Metamora Village Council met in regular session on Monday, May 1, 2023 at 7:00 p.m.

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

Other officials present: VFO Heather Lumbrezer and Village Administrator/Zoning Inspector Jeff Pawlaczyk. Mayor Richard Sauerlender absent.

**President Karon Lane opened the meeting with the Pledge of Allegiance.**

**Minutes** – Mossing motioned to approve the April 17, 2023, minutes and the April 24, 2023 special meeting minutes as written. Seconded by Hudik and approved by council.

**Reading of the bills-**

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| **DATE** | **CHECK#** | **PAYROLL PAYMENTS** |  | **AMOUNT** |
| 4/25/2023 | 25714 | Heather Lumbrezer | biweekly payroll 4/6-4/19 | 831.38 |
| 4/25/2023 | 25715 | Anthony Jagodzinski | biweekly payroll 4/6-4/19 | 1,330.87 |
| 4/25/2023 | 25716 | Kyle Condon | biweekly payroll 4/6-4/19 | 1,179.00 |
| 4/25/2023 | 25717 | Deborah Lietzke | biweekly payroll 4/6-4/19 | 497.57 |
|  |  | **CHECKS:** |  |  |
| 4/24/2023 | 25718 | Habitec Security | park security | 133.35 |
| 4/24/2023 | 25719 | Perry Protech | copier toner | 11.95 |
| 4/24/2023 | 25720 | Snow's Fire Protection | annual extinguisher inspection | 302.25 |
| 4/26/2023 | 25721 | BKSMWM | prosecutor/solicitor fees | 240.00 |
| 4/26/2023 | 25722 | Fessenden Hardware | shovel | 35.49 |
| 4/26/2023 | 25723 | Lammon Brothers | stone and mulch | 1,670.00 |
| 4/26/2023 | 25724 | Kenn-feld Group | shop supplies/tools | 152.88 |
| 4/26/2023 | 25725 | Voided |  | 0.00 |
| 4/28/2023 | 25726 | Jordan Villanueva | signs for the office | 100.00 |
| 4/28/2023 | 25727 | Mike's Repair | replace blower control & headlight | 179.00 |
| 4/28/2023 | 25728 | Lyndsey Peebles | office cleaning | 50.00 |
| 4/28/2023 | 25729 | Spectrum | phone, internet, fax | 174.96 |
| 4/28/2023 | 25730 | Taylor Plumbing | backflow testing & leak repairs | 426.50 |
| 4/28/2023 | 25731 | Toledo Edison | electricity | 1,355.69 |
| 4/28/2023 | 25732 | TRI-COUNTY Fuels | diesel fuel | 115.86 |
|  |  | **ACH/EFT Payments** |  |
| 4/19/2023 | 0419EFT | Sam's Club CC | Misc. - see voucher/statement | 1,474.96 |
| 4/25/2023 | 203371DS | Ohio Deferred Comp. | payroll deduct | 95.00 |
|  |  | **ARPA Payments** |  |  |
| 4/28/2023 | 1013 | Great Lakes Water/Safe | manhole inserts | 1,875.78 |
|  |  |  | **GRAND TOTAL** | **12,232.49** |

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

**Old Business** - Mossing motioned that we purchase a new trailer from DP Equipment for $8,699.00 that will be able to haul our skid steer. Seconded by Hudik and approved by council. We will discuss what to do with the old trailer at the next meeting.

Mossing talked to Fin Fish Farms about adding more fish to our reservoir. She said that they do not do water testing. They can tell by the vegetation and the appearance of the water what kind of chemicals and fish are needed. Fin Farms said if we want to find out what kind of fish are in there now, post signs asking people to let us know what kind of fish they are catching when fishing in the reservoir. Mossing will make signs to post, and Fin Fish Farms will get back to us with their recommendations.

**New Business** – Council approved a new Village logo for our letterhead. It is the same as what is on the Village truck.

Siefker motioned to pay $115.00 for Mossing to attend a Mayors Conference June 21st in Columbus. Seconded by Hudik and approved by council. She will be representing the Mayor.

Mossing and J. Pawlaczyk will review what sidewalks have been repaired/replaced and what ones still need to be done.

We received a permit to occupy township road right of way to install/maintain buried fiber optic cables on Co. Rd. 2. We will send it to Kevin Whitlock for review.

**Fiscal Officer’s Report** – We need to establish a Records Commission, for the purpose of records retention and upcoming destruction of old records. Mossing motioned that we establish a records commission. It will consist of the Mayor, Fiscal Officer Heather Lumbrezer, Legal Advisor Kevin Whitlock, resident (council member) Cathy Mossing and Secretary Debbie Lietzke. Seconded by Siefker and approved by council.

Lumbrezer gave a concession stand update for the summer ballgames.

Mossing motioned that we accept the Chamber of Commerce lease application and enter into an agreement with them for use of the park June 7th-11th at a price of $600.00, pending that we receive copies of their insurance and F permit. Seconded by Hudik and approved by council.

We need to sign RITA’s Non-Filing Program. There are 2 options, a non-filing delinquency letter and a non-filing delinquency letter with a subpoena. After discussion, Mossing motioned to participate and sign option #2, letters with administrative subpoenas. Seconded by Siefker and approved by council.

Solar B is coming Thursday, May 11th to perform routine maintenance at the Lagoon’s.

Mossing motioned that we suspend the rules for Ordinance #2023-06 authorizing the Mayor and Clerk to enter into a participation agreement with the Ohio Auditor of State Office to establish & maintain a uniform and compatible financial management & accounting system known as the Uniform Accounting Network (UAN). Seconded by C. Pawlaczyk. Roll call vote: Hudik-yes, Siefker-yes, C. Pawlaczyk-yes, Mossing-yes. Mossing motioned that we pass Ordinance #2023-06 authorizing the Mayor and Clerk to enter into an agreement with the Ohio Auditor of State for our new accounting system Uniform Accounting System (UAN) under emergency measure. Seconded by C. Pawlaczyk. Roll call: Hudik-yes, Siefker-yes, C. Pawlaczyk-yes, Mossing-yes. Motion passed.

Mossing motioned to increase expense line B1-6C-235-00 in the amount of $1,500.00 for truck and plow updates. Seconded by Siefker and approved by council.

**Adjournmen**t- C. Pawlaczyk motioned to adjourn at 8:00 p.m. Seconded by Siefker and approved by all council.

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