

TONTOGANY VILLAGE COUNCIL

MEETING MINUTES FROM: November 18, 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, absent (sick); 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: Washington Township Trustee Steve Powell. Minutes from the November 4 meeting were approved as corrected (a reference to "Mayor Buehrer" in the first paragraph of the FINANCE and CLAIMS section was corrected to read, "Mayor Heckerman.")

FINANCE and CLAIMS: A spreadsheet of the current invoices was reviewed and approved by members. Fiscal Officer Harnishfeger mentioned that Chad Johnson had eleven extra hours added to his monthly payroll for extra work done. Mayor Heckerman pointed out that the bill for repair of the leaf vac was \$1,475.00, of which the cost of the hose was around \$1,200.00. The company was very reasonable on the price, charging just \$50.00 per hour, plus the cost of materials. Councilman Roe asked if the whole bill was the village's responsibility. Fiscal Officer Harnishfeger answered that it was. Councilwoman Mackey made a motion that these bills be allowed and orders drawn for same. Councilman Roe seconded this motion. All were in favor; motion carried.

Mayor Heckerman invited Washington Township Trustee Steve Powell to speak to members. Mr. Powell said he had two things to talk about. The first was about real estate. He was in the process of being hired by Jackie Shank and Lela Fox's heirs to deal with their real estate north of Tontogany. Mr. Powell handed out map printouts to each member. According to the last zoning map he has seen, if the zoning map on the village website is correct, that area is part of Washington Township. They will have to have the land re-surveyed, because the previous survey was done a long time ago before 14 lots were sold off of it, and the survey includes points of reference like a black walnut tree as part of the description, which the Wood County Engineer won't accept any longer. It can't be sold until it is re-surveyed. Poggemeyer will do the re-survey and they will do it all as one parcel. Mr. Powell said he came to this meeting to start the process of getting the land annexed into the village and to see what information the village needed. He also wanted to find out if we think it could be annexed without also annexing some other properties along Tontogany Creek Road. In other words, could just that portion be annexed or does the village require the annexation to be squared up somehow. Mr. Powell said all he is requesting is the annexation of the land in the township north of Tontogany on the map he provided. Mayor Heckerman noted that a property owner can decide not to be included in an annexation, as was the case when Harley Woods was annexed.

Mr. Powell told members the other issue he wanted to deal with was what approach to take with the property. Probably the least value for that parcel is as farmland. It is small and irregular. It is surrounded by a creek on a third of it. If the neighbors would go together and buy it, that would likely be an intermediate value. Probably the best value for the property would be for someone interested in developing it, but that would be a project that the current owner won't be doing. A potential buyer might want to develop it with a street or two, accessible from Tontogany Creek Road.

Councilman Roe asked if members thought it would be a good idea to notify the property owners along Tontogany Creek Road who are not currently annexed into the village and ask them if they would like to be annexed in at the same time as the property Mr. Powell is requesting to be annexed. The mayor and members spoke in favor of doing so. Mayor Heckerman said he wasn't sure how the process of annexation is supposed to be done. Fiscal Officer Harnishfeger said he thought the person or persons wanting to annex into the village had to apply for the annexation approval. When we did the annexation for Jerry Miller's property on Tontogany Creek Road, we received guidance from our Village Solicitor and we had to submit documents to Wood County and pay a recording fee. When the whole process was

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completed, which took quite a while, we sent final documentation to the Secretary of State. After a little more discussion, the mayor and members decided that Zoning Inspector Owens and Administrator Johnson would contact Solicitor Paul Skaff for guidance on the steps to take in the annexation process, and would let Steve Powell know what he should do next. Mr. Powell asked if there was anything he should share with a prospective buyer of the property that he or she would need to know. He said he knows there are county subdivision rules and wetland rules that have to be followed. The northern tip to be annexed is just used as farmland now, but the adjacent land is currently zoned as R-1 Residential. They want to survey it all together, since part of it is now in the village and part in the township, and then rezone it all the same. Administrator Johnson pointed out that the reason to rezone it all to Residential would be because someone wants to put in a subdivision. Mr. Powell said they would probably want to make it all R-1 Residential, since a large part of it is already zoned that way. Mr. Johnson said he though he recalled that Jerry Miller had his lots on Tontogany Creek Road rezoned through the township before he applied for annexation into the village. Mr. Powell commented that the township could do that for the township property north of Tontogany as well, before annexation. Mr. Johnson said he would look in his records to see if Jerry Miller did the rezoning through the township. Mr. Powell suggested that Village Zoning Inspector Owens and Township Zoning Inspector Johnson get with Village Solicitor Skaff to find out what order in which the rezoning and annexation needs to be done, and then let him know.

Mr. Powell thanked everyone for their support of the township trustees. He reminded members that he and his wife will be bringing the hot chocolate for the Tree Lighting event on December 14. Administrator Johnson asked Mr. Powell if there was any further action on expanding their township building. Mr. Powell answered that they keep talking about it, but they want to continue to use it for its current purpose, and they think they can add some internal storage structure that will help them make better use of the space they already have. Also, stricter rules and regulations for the fire department are presenting challenges and beginning to make them wonder how long they may be able to continue to exist as an independent fire department. Things are getting more expensive, with more equipment required and possibly an addition of a special room on the fire hall to protect gear from diesel exhaust fumes. If they can't meet the challenges, it may eventually negate the need for another building.

Mr. Powell asked if there were any questions for him, such as about snow removal after the first snow we received. Fiscal Officer Harnishfeger commented that he made a request to Scott Alexander to plow snow in front of the village hall for the Odd Fellows' meeting on Tuesday evening, and Scott got it done very quickly. Councilman Roe reported that they closed Kellogg and everyone was detouring down Wall Street. People were spinning their tires on the ice trying to make it up the hill at the railroad track. Also, on the corner there was a big rut made from all of the added detour traffic. It will need the berm replaced there. Mr. Roe asked that Scott Alexander be made aware of it. With nothing more to discuss, Mayor Heckerman thanked Mr. Powell and he left the meeting.

ZONING: Nothing to report.

UTILITIES: Utilities Superintendent Johnson reported that he heard from Brett Palmer a couple of days ago, who told him that Ms. Smith now has her water installed on Tontogany Road. Mr. Johnson reported that he flushed all of the hydrants. The majority of them have to be pumped out by hand, which is very labor-intensive. Councilwoman Mackey asked what ever happened to the fire department doing that job. Mr. Johnson replied that he wasn't sure they ever did that, but Ms. Mackey affirmed that they did. Fiscal Officer Harnishfeger also commented that Craig Spoores had told him the fire department did that job as part of their training and it relieved him from having to do it by himself. Mr. Johnson said he would check into it, but he was concerned that if they don't do it right, it could cause water line breaks and other problems.

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STREETS and ALLEYS: Councilman Roe reminded members that the north side of Wall Street needs repaired at the corner where he lives, whenever the township gets the truck switched over to do that type of work. It may not happen until spring. Councilman Shanahan suggested also asking a deputy to be stationed down there to help deal with the extra traffic. The mayor and members discussed how the railroad crossings seem to get steeper after they fix them and drivers need to be cautious to not drive too fast over them. Zoning Inspector Owens explained that he was told the crossings used to be even with the level of the road, but each time they put new stone in, it raises them a little more.

Councilwoman Mackey reported that, after telling the deputy at the last meeting about the illegally-parked, unplatd van on Broad Street, it was seen being towed away. Now it is back with plates on it.

Councilman Benedict reported seeing a street light on Kellogg Road cycling and in need of repair.

SIDEWALKS and TREES: Mayor Heckerman reminded members that Councilwoman Mehring had mentioned that the sidewalk by the church needs fixed. It is low, but the water problem isn't anything new. When the church did paving, it created a bowl effect. The walk needs raised or some drainage.

DRAINS and SEWERS: Nothing to report.

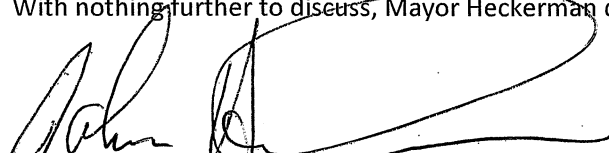
CITY HALL and PARKS: Mayor Heckerman said he intends to get the wreath down to install the new bow that Councilwoman Mehring purchased for it. Councilwoman Mackey told the mayor that Ms. Mehring has the bow, but she is sick and shouldn't be going outside. Ms. Mackey asked the mayor to call her when he needs the bow and she will go get it from Connie, as well as the invoice for the bow and bring them to the office. Ms. Mackey asked Councilman Shanahan if there was any word yet about our park grant for 2020. Mr. Shanahan replied that he hasn't heard anything yet.

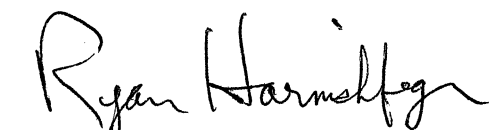
Councilman Shanahan reported that he created an invitation postcard for the Christmas Tree Lighting and Santa Visit planned for December 14, and he had texted the proof of it to members. He thanked them for their feedback and said he would make suggested changes. He said he planned on getting them printed and then he and several other people will address them, put postage on them, and mail them. Mayor Heckerman suggested that it would be a good idea to mail the invitation with the water rates letter. Utilities Clerk Harnishfeger noted that a postcard does not fit into a #10 mailing envelope without folding the postcard. Councilwoman Mackey asked who the postcard was from and whose responsibility it was to pay for it. Councilman Shanahan answered that the invitation is from the village council and he planned on paying for the cost of the postcards, which is \$94.00 to print 250 postcards. Then he intended to talk with Abe Euler about the township helping with the cost of postage. After more discussion, it was decided that Councilman Shanahan would change from a postcard design and print the invitation on paper, three invitations per page, cut the sheets into thirds, and have Mr. Harnishfeger stuff invitations in with the water rates letters, so there will be no need to worry about separate postage for the invitations.

Mayor Heckerman and members reminded everyone that we each need to bring about two dozen cookies for the Tree Lighting and Santa Visit, especially since the two events are now combined.

Councilwoman Mackey informed everyone that she will be absent at the next meeting on December 2. Councilman Shanahan asked if we will begin discussing the 2020 budget at the next meeting. The mayor and members discussed some possible people to fill vacant council seats.

With nothing further to discuss, Mayor Heckerman declared the meeting adjourned at 8:13 p.m.


John Heckerman, Mayor


Ryan Harnishfeger, Fiscal Officer