

TONTOGANY VILLAGE COUNCIL

MEETING MINUTES FROM: September 16, 2019

Council called to order in regular session at 7:02 p.m. with Mayor John Heckerman presiding. Opening ceremony: Pledge of Allegiance to the Flag, led by Mayor Heckerman. Roll call of members: Brenda Mackey, here; Connie Mehring, here; Jamin Roe, here; Jason Benedict, here; Matthew Shanahan, here. Also present were Village Administrator/Utilities Superintendent/Meter Reader Chad Johnson, Zoning Inspector Brian Owens, and Fiscal Officer/Utilities Clerk Ryan Harnishfeger. Visitors present: Luke and Matt Weaver for Eagle Scout project. Minutes from the September 9 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 one of the bills was for Village Officer Training on October 16, an annual required day of training that he will be attending in Perrysburg. Mayor Heckerman noted that Utilities Superintendent Johnson had 8 hours of extra work added to his monthly payroll. Fiscal Officer Harnishfeger commented that this was because Mr. Johnson was called out for a water line break on Tontogany Road. Councilwoman Mackey made a motion that these bills be allowed and orders drawn for same. Councilwoman Mehring seconded this motion. All were in favor; motion carried.

Mayor Heckerman invited the Weavers to speak to members. They reported that they contacted the district coordinator of Eagle Scout projects. She was concerned that involving heavy machinery would be beyond an Eagle Scout project. She said that if the village council is okay with the job as completed then she is fine with it as completed. The Weavers asked if the village was still thinking of having Bowling Green Electric come in to dig holes with their pole equipment. Utilities Superintendent Johnson answered that he had second thoughts about asking them to do that because, if they should happen to break some equipment while trying to dig holes there, it could cost the village a fortune. The Weavers said their only option would be to rent an auger again from Bee Gee Rental, but they are concerned about damaging it. They asked members to decide how they want them to proceed. If Council wants wire put in, instead of more posts, that is acceptable for the project. Mayor Heckerman said he liked it the way it is, except that a couple of posts need to be straightened. Members discussed the matter and concluded that there doesn't seem to be a need to put in all of the extra posts; the project can be considered completed as it is. Mayor Heckerman suggested that if they needed to add something to the project, they could put in a sign for the village. The Weavers said they would need something in writing from the village, stating that the village is satisfied with the work and considers it complete. Members decided to produce a letter on village letterhead for Luke. Luke Weaver will also write up a report on the project and will bring it to a future meeting to have it signed by the village council. Mayor Heckerman said he would take care of removing the unused new posts and will store them behind the Mid-Wood fertilizer building until a decision is made on what to do with them. Jim Head will be hauling away the old posts. With nothing more to discuss, Mayor Heckerman thanked the Weavers and they left the meeting.

Mayor Heckerman did a third reading, by title only, of Resolution #903-19, a RESOLUTION TO APPROVE PUBLIC DEFENDER SERVICES. Councilman Shanahan made a motion to adopt Resolution #903-19. Councilman Roe seconded this motion. All were in favor; motion carried.

Mayor Heckerman did a second reading, by title only, of Ordinance #905-19, an ORDINANCE ESTABLISHING NEW WATER RATES. Utilities Superintendent Johnson provided members with information he had researched on other entities' water rates. Fiscal Officer Harnishfeger provided members with research he had done on tap fees, line maintenance fees, and system development fees. Using the information provided, members discussed what increases were needed in each water billing area to help the water fund move toward producing more revenues needed to keep up with the costs of water from Bowling Green, annual debt service payments, and necessary maintenance and

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improvements to the water system. It was decided to raise the residential and agricultural/industrial customer water rates by 20 percent. Tap fees will be raised to \$10,000.00 for both in-town and out-of-town taps; there will no longer be a different price for in-town and out-of-town taps. System development fees will be increased by 25 percent and probably won't need to be raised again for a good while. All line maintenance fees will be increased by 50 percent. A new line maintenance fee of \$265.00 was created for a 4-inch meter, which will also be raised by 50 percent for the new rates ordinance. Members decided that these changes will stay in effect through December 31, 2020. Once adopted, the new water rates will become effective 30 days from passage, which should be the 6th of November; customers will see the effect of the new rates on their December bill. This should provide time to get the new rates into the billing software and posted online, as well as a letter of notification, which is being prepared by Utilities Superintendent Johnson, sent to water customers. Members decided that they will consider how the water fund is doing toward the end of 2020 and will be ready to make such changes as may be needed again early in 2121. The mayor and members thanked Mr. Johnson and Mr. Harnishfeger for their research work, which helped them to make informed decisions on updating the water rates and fees.

ZONING: Zoning Inspector Owens reported that he will need to send a letter to the people at 18052 Broad Street. They cleaned up their yard a little bit after he spoke with them, but the commercial vehicles are still sitting there. Mayor Heckerman commented that the two pickup trucks are gone and they threw a tarp over something. Mr. Owens asked for village letterhead and Mr. Harnishfeger said he would email that to him. Councilwoman Mehring reported that the mattresses on Main Street need to be removed also. Mayor Heckerman reported that the couch on Main Street was finally removed after sitting there a few more days. Mr. Owens asked if there was a timeline established for how long until junk needs to be removed. The specifics were unclear, but Mayor Heckerman stated that, if something sits there three days, they need to be talked to and told it can't remain. Mr. Owens suggested that a money-cost penalty is the only thing that will get some people to comply. Councilman Shanahan suggested giving a warning that if junk is not removed in a certain amount of time, the village will have it removed and will bill the owner. Mr. Johnson warned that sometimes you can end up in court trying to get people to pay. Members suggested getting Solicitor Skaff's advice and a possible update of the zoning code.

UTILITIES: Utilities Superintendent Johnson stated that Washington Township has a pretty good-sized meter in the fire department. It is a 1-inch or 2-inch meter, but we are only billing them the residential line maintenance charge. Mr. Johnson said he would check it out and let Utilities Clerk Harnishfeger know, so he can correct the line maintenance charge for that meter. Mr. Johnson asked Fiscal Officer Harnishfeger if the line maintenance fee is put in a separate account from the other water billing revenues, to facilitate a cost of service study. Mr. Harnishfeger answered that it is not. All water money collected goes into the Water Fund. Then it is appropriated each year for the water expenses wherever it is needed. This saves from overly complicated tracking and from limiting the ability to use the funds where actually needed, which can change somewhat from year to year. For a cost of service study, the UAN appropriation report keeps track of how much is spent, by line item, for each type of water expenditure and the total amount spent on all water expenditures, as of any given date in the year.

Utilities Superintendent Johnson reported that he forwarded the electric pole inspection list to John Stewart of Bowling Green Electric. They will probably be in town soon to work on replacing bad poles. Mayor Heckerman asked if the pole at the park was on the list. Mr. Johnson answered that he did not know.

STREETS and ALLEYS: Mayor Heckerman gave a new quote from Morlock to Councilman Shanahan for repairs CSX is responsible to do for the town, including Broad Street from Main Street south to Wall

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Street. Mr. Shanahan asked him to email a copy of the quote to him so he can forward it to CSX. Mayor Heckerman said he wanted the sidewalk added to the quote, where CSX removed some sidewalk on one side of the track and it still needs to be replaced. Mr. Shanahan stated that the old quote from 2016 was for 10,500 square feet; the new quote is for 30,900 square feet.

Councilman Shanahan reported that Abe Euler asked if the village would be interested in helping the township with the paving of the section of Tontogany Creek Road where the new houses are by the bridge beyond Scott Road. There was a question as to whether the village has an obligation to maintain that stretch of road. Mayor Heckerman said he thought we have some responsibility for it. Members agreed that the village has partial responsibility for it, with no one voicing opposition. Mayor Heckerman asked Councilman Shanahan to get a price from Abe Euler. Mr. Shanahan responded that Mr. Euler said he would get us a quote so that we would know what our half of the responsibility would be, if we are willing to help with the cost of paving.

SIDEWALKS and TREES: Councilwoman Mackey reported that she called Abe Rowe to see where we stand on his schedule. He will get back with her. She also reported that the village's leaf vac has been sitting outside at the township building by the railroad tracks for about eight months. Former Mayor Buehrer had said that it had broken parts and needed to be repaired. It was supposed to be picked up for repair last year in late fall or early winter but never was. Members remembered that it had a large tear in the vacuum intake hose, as well as a bent tube that goes into the leaf collection box. Councilman Roe asked whose responsibility it is to pay for repairs. Fiscal Officer Harnishfeger answered that the leaf vac is considered to belong to the village, but we share its use with the township. We appropriated money in the 2019 budget for the repairs it needs. Mayor Heckerman said he would get on the leaf vac matter tomorrow. He asked Fiscal Officer Harnishfeger to find and give him the binder of information about the leaf vac, which he replied that he would do right after the meeting.

DRAINS and SEWERS: Nothing to report.

CITY HALL and PARKS: Councilwoman Mackey reported that she was asked when the village would be doing Halloween this year. Members remembered previously discussing the matter and that it had been decided that the village would officially celebrate Halloween on Thursday, the 31st of October. Trick or treat will be from 5:30 to 7:00 p.m. Costume judging will take place at 7:30 p.m. at the fire station. There will not be a parade.

Councilman Shanahan reported that he had quite a few people ask him about returning to the tradition of the Christmas tree in the middle of the street. Councilwoman Mehring answered that it became no longer possible due to insurance problems for the village. Members remembered that the tree had been run into numerous times. Mayor Heckerman recalled that one year a wind storm blew the tree down Main Street, ripping out lines and causing damage.

Mayor Heckerman reported that he called Palmer about the drainage for Centennial Park and told them we have money set aside to do it. They said they were interested in giving us a quote to do the job. The mayor said he gave them Councilman Roe's number and asked them to call him when they come up with an estimate.

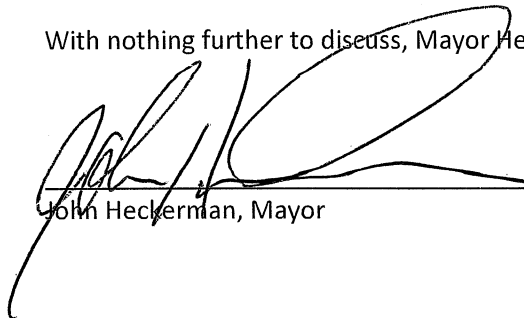
Councilwoman Mackey reported that she spoke with Randy Becker and asked if he might consider filling the vacant council seat for the rest of the term through the end of December. He had previously considered running for council. She told him this would give him a three-month trial run to see if he likes it or not. Mr. Becker told her he would consider it. She invited him to come to tonight's meeting.

Mayor Heckerman reported that he spoke with Mr. Morlock about the coating for the basketball court. Mr. Morlock said that it will transfer a little when you first put it on, but you won't see prints in the grass from walking across it. It just needs a little time to settle in. It would come off on clothing if you got down and rolled on it. But eventually it would not be a problem. It should be sealed before

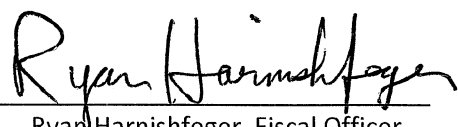
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putting down lines on the court. None of this should be done until next year. Councilwoman Mackey asked if he gave us a price quote for sealing the court. Mayor Heckerman answered that he thought the sealer was part of the price for resurfacing the court. Ms. Mackey replied that it was not. The mayor said we will call them for a price quote when we get ready to have it sealed. Councilman Roe commented that he doesn't see a need to have it sealed when it is still new asphalt; maybe five or ten years down the road it would need it.

With nothing further to discuss, Mayor Heckerman declared the meeting adjourned at 8:35 p.m.



John Heckerman, Mayor



Ryan Harnishfeger, Fiscal Officer