

## TONTOGANY VILLAGE COUNCIL

### MEETING MINUTES FROM: October 16, 2017

Council called to order in regular session at 7:00 p.m. with Mayor Todd Buehrer presiding. Roll call of members: Brenda Mackey, absent (out of town); John Heckerman, absent (working); Connie Mehring, here; Jamin Roe, here; Jason Benedict, here; James Head, here. Also present were Village Administrator/Zoning Inspector/Meter Reader Chad Johnson and Fiscal Officer/Utilities Clerk Ryan Harnishfeger. Visitors present: Otsego School Superintendent Adam Koch; Otsego government class students David Silva, Cheyenne Homanick, Blaine Kitchen, AJ Marcini, Angela Fretter, and Brittany Vollmar. Minutes from the October 2 meeting were approved as submitted.

**FINANCE and CLAIMS:** A spreadsheet of the current invoices was reviewed and approved by members. Councilman Roe made a motion that these bills be allowed and orders drawn for same. Councilwoman Mehring seconded this motion. All were in favor; motion carried. Councilman Roe reported that a resident complained to him that Tontogany is one of the only billers that they actually have to write a check to for utilities. Mayor Buehrer answered that people can set up automatic utility payments. Utilities Clerk Harnishfeger explained that we have an Automatic Draft Program that people can sign up for and have utility payments automatically withdrawn from their checking account each month. We have forms at the office and also posted on the village website on the Forms page. The form explains the program and includes an application. The customer simply fills out the application and sends it to the village with a voided check. Then we set them up and their monthly utility bill gets debited from their checking account on the day it is due, which is usually the 20<sup>th</sup> of the month.

Mayor Buehrer invited discussion with Otsego Superintendent Adam Koch about a village proposal to share expenses with the school to place sidewalks in front of the school. Councilman Roe briefly explained that the village had put aside \$10,000.00 this year for repairing bad spots in sidewalks caused by trees throughout the town. Mr. Roe said he had proposed to council members that we not spend that money this year, but roll it over to next year and put another \$10,000.00 with it toward helping with the cost of placing sidewalks in front of the school, on the school side of Tontogany Creek Road, from Crom Street to Scott Road. What brought this need to the forefront was the addition of four lots annexed into the town just north of the school, with a potential for further development of the remainder of 80 acres of land there as well. Superintendent Koch asked what advantage there would be to placing the sidewalk on the school side rather than on the other side of Tontogany Road. Mayor Buehrer answered that we have more right of way on the school side, especially after filling in the ditch. Councilman Roe added that it would probably be more expensive to lay sidewalks on the east side of Tontogany Creek Road, due to special requirements in dealing with homeowners' driveways. Mr. Koch asked about a bad spot of ditch by the school drive, filled with weeds growing in it. Mayor Buehrer responded that we will fill that in, as it really serves no purpose. Councilman Roe pointed out that the village uses the services of an engineering firm like Feller, Finch, & Associates to design everything and provide cost estimates. Mr. Roe told Superintendent Koch that Council wanted him to be involved in the discussion and consideration of this project, since the village is proposing splitting the cost fifty-fifty with the school. Mr. Roe said he had called Dave Kuhn, P.E., of Feller, Finch, for an engineering quote and a rough estimate of what this project might cost, but he did not get back with the village yet with those numbers. Mr. Roe said It cost roughly \$40,000.00 to lay sidewalks on Tontogany Creek Road, from Crom Street to Wall Street, which included going over driveways and meeting handicap-accessibility requirements at each intersection. So, to do what we are proposing in front of the school should be less costly, probably in the range of \$20,000.00 to \$25,000.00 total. Mayor Buehrer commented that he wouldn't think it would be more than \$30,000.00 total. Mr. Koch expressed that he is for a safe pathway for students to and from school. He asked what is the fiscal year for the village, since the

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school's fiscal year is July 31 through June 30 and they still have a long way to go before budgeting for their next fiscal year. Mayor Buehrer and Fiscal Officer Harnishfeger answered that our fiscal year is January 1 through December 31, and we will be putting together our 2018 budget soon. Mr. Koch said he would bring up this proposal at upcoming board meetings and see where it goes. Mayor Buehrer asked Mr. Koch what he thought about putting in a second crosswalk at North Street. Mr. Koch answered that it would require more staffing. Councilman Roe commented that it could be considered later. Mr. Koch asked how long sidewalks would last before needing replaced. Mayor Buehrer and Councilman Roe stated that they last for many years, if not heaved by tree roots; we have some very old sidewalks in town that are still good. After a little more discussion, Councilman Roe told Mr. Koch that we will send him more information when we get estimates from the engineering firm, so he will have more precise figures to discuss with school board members. With nothing more to discuss on the matter, Mayor Buehrer thanked Superintendent Koch and he left the meeting.

Fiscal Officer Harnishfeger reported that he will be out of town all day on Wednesday, October 18, for required annual Fiscal Officer Training taking place in Perrysburg, Ohio.

Mayor Buehrer did a third reading, by title only, of Ordinance #880-17, AN ORDINANCE ESTABLISHING SIDEWALK REQUIREMENTS. Councilman Roe made a motion to adopt Ordinance #880-17. Councilwoman Mehring seconded this motion. All were in favor; motion carried.

Mayor Buehrer did a second reading, by title only, of Resolution #882-17, A RESOLUTION AUTHORIZING THE VILLAGE OF TONTOGANY TO RENEW AN AGREEMENT WITH THE WOOD COUNTY PUBLIC DEFENDER COMMISSION FOR SERVICES TO REPRESENT INDIGENT PERSONS CHARGED ONLY UNDER VILLAGE ORDINANCE FOR THE YEAR 2018.

Fiscal Officer Harnishfeger gave Mayor Buehrer a proposed village flyer for Halloween events this year and asked the mayor if the information was correct. Mayor Buehrer answered that there will not be a Halloween parade this year; there will be a costume contest instead, held at the fire station at 7:30 p.m. on October 31<sup>st</sup>, with registration at 7:00 p.m. Mr. Harnishfeger said he would update the information on the flyer and get it posted in town and on the village website.

Mayor Buehrer reported that he received an application for the Suburban Gas Community Development Fund grant. He asked members for a decision on how to use the money. Members agreed that we should use it again for mosquito spraying and/or tree maintenance, the same as last year.

Mayor Buehrer reported receiving an invitation for wood county public officials to attend the kick-off meeting for the update of the Wood County Hazard Mitigation Plan on October 24<sup>th</sup>. Two sessions will be held in the Wood County Commissioners Hearing Room on the 5<sup>th</sup> floor of the Court House Office Building, 1 Court House Square, Bowling Green, one session at 3:00 p.m. and one at 6:00 p.m. Mayor Buehrer said he is scheduled to go to the 6:00 p.m. meeting.

Mayor Buehrer read from a letter he received from Ohio Secretary of State Jon Husted, seeking to bring attention to two statewide ballot issues for the upcoming November 7, 2017 General Election: "Issue 1 – Proposed Constitutional Amendment: Rights for Crime Victims; Issue 2 – Proposed Law: To require state agencies to not pay more for prescription drugs than the federal Department of Veterans Affairs and require state payment of attorney fees and expenses to specific individuals for defense of the law." For more information, voters can view the 2017 State Issues Report posted at [www.OhioSecretaryofState.gov](http://www.OhioSecretaryofState.gov).

**ZONING:** Nothing to report.

**UTILITIES:** Village Administrator Johnson asked if we had considered installing LED street lights in areas where it is especially dark. Mayor Buehrer commented that it might be a good idea and he didn't think the LED lights are a great deal more expensive than the other lights.

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Utilities Clerk Harnishfeger reported that he spoke with former Utilities Superintendent Craig Spoore, who informed him that it is possible to get radio-read meters for the two special meters at the school, spoken about in a previous meeting, at about twice the price of normal radio-read electric meters. Mr. Spoore recommended contacting Bowling Green Electric and the meter company to work out the details of what we need.

Utilities Clerk Harnishfeger reported on estimated calculations he made on the very large water leak problem at the ball diamond on the Tontogany Recreation Council account. The leakage began to appear late in 2015, continued in 2016, and was located and stopped at the end of June, 2017. The leak was found to be on the property of the customer and was therefore not the village's responsibility. From the information available, Mr. Harnishfeger said he estimated a total leakage of about 355,420 gallons. Mr. Harnishfeger asked members if they wished for him to figure an adjustment the normal way for customers outside of the corporate limits, which is to estimate their normal usage and then to charge them the in-town rate for the leaked amount, or to figure the adjustment some other way. Council instructed Mr. Harnishfeger to figure the adjustment the usual way. No one voiced a disagreement with this.

**STREETS and ALLEYS:** Mayor Buehrer reported that Zimmerman came and painted the lines on Tontogany Creek Road. Administrator Johnson asked whose responsibility it is to mow alleys. Councilwoman Mehring answered that each property owner is responsible for mowing the half of the alley by their property.

**SIDEWALKS and TREES:** Mayor Buehrer reported that brush pickup is scheduled for Monday, October 23. Then leaf pickup will begin the first Monday of November and each Monday of that month. Councilman Roe said he would call Dave Kuhn again at Feller, Finch, and ask him for an estimate of engineering costs for the proposed school sidewalk project. Mr. Roe also suggested that we get the bad spot by the school drive fixed and filled in as soon as possible, so it has time to settle before the sidewalk project is started.

**DRAINS and SEWERS:** Nothing to report.

**CITY HALL and PARKS:** Councilman Head reported that he has not heard back about park grants yet and he hopes to have some prices for basketball goals by the next meeting. Mr. Head asked Mayor Buehrer for information on the basketball goals purchased by the township. The mayor replied that he will get information for Mr. Head tomorrow.

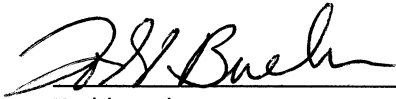
Mayor Buehrer reported an issue brought up about food stored by the Odd Fellows in the village hall kitchen, leaking and causing mold damage to the inside of cupboards. Mayor Buehrer said he contacted Bob Green, who called back and said they would discuss the problem at their next meeting and then get back with the mayor on what they have decided to do. Councilwoman Mehring also pointed out that the refrigerator is so full of the Odd Fellows' supplies that there is very little room for hall renters to put anything in there. Fiscal Officer Harnishfeger agreed. Mayor Buehrer said he would talk to them about that issue as well.

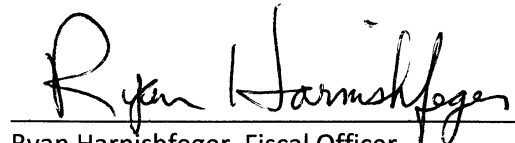
Mayor Buehrer reported that Liz Heckerman, who mows the hall lawn, informed him that someone spun their wheels and made ruts in the grass by the alley behind the hall. Mayor Buehrer said we will keep an eye on it to try to keep it from happening again. Fiscal Officer Harnishfeger added that Liz also reported to him that a couple of the posts at the parking area of Centennial Park are loose and about to fall over.

Fiscal Officer Harnishfeger reported receiving payments of \$130.00 each for two hall rentals and security deposits, one for a cheerleader pregame meal on Friday, October 13, 2017, and one for a family party on December 16, 2017.

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Mayor Buehrer asked the Otsego students if they had any questions. They had none. With nothing further to discuss, Mayor Buehrer declared the meeting adjourned at 7:59 p.m.

  
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Todd Buehrer, Mayor

  
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Ryan Harnishfeger, Fiscal Officer