

## TONTOGANY VILLAGE COUNCIL

### MEETING MINUTES FROM: October 5, 2020

Council called to order in regular session at 7:00 p.m. with Mayor Matthew Shanahan presiding. Opening ceremony: Pledge of Allegiance to the Flag, led by Mayor Shanahan. Roll call of members: Brenda Mackey, here; Connie Mehring, here; Jamin Roe, here; Mark Smith, here; Robert Bergfeld, here; Damon Lee, absent. Also present were Village Administrator/Utilities Superintendent/Meter Reader Chad Johnson, Zoning Inspector Brian Owens, and Fiscal Officer/Utilities Clerk Ryan Harnishfeger. Visitors present: Deputy J. Connin from the Wood County Sheriff's Office. Minutes from the September 21 meeting were approved as submitted.

**FINANCE and CLAIMS:** A spreadsheet of the current invoices was reviewed and approved by members. Councilwoman Mehring made a motion that these bills be allowed and orders drawn for same. Councilwoman Mackey seconded this motion. All were in favor; motion carried. Copies of the September Bank Reconciliation, Fund Status, Revenue Status, and Appropriation Status reports were given to the mayor and the Finance Committee to review.

Mayor Shanahan did a first reading, entirely, of Ordinance #921-20, CONFIRMING, RATIFYING AND AUTHORIZING THE EXPENDITURE OF THE VILLAGE'S SHARE OF CORONAVIRUS RELIEF FUNDS, AND DECLARING AN EMERGENCY. By recommendation of the Ohio Office of Budget & Management, this ordinance is Council's documentary support confirming and ratifying COVID-19 expenses, which amounted to \$699.85 in supply and service expenses through 9/30/2020. "The Mayor or Council is hereby authorized to approve additional expenses from the Coronavirus Relief Fund available balances, on an on-going as needed basis, through 12/31/2020." Councilwoman Mackey made a motion to suspend the rules and declare an emergency for Ordinance #921-20. Councilman Smith seconded this motion. All were in favor; motion carried. Councilwoman Mehring made a motion to adopt Ordinance #921-20. Councilman Roe seconded this motion. All were in favor; motion carried.

Councilman Roe reported that he researched flags and poles for downtown and received a quote from Yankee Doodle Flags & More. It was close to the quote the mayor received from Toledo Flags, but \$139 more. The mayor responded that he emailed another company from Van Buren. The poles were \$110 each and they couldn't do installation. Mr. Roe said he asked Yankee Doodle for an installation price and they quoted him \$1,380. The mayor pointed out that Yankee Doodle's price would be nearly double that quoted by Toledo Flags for flags, poles, and installation. The mayor asked if we wanted to accept the quote from Toledo Flags. Councilwoman Mackey pointed out that Councilwoman Mehring has been talking about getting some new banners, so we will be needing new banner brackets for the poles downtown too. The ones we have now need to be replaced. Members agreed that we should put banners on all twelve poles downtown, where the flags also will be, so Mayor Shanahan said he would ask for a new quote from Toledo Flags to add the cost of twelve banner brackets and installation. Ms. Mackey told the mayor that, if he needed a banner size, our banners right now are 16" x 45". There are three standard sizes of banners, but the cost of the brackets probably won't be affected by the size of the banner. With a little more discussion, Ms. Mackey said we also need to buy some new banners. The mayor asked what kind of banners we want. Councilwoman Mehring answered that we were thinking of getting some that could stay up year-round. Mr. Roe reminded everyone that he likes the idea of "hometown hero" banners, which he suggested at a past meeting. The mayor said he would ask if Toledo Flags has any information about specialty banners as well.

Copies of the September Incident Report were made available to members to review. Mayor Shanahan told Deputy Connin that we have a couple of questions and concerns for him. Vehicles speeding remains a problem, especially before and after school and when there are school events. The overall feeling is that we don't seem to find the police there when it is happening. As an example, the mayor pointed out that there were eighteen events listed on the September Incident Report, but only one of them was a traffic stop. On North Street and Crom Street they are going 45 to 50 mph. The mayor

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said he has sent six or seven pictures to the school superintendent in the last week because it was students. The deputy asked if there were specific times. The mayor and members told him it would be when they are driving to school between 7 and 8 a.m. Again at 2 to 3 p.m. The mayor also informed the deputy about problems we have been having with some kids at Centennial Park. The sheriff's department was called a week or so ago about some kids being disruptive, and there was also a fistfight recently. The mayor and members advised the deputy on good places to position themselves to catch speeders. The deputy explained that there are sometimes scheduling conflicts that make it difficult to be available at certain times, especially after school. The mayor advised to have patrol cars alter their positions regularly, to let people learn that they could be anywhere and they need to be careful everywhere, not just in certain spots where they have learned to expect police presence. Councilman Roe also reasoned that, if some people start getting ticketed, word will get around. Councilwoman Mackey asked patrols to drive by the park after school because there is a lot of activity there between 2:30 and 3:30 p.m., not all of which is positive. The mayor added that they have been throwing rocks and dirt balls at the basketball backboard and onto the shelter house; they are becoming destructive. The deputy said he would disseminate this information by email and they will do all they can to get these issues fixed. Mayor Shanahan thanked the deputy and told him that we appreciate all they do for us. With nothing more to discuss, the deputy left the meeting.

**ZONING:** Nothing to report.

**UTILITIES:** Mayor Shanahan asked Utilities Superintendent Johnson if he had heard anything more from the Wood County Engineer's Office about the pine tree blocking the view down Kellogg Road from the corner at Tontogany Road. Mr. Johnson answered that they have not got back with him about that yet. He said he would give them a call. Mr. Johnson also asked what we want to do with the structures behind the hall, since Bowling Green Electric took the poles away. The structures that were holding the poles are still there; they are made with concrete and steel. The mayor said he would look at it Friday and we will try to figure out what to do. Someone may be willing to scrap them.

**STREETS and ALLEYS:** Mayor Shanahan asked Councilwoman Mackey if she had received an updated quote yet for striping. She answered that she had not yet.

Councilwoman Mackey reported that, when the Sidewalk Committee had met last Monday, Councilman Roe had said he saw some younger kids breaking glass at the recycling bins. While walking one night after that, Ron Mackey and she found broken glass also in front of the fire hall and in front of Current's store. Mr. Roe added that he saw the kids at the bins and told them to get out of there. Ms. Mackey commented that there didn't seem to be any glass outside of the bins, so they must have broken it inside the bins. Councilman Smith suggested that maybe we could screw the side doors closed so kids couldn't get in the sides. The mayor suggested we may need to get an okay from Republic Services before securing the doors shut on the bins, since we don't own them. Administrator Johnson brought up the idea of security cameras and signs, which had been previously discussed, to deter problems at the recycling bins. The mayor responded that he has a couple of cameras that might be able to be mounted for that purpose. The mayor also asked how often the scouts come to maintain the bins. Nobody knew for sure, so he said he would text Nate Vollmar to find out.

**SIDEWALKS and TREES:** Councilman Roe reported that the Sidewalk Committee met and talked over a couple of ideas they had for how to pay for sidewalks, including tax assessments and 50/50 payments split with residents. They concluded that taxing people who had already paid for sidewalks wouldn't be fair. So, they selected the idea of splitting the cost of sidewalks on side streets with the residents and the village paying 100% of the cost on Broad Street. An exception would be the west block of Broad Street, between Crom Street and North Street, which is the only block in the village where the lots run

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east and west. For this block only, the village would split the cost on Broad Street 50/50 with the residents and would cover 100% of the cost on Crom Street and North Street. Mr. Roe handed out copies to everyone of a proposed letter he had drafted to send to all residents that would be affected, notifying them of Council's sidewalk plans, and asking them to contact the Village, if they want to be added to the list for sidewalk replacements. Councilman Smith said he appreciated Mr. Roe putting Ohio Revised Code into the letter, which shows what Council is able to do legally in requiring sidewalks, so people can understand that we are trying to help them, rather than just force them to pay the cost of sidewalks totally themselves. Mayor Shanahan asked what the thoughts of the committee were on who to send the letter to, and if we should have a large map made to bring people in and explain to them how the plan would work for them. Councilwoman Mackey commented that the thinking of the committee is that we have had a number of people already ask when they could get their sidewalks replaced and they are willing to put into it whatever they need to. Those people will be signing up to get on the list to have their sidewalks done. Each year, depending on what money we have available, we will do sidewalks on a first-come-first-served basis or wherever is the greatest need. The mayor asked if we should allow someone on a fixed income to have their cost put on their taxes. Mr. Roe answered that we could do that, but we need to understand that it would cost the Village an extra \$900 up front for each person we allow to do that. Mr. Roe also asked the fiscal officer to find out how many years we previously assessed a resident for sidewalk debt. Mr. Smith suggested maybe a three-year assessment on \$900 would be sufficient. Administrator Johnson commented that it looks like at one time the Village had started putting in sidewalks throughout the town, but then quit for some reason. He wondered if Ronald Current might have memory of this. Mayor Shanahan asked the Sidewalk Committee what the next step should be on the sidewalk program. Mr. Roe answered that we need to decide if we are in agreement with the proposed combination of 50/50 payments on part and 100% payments by the Village on part, as recommended by the committee. He also pointed out that he tried to make it clear in the letter that this phase of the program is about replacing bad sidewalks, not installing new sidewalks where they didn't exist before. Mr. Smith commented that he thinks there will be enough volunteers the first year that we won't have to make special effort to find enough participants. Councilman Roe made a motion to accept the 50/50 sidewalk replacement program proposed by the Sidewalk Committee. Councilman Smith seconded this motion. All were in favor; motion carried. Administrator Johnson asked if there was a line item in the budget for sidewalks. Fiscal Officer Harnishfeger answered that we would need to appropriate money from the street fund or from the general fund, but he was concerned that we are talking about doing a lot of street repair work as well. The mayor explained that we had talked about alternating between street work and sidewalks each year. This year we did a large street project, so next year we can focus on sidewalks. Mr. Harnishfeger asked Council to come up with the amount they want to spend on sidewalks in 2021, and then he will see what funds are available to meet the goals. Mayor Shanahan asked if a large map printout could be made as an illustration tool for explaining our plan to people. Members suggested various possibilities, from Kinko's to a map from the auditor's office. The mayor asked if we want to mail the Sidewalk Committee's proposed letter to people, giving them all of the details, or invite them to a meeting with a short letter and then hand them the details when they come. Councilman Bergfeld suggested finding out how many people want it, and then, if a number of people on one street want it, we focus on that street. Mr. Roe suggested just sending the letter to the people that it really pertains to, not Tontogany Creek Road or areas with no sidewalks. He also suggested inserting a request to be put on an email list, so we could collect email addresses for future notifications to residents. The mayor concluded the topic, saying the next step would be to rewrite a final version of Mr. Roe's letter and then come up with a list of who we will send it to.

Councilman Roe reminded members that, years ago when we started talking about the Tontogany Creek Road sidewalk project, ODOT had a grant program called Safe Routes to School. The Village thought it was a lot of hoops to jump through and didn't think it would work for us. Mr. Roe said he called last week and talked to the man in charge of that program and it is still going on. It is a lot of work

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and they are three years out right now. Mr. Roe said he thought the school sidewalk would be a possible project for the Safe Routes to School grant program. Mr. Roe said he would be willing to put the work into it, if it is something the Village would like to pursue. The worst that could happen is we get turned down. Mayor Shanahan asked Mr. Roe if he would be around long enough on Council to see a project like that through. Mr. Roe responded that it would be accepted in the next year. The mayor told Mr. Roe that, if he is willing to put in the work, then he would say to go ahead. Mr. Roe said the project would need a sponsor, which would probably be the school. Then he would work with someone from the school. He asked the mayor if he could find out who that person would be.

**DRAINS and SEWERS:** Nothing to report.

**CITY HALL and PARKS:** Councilwoman Mehring reported that Ernest "Ernie" Yeary has agreed to be the honored guest to light the Christmas tree this year. Mayor Shanahan recommended publishing an article about Ernie when the event gets close, like we did last year, which helped attract people. The tree lighting is scheduled for December 5, the first Saturday in December.

Mayor Shanahan reported that he asked Township Trustee Steve Powell to put Halloween on the fire hall board, but he forgot to ask him to put a brush pickup notice there too. The mayor asked Councilwoman Mackey if she got a brush pickup flyer done. She responded that she did; one is at the post office, one is on the hall front door, and Ryan had one posted on the village website.

Mayor Shanahan reported that Tontogany resident Odessa "Betty" Shaffer will be celebrating her 99<sup>th</sup> birthday. People are encouraged to send her a card. Her birthday is Saturday, October 10<sup>th</sup>. Steve was going to put that on the fire hall board as well.

Mayor Shanahan asked if members wanted to pick a Sunday for a picnic. Councilwoman Mackey said she would be gone, from this coming Thursday until the 20<sup>th</sup> of October, and she will miss the next meeting. The mayor said he would text everybody to see what they think about a Sunday picnic. We can do it in the hall.

With nothing further to discuss, Mayor Shanahan declared the meeting adjourned at 8:09 p.m.



Matthew Shanahan, Mayor



Ryan Harnishfeger, Fiscal Officer