

TONTOGANY VILLAGE COUNCIL

MEETING MINUTES FROM: April 5, 2021

Council called to order in regular session at 7:01 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: Tontogany residents David Fretter, Jennifer Fretter, Linda Meek, and Dawn Kinder; Deputy Tyler Petree from the Wood County Sheriff's Office. Minutes from the March 15 meeting were approved as submitted.

FINANCE and CLAIMS: A spreadsheet of the current invoices was reviewed and approved by members. Councilwoman Mackey 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 March Bank Reconciliation, Fund Status, Revenue Status, and Appropriation Status Reports were given to the mayor and the Finance Committee to review.

Copies of the March Incident Report were given to everyone to review. Mayor Shanahan asked if members had any questions or concerns for Deputy Petree. Members had nothing for the deputy. The mayor asked the deputy to check into a gray Charger on Broad Street with a license plate expiration date of 02/2021. With nothing further to discuss, Mayor Shanahan thanked the deputy and he left the meeting. A little later in the meeting, Deputy Petree stopped back in to report that he spoke with the owner of the gray Charger and they will take care of it.

Mayor Shanahan asked Fiscal Officer Harnishfeger to share information with members about a proposed electric rates ordinance received from Solicitor Paul Skaff. Mr. Harnishfeger said that he provided for the mayor and members a copy of the proposed ordinance and Mr. Skaff's email. The email says that the ordinance is purely for consideration as a document to reference when discussing future electric rate changes. The proposed ordinance increases rates by 10% from the current rate. It increases electric tap fees to \$4,000. And it establishes an annual automatic increase, to be determined by Council. Mr. Harnishfeger said that he noticed that demand charges were not addressed in the proposed ordinance, but they are in bad need of being raised. Currently, Bowling Green is charging the village more for demand than we are charging our own customers, which means we are losing money on demand charges. Mayor Shanahan told members they could review the proposed ordinance and come back at the next meeting with thoughts or suggestions. Utilities Superintendent Johnson asked if, in the past, we just raised our rates the same as Bowling Green raised their rates. Mr. Harnishfeger responded that we used to do that, which helped, but then we drifted away from doing that and got behind. Then the addition of the school solar installation exacerbated the problem and the electric fund is now in trouble. Zoning Inspector Owens asked about the status of the rate study. Mr. Johnson answered that we have one quote and he is waiting to get another quote.

ZONING: Jennifer Fretter asked Zoning Inspector Owens if zoning permits were going up. Mr. Owens responded that they haven't yet.

UTILITIES: Utilities Superintendent Johnson reported that he hooked up a meter at a new house. He also hooked a meter up at Hefflinger's upstairs rental unit downtown, but he said he had reservations about the safety of that rental unit. He does not know if the electric installation has been properly inspected, making it possibly a fire hazard. He said his nephew might be moving up there in about two weeks. Mayor Shanahan asked Mr. Johnson to call around and find out if an inspection was recorded. Mr. Johnson reported that he turned the water back on at 15400 Kellogg Road for Jeffrey Stawiariski.

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Mayor Shanahan asked if we found out who the pole belonged to that was reported as about to fall over. Mr. Johnson answered that we had received a call from Derek Kramp's home at 18052 Broad Street, that a pole in the right of way between their home and 18018 Broad Street was wobbling and about to fall down. Mr. Johnson said he got in touch with Bowling Green Electric to check it out and they said it is not one of our electric poles. He then called Spectrum last week and put in a ticket. Jamie Nye, who lives in the smaller house next door, talked to him about it while he was reading meters and they looked at it. He called Spectrum again today and they are going to come and inspect it tomorrow. It is definitely a cable pole; there is no electric on it.

Councilman Roe reminded members that at the last meeting John Stewart from Bowling Green Electric had mentioned that he noticed we had some clearance issues with our trees and the electric lines. Mr. Roe said he has also noticed some trees in our back alleys that are starting to get into the lines, so it is something that we need to address this year. He suggested having Abe Rowe look at things and give us an estimate of what trimming would cost. Perhaps it would not fit our budget to do the whole village at once, but we could start doing what we can. We might even want to get a couple of estimates for a project this big. Mayor Shanahan asked Councilman Smith to follow up with Abe Rowe to give us a quote on this, so members can discuss it and decide what we need to do. Mr. Roe said he had a couple of other people in mind who may be interested too. Mr. Johnson warned that there could be liability issues to consider. Mr. Roe answered that whoever does the job must be certified.

STREETS and ALLEYS: Mayor Shanahan reported that he received a quote on the paint for the striping project we have been talking about for the streets and parking areas. He talked to Sherwin-Williams about the scope of the project and that we want to paint black over the old angle parking lines on Broad Street. Ultimately, they suggested one gallon of black paint for \$20.36, five gallons of white paint at \$16.83 per gallon, and five gallons of yellow paint at \$16.83 per gallon, which is not very expensive for the paint needed. The mayor said that the bad news is that Adam Koch emailed him that the school's painter is leaving the school to take a new job. So now we will have to contract out to do the painting. Councilman Roe asked if the machine is going with the employee; he would have thought the equipment would belong to the school. The mayor answered he had asked Mr. Koch whether the machine was the school's or the employee's and Mr. Koch hasn't responded yet, due to him being in Florida for the week. When he responds, the mayor said he will let members know the answer.

Mayor Shanahan reported that he ordered and received four 4-way signs for \$62, to attach to the stop signs at the intersection of Broad Street and Main Street. He also got two more of the no parking signs for \$49, for placement where the white bus is on Broad Street. He purchased the signs through Safe-Way Barricades in Perrysburg, Ohio, and he also talked to them about the stop signs needed for the 4-way stop. They can sell us the two new stop signs, if needed, and they gave him prices on three sizes of stop signs, poles, and hardware. They can also install them, drilling into the concrete in front of Current's place. If we choose not to purchase new signs, but to use the stop signs that Scott Alexander has instead, they will also install those. So, if we have our own stop signs, they will still come out and install them for us. The cost would be \$750 for installation either way. The mayor said he did not approve it yet, because he wanted to run it by Council first. Councilman Roe commented that this is something the township has done in the past, and he asked if it is something Scott could do. The mayor responded that Scott is not comfortable with drilling into concrete. He could do the other side, but not where the concrete is. Once the new stop signs are installed, we would then attach the 4-way signs to each stop sign. Administrator Johnson commented that he thinks there is a line-of-sight problem at the intersection, due to parked vehicles blocking the view. Mayor Shanahan responded that Safe-Way will use ODOT specifications to make sure the stop signs are high enough, and they will add height if needed. Mr. Johnson said he was concerned about liability, if there is an accident caused by obstructed view. Zoning Inspector Owens suggested painting STOP on the road. The mayor answered that we can come up with solutions that will help. Mr. Johnson suggested having Feller, Finch look at it and the rules

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related to it. Councilman Smith commented that some places have parking ordinances that say you can't park within 20 feet of a stop sign. He said he is not sure if that is in the Ohio Revised Code or not. The mayor answered that we can look at that and whatever we need to do to be sure we do it right. He said he would follow up with Safe-Way and tell them we have some other issues we need to look into before installing the stop signs. The mayor asked Mr. Johnson to contact Feller, Finch or others to ask their opinion on the matter. Mr. Johnson said he would ask around about it.

Mayor Shanahan reported that he got all of the new flags and hardware for downtown and he put them in the hall shed. The mayor said the nice thing is that the gentleman donated twelve spinners for the flags, to keep them from wrapping around the poles in the wind. When good weather comes, with whoever can help, we will spend a couple of hours taking down the old brackets, put on the new ones, and get the new flags up. The mayor asked Councilwoman Mehring if she got information on the hometown heroes for the proposed banners. Ms. Mehring responded that she did, all except for Mr. Current, about whom Councilwoman Mackey intends to talk to Karen Graf. She is still getting pictures, but one person does not have a picture in uniform. The mayor said he thought it would be great if we could have those banners done by the Memorial Day parade.

SIDEWALKS and TREES: Mayor Shanahan welcomed the visitors from Tontogany and invited them to speak to Council. Dawn Kinder, from 18615 Crom Street, said she thought their sidewalk is fine except where a village tree has caused it to be damaged, and she didn't think it was fair to make her and her husband pay half of the repair cost, since the damage was caused by a village tree. The tree is no longer there, but the damaged sidewalk was never fixed by the village. Councilman Roe answered that we will look into it and we will make judgments about situations like this on a case-by-case basis; the sidewalk policy will not be black and white, but will be flexible as needed. Councilwoman Mackey agreed and said that our main goal is to get the sidewalks improved. Ms. Kinder asked the mayor if he would get back to her on this matter. Mayor Shanahan answered that either he or a council member will get back to her.

Linda Meek asked which contractor the village has spoken with about putting in sidewalks. Councilman Roe answered that the one contractor he spoke with was Quinn, in Toledo, Ohio, who previously laid the sidewalk on Tontogany Creek Road for the village. He just got a ballpark figure from them and not an official quote or bid. We do not have any contractors lined up yet to do the work. Our goal is to first find out how many residents want to participate in the sidewalk program and put together a list to submit to a contractor, so they can give us a price on that amount of work. At that time, we would open it up to various contractors. Ms. Meek asked if we were trying to get groups of homeowners to participate at a time. Councilman Smith answered that we are, to try to get the best price; a whole block of residents might be a different price than one here and one there. Ms. Meek commented that some homes have old sandstone that they are reclaiming and people might like to keep the old sidewalk pieces to make use of them; they have a value. Councilman Roe answered that the ballpark cost of putting in new sidewalk includes the contractor hauling away the old sidewalk pieces. Once again, we could work this out on a case-by-case basis. If a homeowner would like to keep the old sidewalk pieces, they would be allowed to ask the contractor not to haul it away but to leave it in their yard for them to repurpose. Councilwoman Mackey added that we could also put the word out to see if there is a company or an individual interested in buying the old sidewalk pieces.

Councilwoman Mackey reported that, at this point, she has six people who are very interested in participating in the sidewalk program. Ms. Meek told Ms. Mackey that she could add her to that list. Mr. Roe commented that he had someone in town who contacted him, wanting to put a bid in on sidewalk work when it comes time. Ms. Meek asked if Council has a timeframe for doing this project. Mr. Roe responded that we should have a pretty good idea of the interest within a couple of months. We are hoping to be able to do a first phase by the time school is back in session. Mr. Smith agreed that we would like to get the first group of interested residents done this summer. We realize that some people may need to wait to a following year for financial reasons. Ms. Meek asked if the village intended to

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definitely do the part that the town pays 100% on this summer. Mr. Roe answered that we want to make residents who want theirs done now the priority, and then, if enough funds remain, do a stretch of village-paid sidewalk. Mayor Shanahan added that our goal is to alternate from year to year between sidewalks and street repair. Next year we would look at street repair, unless none is needed, in which case we could do some more sidewalks. Ms. Meek asked what we would do, if someone has a really bad sidewalk, but is not interested in getting it replaced. Councilman Smith answered that we stated in our letter that homeowners are responsible for repair of their sidewalk. We were hoping to convince people to realize that it is a good idea and volunteer to participate, with 50% of the cost covered by the village. But we are considering assessments if absolutely necessary. Councilman Roe added that we are not desiring to have to force people on the issue, if neighbors are not complaining about their bad sidewalk.

David Fretter said Jennifer Fretter would like the sidewalk replaced at 18650 Washington Street and he wants to keep the old sidewalk pieces to repurpose. Jennifer Fretter asked what to do if she can't pay all of her 50% of the sidewalk cost up front. Councilwoman Mackey answered that one option we were considering was to put it on the property owner's taxes. David Fretter commented that he will pay it. Ms. Mackey commented that we do have several interested parties on Washington Street now. Mayor Shanahan said that Steve Powell had some sidewalk questions, but he didn't come to the meeting tonight.

Councilwoman Mackey stated that she now has eight people interested in sidewalk repair this year. Councilman Smith reported that two people also emailed all of the committee members. He also has one more. Councilman Roe said he has a couple more. He also said he would volunteer to create a spreadsheet and keep a master list going. Mayor Shanahan asked if we heard from Rick Downs. Ms. Mackey answered that he called her. Mr. Roe suggested that we need to come up with a generic form for people's names, addresses, and contact information, for each committee member to fill out when they get a request for inclusion in the sidewalk program. He asked others to email him the information when they get a request, and to make sure the information, such as email addresses, is exact. He also said we could start going out and looking at the sidewalks on the list. Mr. Johnson commented that the sidewalk at the house he purchased on Crom Street is mostly buried. Mr. Smith reported that he received a phone call from Loretta Albert at the corner of Main Street and Tontogany Creek Road. When her sidewalks were done, they did it up to her walkway to her door and there is a bare spot there. We need to take a look at it. Mayor Shanahan reminded members that someone needs to go look at the tree damage on Dawn Kinder's sidewalk at 18615 Crom Street. Ms. Mackey added that Becky Long has similar tree damage on her sidewalk on Crom Street. Mr. Roe asked if members agreed with him that the village should cover the cost, if it is clear that one of our trees has caused the damage, to be decided on a case-by-case basis. Members voiced agreement to this, that it is a reasonable way to handle it.

DRAINS and SEWERS: Fiscal Officer Harnishfeger reported that Jerry Asmus came to the hall office about a week ago, asking to see a map of the storm sewer lines in Tontogany, due to an interest in the Fox Estate north of North Street that was annexed into the village. Mr. Harnishfeger said he needed to call former Administrator Craig Spoore to find out if we had such a map. Mr. Spoore told him where to find it, and, upon looking at the map, which was created in 1935, it was discovered that the storm sewer runs at a slight angle northeastward through the Fox property. Mr. Asmus then went to the county courthouse and asked everywhere for any record of a village right of way or easement along the storm sewer on the Fox property. No record or deed indicated such a right of way or easement. Mr. Spoore, upon learning this, advised that the village needs to apply to the property owner for an easement before someone purchases property there and accidentally builds over the storm sewer. If they did, it would make accessing it impossible and it could cause a cave-in that would be devastating to the homeowner, as well as causing storm water to be backed up and cause possible damage to other residents as a result. Mr. Spoore recommended applying for an easement totaling twenty-five feet with the storm sewer in the middle, so the village could access it to work on it at any time, and so nothing could be built

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on top of it. The village would have to pay for the easement, but it is important enough that eminent domain should be applied, if necessary, with payment of compensation determined by the court. Administrator Johnson questioned why there would not have been a right of way established for the storm sewer there, but Mr. Harnishfeger reiterated that Mr. Asmus found no record of it on file, having checked into it thoroughly, and Craig Spoore did not contest that discovery. Mayor Shanahan and members decided to consult with Solicitor Skaff about this matter. The mayor asked Administrator Johnson to take the lead on this matter, email Solicitor Skaff about it, and copy the mayor and members on it.

CITY HALL and PARKS: Councilman Smith commented that the new mulch at the parks looks good. Everyone agreed.

Mayor Shanahan reported that a gentleman at the Legion is refurbishing the big sign of Tontogany veterans that used to be in Tontogany a long time ago. When it is done, we would like to find a spot to display it. Having looked around, the mayor noticed that we have the circular spot across the alley from the hall that might be a good spot for the sign, with flowers, as a kind of memorial for Tontogany veterans. Councilwoman Mackey asked if we know the size of the sign. The mayor said he would ask for that information. He asked members to look at the spot and see if they think it would be good for this, or if there is another spot they might prefer.

Mayor Shanahan asked if we collected the information on Mr. Current for the pavilion dedication. Councilwoman Mackey responded that she has some of it, but Karen wanted her husband to join the conversation, because he has a good memory of things. The mayor said he would like to move on that as soon as possible.

Councilwoman Mackey reported that the U.S. flag at the hall is in great need of being replaced. Also, the hook for the flag at the park was almost worn through, after being replaced just two years ago. The Mackeys bought a couple of replacement hooks. Mayor Shanahan said he would come tomorrow and replace the flag at the hall and take the old one to the Legion for proper disposal.

Mr. Johnson asked Ms. Mackey if there is an event for the school coming up at the park in April. Ms. Mackey answered that it is a youth soccer event on May 22nd. Mr. Johnson asked if we wanted the water turned back on. Ms. Mackey said she thought that would be great.

Mayor Shanahan reported that he saw someone walking their dog on the new mulch at the park. He recommended that we put up signs that say no dogs allowed inside the fence, because animals can urinate or defecate on the mulch and we don't want that in the area where the kids are playing. Zoning Inspector Owens suggested, as he has in the past, that we get dispensers at the parks for people to clean up their pet droppings.

Councilwoman Mackey asked about the mayor speaking to the boy scouts about cleaning up scattered debris from the recycling bins on a monthly basis. The mayor said he talked to Nathan, the gentleman who handles this matter with the scouts. It sounds like Republic is requesting a ton of information from them, making it a headache for the scouts. Every time they patrol, they have to fill out a bunch of paperwork and submit it. So, the mayor told Nathan he would like for him to bring this up at their next committee meeting and discuss it. If they don't feel it is worth it because of what Republic is asking them to do, then we will let them quit, stop paying them the monthly \$50, and find another way to keep it clean. The mayor said he is waiting to hear back from Nathan.

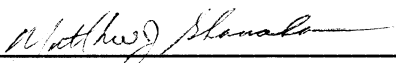
Councilman Smith asked if we got anywhere on getting the lights taken down from the tree. The mayor answered that he texted Mr. Schwind after Council approved his bid. He didn't respond, so the mayor said he called him about a week later and he said he got the information and, as soon as the snow is off of the ground and he can get a truck in there, they will get the lights down. The mayor said he sent him another text on Saturday before this meeting, asking for a date to share with Council. He didn't respond. Mr. Smith commented that we are starting to lose some of our bulbs. The mayor said he would email Mr. Schwind again tomorrow morning and copy Mr. Smith on it.

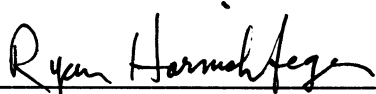
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Councilman Roe asked Councilwoman Mackey if she contacted the company about striping the basketball court. Ms. Mackey answered that she did, and he will get with her when he can get to it. Before the last meeting, he told her it would be at least a month before they would be able to do it, but we are on his schedule and he will let us know when he is ready to do it.

Mayor Shanahan told Fiscal Officer Harnishfeger that he has Mail Chimp ready to go. He is just waiting for Haley to connect the new one. So, the village should not be getting as many or any emails from Mail Chimp then. Mr. Harnishfeger responded that, the more he thought about it, the more he realized that trying to mix our municipal business email with social email would be an accident waiting to happen. The mayor thanked everyone for their hard work on the sidewalk project and other current issues.

With nothing further to discuss, Mayor Shanahan declared the meeting adjourned at 8:02 p.m.


Matthew Shanahan, Mayor


Ryan Harnishfeger, Fiscal Officer