

Metamora Village Council met in regular session on Monday August 4, 2025 at 7:00 p.m.

Council members present: President Gary Loar, Cindi Pawlaczyk, John Pupos, Rob Armstrong, LeeAnn Miller and Karen Siefker.

Other officials present: Mayor Cathy Mossing, VFO Heather Lumbrezer and Village Administrator/Zoning Inspector Jeff Pawlaczyk.

Mayor Mossing opened the meeting with the Pledge of Allegiance.

Minutes – Loar motioned to approve the July 21, 2025, minutes as written. Seconded by Armstrong and approved by council.

Visitors: Sandy Witt; memorial tree, Angie Duwve; group home; Jeff Truckor & Cheryl Robison; facade grant.

- Witt informed council that 10 Mile subdivision would like to put a memorial tree at the entrance in memory of Landon Kreisler. Council agreed it was a great idea, but they would need approval from J.P. or John Simon who is the head of the subdivision's association.
- Duwve, at 431 E. Main, would like to have a community teaching home with a maximum of 4 children. She is a licensed social worker and would take care of children that need extra clinical work in a home and social environment. No special zoning is required. Pupos motioned that we give a signed letter by Administrator/Zoning Inspector J. Pawlaczyk for permission supporting the community group home. Seconded by Siefker and approved by council.
- Truckor informed council that he received the grants he applied for and will begin the facade work to a few of his buildings. He does not need a zoning permit since he is just replacing what he currently has, windows, doors, etc. Discussion also took place about 129 Maple St. Our attorney drafted a letter regarding zoning/maintenance violations, and that this property is electrically connected to the building at 125 Maple, this shared system is causing problems for Bigs Bar & Grill.

Mayor's Report –

- Reviewed the Sheriff's Report for June.
- Mossing talked with Kim Smallman from Metamora State Bank regarding different options to protect against fraud. She suggested bill pay and ACH options. State Auditors have recommended we get positive pay for fraud protection but as of now MSB does not offer this. We will continue to do research on this. Smallman also talked to Mossing about a money market program the bank is looking into.

- Mannik & Smith is working on grants for the Garnsey Ave. bridge replacement project. The main bridge grant, funded by ODOT, is 80% on design and construction. There is a secondary grant that would be an additional 15% on construction. The Village will be responsible for 20% of design/engineering and 5% of construction, if we get these grants. Mannik & Smith will meet with Mossing & Lumbrezer Thursday regarding financials. This is part of the grant application.

Fiscal Officer's Report –

- The volleyball league gave a donation of \$1,080.00.
- Mossing will send council members a copy of a contract she drafted regarding EYA, who is charge of concessions, ball diamond prep, food permit, etc. Council was asked to review, and it will be discussed at a future meeting.
- Ixom did their annual inspection/maintenance of our lagoon's. Everything is operating properly and is in good condition. Report was forwarded to IFM.
- Maintenance worker Kyle Condon's pesticide license has been renewed.
- The State Auditors will begin our audit of 2023 & 2024 within the next few weeks.
- A new cyber security policy is required by the State Auditor's office. We will start researching this to put a policy in place.

Authorization to pay bills- Siefker motioned to pay bills as read. Seconded by Armstrong and approved by all council.

Old Business -

- We are still researching the process for a property owner who wants to tie their downspouts into our storm sewers. There is a tap fee, it has to be inspected and approved by the Zoning Inspector.
- Pupos will reach out to United Rentals regarding a backup plan for our lift stations in case of an emergency.

New Business –

- Discussion took place about ODOT's Village Signing Program. They will maintain the regulatory and warning signs of SR-64 and SR-120, this includes stop, yield, no parking & schools signs. Council agreed to participate in this program.
- Pupos motioned to hire Eisel Construction with a verbal quote not to exceed \$4,000.00 to fix the sinkhole on Mill and Swanton. Seconded by Miller and approved by council.

Zoning Report-

- 16372 State RT 64- zoning permit has been approved.
- 423 E. Main- no updates.
- Zoning violation complaints: 202 W. Main St.- stopped by the house and nobody was home. 230 W. Main St.- had a conversion with the homeowner and she said they will start cleaning it up. 124 E. Main St.- no update at this time.
- 1195 Wildflower- still need to pay for the zoning permit.
- Easement on the north side of Wildflower drive- fence permit needs to be filed by a member of the subdivision association and not John Karpinski.
- Parker Hannifin (putting up a new sign)- Zoning Inspector working on this regarding dimensions.

Adjournment- Pupos motioned to adjourn at 8:36 p.m. Seconded by Siefker and approved by all council.

Mayor- Catherine Mossing

VFO – Heather Lumbrezer