

TONTOGANY VILLAGE COUNCIL

MEETING MINUTES FROM: May 6, 2019

Council called to order in regular session at 7:06 p.m. with Mayor Todd Buehrer presiding. Roll call of members: Brenda Mackey, absent; John Heckerman, here; Connie Mehring, here; Jamin Roe, absent; 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. Visitors present: Otsego School Superintendent Adam Koch; Deputy Jody Swoap from the Wood County Sheriff's Office.

Mayor Buehrer invited Adam Koch to speak to members. Mr. Koch thanked Village Council for passing resolutions for the school solar project, showing commitment to the good of the community. The investors are from New York. A lot of paperwork has had to be done. Hopefully, by June it will be hooked up in the ground. Some LED lights have been installed. Councilman Shanahan asked if the school did submit for school crossing solar lights as well. Mr. Koch answered that they did, as part of the whole deal. Mr. Koch also reported that they were intending to put a levy on the May ballot, but decided to take it off because they got word from the county that they are going to get some Nexus pipeline money, which they will use instead of asking for more tax money from the community. With nothing more to discuss, Mr. Koch left the meeting at 7:11 pm.

Minutes from the March 4 and April 15 meetings were approved as submitted.

FINANCE and CLAIMS: A spreadsheet of the current invoices was reviewed and approved by members. Fiscal Officer Harnishfeger commented that there were a lot of bills on the list, due to some not being paid while he was away in the hospital and rehab. He also reported that there was a bill for \$261.00 from Applied Imagination, Inc., because our battery backup unit for the utilities computer went bad and he had to call them in to replace it and do a little work on the computer as well. Councilman Heckerman asked about the \$1,552.50 bill from Jim Palmer Excavating for water leak and meter pit work done at 16015 Liberty Hi Road. Utilities Superintendent Johnson explained that there was water leaking under the house. The meter was under the house. It is a problem property with dogs and trash. There are eight dogs living there and there is dog excrement everywhere. We decided to relocate the meter pit to Kellogg Road. Mr. Johnson said he called the Health Department on them because of trash. Councilman Shanahan made a motion that these bills be allowed and orders drawn for same. Councilman Benedict seconded this motion. All were in favor, except Councilman Heckerman abstained from voting on Josh Heckerman's mowing invoice; motion carried. Copies of the March and April Bank Reconciliation, Fund Status, Revenue Status, and Appropriation Status reports were given to Mayor Buehrer and the Finance Committee to review.

Copies of the April incident report were made available for members to review. Mayor Buehrer asked Deputy Swoap if he had anything to report. He did not. Administrator Johnson asked if there is liability for street signs if they are bent over instead of vertical. There are two down by the school. Mayor Buehrer commented that they have brand new posts; strong winds blew them over. They will have to be pulled out and replaced with new ones. Deputy Swoap said there is a law to cover the situation, but he did not know how it is worded. With nothing else to discuss, Deputy Swoap left the meeting.

Fiscal Officer Harnishfeger reported that the barcode scanner, used to enter utility account codes, quit working and needs replaced. The serial port connection is outdated technology that Tyler Tech no longer supports. They gave us a quote of \$420.00 for a new scanner with USB connection. They need approval to go ahead and ship it. Councilwoman Mehring made a motion to accept Tyler Tech's quote of \$420.00 for a new barcode scanner. Councilman Heckerman seconded this motion. All were in favor; motion carried.

Fiscal Officer Harnishfeger reported that we ran out of new United States flags. We purchased our last flags from Carrot-Top Industries, so he called them for a quote on a dozen of the same model of flag

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we purchased last time. They gave a quote of \$25.95 per flag, if buying a dozen, plus \$11.65 shipping, for a total of \$323.05. Mr. Harnishfeger said we have park supply money we could use to purchase the flags. After a brief discussion, Councilman Heckerman made a motion to accept Carrot-Top's quote of \$323.05 for a dozen new flags, using park supply money to pay for them. Councilwoman Mehring seconded this motion. All were in favor; motion carried.

Fiscal Officer Harnishfeger reported receiving the annual letter from RITA, offering their free letter program to follow up on delinquent income tax filers. To participate in the letter program, RITA just needs to receive the village's signed authorization by June 1, 2019. Mr. Harnishfeger asked for Council's approval for him to sign and return the authorization form to RITA for the village. Members agreed, with no objections voiced. Councilman Shanahan reported that a resident told him they didn't know they had to pay Tontogany tax to RITA. Nobody told them when they moved here. They wondered if we could post it online for people who move into Tontogany. Utilities Clerk Harnishfeger replied that we can post it online, and he also sends a RITA Registration Form to new utility customers in a welcome packet.

Fiscal Officer Harnishfeger reported that he received a notice from the Department of Commerce, Division of Liquor Control, stating that all permits to sell alcoholic beverages in our political subdivision will expire on June 1, 2019. In order to maintain permit privileges, every permit holder must file a renewal application. Ohio Revised Code provides the legislative authority with the right to object to the renewal of a permit and to request a hearing. Council members voiced no objections to the renewal of the current liquor permits in Tontogany. Mr. Harnishfeger reported that a lady from the Division of Liquor Control stopped in at the office to inform the village that Doc's has a new owner, and therefore Liquor Control needed to make the legislative authority aware that liquor being sold at that address is within 100 feet of Mehring Park, so Council can decide if they want to object to the liquor license because of that fact. She left a form to be checked and signed by a member of the Parks Committee, letting the Division of Liquor Control know the village's decision. Members agreed that they had no objection to the license, and Councilman Shanahan indicated this on the form, signed it, and gave it back to the fiscal officer to mail in to Liquor Control.

ZONING: Councilman Benedict asked about the pile of concrete on Broad Street on Hefflinger's trucking property. Mayor Buehrer answered that it was torn out from Hefflinger's house on Wall Street. Councilwoman Mehring asked if it will be removed. Mayor Buehrer and Zoning Inspector Johnson answered that it is on industrial property and they can leave it there as long as they want. Councilman Shanahan asked about the blue Camaro with no license plates that has been sitting there for over a year also. Mr. Johnson said he didn't know if anything could be done about it on industrial property, but he would check into it.

Councilman Shanahan reported for Councilwoman Mackey that she was wondering if the town could hire someone to do odd jobs around town, as we have in the past. She wondered if we might hire Jim Head to do things like taking down the wreath at the town hall, spreading mulch, painting the porta john shelters, and removing old stakes from trees planted in the right of way. Mayor Buehrer answered that we would probably need someone like L-B Electric to take down the wreath, but we could ask Jim if he would like to do other odd jobs for the town.

UTILITIES: Utilities Superintendent Johnson reported that he was asked to move a meter in the house at 18714 Tontogany Creek Road to a different location. He had a meter pit put out front and eliminated the meter in the house. Mr. Johnson said he gave Mr. Harnishfeger a list of meter work he did. He had to put touch reads back on a number of new meter pits, including Sheeks'. He replaced the meter at the church. He found that concrete, like we put at DeLuca's, creates a problem in getting to the meter. It is similar to the problem where they asphalted around the meter pit at the carryout and you can't get the lid off. If we need to get to the meter, we would have to bust up the concrete. Mr. Johnson reported that he met with Dave Kuhn of Feller, Finch and received some asset management information. Dave

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wanted him to dig up every meter pit and verify the plumbing on both sides. Former Utilities Superintendent Craig Spoores told Mr. Johnson that he already did that, but there was no documentation. Mr. Johnson asked if the village has a utilities committee. Members answered that we used to have a utilities committee, but don't anymore. Mr. Johnson said that, at some point, per EPA requirements, we have to schedule a live exercise for our contingency plan, and a round table discussion is a requirement. Mr. Johnson suggested having a committee meet before council meetings to do the round table discussions. We are required by law to do a round table discussion once a year. There are ten different events that must be covered in five years. Mr. Johnson gave some examples of contingency plan issues to consider: depressurization; power outages; and the possibility of the absence of the operator by reason of that person quitting, getting sick, or dying. Those are the kind of things that would be discussed in a round table—what we would do if it happened. Mr. Johnson said he is going to a meeting in Columbus on the 16th, which is all about this. Councilman Shanahan suggested that each council member should get a copy of the contingency plan.

Councilman Benedict reported a light on Kellogg Road that he saw cycling. It is the first light east of Broad Street. Mayor Buehrer reported a bad light by the recycling bins.

STREETS and ALLEYS: Councilman Shanahan asked about the brush pickup. Mayor Buehrer responded that everything went fine. It took them a couple of hours. They are going to go through town again on May 20, since it had been posted for that date. Mayor Buehrer said he also got them straightened out about billing for too much brush put out. The township can't bill anybody in the village. They will bill the village and the village will worry about dealing with excess brush problems. However, the mayor went through town and there weren't any excessive amounts of brush out.

SIDEWALKS and TREES: Councilman Heckerman commented on the decision at the last meeting to pay for the repair of the damaged sidewalk on the west side of A.C. Current, that he thought there was more to it. Mayor Buehrer answered that it only amounted to tearing out that square and bringing it up to the grade of the other one. He actually raised the other one.

DRAINS and SEWERS: Nothing to report.

CITY HALL and PARKS: Councilman Heckerman asked if the boy scouts have the flag poles for downtown. Mayor Buehrer said he thought he saw them in the office or in the shed. Councilman Heckerman said he took them down last year and took the flags off.

Councilman Shanahan reported for Councilwoman Mackey: The soccer nets have been installed. The volleyball net is up. The playground surround anchors are pounded down. The new shelter house rental calendars are up. Change from the court lights has been collected and turned in to the fiscal officer. There is no word from Morlock on the resurfacing of the basketball court. She wants to know if there is any word from Palmer regarding the drainage project. Mayor Buehrer commented that both the park drainage and the resurfacing of the basketball court projects will probably be backed up now. Mr. Shanahan continued with Ms. Mackey's report: The water fountain needs to be turned on as soon as possible. The trash barrels at Centennial Park are full. Administrator Johnson commented that he empties the park barrels on Monday night. Mr. Johnson asked if everyone was okay with turning on the water fountain May 1st and then turning it off the weekend after Labor Day. A comment was made that Labor Day might be too early because people are still playing various sports at the park. Mr. Johnson offered October 1st as the day to turn off the fountain and there was no objection from members. Councilman Benedict asked when the disc golf equipment is coming. Mr. Shanahan answered that we have not received the grant check yet. They were still checking on the status of our previous park grant. We should hear from them soon.

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Mayor Buehrer read an email letter from Wesley Waitt, a resident of Haskins, asking if his Bowling Green Soccer Club could hold some open practices, called "drop-ins" in Tontogany, using our soccer field and goals. They are open to anyone ages 7-13. He would pick two weeks, one in July and one in August. They have them on Tuesdays and Thursdays between 6-7:30 p.m. After a short discussion, the mayor and members had no problem with granting him this request. They asked Fiscal Officer Harnishfeger to email him back and advise him to also contact Councilwoman Mackey about this, since she keeps track of who has reserved the shelter house through the year.

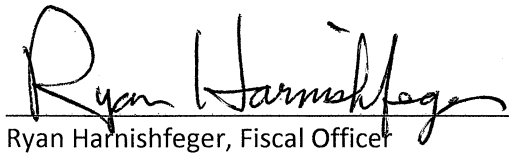
Councilman Shanahan reported that Luke Weaver took some great pictures for his project at Centennial Park. He submitted the project and it was approved. He will let us know what he needs us to do moving forward. Councilman Heckerman commented that Councilman Roe had a contact for used highway posts. Mr. Shanahan suggested having Mr. Roe pass that information to Luke and let him take the lead on it.

Councilwoman Mehring reported that she was at the park today and some boys were playing basketball and using bad language in the presence of little children there. She spoke to them about it and told them they were welcome to come here and play, but they can't use that kind of language in front of little children.

With nothing further to discuss, Mayor Buehrer declared the meeting adjourned at 8:12 p.m.



Todd Buehrer, Mayor



Ryan Harnishfeger, Fiscal Officer