

TONTOGANY VILLAGE COUNCIL

MEETING MINUTES FROM: August 6, 2018

Council called to order in regular session at 7:07 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, absent at roll call, but arrived at 7:11 p.m.; Matthew Shanahan, here. Also present were Village Administrator/Utilities Superintendent/Zoning Inspector/Meter Reader Chad Johnson and Fiscal Officer/Utilities Clerk Ryan Harnishfeger. Visitors present: Wood County Sheriff's Deputy Petree. Minutes from the July 16 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, except that Councilman Heckerman abstained from voting on Josh Heckerman's \$430.00 mowing invoice; motion carried. Copies of the July Bank Reconciliation, Fund Status, Revenue Status, and Appropriation Status reports were given to Mayor Buehrer and the Finance Committee to review.

Copies of the July incident report were provided for members to review. Mayor Buehrer invited members to direct any questions or concerns they may have to Deputy Petree. Members had no questions for the deputy, so Mayor Buehrer thanked him and he left the meeting.

Mayor Buehrer reported receiving from Suburban Natural Gas a Notice of Intent to file for an increase in its gas distribution rates and an application for tariff approval for its gas distribution rates. Suburban's entire service area in Lucas, Wood, Henry, Marion, and Delaware Counties will be included in the application for an increase in rates.

Mayor Buehrer gave a second 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. The ordinance is for tax year 2019, an amount of \$5,000.00, to be paid for by Special Assessment upon the lots and lands within the Village.

Mayor Buehrer gave a first reading of Resolution #890-18, A RESOLUTION AUTHORIZING THE VILLAGE TO PARTICIPATE IN THE WOOD COUNTY PARK DISTRICT PARKS GRANT PROGRAM, AND DECLARING AN EMERGENCY. This resolution authorizes the council of the Village of Tontogany to participate in the Park District's Parks Grant Program for 2019. It also authorizes the mayor or his designee to execute any and all documents necessary to participate in the program, and to apply for, and, if approved for such, accept, grant moneys to benefit Tontogany's parks. Councilman Roe made a motion to suspend the rules and declare an emergency for Resolution #890-18. Councilman Shanahan seconded this motion. All voted in favor; motion carried. Councilwoman Mackey made a motion to adopt Resolution #890-18. Councilman Shanahan seconded this motion. All voted in favor; motion carried. All members and the mayor signed the adopted resolution. Councilman Shanahan explained that such a resolution is now required to be submitted with applications for park grants, so the Park District can be sure all members of governing bodies are aware of park grant monies being sought, since they discovered that this was not always the case in the past.

Mayor Buehrer read an email letter from Beth Hayes (all members were also given a copy), requesting the town council to consider giving her a rebate of at least half of the \$4,000.00 cost of new sidewalks she and her husband John were forced by the town to pay for on their corner a number of years ago. Ms. Hayes stated that they were told that everyone in town would have to get new sidewalks put in for the new schools and they were just the first residents to do this. Mayor Buehrer recalled the incident, that Mr. Hayes had torn out the sidewalks that were there and laid down stone instead. They were forced to put in new sidewalks because they tore the old ones out, not because the town had started sidewalk requirements for everyone. Some people on Main Street put down sidewalks without

TONTOGANY VILLAGE COUNCIL

even being asked. The mayor and members recalled having given the Hayes' about a year in 2008 to replace the sidewalks. Then a resolution was passed (Resolution #790-09, passed February 16, 2009, which Fiscal Officer Harnishfeger read to members), giving them six months to replace the sidewalks or the town would do it and charge the cost to their taxes. They did not replace the sidewalks in that amount of time, so the village had them put in and Mr. Hayes agreed to have the cost placed on his property tax duplicate, to be paid off over a certain number of years. Councilman Roe reminded members that, when the council has discussed in recent years how to pay for sidewalks, it was decided not to go back to try to reimburse people for sidewalks already laid years ago, but to begin where we are now and go forward. If we do it for one person, others will expect the same. After a little more discussion, the mayor and members asked Fiscal Officer Harnishfeger to contact the County Auditor's Office and find out how much was assessed for the Hayes' sidewalk, how long they had to pay it off, how much is assessed each year, and how much is left unpaid. Then the matter will be discussed again at the next meeting.

Fiscal officer Harnishfeger reported that the village will need to find a new company to handle our web hosting and domain name. Mike Moulton ran out of room to post our July updates. Mr. Harnishfeger called and talked with the owner of ICUgro, the company that has been handling our hosting and domain name, and found out that the owner is in the process of retiring ICUgro. He hasn't billed us this year under the ICUgro name, but has paid our hosting and domain name fees to keep us current with the hosting company he works with. He will gladly work with us to give information to Mike Moulton to get us set up with a new company to handle our hosting and domain name. Mr. Harnishfeger communicated this with Mike Moulton, who said he would help us get switched over. He suggested switching to a high-quality company called ISCG that he has worked with for 20 years and could handle everything we do with no problems and plenty of space. The problem is that they charge \$40.00 per month, while we were only paying ICUgro \$43.35 per quarter. Mr. Harnishfeger asked Mr. Moulton to research some alternatives. He researched GoDaddy and bluehost. Bluehost does not support Dreamweaver, the outdated software that was used to create the village website. GoDaddy offers similar services to ISCG for \$230.00 plus tax per year, but requires changing email to Office 365. Mr. Harnishfeger said that he does not want to change our email, because it is intricately connected with so many entities to send and receive official documentation, billing, receipts, and other correspondence. Once we find a hosting company, Mr. Moulton offered to get us switched over, and he offered to have hosting invoiced through Moulton & Associates, if the village would prefer to keep hosting and maintenance under one roof. Mr. Harnishfeger said that he asked Mr. Moulton to give us a quote on what it would cost to have him convert our website from the outdated Dreamweaver platform to a more current site-design software. Mayor Buehrer said we will table the matter until we get a quote from Mike Moulton on what it would cost to upgrade our site to a current software platform.

ZONING: Zoning Inspector Johnson reported that he did four zoning permits. One was for the Sheeks' new home at 18140 Broad Street. One was for Frank Farley's garage at 18555 Wall Street. One was for a residential addition, raising the height of the upstairs by four feet at 18550 Wall Street. One was for cold storage for the school. Mr. Johnson said he is supposed to do a permit tonight at 18535 Crom Street, for a deck and a fence they built there. Councilwoman Mackey asked if there has been any change at 18555 Lincoln Street with the unsightly amount of vehicles there. Mr. Johnson replied that they cleaned it up a little. Councilman Heckerman asked about the raccoon situation at 18705 Main Street. Mr. Johnson replied that the Health Department hasn't called him back yet, although he figures they probably did the inspection. He will have to call them again, and, when he does, he intends to tell them about Glen Hefflinger's building at the back of his lot, which has the roof falling in.

UTILITIES: Utilities Superintendent Johnson reported that we should have received some tap fee payments. Utilities Clerk Harnishfeger affirmed that we received a \$10,000 check for a water tap and

TONTOGANY VILLAGE COUNCIL

system development fee for the home at 19200 Tontogany Road. We also received \$6,500.00 to cover a water tap, system development fee, and electric tap for the new home being built by Sheeks at 18140 Broad Street. Mr. Johnson reported that Palmer already got the job at 19200 Tontogany Road done. For the water at 18140 Broad Street, he spoke with former Utilities Superintendent Craig Spoore, who didn't know how far the water line goes down toward the railroad tracks. When Palmer spoke to Mr. Johnson, he said this one would be difficult. Mr. Spoore had advised Palmer to go across the street, through Hefflinger's parking lot to tie it in. Mr. Harnishfeger commented that Mr. Spoore had told him he advised Palmer on where to tie in to a plastic line, rather than metal. Mr. Johnson also reported that Palmer had stopped and talked with Ms. Bader about putting in a shut-off at her place on Tontogany Road.

Councilman Heckerman asked if anything more was found out about testing our utility poles. Mr. Johnson responded that he spoke with the gentleman from Epic Utilities Services, who said they could work on our poles when they come to do Bowling Green's poles. It should be one week this month. They will not make a special trip just for Tontogany. Mr. Johnson asked Fiscal Officer Harnishfeger if he had heard anything from Epic yet. Mr. Harnishfeger responded that he had not.

STREETS and ALLEYS: Councilwoman Mehring reported that a speed limit sign needs to be fixed near the corner of Lincoln and Broad Street. Mayor Buehrer commented that it appears someone hit it. Mayor Buehrer reported that the township is about half way done putting up new stop signs in the village. They have had a bad problem with wasps while changing the signs. Mayor Buehrer said there were some signs they didn't get in the grant that he would like to see replaced, mostly the school speed limit and crosswalk signs, to be replaced with signs with the new standards.

Mayor Buehrer ask Administrator Johnson when Bowling Green was coming to sweep the streets. Mr. Johnson replied that they will be coming on Wednesday before the festival. He has been working for a month with Bowling Green, trying to get the new contract paperwork done and get the sweeping scheduled.

Councilman Heckerman reported that two weeks ago he sprayed downtown for weeds. Someone had already sprayed the parking lot area by the fire hall. Mayor Buehrer commented that Steve Powell did that. Mr. Heckerman said he also sprayed down Broad Street and he made sure to spray the volleyball court at the park as well. While there, he saw a couple dozen or so of the large cicada killer wasps/bees that we have had a problem with at the park. He called the Mauger Exterminating Company about spraying again this year for the cicada killers. They came last week around Thursday and sprayed. Mr. Heckerman said he went down to the park and checked it. The weeds were dead. He didn't see any wasps. He suggested we might want to have the volleyball court tilled before the tournament.

SIDEWALKS and TREES: Councilman Roe reported that Dave Kuhn, of Feller, Finch, emailed the village and sent a copy to Mr. Roe of drawings for the school sidewalk he had sent to Quinn Concrete, who did our sidewalks in the past, to see if they would give us a rough quote, so we would have some numbers for the school. Quinn came back with a quote of over \$51,000.00. Mr. Roe commented that it is a longer sidewalk than he had originally thought. His price quote was at \$5.35 a square foot, which is about what he charged in the past. The sidewalk is down Tontogany Creek Road from Crom Street to Scott Road, on the school side. The plans show a change to the crosswalk from angular to a straight east-west crossing. Fiscal Officer Harnishfeger reminded members that the village had not appropriated enough money to do this project ourselves, but had intended to try to get the school to pay half, and we originally thought the price would be much less than \$51,000.00. We appropriated \$25,000.00 in the General Fund, of which \$1,000.00 has already been used to pay Feller, Finch for the topographical work. Councilman Roe suggested that it is too late for the school to add it to their budget this year. We could just let our money sit and re-appropriate it next year. Dave Kuhn pointed out that the right of way from Crom Street to not quite where the second drive is to the north of the school is a 30-foot right of way. After that it

TONTOGANY VILLAGE COUNCIL

goes down to 20 feet the rest of the way. Dave suggested that we should ask the school for a 10-foot sidewalk easement in that area. Mayor Buehrer stated that he had talked with the head of maintenance at the school and he didn't think asking for an easement would be a problem, but, once we got an actual map, the mayor could take it to Superintendent Adam Koch, who could then present it to the school board for consideration. Councilman Roe commented that Fiscal Officer Harnishfeger has a copy of the plan map from Dave Kuhn, as well as the estimate from Quinn. We can supply this information to the school so they can consider adding it to their budget for next year. Mayor Buehrer asked Mr. Harnishfeger to give the map and quote information to him and he would take it to the school.

DRAINS and SEWERS: Nothing to report.

CITY HALL and PARKS: Councilman Shanahan reported that he will be submitting three park grant applications next week. The committee met about a week ago and went over everything. There will be a request for a grant to replace the whole basketball court. Morlock did not change their quote from last year to repave the basketball court. A second grant request will be for a load of sand and for volleyball nets and soccer nets. A third grant request will be for installing disk golf. All grant applications will be compiled this week, including copies of the grant resolution just adopted tonight, and five copies of each will be submitted. Councilwoman Mackey reported that Morlock's quote was \$8,750.00 for the basketball court, to tear out the old one and lay a new one. The sand is about \$550.00, delivered. Councilman Shanahan and Councilwoman Mackey expressed confidence that we will probably get at least one, or maybe two, of the requested park grants.

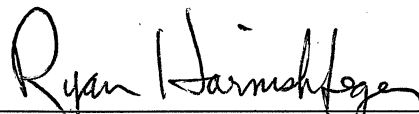
Councilwoman Mackey reported that Administrator Johnson rectified the need for replacement trash receptacles at Centennial Park. He took one from in front of Moser's old store downtown. Mayor Buehrer reported that he called the Solid Waste District about the problem he witnessed of an overflow of recycling materials on the ground around the recycling bin, and told them this won't work. They asked what the problem was and he explained that the one small container was being filled up by Sunday or Monday, leaving no room for people to put more in it. They said they had tried to gauge the size we needed by the history of monthly collections in the past. Mayor Buehrer explained that they take more types of recycling now and it is 24/7, rather than a few hours once a month. They sent someone from the landfill to clean up the mess and called the company to come and empty the dumpster. Then they also added a second dumpster. Fiscal Officer Harnishfeger reported that Liz Heckerman came into the office today and reported that she saw bits of glass in front of the recycling dumpsters, and she was worried that kids might get cut walking there during the festival.

Fiscal Officer Harnishfeger reported that he received a hall rental and security deposit payment of \$130.00 for a birthday party on August 11, 2018, it will be during the community festival. Members suggested that Mr. Harnishfeger call the renter and make sure they know their rental is during the festival, which might limit available parking for their event. Mr. Harnishfeger agreed to call them and offer them the opportunity to reschedule, if they wished.

With nothing further to discuss, Mayor Buehrer declared the meeting adjourned at 8:20 p.m.



Todd Buehrer, Mayor



Ryan Harnishfeger, Fiscal Officer