

TONTOGANY VILLAGE COUNCIL

MEETING MINUTES FROM: February 3, 2020

Council called to order in regular session at 7:00 p.m. with President of Council Jason Benedict presiding. Opening ceremony: Pledge of Allegiance to the Flag, led by President of Council Benedict. Roll call of members: Brenda Mackey, here; Connie Mehring, here; Jamin Roe, here; Jason Benedict, here; Mark Smith, here. Also present were Village Administrator/Utilities Superintendent/Meter Reader Chad Johnson, Zoning Inspector Brian Owens, Village Solicitor Paul Skaff, and Fiscal Officer/Utilities Clerk Ryan Harnishfeger. Visitors present: Washington Township Trustee David Smith; Logan Benedict, son of Councilman Benedict; Nicholas Wainwright, accompanying Solicitor Skaff; Deputy Jody Swoap from the Wood County Sheriff's Office. Minutes from the January 20 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; motion carried. Copies of the January Bank Reconciliation, Fund Status, Revenue Status, and Appropriation Status reports were given to the Finance Committee to review.

President of Council Benedict invited Trustee David Smith to speak to members. Mr. Smith answered that he was attending merely to observe.

President of Council Benedict did a first reading, by title only, of Ordinance #909-20, AN ORDINANCE AMENDING 2020 APPROPRIATIONS FOR THE FISCAL YEAR ENDING DECEMBER 31, 2020, AND DECLARING AN EMERGENCY. Fiscal Officer Harnishfeger explained that the ordinance was needed to create a social security appropriation account for the mayor's wages, and to reallocate money from the mayor's OPERS appropriation account into the social security account. This was because Mayor Shanahan chose to stay with social security rather than switch to OPERS, whereas OPERS was used for previous mayors. This is merely a reallocation of funds already appropriated within the general fund, and does not change the total amount appropriated from the general fund. Councilwoman Mackey made a motion to suspend the rules and declare an emergency for Ordinance #909-20. Councilman Roe seconded this motion. All were in favor; motion carried. Councilman Roe made a motion to adopt Ordinance #909-20. Councilwoman Mehring seconded this motion. All were in favor; motion carried.

Fiscal Officer Harnishfeger reported that we received the annual agreement from Fresh Cut Lawn Service, offering to do mosquito spraying in the village in 2020 for \$181.23 per spray, a minimum of six sprays. This is \$5.28 more per spray than in 2019. Mr. Harnishfeger asked members if they wanted to enter into the agreement with sprayings like we usually do—one spray a week before Memorial Day, one spray in June, 2 sprays in July, and 2 sprays in August, with the option to order more if needed. Members agreed with this, with no one voicing opposition. President of Council Benedict signed the agreement and Fiscal Officer Harnishfeger said he would mail it with a letter to Fresh Cut Lawn Service. Councilman Roe asked if we still use the Community Development grant from Suburban Natural Gas to pay for mosquito spraying. Mr. Harnishfeger responded that we do, and it pays for all or most of it.

President of Council Benedict asked if everyone had a chance to read the proposed Rules of Council from Solicitor Skaff. Members said they didn't see anything that needed changed. Councilman Smith asked about Rule #36 that says all newly elected or appointed Village Officials shall complete all training as required by Ohio Law. He wondered what training is required. Mr. Benedict answered that the Village does not have a formal training program. Solicitor Skaff stated that he thought council members do have to go through three hours of Public Records training for each term of office and it may be able to be done online. Members expressed that they were unaware of this rule. Mr. Skaff said he would do some research and find out more about it. Councilman Roe made a motion to adopt the Rules of Council. Councilman Smith seconded this motion. All were in favor; motion carried.

Solicitor Skaff did some research during the meeting and informed members that the training for council members can't be done online. It is a three-hour course. It is being offered in Perrysburg on April

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17th from 9 a.m. to noon. Mr. Benedict asked if each person has to do it or if one person can do it for all. Mr. Skaff answered that it says it can be the elected official or his or her designee. So, it would be possible for one to go for everyone. Councilwoman Mackey asked if we need to register for it. Mr. Skaff replied that you can register online at the Ohio Attorney General's website under Sunshine Laws Training.

ZONING: Zoning Inspector Owens reported that Solicitor Skaff had sent him some zoning examples to look through and see what we might like to use for making changes to our zoning code. He received them Saturday, printed them off today and has begun to look through them. It will be a process that takes a little time.

Fiscal Officer Harnishfeger reported that he received a call from a lady today, asking if she needed a permit to go door to door in Tontogany to introduce herself as an agent of the Edward Jones investment firm, specializing in retirement investing. She said she would not have a product; she would just like to introduce herself and let people know she will be available at an Edward Jones branch office opening in this area. Council President Benedict said he thought he remembered passing something some years ago where they had to come to our office to get permission to go door to door. But we have never stopped boy scouts or girl scouts. Councilwoman Mackey added that we allow campaigning door to door. Mr. Harnishfeger gave the lady's contact information to Zoning Inspector Owens and members asked Mr. Owens to call her and find out what her intentions really are. Councilwoman Mackey reminded everyone that we had an old ordinance from 1959 "to License Peddlers, Solicitors, or Canvassers, or Itinerant Merchants in the Village." A copy was provided for Solicitor Skaff to look at.

Solicitor Skaff informed members that the lady who wants to go door to door would be required to get a permit. She is not allowed to knock on a door that has a "no soliciting" sign. The whole purpose of the statute is so the town can know who is in town doing what. Councilwoman Mackey asked who the permit should be from. Mr. Skaff answered that it should be from the zoning inspector and, if the Village hasn't established a fee for this, it could be done at this meeting. Township Trustee Smith offered his perspective that Edward Jones is a reputable firm and it might be a positive thing for some homebound residents to have a visit from a professional retirement advisor, when they might not be able to easily travel to see one. On the topic of how long a permit should last, Solicitor Skaff advised asking the permit applicant how long they intended to be here and then hold them to it. If they ask for too long, refuse it and set a limit. Members decided to have Zoning Inspector Owens come up with a written soliciting permit. Councilman Roe made a motion to have the zoning inspector issue soliciting permits at a fee of \$15.00, using his discretion on the amount of time allowed. Councilwoman Mackey seconded this motion. All were in favor; motion carried.

Copies of the January incident report were made available for members to review. President of Council Benedict asked if members had anything to bring up with Deputy Swoap. Mr. Benedict remarked that he noticed one traffic violation on the report was at the corner of Broad and Crom Street, where he has witnessed many violations. Zoning Inspector Owens asked Deputy Swoap what we can do about the van parked on Broad Street. The deputy answered that they have been keeping an eye on it, but there is a question on how to deal with it. Mr. Benedict mentioned that he noticed trash sitting around it too. Utilities Superintendent Johnson pointed out that the van is also sitting right on top of one of our troubled water lines. Councilwoman Mackey asked the deputy to check into it for us, and he agreed to do so. He said he would check the plate and try to contact the owner about getting it out of there. With nothing more to discuss, Deputy Swoap left the meeting.

UTILITIES: Utilities Superintendent Johnson reported that he read the meters over the weekend and repaired two or three of them again. One was mown off. Another one gets mown off every year. He checked James Roe's meter top that Councilman Roe reported at the last meeting and it was fine. He was thinking that about eighteen years ago when he took the meter reading job, he and Craig Spoopes

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went through the whole town and changed out all of the water meters, in order to switch to the touch-read system. He did some research and found that the typical useful life for a water meter is 15 to 20 years. This may be the reason he has been getting unclear readings from a lot of meters with question marks in some of the digits of the readings. Plus, you lose about one percent every year because the meter slows down over time. So, probably within the next five years all of the water meters will need to be changed out again. There are some problem meters that need to be changed out as soon as possible. One is at the Corner Carryout and has been estimated for a very long time because it is under asphalt and inaccessible. It would take Palmer digging it up to be able to change out the meter so you could get monthly readings. Councilman Roe asked who covered it up with asphalt. Mr. Johnson responded that they covered it when they put down asphalt for the parking lot. Similarly, Don Buehrer covered up a water valve with his driveway, as did Ms. Gutierrez. Mr. Roe asked Fiscal Officer Harnishfeger if he had noticed an increase in water revenues yet, since the rate increase went into effect. Mr. Harnishfeger replied that he noticed an increase in line maintenance payments, but hasn't noticed significant extra revenues yet; it is a little early to see the real difference yet, but we know there is an increase simply because of the rate change. However, there will not be enough extra water revenue this year to pay for meters and other things that need to be done, so we will still need to use the option of transferring some money permanently from the general fund to the water fund, as we discussed previously. Sometime this year we will need to put together a list of expenditures that need to be made to upgrade and maintain the water system and then decide on the amount to transfer from the general fund to the water fund. Then we need to watch the water fund and make sure it produces enough revenue to begin paying its own way in the future.

STREETS and ALLEYS: Councilman Roe observed that our CSX settlement matter was reported on the news and in the paper. Fiscal Officer Harnishfeger added that we had received a call from a Sentinel reporter who was informed about the CSX settlement matter by Representative Haraz Ghanbari, and called our office wanting to speak with Mayor Shanahan about it.

Councilman Smith reported that he went around town and found about nine or ten street lights that need to be fixed. Administrator Johnson asked for a copy of Mr. Smith's list, so he can ask Bowling Green Electric to come and fix the lights. Mr. Smith said he would email the list to him.

SIDEWALKS and TREES: Councilwoman Mackey thanked Councilman Benedict for picking up the tree logs on North Street. Mr. Benedict commented that they filled the back of his truck.

DRAINS and SEWERS: President of Council Benedict reported that he looked at the surface drain near Thelma Wires' home. It appears to have a break in it that may be able to be welded. Councilman Smith offered to do the welding, since he has a welder. Mr. Benedict said he would look at it again.

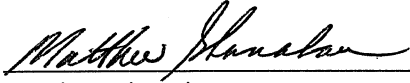
Councilwoman Mehring reported that she received a call from Barb Heiman that the water isn't draining or running off properly at her location. The water has nowhere to run so it floods the sidewalk. Mr. Benedict said he would take a look at it. He knows there is a problem there. As for the sidewalk, it may have settled, causing water to run onto it.

CITY HALL and PARKS: President of Council Benedict reported that we received a letter from the Wood County Park District, informing us that the Village of Tontogany has been awarded a \$1,779.00 park grant for refurbishing the volleyball and soccer area. Councilwoman Mackey added that it also covers having Jim Head refurbish the benches. We applied for a grant to paint the basketball court, but were not awarded that grant. Mr. Benedict asked what Morlock had advised about sealing the court. Ms. Mackey responded that they said we shouldn't seal it for at least a year. Mr. Benedict added that we don't want to paint it until it is sealed. Mr. Benedict also commented that he talked to Eric Palmer again and they will wait until the park is wet and then take some pictures to help in planning drainage.

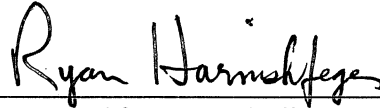
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Township Trustee Smith said he came to this meeting, partly because Councilman Shanahan had come to one of their meetings and it seemed like a good idea to try to open up communications between the two groups. There may not be attendance at every meeting, but we can try to communicate with each other more than in the past. If the village has maintenance needs, the township maintenance department will try to work with the village to meet those needs.

With nothing further to discuss, President of Council Benedict declared the meeting adjourned at 7:45 p.m.



Matthew Shanahan, Mayor



Ryan Harnishfeger, Fiscal Officer