

## TONTOGANY VILLAGE COUNCIL

### MEETING MINUTES FROM: March 1, 2021

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, absent; Jamin Roe, absent; 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: Tontogany resident Mike Kumfer; Deputy Cody Hullinger from the Wood County Sheriff's Office. Minutes from the February 15 meeting were approved as submitted.

**FINANCE and CLAIMS:** A spreadsheet of the current invoices was reviewed and approved by members. Councilman Smith inquired about the \$5,743.78 bill from Palmer for water line repair, if it was for the water line by the old Moser carryout. Utilities Superintendent Johnson affirmed that it was. Mayor Shanahan asked if this was the full billing amount for everything for the job. Fiscal Officer Harnishfeger answered that there were also two invoices from Perrysburg Pipe for close to \$1,000 worth of parts, but he emailed Perrysburg Pipe for adjusted billing after Brett Palmer returns a couple of items he was intending to return from the original invoices. Councilman Bergfeld made a motion that these bills be allowed and orders drawn for same. Councilman Lee seconded this motion. All were in favor; motion carried. Copies of the February Bank Reconciliation, Fund Status, Revenue Status, and Appropriation Status Reports were given to the mayor and the Finance Committee to review. A copy of the Staples Credit Card Reconciliation Report was given to President of Council Mark Smith to review.

Copies of the February Incident Report were given to everyone to review. Mayor Shanahan acknowledged the presence of Deputy Hullinger and asked if he had anything to share with us, or if members had anything that they wanted to discuss with him. The deputy had nothing to report and members had no questions or comments for the deputy, so the mayor thanked him and he left the meeting.

Mayor Shanahan acknowledged the presence of visiting resident Mike Kumfer and asked if he had anything to add to the agenda. Mr. Kumfer responded that he was just visiting. The mayor invited him to ask questions, if he had any, as the meeting continued.

Fiscal Officer Harnishfeger reported that he received a quote from Josh Heckerman for lawn care services in 2021. He remarked that all of the quoted charges are the same as last year, except two items. The different items are: \$320 for deep pruning of trees at Centennial Park, and \$375 for optional mulching around trees at Centennial Park. The regular items are: \$30 per mow at the hall; \$55 per mow at Mehring Park; \$130 per mow at Centennial Park; \$20 per half hour of picking up excessive trash, sticks and limbs; \$425 for annual mulching at the hall; \$175 for mulching around trees at Mehring Park; \$250 for hedge trimming, as needed, at the hall; \$100 for small tree trimming, as needed, at Mehring Park; \$175 for small tree trimming, as needed, at Centennial Park; and \$250 for fall leaf cleanup, as needed, at Mehring Park and the hall. The mayor and members discussed the various quoted items and decided the village does not need to add any extra mulching from what was done in the past, nor is deep pruning of trees at Centennial Park needed. They agreed to accept all of Mr. Heckerman's quote, except for the deep pruning and mulching at Centennial Park, and with the stipulation that trimming of small trees at Centennial Park should only be done if absolutely necessary, but Mr. Heckerman should not go out of his way to do trimming at Centennial Park.

Mayor Shanahan did the second reading, by title only, of Ordinance #930-21, an ORDINANCE ADOPTING RIGHT OF WAY AND SIDEWALK REGULATIONS.

Mayor Shanahan reported receiving an estimate for mosquito spraying in 2021 from Fresh Cut Lawn Service, LLC. The estimate is \$184.85 per application, which is an increase of \$3.62 more per application than last year. The minimum is six applications per year at this price. The mayor asked if everyone was good with continuing receiving mosquito spraying from Fresh Cut as in previous years. Members

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assented, with no objections voiced. Councilman Smith asked if we still use the community development grant from Suburban to pay for this. Fiscal Officer Harnishfeger answered that we do.

**ZONING:** Zoning Inspector Owens reported that he received a phone call from Danelle Lambert, who is going to be the executor of a piece of property on Main Street—the apartments next to Hefflinger’s building on Main Street. Whoever owned the building passed away. They need a new roof, but the only way they can get a grant for a new roof is to have the property zoned Residential. The village never rezoned it, but allowed them to have apartments downstairs, although it is zoned Commercial. Members commented that it was already an apartment downstairs when the Commercial zoning was done, so it was allowed to be grandfathered in and remain an apartment because of former use. Mr. Owens asked if we ever changed the zoning to Residential for that apartment. Former Zoning Inspector Johnson stated that it is not Residential, but either Commercial or Central Business District. Mr. Owens said that he is just trying to help the people, although there probably isn’t much we can do. The building is starting to deteriorate and will probably have to come down if not repaired. There are some older people living there. Mr. Johnson pointed out some problems there would be in trying to rezone it; he said he didn’t think you could do so. Mr. Owens said he would bring up the topic with Solicitor Skaff, get his thoughts on it, and give Ms. Lambert a call back.

**UTILITIES:** Utilities Superintendent Johnson reported that he received a call from Ivan Woodbury, who told him that the woman above the hardware store, between Doc’s and the old carryout, had frozen water lines and the current setup doesn’t work. He wanted Mr. Johnson to go into the carryout building and thaw out the line with a salamander heater, so the line running from it to his building would not be frozen in cold weather. Mr. Johnson said he went and got the keys to the carryout from Randy Cunningham, who owns it. He went into the building and decided that there was no way we were going to put a salamander heater in there to heat up the water pipes and possibly burn down the building and be liable for it. Plus, we would have to go into the empty building every time it got cold enough to freeze the pipes. Unfortunately, years ago the Board of Public Affairs made a decision to run one tap off of Broad Street’s water line (on the other side of the street), bring it into the carryout, and then run pipes from there to the next building, thinking the carryout would always be in use and stay warm in the winter. So, to fix the situation, rather than tearing up the street to put in another tap, Mr. Johnson had Palmer go to the curb stop, split it, and put in two more curb stops. One now goes into the carryout and one direct line goes into Ivan Woodbury’s building. The new line actually feeds four meters. It is all set up for the future. It was a hefty bill, but it should have been done properly to start with and this wouldn’t have been necessary. Councilwoman Mackey asked if there was any responsibility that the property owner needs to take in this. Mr. Johnson answered that they have none in this situation. It was done improperly from the beginning, perhaps as much as a hundred years ago, by the decision of the village. Mayor Shanahan asked if Mr. Cunningham said what he intends to do with the building. Mr. Johnson replied that he intends to sell it. He also said that Mr. Cunningham asked him about the Wood County Building Inspection, if we were under that, because that was playing into his decision of what to do with the building.

Fiscal Officer Harnishfeger pointed out that everyone had a copy of a Summary of 2020 Net Metering/Billing to Otsego Campus (HS & JH) and Elementary School that he had prepared. Mr. Harnishfeger reported that he had called and talked with Bowling Green Meter Specialist Dave Baus on February 16 about questions he had, regarding our net metering and billing for the school solar energy interconnection. Mr. Harnishfeger told members that he would tell them what he understood from the conversation with Mr. Baus and let them decide what they want to do with the information. Firstly, Mr. Baus did not believe we had a net metering agreement with the school, paying the retail price for surplus energy put back on our grid. Mr. Harnishfeger had to convince him that we had such an agreement and ordinance. Mr. Baus said we should not have such an agreement, but should have one

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like Bowling Green's, paying or crediting a wholesale price for surplus energy produced by the solar generator. He suggested that we renegotiate and come up with a new agreement, retroactive to the first of the year, that looks out for the village's interests better. He suggested contacting Bowling Green Electric for the names of people to contact with expertise in bidirectional metering and billing, to formulate a new agreement and ordinance to supersede the old one. Mr. Harnishfeger said that he asked Mr. Baus if we owe the school credit for the surplus energy he recorded that was placed back on our grid in 2020. Mr. Baus replied that we do, with our current agreement. Mr. Harnishfeger said that he asked Mr. Baus about what school accounts were involved in the net metering and was told that it is just the Campus (HS & JH) meter and the Elementary School meter. The other four electric meters at the school are not part of the net metering. He asked Mr. Baus about the 900 multiplier that was referenced on his worksheet of power going from and coming to the village. Mr. Baus told him that the multipliers for the two bidirectional meters are 300 for the Campus and 400 for the Elementary School, going both directions. Mr. Harnishfeger told members that, although Mr. Baus has generously offered to send his energy calculations to us monthly, he doesn't understand why we can't get the reading ourselves off of the meters each month. We had no number for what the solar generator was putting back on our grid all of 2020, but the amounts that Mr. Baus calculated as supplied by the village to the school do not match the numbers from our own utilities software, and are way different for certain months. We need to be able to acquire our own readings. When we get audited, the auditors check our numbers and records, not Bowling Green's. Mr. Johnson commented that he can get the readings for the surplus energy coming back to the village. Mr. Harnishfeger said he also did not clearly understand how our agreement and ordinance are directing him to deal with the surplus energy at the end of each year. However, using Mr. Baus' numbers for all surplus energy put on the grid in 2020, Mr. Harnishfeger said he calculated that we owe the school \$48,900.71, which is calculated at our electric rate and kWh tax rate. The agreement does not include demand or service charges, so they are not part of the credit. Mr. Johnson reminded members that he had advised the village to pull in some experts when we were making the original agreement, but it got rushed through without consulting people in the know. Mr. Harnishfeger asked members if they wanted to approve him to give the school the credit he had calculated and then try to work out a better way to stay on top of it. He said his understanding was that credit for surplus energy, if any, was supposed to be calculated each billing period, which is each month, according to the agreement. But he wasn't aware of any credit due, until after the end of the year, when Adam Koch sent information from Dave Baus to Mayor Shanahan. The mayor and members discussed the matter a little more and decided to have Mr. Harnishfeger hold off on giving the credit just yet, but to invite Solicitor Paul Skaff, School Superintendent Adam Koch, and Bowling Green Electric Superintendent John Stewart to the next meeting on March 15<sup>th</sup> to discuss this matter, beginning the meeting with this topic, and making a decision on how to handle the 2020 credit owed to the school. Councilman Smith asked Mr. Harnishfeger to email a copy of the village's ordinance to members along with the minutes of tonight's meeting. Councilman Bergfeld asked if getting all needed readings from the bidirectional meters wouldn't clear up some of the confusion about the amount of power going each direction, instead of waiting on Bowling Green. Mr. Johnson replied that he can get the readings, but Dave Baus gets official readings for the school, so he doesn't know how that would work out. Mr. Harnishfeger commented that we should not be dependent on Bowling Green to get our readings; we are the utility company for the school.

Mayor Shanahan reported that he received an estimate from Schwind Electric today. It will cost \$300 to put the Christmas tree lights up and \$300 additional to take the lights down. To do the updated LED lighting in the main hall would be \$595, which is much less than the original estimate we had received in the past from another company. Mr. Harnishfeger commented that one of the hall kitchen lights is out now too. The mayor responded that we can add that to the order. The mayor said it would be \$125 for Schwind to replace a street light for us. He then asked Mr. Johnson if he was able to get a price from Bowling Green of the cost of LED street lights. Mr. Johnson replied that he wasn't able to get

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an answer; he had asked John Stewart, who was not very happy about it. Mr. Johnson suggested that members talk to Mr. Stewart when he comes to the next meeting.

Mayor Shanahan asked Fiscal Officer Harnishfeger if the man who damaged our street light on North Street had ever paid the village for the repair. Mr. Harnishfeger answered that he had not. After some discussion, the mayor and members asked Mr. Harnishfeger to send a third and final certified letter and invoice to the man who damaged the street light, residing at one of Jerry Asmus' rental units, with a warning that, if not paid within fourteen days, the amount would be added to the utilities billing for that address, and the landlord will be notified. And, if it then becomes delinquent utilities, it will be certified to the County Auditor to be placed on the property owner's taxes. Members commented that Mr. Asmus will get after him to pay the bill. Mayor Shanahan asked Mr. Harnishfeger to call Mr. Asmus and give him a heads-up that the village intends to take this action on this long-standing issue. Administrator Johnson asked if there was an accident report on the damaged light. The mayor answered that there was not, and the two witnesses are his kids. Mr. Johnson added that the lease may not have been signed by the man who hit the pole. The lady there is the renter.

**STREETS and ALLEYS:** Mayor Shanahan reported that we received a quote from Morlock Asphalt for \$3,180 for crack sealing on Tontogany Creek Road, from Kellogg Road to Scott Road. That is for crack sealing 11,130 linear feet, power cleaning the roadway of dirt and debris, and applying rubberized hot-pour crack filler. The mayor said he will go to the township trustees and ask them to share the cost with us on this project, since we now know the price.

Mayor Shanahan asked Fiscal Officer Harnishfeger about a call received about branches on power lines. Mr. Harnishfeger responded that John Heckerman had called from Mid-Wood, saying there were trees with branches on the power lines in six or seven places in the alley near the grain elevator. He thought they should be trimmed back so they don't cause damage to the lines. Mayor Shanahan asked Councilman Lee, who lives in that area, to take a look and see if he sees any trees with branches on the lines. Utilities Superintendent Johnson offered to have John Stewart come over from Bowling Green and look at it as well.

**SIDEWALKS and TREES:** Councilman Smith asked Fiscal Officer Harnishfeger if we have our sidewalk letter. Mr. Harnishfeger answered that he never received the letter and map from Councilman Roe. He was waiting for it and thought maybe the committee members changed their mind about something. Mr. Smith said he would contact Mr. Roe about it.

**DRAINS and SEWERS:** Councilman Smith reported that Centennial Park is draining better now.

**CITY HALL and PARKS:** Councilwoman Mackey reported that the wind is blowing a lot of recycling trash around. She asked if we could request that the scouts, who monitor the recycling bins for us, set a day to come out regularly and do a cleanup of the area. There was trash along the fence at Mehring Park and around the playground; it blows all over. Mayor Shanahan said he would text the new Scoutmaster to ask for this service as part of their maintaining the recycling bins for us.

Councilwoman Mackey reported that she was approached about Ronald Current, who was our village clerk for fifty years. He is ninety-five and is not in good health. His nephew asked if we, as a town, would do something to honor him. Ms. Mackey said she thought this was a reasonable request and she asked members to be thinking about something we could do, such as putting his name on a bench, for example. Administrator Johnson suggested naming the shelter house after him. He said they did that in Dunbridge, in Middleton Township, for a former trustee. Zoning Inspector Owens suggested dedicating a marquee to him, if we put one up.

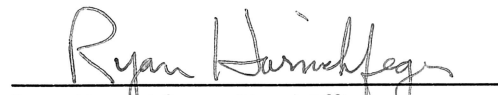
Mayor Shanahan reported that Bill Gase called him. He is looking into getting a new marquee for the fire hall that is bigger and electronic, similar to what is in front of the school. It can be controlled from an

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iPad or phone. He is asking if the village would be willing to split the cost. The prices he has found are around \$23,000, which the township does not feel they can afford alone. The mayor said he told Mr. Gase to seek quotes and bring the information to one of our meetings to discuss it, because we had previously discussed an interest in getting a marquee. The mayor said he will follow up with him to see if he has received any quotes that he can share with us. Councilman Smith commented that, if we were to put in a marquee at the hall, it would require foundation and electric work to install it, whereas the fire hall already has the foundation and electric set up for an outdoor sign. Councilwoman Mackey asked if this would be for the township, village, and fire hall combined. The mayor responded that it would, and it would have room for up to twelve messages at a time, rather than waiting for one message to be taken down to put up another message. Councilman Smith suggested also talking to Schwind Electric to see if they have done marquees and what the cost might be.

Mayor Shanahan reported that he followed up with Haley Wilkins on the email listings, as to what it would take to get it up on our website. She suggested that we create an account with Mailchimp. He researched it and found that they have a free level that allows storing up to 2,000 contacts. The next level up is \$10 per month, allowing storage of up to 50,000 contacts. He and Councilman Smith had discussed it and thought 2,000 contacts would be plenty for Tontogany, with a population of less than 400. There would even be room for township contacts. We could send out emails once or twice a month. Haley said she would attach it to our website, but we would have to manage the mail server and the emails going out. The mayor said that, if everyone is okay with this, he will get an account set up for the village and get the information to Haley to put on the website. Everybody was okay with it, with no objections voiced.

With nothing further to discuss, Mayor Shanahan declared the meeting adjourned at 8:10 p.m.

  
Matthew Shanahan, Mayor  
Ryan Harnishfeger, Fiscal Officer