

## TONTOGANY VILLAGE COUNCIL

### MEETING MINUTES FROM: April 4, 2022

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; Mark Smith, here; Robert Bergfeld, here; Damon Lee, absent; Lincoln Fox, absent. Also present were Utilities Superintendent/Meter Reader Chad Johnson, Zoning Inspector Brian Owens, and Fiscal Officer/Utilities Clerk Ryan Harnishfeger. Minutes from the March 21<sup>st</sup> 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. A copy of the Staples Credit Card Reconciliation Report was given to President of Council Mark Smith to review.

Copies of the March Incident Report were given to everyone to review. No sheriff's deputy was in attendance at the meeting to discuss the incident report.

Fiscal Officer Harnishfeger reported that the village received the \$6,850 2022 park grant payment for playground equipment.

**ZONING:** Zoning Inspector Owens reported that he received some calls regarding properties for sale in town. Mr. Johnson reported that he noticed that Jerry Asmus shortened the deck that was in violation of zoning, so that now it is possible to get through there in an emergency. Mayor Shanahan asked if we had heard anything from Glenn Hefflinger about his container. Mr. Owens responded that Mr. Hefflinger moved the container.

**UTILITIES:** Utilities Superintendent Johnson reported that he was having problems logging into the new utilities email address; it wants a verification code, which it sends to an unknown email address. Fiscal Officer Harnishfeger commented that he did not receive any verification code at the main Tontogany email, but he had successfully logged into the new utilities email several times without any problem. He offered to demonstrate it to Mr. Johnson after the meeting.

Mr. Johnson reported that the meter pit on Tontogany Road, which we previously had problems with, was about half full of water again. He also reported that he read the meters over the weekend.

Utilities Clerk Harnishfeger reported that three more customers were served water/sewer disconnection notices on Friday, 4/1/22. Of those three, one has paid the balance on their account, one has promised to pay the amount on the notice by 4/5/22. The third has not responded yet. Mayor Shanahan asked if there was any response to the certified letter we sent to the landlord about delinquent utilities left on the account of a former tenant. Mr. Harnishfeger replied that we have not heard anything back on that yet, and we have not yet received the signed card showing that the certified letter was received. Mr. Johnson commented that there will be a lot more notices next month, due to starting to deal with delinquent electric utilities. Mr. Harnishfeger concurred. The mayor noted that we seem to be getting a good response and have not had to disconnect anyone's utilities so far.

Councilwoman Mackey asked if anything has been done about the coin-operated lights at the park that stopped working. Mr. Johnson answered that he had called it in and supposed it was probably fixed by now. Mr. Stewart had confirmed that it wasn't working and said he was going to send a crew out. Ms. Mackey said she would check it again. Mr. Johnson asked her to let him know if it still doesn't work.

**STREETS and ALLEYS:** Fiscal Officer Harnishfeger reported that a concerned citizen stopped in at the office and reported two places on Lincoln Street and on place on Broad Street with vehicles possibly in

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violation. There is a white Jeep at 18545 Lincoln Street that has been sitting there for a while with expired plates. There are various vehicles that look junky at 18515 Lincoln Street; some may not be properly registered and there is a pickup truck with an old couch in the back of it that has been sitting there for a long time. There are all kinds of work vehicles, trailers, and RVs scattered on the property at 18052 Broad Street, looking very junky.

Mayor Shanahan reported that he spoke with Scott Alexander about the stop sign that was down near the park. Mr. Alexander found that it was broken at the ground level, so he got a new pole and put it back in for the village. Councilwoman Mackey commented that he also shoveled a little ditch in the gravel there for drainage. The mayor said that nobody witnessed the sign being hit, so we don't know for sure how it happened.

Councilman Smith reported that Councilwoman Mackey got an estimate of \$925 from Stripe It Up for painting 20 stop bars on the streets. He said he also received estimates from Morlock Asphalt today. They had called and asked if there was anything we needed done, and he had given them a brief list of possible projects we might want to do. They gave an estimate of \$3,700 for crack sealing on Main Street. They gave an estimate of \$4,660 for redoing the fire department parking lot, including edging the overhanging grass, cleaning cracks, crack filling, adding two coats of sealer to the parking lot, and restriping the parking lines and markings. They gave an estimate of \$2,400 to patch and fix the crumbling asphalt where the dumpsters are located. They gave an estimate of \$6,670 for fixing everything around the village hall, including the crumbling asphalt at the dumpsters, seal-coating the parking areas, and striping the parking areas. Mayor Shanahan commented that it would be about \$15,000 to cover all of Morlock's estimates. The mayor asked if members wanted to accept the estimate from Stripe It Up to paint stop bars. Councilwoman Mehring asked if it was necessary. The mayor reminded members that we began talking about stop bars last year when we were trying to find a solution to a problem of people running stop signs and Attorney Wainwright had suggested stop bars, as employed in other villages, as an added way to make people aware that a full stop is required at an intersection. Members voiced agreement that this would be one more thing to remind people they need to stop. The mayor commented that he didn't think \$925 was too high of a price, considering all we would have to do if we did it ourselves, including sweeping the street, buying paint, and coordinating schedules to get it accomplished. Members agreed and noted that, if done by a professional service and there is a problem, we can go to them to have it redone at their expense, but if we do it and there is a problem, we would have to redo it at our own expense. Councilman Bergfeld asked if we would want them to restripe parking spots while they are here, including taking some out for the new four-way stop. The mayor and members said they thought it would be a good idea to have them do the parking areas too. Mr. Johnson asked if we would take out parking spots on Broad Street like on Main Street near the stop. The mayor answered that we should be consistent all the way around the four-way stop. Councilman Smith suggested that we contact Strip It Up and tell them what we want done to the parking areas and then ask them for a new combined estimate for everything. So, we need to figure out what we want them to do on the parking; perhaps we could even ask them for advice on what to do. Councilwoman Mackey said she could call them and ask them what would be best. The mayor commented that we would also want to let Karen Graf know what changes we are making to the parking downtown. Mr. Smith suggested taking a look at the downtown parking after the meeting. The mayor agreed that we could do so. Members agreed that we should accept Stripe It Up's quote for stop bars and tell them to put us on their schedule for that; no one voiced opposition to this.

Mayor Shanahan told members he had been trying to think of ways we could come up with funding for water line projects that need to be done and he had wondered if we could approach the township to partner with the village on some percentage of the cost for lines that serve township residents as well as village residents. Zoning Inspector Owens pointed out that water customers in the township outside village limits still pay the village for their water. Utilities Superintendent Johnson added that they also pay a premium price if they are outside the village and there are not very many such customers served

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off of the water line on Tontogany Road. Mr. Owens pointed out that there are low interest and no interest water line loans that can be applied for. The mayor concluded that we first need to get an accurate cost quote for the work we need done; then we can proceed with efforts on how to secure funding. Mr. Johnson commented that the good news is that we have only had one water line break in four years.

Councilman Smith asked if members wanted to accept any of the estimates received from Morlock Asphalt. Councilman Bergfeld and Zoning Inspector Owens said they thought we should get the fire hall parking lot done. Mr. Owens added that we will have to end up repaving it if we don't have it worked on pretty soon. Others agreed that that seems more urgent than some of the other projects quoted upon. Mr. Johnson suggested seeking funds from the township for the fire hall parking lot, since they use it. Mayor Shanahan replied that it belongs to the village, and others, such as Docs' customers, use it too. After a little more discussion, members agreed that the fire hall parking lot is the project we should do this year and put the other ones on hold for now. Councilwoman Mackey made a motion to accept Morlock's quote of \$4,660 to do the project. Councilman Bergfeld seconded this motion. All were in favor; motion carried.

**SIDEWALKS and TREES:** Councilman Smith reported that our sidewalk letter was sent out to Tontogany residents. Fiscal Officer Harnishfeger reported that there was one email response to the letter so far, which was forwarded to the mayor and the sidewalk committee. Mr. Smith commented that that email was a suggestion for a new sidewalk. He also told members he just received a phone call from Orville Buehrer before the meeting, asking about a new sidewalk, and he informed him that for now we are just trying to replace bad sidewalks that already exist. Councilwoman Mackey added that we had also talked about repaving on Broad Street. Mayor Shanahan told members that the email received, in response to the sidewalk letter, was from Bernie Scott, suggesting a need for a sidewalk down North Street from the school to the park, which is what Councilman Fox had also suggested was needed. The mayor said he emailed School Superintendent Adam Koch, School Principal Kevin O'Shea, and another gentleman and asked them for two things: 1) to solicit some feedback from the teachers who are walking the kids to and from the park when they use North Street; 2) if they can use the Crom Street pedestrian crossing and sidewalk for now until the council makes a decision about sidewalks on North Street. He also told them it was not going to be an easy topic with residents on North Street and we want to solicit as much feedback as possible before discussing the matter and moving forward.

**DRAINS and SEWERS:** Mayor Shanahan asked if we received a quote on getting the drains pumped. Utilities Superintendent Johnson responded that he left a message for Simon at Northwestern, but he didn't call back; he doesn't seem to be interested in doing it. The mayor reminded Mr. Johnson and members that we were thinking of holding off on putting in a new catch basin to see what cleaning them did first. After a little more discussion, Mr. Johnson said he could seek a price quote from Palmer for a catch basin.

**CITY HALL and PARKS:** Councilwoman Mackey reported that she replaced the tattered flag at Centennial park. She and Ron also took the flag down at the hall because it was very tattered. She recommended that we order larger flags for the hall flagpole, about 5' x 8', instead of the 4' x 6' flags we have been using. Councilman Smith said he had no problem with going to a bigger flag, as long as we can make the hardware fit. Ms. Mackey commented that the flagpole really needs painted as well. Mr. Smith responded that we may want to consider replacing the rope as well. Mr. Johnson asked who services the school's flagpole. The mayor said he could ask. Councilman Bergfeld suggested renting a lift to do the flagpole and the banners. Mr. Smith checked online and found a lift could be rented for \$182 for five hours and \$260 for a day. He suggested that we go around and make a list of all the things we need to do with a lift before renting it. Members agreed to this plan for renting a lift for our needs. Mr. Smith

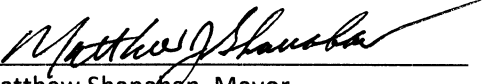
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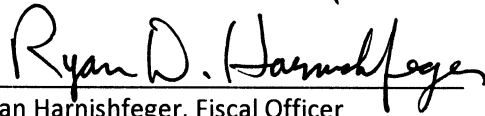
suggested that we should aim at having the pole painted and getting flags and banners up before Memorial Day. Ms. Mackey asked Fiscal Officer Harnishfeger to place an order for six new 5' x 8' flags for the hall from Carrot Top, because the flags we have purchased from them in the past have been of very good quality. The mayor and members agreed.

Councilwoman Mackey asked if we had any information about the Ronald Current plaque. Mayor Shanahan replied that Eric didn't email him back, so he will reach out to him again tomorrow. He will call and let him know Council has approved the original quote. The mayor added that we don't want to set a date for the ceremony until we have the plaque.

Councilwoman Mehring reported that she worked some on cleaning up Mehring Park, but she became ill and had to stop. When it warms up, she will get back at it again. Councilman Smith asked if we got a date for brush removal. The mayor answered that he found out it was to be in May, but he still needs to get an exact date; he will ask again.

With nothing further to discuss, Mayor Shanahan declared the meeting adjourned at 8:01 p.m.

  
Matthew Shanahan, Mayor

  
Ryan Harnishfeger, Fiscal Officer