

## TONTOGANY VILLAGE COUNCIL

### MEETING MINUTES FROM: July 16, 2018

Council called to order in regular session at 7:02 p.m. with Mayor Todd Buehrer presiding. Roll call of members: Brenda Mackey, here; John Heckerman, here; Connie Mehring, here; Jamin Roe, here; Jason Benedict, here; Matthew Shanahan, here. Also present were Village Administrator/Utilities Superintendent/Zoning Inspector/Meter Reader Chad Johnson and Fiscal Officer/Utilities Clerk Ryan Harnishfeger. Minutes from the June 18 meeting were approved as submitted.

**FINANCE and CLAIMS:** A spreadsheet of the current invoices was reviewed and approved by members. Fiscal Officer Harnishfeger pointed out that bills for advertising in the Bowling Green Sentinel-Tribune are now coming from AIM Media Midwest, so he closed the purchase order to the Sentinel and applied the remaining funds on purchase orders to AIM Media Midwest. Mr. Harnishfeger also pointed out a bill from TruGreen for \$539.85, for 2018 spring and fall lawn treatments at the parks and the village hall. He reminded members that the village had decided not to enter a three-year agreement with TruGreen, as recorded in the November 20, 2017 minutes, because they raised their price, didn't give a prepay discount as in the past, and had their agreement written to allow them to change pricing during the agreement period. Mr. Harnishfeger said he received a bill near the end of June from the TruGreen main office in Tennessee for \$461.62 for late spring lawn treatment. He called the Perrysburg TruGreen office, spoke with Debra Collins, and told her we had not entered the three-year agreement they offered, for the reasons specified above. Ms. Collins apologized and offered a prepay-discount deal for 2018 of \$250.09 off of the quoted full-year amount of \$789.94, for a total of \$539.85 for spring and fall treatments in 2018. Mr. Harnishfeger told members he thought this was a very good deal, significantly less than our last prepay-discount of \$716.74 for treatments in 2017. Members agreed and voiced approval to accept and pay the \$539.85 for 2018 spring and fall treatments; no one voiced an opposition. Mr. Harnishfeger added that Ms. Collins said the TruGreen office in Perrysburg will send us prepay-discount offers in the future, with only one-year agreements, and we will be able to deal with them directly instead of the main office in Tennessee. Councilwoman Mackey made a motion that these bills be allowed and orders drawn for same. Councilman Roe seconded this motion. All were in favor, except Councilman Heckerman abstained from voting on invoices totaling \$1,545.00 from Josh Heckerman for mowing, mulching, and other yard work in July; motion carried. Copies of the June Bank Reconciliation, Fund Status, Revenue Status, and Appropriation Status reports were given to Mayor Buehrer and the Finance Committee to review.

Mayor Buehrer did a first reading of Ordinance #889-18, AN ORDINANCE TO PROVIDE FOR THE COST AND EXPENSE OF PROVIDING FOR THE REMOVAL AND SPECIAL TREATMENT OF SHADE TREES FOR THE PURPOSE OF CONTROLLING BLIGHT AND DISEASE OF SAME; AND FOR PLANTING, MAINTAINING, TRIMMING AND REMOVING SHADE TREES IN AND ALONG THE STREETS AND WITHIN THE PUBLIC RIGHT OF WAY OF THE VILLAGE. This ordinance provides that the cost for tree maintenance for the tax year 2019 shall be paid for by Special Assessment upon the lots and lands within the Village. After a brief discussion, members decided to make the total assessment amount \$5,000.00 for 2019.

Fiscal Officer Harnishfeger provided each member with a copy of the Estimate of Revenues for budget year 2019, which he had prepared, and which must be submitted to the Wood County Auditor on or before July 20<sup>th</sup>. Mr. Harnishfeger described briefly how the coming year's revenue estimates were calculated, taking into consideration beginning balances of the current year, revenues received so far this year, monies encumbered by appropriations, and any other known factors. After a brief discussion, Councilman Benedict made a motion to adopt the 2019 Estimate of Revenues as prepared by Fiscal Officer Harnishfeger. Councilwoman Mehring seconded this motion. All were in favor; motion carried.

**ZONING:** Zoning Inspector Johnson reported that he received a complaint about raccoons living in the empty house at 18705 Main Street. Mr. Johnson said he called the Wood County Health Department last

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week and informed them that the house has been empty for twenty years. It already had a termite problem and now there are raccoons in it. They are sending the inspector there. Mr. Johnson said he told the Health Department that the house should probably be torn down. Mayor Buehrer commented that a grant was offered some years back for the Health Department to tear it down for free, but the owner turned it down. Mr. Johnson said he figures the Health Department will have the place torn down after they inspect it this time.

Zoning Inspector Johnson reported that he spoke with Amy Buehrer about all the vehicles at 18555 Lincoln Street looking like a junkyard. Councilman Shanahan noted that there is another property looking junky near the corner of North Street and Tontogany Road. Mr. Johnson said he thought that might be in Washington Township, but he would check into it.

Councilwoman Mackey reported that the property at 18505 Main Street, which was recently sold, is looking shabby.

Mayor Buehrer asked Zoning Inspector Johnson if Frank Farley ever came in for the zoning permit for his building at 18555 Wall Street. Mr. Johnson replied that he has not yet, but he is going to.

**UTILITIES:** Utilities Clerk Harnishfeger reported that the homeowner of 19200 Tontogany Road called the office today and said they definitely want to tap into the village water line and will send us the \$10,000.00 in tap and system development fees to do so. They will print the agreement form from the village website and turn it in with the payment. Utilities Superintendent Johnson added that he had stopped out there and found that there is already a curb stop there. It will need a meter pit installed.

Mayor Buehrer reported that he spoke with Mark Yeary about the rotted pole that fell on his fence. He is going to contact his insurance company about it and will get back with us once he talks with them. Mayor Buehrer also reported that on Sunday, at 18142 Tontogany Road, without any wind blowing, the side lot pole fell over and put about seven people out of power, having blown a fuse. The pole was completely rotted on the bottom. This makes it clear that the village needs to seriously get back to having our poles inspected. We have had two poles fall over due to rotting and we were lucky nobody was hurt. Former Utilities Superintendent Craig Spoores used to have a company come in and inspect the poles each year, as many as they could for a budgeted amount of \$1,000.00 a year. Mayor Buehrer handed contact information to Utilities Superintendent Johnson for Epic Utilities Services, the company that inspected the village's poles in the past, to contact them to start inspecting our poles again. Councilwoman Mackey suggested that, since inspections haven't been done for a few years, maybe we need to increase the number of poles being inspected each year. Fiscal Officer Harnishfeger reported that, after Mayor Buehrer spoke to him today about the need to start inspecting poles again, he looked to see what money was immediately available for that purpose and found that we have \$2,500.00 of unencumbered money in a line item in the electric fund that could be used for pole inspections this year. The electric fund line item that we have been placing \$12,000.00 a year into for poles and other electrical apparatus has \$10,772.82 left in it right now. Mayor Buehrer commented that it can cost upwards of \$1,000.00 or more to change a pole, so, if the inspection were to find twenty bad poles, we would need to come up with the extra money to replace them right away. Mr. Harnishfeger responded that the electric fund has enough in it that a supplemental appropriation could be made for replacing poles, if needed. Mayor Buehrer asked Mr. Johnson to find out what Epic's current prices are to check and treat each pole, and if they have any other information from past inspections that they can give us.

Utilities Superintendent Johnson reported that Utilities Clerk Harnishfeger alerted him that the utility customer at 18725 Wall Street had extremely high water usage on his July bill. Mr. Johnson said he went to the home and spoke with the customer, who acknowledged that he had a leak. Later, the customer called Mr. Johnson, surprised that he received a bill for over \$2,400.00. Mr. Harnishfeger added that he had sent the customer a letter, informing him that his meter reading showed usage of over 100,000 gallons of water, which caused his water and sewer bill to be extremely high, and that he should contact Utilities Superintendent Johnson immediately to check into it. Councilman Roe, who is

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the neighbor of the customer with the leak, explained that the customer's spigot had developed a split in it, perhaps from freezing in the winter. When the customer tried to fill his pool, he noticed there was low water pressure, but he didn't know that water was leaking from the split and going into the crawl space under his house. Mr. Harnishfeger asked members if he should give the customer a leak adjustment on his bill, since he was unaware of the extra water going under his house, and since we give leak adjustments for other water leak situations. After some discussion, members agreed that Mr. Harnishfeger could give him a normal leak adjustment for the lost water, charging him the regular price for his normal usage and the water that went into the pool, but charging him the village's cost for the leaked water, so the village doesn't lose anything. Mr. Harnishfeger said he would also ask the Northwestern Water & Sewer District to allow us to adjust his sewer charge down to his normal usage, since the extra water for the pool and the leakage did not go into the sanitary sewer system.

Utilities Superintendent Johnson reported that he spoke with Ms. Bader at 18176 Tontogany Road again and she wants to fix her water leak between the meter and the water line. Nobody seems to know if there is a curb stop there, so he went all over the area with a metal detector and could not find any water shut-off. He asked if he should call in Palmer to put in a curb stop, but said he needs to find the line first. Fiscal Officer Harnishfeger commented that he had to use some of the water equipment money, which we were intending to use for new water meters, to pay for the new fire hydrant at the fire station, and he would also need to use some more of that money to pay for a new curb stop for Ms. Bader.

Mayor Buehrer reported that the light at Broad Street and Lincoln Street is out. Another light on Lincoln Street by the elevator cycles. On Tontogany Creek Road somewhere, approximately between Crom Street and North Street there is a light that stays on all of the time. Mayor Buehrer said we may be able to get someone from Lake Erie Electric to change out lights. He intends to use them for changing out lights at the ball field too. Councilman Roe asked Mayor Buehrer if he ever found anything wrong with the light pole at the park. Mayor Buehrer responded that it leans a little bit, but nothing seems to be wrong with it. However, we may want to have them check it when the company comes in to check the condition of our poles.

**STREETS and ALLEYS:** Administrator Johnson reported that he called Mike Hammer, Bowling Green Superintendent of Public Works, about sweeping Tontogany's streets before the festival. Our contract has expired. A new contract has been written, but Mr. Johnson still needs to get the contract, sign it, and return it to Mr. Hammer. Mayor Buehrer commented that the parking lot needs to be swept before they go in to set the tent up for the festival.

**SIDEWALKS and TREES:** Councilman Roe said that he had nothing new to report on Feller, Finch. Fiscal Officer Harnishfeger reported that we received a bill for \$1,000.00 from Feller, Finch for the school sidewalk topographic survey. Councilman Roe commented that he didn't think we could get the school to add the sidewalk project to their budget this late. So, we would have to either put it off until next year, or pay the whole amount ourselves.

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

**CITY HALL and PARKS:** Administrator Johnson reported that he went to dump trash at the park last week on Monday night, and he noted that the two containers, one by the tennis court and the other by the fence, are impossible to dump by yourself. He tried to dig trash out of them and found items from as far back as May. He urged that it is time to get a couple more receptacles like the ones under the shelter house. Councilwoman Mackey agreed and added that, if they are going to sit outside, they need to have a cover. Councilman Shanahan suggested that we could leave receptacles in our park grant request for 2019. The cost was \$1,700.00 for four trash receptacles at \$425.00 apiece, plus \$150.00 shipping, for a

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total of \$1,850.00. Councilwoman Mackey suggested that we may just want to buy a couple trash receptacles for the park separately. Councilman Roe reported that he has not been able to get an answer back yet about new posts for the park.

Councilman Roe reported that he called EnviroCare and told them that when they come in the summer to do their visit, they should give him a call so he could talk with them. The gentleman who comes to the village to look for bugs in the summer called Mr. Roe last week. He agreed that it was time for us to give up and not spend more money on bad trees. He wouldn't necessarily give up on planting trees, but he advised to not plant as big of trees. With a younger tree we should have a better chance of having it stay alive.

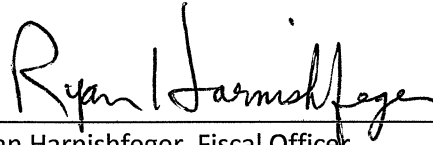
Councilman Heckerman reported that he has been trying to keep an eye on the tennis and volleyball court for the giant wasps we had there. They tend to come out around the end of July. He hasn't seen any yet this year, so maybe the exterminator did a good enough job last year.

Councilwoman Mackey reported that we have a lot of activity going on at Centennial Park this weekend. Friday night the cheerleaders are having their cornhole tournament. The soccer league that plays at the high school reserved the shelter house a year ahead for this Saturday. And there is a birthday party scheduled for Sunday.

With nothing further to discuss, Mayor Buehrer declared the meeting adjourned at 8:22 p.m.



Todd Buehrer, Mayor



Ryan Harnishfeger, Fiscal Officer