

## TONTOGANY VILLAGE COUNCIL

### MEETING MINUTES FROM: November 2, 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, 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: a deputy from the Wood County Sheriff's Office. Minutes from the October 19 meeting were approved as submitted.

**FINANCE and CLAIMS:** A spreadsheet of the current invoices was reviewed and approved by members. Councilman Smith, noticing a bill for website maintenance, asked if all of our updated bios had been posted on the website yet. Mayor Shanahan answered that some of the changes have been made with the information we provided to Haley, but not all bios are complete yet. Councilwoman Mehring made a motion that these bills be allowed and orders drawn for same. Councilman Bergfeld seconded this motion. All were in favor; motion carried. Copies of the October Bank Reconciliation, Fund Status, Revenue Status, and Appropriation Status reports were given to the mayor and the Finance Committee to review.

Mayor Shanahan pointed out to members that we have the new plat map for Harley Woods, if members would like to view it. The matter was brought before the Planning Commission last Monday. They reviewed it; they were okay with it; and they signed off on it. Both neighbors and the home owner also signed off on it. Next, we will do three public readings of the ordinance for the replat. If Council approves it, we will have council members sign off on it. The engineer, Poggemeyer, will also sign off on it, and then it will be turned over to the County Auditor.

Mayor Shanahan did a second reading, by title only, of Ordinance #922-20, an ORDINANCE ESTABLISHING A FOUR-WAY STOP SIGN AT THE INTERSECTION OF BROAD STREET AND MAIN STREET.

Mayor Shanahan did a first reading, by title only, of Ordinance #923-20, AN ORDINANCE APPROVING THE RE-PLAT OF THE HARLEY WOODS SUBDIVISION.

Mayor Shanahan did a first reading, by title only, of Ordinance #924-20, AN ORDINANCE APPROVING VILLAGE SOLICITOR. The mayor explained that this ordinance agrees to retain Paul Skaff as Village Solicitor for three years, from 1/1/21 through 12/31/23, at the rate of \$115 per hour, which is no increase over his current rate.

Fiscal Officer Harnishfeger reported that Joseph Pemberton, President and Chief Operating Officer of Suburban Natural Gas Company, had emailed him and requested to be put on our agenda for the upcoming council meeting on November 16, to give the annual presentation for Suburban. He told Mr. Pemberton he was welcome to come. They usually give about a 15-minute presentation.

Mayor Shanahan reminded older members and informed newer members that in December's meetings we will be more budget-focused, as the fiscal officer puts together a proposed budget and members discuss it and decide on final numbers to approve for 2021 permanent appropriations by the second meeting in December. Then, in January we forgo meeting on the first Monday, in order to give the fiscal officer extra time needed for the process of rolling the books over and setting up the new year.

October Incident Reports were made available to everyone to review. Mayor Shanahan invited members to speak to the sheriff's deputy about any problems or concerns they may have. Councilman Smith pointed out that there were a lot of traffic-enforcement incidents listed, which is what we had requested. The deputy responded that he had made a lot of stops himself. Mayor Shanahan commented that he had been a little concerned about what traffic would be like on trick-or-treat night and with a game, but there was not much extra traffic. The deputy said they will continue to try to stay on top of things as the village has requested. With nothing more to discuss, the deputy left the meeting.

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**ZONING:** Councilman Roe remarked that the Pepers are moving fast on their new home on Tontogany Creek Road.

**UTILITIES:** Utilities Superintendent Johnson reported that he contacted Brett Palmer. He is getting us a price on possibly removing the drinking fountain. He also looked at the Corner Carryout situation. He went inside the building, but didn't completely understand the setup there. Brett will be going on vacation and he will be getting back with Mr. Johnson.

**STREETS and ALLEYS:** Nothing to report

**SIDEWALKS and TREES:** Councilman Smith reported that we were approached by Brandt Corral about trimming one of our trees at his place at 18655 Main Street. Mr. Smith said he talked to Abe Rowe, who came out Saturday and took a look at it. Mr. Smith said he was waiting for a text from Abe with a picture of the estimate. The text came during the meeting, giving an estimate of \$150 to trim the tree and remove the brush. Members were okay with this price; no one voiced any opposition.

Zoning Inspector Owens asked Councilman Smith if he ever talked to Abe Rowe about the Christmas tree lights. Mr. Smith answered that he was going to wait until we turn them on to test them and see what we need.

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

**CITY HALL and PARKS:** Councilwoman Mackey asked about the hall heat, which was not working very well during the meeting. Mayor Shanahan responded that it was working well at the last meeting, when Ms. Mackey was away. Fiscal Officer Harnishfeger added that Craig Spoore happened to stop in one day at the office and, knowing he had knowledge about the furnace and its installation, before calling in a furnace repair person, he asked Mr. Spoore what he thought about it not putting out heat. Mr. Spoore went straight to the outdoor heat exchange pump unit first and found that it had been manually turned off. He flipped the switch back on and the hall heat began to work properly again. He explained that the hall furnace doesn't kick in until it is below 40 degrees outside; until then the heat exchange pump unit supplies heat.

Mayor Shanahan reported that he talked with Fire Chief Bill Gase about Santa Claus. He did not think it would be a problem to put Santa on a fire truck and slowly drive him through the village, encouraging everyone to follow Santa up to the village hall, and then have Santa light the tree. We want to also do a dry run on the tree lights to make sure they work. The mayor asked members if we still want to have kids put some ornaments on the bottom of the tree or if we want to just put them on there ourselves this year, to avoid having to sanitize them for COVID-19 concerns. Members agreed that we should just put the decorations on by ourselves this time. The mayor said he invited local ministers, if available, to do an invocation at the tree lighting. Everything will take place outside. There will be no cookies and hot chocolate inside as in the past. We can space people out, including on the back side of the tree. We may get some orange cones from Bernie Scott to help separate people.

Mayor Shanahan reported that he followed up with the mayor of Findlay. Today, they just put up their "hometown hero" banners. They had them made in Findlay for \$55 apiece at a place called Mad Hatter. If Council would like to pursue something similar for Tontogany, we can contact the company to work on what we want. Maybe Bernie Scott can help us come up with how many names we want to honor on the banners. Members voiced agreement that we should pursue it and put it in next year's budget for the banners. The mayor said he would email the company for labor costs as well as the cost of the banners and brackets, so we know how much we are talking about in total. The mayor asked if members wanted him to contact Toledo Flags to go ahead with the American flag order as previously quoted. Councilman Lee made a motion to accept the quote previously received from Toledo Flags of

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around \$1,200 for 12 flags, hardware, and installation. Councilman Smith seconded this motion. All were in favor; motion carried.

Mayor Shanahan read an email from Solicitor Skaff, giving advice on how to adhere to Ohio law requirements for video conferencing council meetings, although we have continued to successfully hold in-person public council meetings. The email stressed that public meetings law during the pandemic require that all participants and visitors to public council meetings are to be able to see and hear all council members. There have been cases where part of the members would meet at a municipal building and part remotely, but some were not able to see and hear all of the others. This runs afoul of Ohio public meeting law. It is advised, if doing video meetings, to either do it all remotely, with every person being able to be seen on camera and heard, or, if doing video from a municipal building, that it be done in front of a computer connected to Zoom or a similar video conferencing software, so participants and visitors can see and hear all members. Consequences of violating Ohio open meeting laws can be serious. The mayor commented that we have felt comfortable meeting in person, socially distancing. Should we ever decide to meet remotely, we would have to make sure everybody is on camera and can be seen and heard. Councilman Lee offered his help, if we ever decide to have video meetings, since he has a lot of experience with it through his place of employment, which uses it daily.

Councilwoman Mackey reported that the portable restrooms will probably be picked up from the parks tomorrow. She also reported that she is planning this week to take down the soccer and volleyball nets. Councilman Smith asked Ms. Mackey if there were any more problems with kids at the park. She answered that they put the tables back, but we had an issue with all of the benches being tipped over again. Some junior high and high school kids were moving tables around to set up a ring for a boxing match. She called Councilman Smith, who went and talked to them and told them to put the tables back, which they did.

With nothing further to discuss, Mayor Shanahan declared the meeting adjourned at 7:29 p.m.

  
Matthew Shanahan, Mayor

  
Ryan Harnishfeger, Fiscal Officer