | copier maintenance | 108.21 |
| 4/17/2023 | 25710 | Jones & Henry | sewer sample analysis | 63.00 |
| 4/17/2023 | 25711 | Verizon | maintenance cell phone | 58.09 |
| 4/17/2023 | 25712 | Arnett cleaning | clean office carpet & chairs | 407.00 |
| 4/17/2023 | 25713 | Treasurer of Fulton Co. | police protection | 425.00 |
|  |  | **ACH Payments** |  |  |
| 4/7/2023 | ACH | OPERS | village contribution for employees | 1,712.21 |
| 4/7/2023 | ACH | EFTPS | village contribution for employees | 201.56 |
| 4/11/2023 | ACH | OH Deferred Comp | payroll deduct- Anthony & Kyle | 95.00 |
| 4/10/2023 | ACH | Anthem Insurance | Anthony & Kyle employer pay | 402.62 |
| 4/10/2023 | ACH | Anthem Insurance | Anthony & Kyle employee pay | 176.48 |
|  |  | **ARPA PAYMENTS** | |  |
| 4/12/2023 | 1009 | CT Consultants | field services for sewer study | 1,320.95 |
| 4/12/2023 | 1010 | Kuhlmans | sewer supplies | 1,340.00 |
| 4/12/2023 | 1011 | Lowe's C.C. | sewer supplies | 200.06 |
|  |  |  | **GRAND TOTAL** | **16,156.55** |

Karen Siefker motioned to pay bills as read. Seconded by Cathy Mossing and approved by all council.

**Personnel & Finance** – Mossing motioned to waive the park shelter house rental fee for the library’s summer reading program scheduled for July 18th. They would like shelter house B with the kitchen and bathrooms. Seconded by Lane and approved by council.

**Lands & Buildings Report** – Anthony received another quote for manhole inserts from Sealing Systems, Inc. at a price about 40% cheaper than our first quote. We need around 21 of them so the cost would be approximately $1,300.00.

It is time to sign the ODOT salt contract for the 2023-24 winter season. Anthony said we still have plenty from last year, so we do not need to order any.

Reviewed an ODNR substantial damage assessment letter. Committee members said it does not apply to us at this time.

Also reviewed a letter from Verisk re: building code classification. We need clarification on this letter, so we will send a copy to Stapleton Insurance for advice.

The backflow prevention test was done in the park and at our shop on Mill St. Water has been turned on at the park for the summer season.

Discussion took place about DGL Engineering’s proposal for East Main Street sewer issues. We would like to talk to DGL about making some changes. Instead of replacing the actual sewer lines we would like to put in manhole structures, eliminating four and putting in two new ones. Pupos motioned to budget up to $8,000.00 for DGL Engineering, so we are ready for them to start as soon as they are able. Seconded by Mossing and approved by council.

Merrell Brothers did a survey on our lagoons to see if we are due to have them dredged. Their report says we are good right now. We should have it surveyed again in 2-3 years.

Pupos will contact Ward Construction about tar and chipping Pine, Ash, and Elm Streets. He will also find out if they do crack sealing. If so, he will get an estimate on doing 10 Mile Meadow, Garnsey Street, Swanton Street, and the Village parking lot.

**Old Business** -Council reviewed our insurance policy renewal for 2023-24. No changes need to be made.

J. Pawlaczyk found someone to look at the back wall in our office building that needs repairs. Tim Wolf will stop by sometime this week to look at it.

Pupos motioned to approve the summer volleyball league for use of the park this year. Seconded by Siefker and approved by council.

We need to start planning for the Memorial Dedication that is scheduled for the Sunday during Party in the Park. Mossing will contact Cheryl Geer to see if she would like to head up this event.

Mossing motioned to have Anthony build a cabinet/storage unit for the office. Approving the cost of materials up to $500.00. Seconded by Pupos and approved by council.

Mossing suggested that we add a Metamora Chamber of Commerce page to our website which lists their Chamber members. Council agreed to Metamora business being added to our website and once the Chamber establishes their own website, a link could then be added with their members/businesses.

Pupos motioned to suspend the rules for Ordinance #2023-05 supplemental appropriation ordinance Quarter 1: January through March 2023. Seconded by Mossing. Roll call vote: Lane-yes, Hudik-yes, C. Pawlaczyk-yes, Siefker-yes, Mossing-yes, Pupos-yes. Pupos motioned to pass Ordinance #2023-05 under emergency measures supplemental appropriation ordinance Quarter 1: January through March 2023. Seconded by Mossing. Roll call vote: Lane-yes, Hudik-yes, Siefker-yes, C. Pawlaczyk-yes, Mossing-yes, Pupos-yes. Motion passed.

Mossing said the Chamber would like to lease the park for their Party in the Park event from Wednesday, June 7 to Sunday, June 11. There are EYA games scheduled for that week so there is a conflict with them leasing it on Wednesday and Thursday.

**Fiscal Officer’s Report** – Our maintenance workers have been testing to get their pesticide license. As of now, Jagodzinski passed the vegetation test, and Kyle Condon passed the core pesticide test. They each still need to pass 1 more test to be licensed.

**Guest-** Adam Vance questioned why the EYA is in charge of maintaining the ballfields. Years ago, it was Village workers. Council members agreed, now that we have two maintenance workers, we can do it. Mossing motioned to have our maintenance workers prep the ballfields to support EYA by relieving them of this cost. Seconded by Lane and approved by council. Pupos motioned to let the EYA use our baseball diamonds for the 2023 season. Seconded by Lane and approved by council.

C. Pawlaczyk said we need to have a key policy for our buildings in the park after this summer ball season. There are concerns about keys being passed out and never turned back in.

**Mayor’s Report** – Reviewed Sheriff’s report.

**Adjournmen**t- Pupos motioned to adjourn at 8:57 p.m. Seconded by Mossing and approved by all council.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Mayor- Richard Sauerlender VFO – Heather Lumbrezer**