

TONTOGANY VILLAGE COUNCIL

MEETING MINUTES FROM: April 18, 2022

Council called to order in regular session at 7:03 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, absent; Connie Mehring, here; Mark Smith, here; Robert Bergfeld, here; Damon Lee, here; Lincoln Fox, here. Also present was Fiscal Officer/Utilities Clerk Ryan Harnishfeger. Minutes from the April 4th meeting were approved as submitted.

FINANCE and CLAIMS: A spreadsheet of the current invoices was reviewed and approved by members. Councilman Bergfeld made a motion that these bills be allowed and orders drawn for same. Councilwoman Mehring seconded this motion. All were in favor; motion carried.

Fiscal Officer Harnishfeger read the seasonal bid from Josh Heckerman for mowing service and lawn/landscape maintenance for 2022 for the village hall and parks (mowing includes mowing of property; edging of parking lot and sidewalks; blowing off of debris on all hardscapes; stick and limb pickup and removal during mowing service and occasionally between mowing services (extra charge for excessive trash and limb pickup and disposal); trash pickup on property and removal during mowing service): \$30 per mowing of village hall; \$55 per mowing of Mehring Park; \$130 per mowing of Centennial Park; \$20 per ½ hour excessive trash, stick and limb pickup; \$25 per mowing of corner of Kellogg Road and Tontogany Creek Road; \$750 for 5 yards of mulch at village hall (includes labor and material); \$225 for 1.5 yards of mulch around trees at Mehring Park; \$275 for hedge trimming at village hall, as needed; \$125 for small tree trimming at Mehring Park, as needed; \$175 for small tree trimming at Centennial Park, as needed; \$250 for fall leaf cleanup at Mehring Park and village hall, as needed. Councilman Smith made a motion to accept Josh Heckerman's quote. Councilman Bergfeld seconded this motion. All were in favor; motion carried.

Fiscal Officer Harnishfeger reminded members that the first annual Project and Expenditure Report on the use of funds awarded to the village in the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) program, a part of the American Rescue Plan Act (ARPA), is due at the U.S. Treasury's online portal by April 30, 2022. He informed members that the Treasury recently published the final rule for this program, which went into effect on April 1, 2022, replacing the previously published interim final rule. The final rule, which was partly based on feedback received by the Treasury, includes some key changes, including offering a "standard allowance" for revenue loss of the full award amount, up to \$10 million, which recipients may use for "government services," with streamlined reporting requirements. Mr. Harnishfeger reported that he received an email from the Ohio Office of Budget and Management (OBM), stating that, "The U.S. Treasury has indicated in their guidance that if an entity wishes to use the Standard Allowance of up to \$10 million for Revenue Replacement, it must be done in the April 2022 reporting. OBM strongly recommends electing the full amount of an award, up to \$10 million for Revenue Replacement, to minimize reporting burden and to take advantage of reporting flexibilities. Even if planned or started projects are in another eligible category (i.e., premium pay, water and wastewater, etc.), those projects can still be claimed for reporting under the Revenue Replacement category as a provision of government services." Mr. Harnishfeger asked members to consider following OBM's recommendation, since the village could still use the SLFRF funds for our backflow prevention project under the category of government services, while streamlining an otherwise complex reporting process. He added that it would be possible to do any government services project, such as paving streets, but he said he thought we should stay focused on the backflow prevention, since Ohio EPA is requiring it and the village would have to have it done completely at our own expense, if not with help from the SLFRF money. Mayor Shanahan commented that he would choose to continue pursuing the backflow prevention project as our use of the recovery award money, but go with the revenue replacement option to minimize reporting difficulties. He said we should have Utilities Superintendent Johnson see if we can get a timeline down and an actual quote for the cost of the backflow prevention

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project. Councilman Smith agreed that we should take OBM's recommendation to do it this way. Members agreed, with no one voicing opposition. Mr. Harnishfeger added that we don't have an official project and expenditures to report yet, but OBM's guidance said we can simply report that no project has been approved yet on our first report to Treasury. He said that, for future reports, we need to decide on a project, a name for the project, and a unique ID for the project. Councilman Lee asked if the recovery fund money could be used for sidewalks or security cameras at the parks. Mr. Harnishfeger replied that it could be used for those kinds of projects or anything else that could be considered a government service to the community, but he advised staying with the backflow prevention project, since it is now an EPA requirement and not just an option. Mayor Shanahan agreed and added that we need to get a quote to see if we will need all of the recovery fund money for it, if the village will have to kick in extra money, or if there may be any recovery money left over that can be applied to a secondary project.

ZONING: Mayor Shanahan reported that Zoning Inspector Owens turned in \$50 that he had received for a zoning permit for the deck that was altered at Jerry Asmus's rental property, since the zoning fee had not been paid when the deck was first installed. He also reported that Mr. Owens gave him two zoning violation notice letters to the owner of 18515 Lincoln Street, which were given to Fiscal Officer Harnishfeger to send by certified mail. The letters involved inoperable vehicles that need to be removed, and discarded furniture and trash stored in the back of a pickup truck. The white Jeep at 18545 Lincoln Street did not have expired plates. It has one plate on the back that is legally registered and Ohio now only requires one plate, so the front plate is not required. The mayor said that he and Mr. Owens are still working on the property across from the post office at 18052 Broad Street.

Councilwoman Mehring reported that some people moving out on Main Street had the street full of stuff. Ms. Mehring said she asked them if it would be gone before Easter and they answered that it would.

UTILITIES: Mayor Shanahan reported that the basketball lights at Centennial Park are now working. He also reported that Chad Johnson had texted him, Councilman Smith, and Councilwoman Mackey, to say that he is going to resign as the meter reader at the end of May 2022. Then his sole responsibility will be as Utilities Superintendent. The mayor said that we need to get an ad out for village administrator and meter reader. He said we should keep it simple and just say the two positions are available and that any interested parties should either submit a letter of interest or a résumé to village email. Then the fiscal officer can forward any emails received to council members for review, and members can decide who would be good to invite to speak with. Fiscal Officer Harnishfeger asked how many times to run the ad; he said he usually runs legal ads for ordinances two times, about a week apart. The mayor and members discussed it and decided we should run one ad this week and one ad next week, with a deadline for responding by May 2, 2022, the date of our next meeting. Councilman Smith commented that if we don't get anyone interested, we can always change the ad. He also suggested posting a flyer around town to advertise these two job openings. Councilwoman Mehring said she didn't think we would get anyone for the current amount we pay. The mayor answered that, by ordinance, the current pay for village administrator is \$300 per month and for meter reader it is \$150 per month. He added that \$150 per month is not bad pay for the meter reader, since they only do the job once a month.

Councilman Smith asked if Mr. Johnson said anything more about figuring out how to use the new email address set up for utilities. Fiscal Officer Harnishfeger replied that he figured it out and is using it now without a problem. Mr. Harnishfeger said that he has been forwarding any OUPS messages or other important utilities-related emails to Mr. Johnson at the new utilities email address, including anything received on the weekend.

Councilman Fox reported that he researched internet and phone service from Amplex, a company that Brian Owens had mentioned. It is available to the village, based on signal from your home. It is

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another option for people, if they don't choose to use Frontier or Spectrum. Amplex provides phone, internet and television, with pricing comparable to Spectrum. You can get a signal through satellite.

STREETS and ALLEYS: Councilman Bergfeld asked about the status of getting some stone for the berm by Centennial Park at Crom Street. Mayor Shanahan answered that he did not bring that up yet with Scott, but he will talk with him about it.

Councilman Smith reported that he has not heard back from Stripe It Up yet. He will make it a point to call him in the next couple days; we were wanting to add painting of parking spots to our order. He will get a price for the parking spots and also see what is the status on painting the stop bars.

SIDEWALKS and TREES: Councilman Smith reported that we have a list of people interested in participating in the 50-50 sidewalk program this year. Eight people have contacted the office so far, in response to the letter we sent out. Mr. Smith said he went out and did an initial measurement. We are somewhere around 400-500 feet. One inquiry was about the corner of Crom Street and Broad Street. The owner has already put in a sidewalk on the Crom Street side, but he asked if the sidewalk on the east side of Broad Street at that corner could be replaced. Mr. Smith said it is in bad shape and we had agreed that the village was going to pay 100 percent of the cost of that part of Broad Street. He commented that it would be about 200-400 feet, depending on if we put in sidewalk there all the way up to North Street. He asked if members wanted to add that to our project this year. Members discussed the condition of sidewalks all along Broad Street and a tree that needs to come down, which is in the right of way. Mr. Smith also reported that another resident at the corner of Wall Street and Broad Street wants to do the Wall Street sidewalk, and there is a sidewalk there on the Broad Street side that could use replacing, which should probably go all the way from Wall Street to Lincoln Street on the east side of Broad Street. Mayor Shanahan cautioned that Mr. Johnson was looking into getting a quote for installing a storm drain where we are considering sidewalks along Broad Street at the corner of Crom and Broad, so, we may need to hold off on that sidewalk for now. Mr. Smith added that the owner at the corner of Broad Street and North Street is still doing construction, so it may be better to wait another year before laying new sidewalk there anyway. As for the lady at the corner of Wall and Broad, Mr. Smith said he hasn't discussed with her yet whether or not she wants the Broad Street side replaced, but it might be good to consider putting in replacement walks there all the way from Wall Street to Kellogg Road along Broad Street, for use by people walking to the post office. Mayor Shanahan reported that he did reach out to Adam, Kevin and John at the school about sidewalks on North Street. Adam responded that he did not see them as being needed and they could definitely tell the teachers and students to use Crom Street for walking to the park. Kevin responded that he has spoken with a teacher and they both agreed that if the village would rather have them go down Crom Street, that makes a lot more sense than putting in a sidewalk; however, after school lots of kids go down North Street toward the park, which they have no control over. John did not respond yet, but the mayor said he would follow up with him. He also commented that he thinks it is inevitable that at some point there will be sidewalks on all the streets in Tontogany, as younger families move in with children walking to and from the school. Mr. Smith said that he was going to find the letter to potential contractors that Jamin Roe had created last year, listing specifications for sidewalks, and send a similar letter out this year. He said we should also advertise in the paper for bids again like last year. We will ask for a per-foot price and a price for intersection crosswalks. He asked that if anyone knew of contractors that might want to bid, to let him know so he can contact them; he would like to have five people bid on the project this year. Councilman Fox commented that we can get grants through the county, if we need to get handicap ramps. Mayor Shanahan asked when Cody is coming back to finish up last year's sidewalk project. Mr. Smith said he would be passing this information to Cody and he should be here in the next couple of weeks.

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DRAINS and SEWERS: Nothing to report.

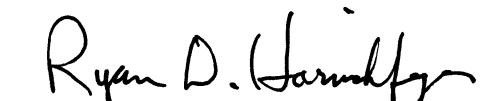
CITY HALL and PARKS: Mayor Shanahan reported that he received a response from Eric on the plaque for Ronald Current. He is going to send another proof. If it is the same proof we already received, the mayor said he will just tell him to proceed with the project.

Mayor Shanahan reported that he reached out to Mary Gase today and told her the snow had him thinking about Christmas in the village. He asked her when the first meeting will take place about putting the Christmas tree back in the middle of the street and who we should be inviting to that meeting. She responded that after this week she should be good and will let him know so we can start moving on the plans for getting that tree up again. The mayor commented that we can therefore take the lights off of the tree by the hall when we rent the lift.

Mayor Shanahan reported that it was suggested that, since the use of the volleyball court at Centennial Park has dramatically decreased, maybe we could consider removing the volleyball court and replacing it with a pickleball court, which has become a very popular sport now with school-age kids. Pickleball is a paddle sport that is kind of a mix of tennis, badminton, and table tennis, with a net at ground level and about 34 to 36 inches high, played with a plastic, perforated ball—kind of like a whiffle ball. Sylvania put one in at one of their parks and now they host leagues every month. Councilman Fox commented that it probably makes sense by the numbers, because you normally you need about six people per side for volleyball, whereas pickleball can be played with two or four people. The mayor added that the volleyball court just isn't being used much anymore; even Togony Fest doesn't use it. The purpose of a park is to put in activities that will draw people to it. Mr. Fox asked if we might want to look at doing it at Mehring Park to get more activity over there, instead of taking away a court at Centennial Park, or just add it to Centennial Park without removing the volleyball court. Councilwoman Mehring commented that Mehring Park is kind of dedicated to little kids. The mayor also commented that most of the school kids go to Centennial Park to play games, so it might be the best place to put a pickleball court. Mr. Fox asked how much a park grant might cover. The mayor replied that municipalities can submit up to three park grant applications each year: \$0 to \$1,000; \$1,000 to \$5,000; and \$5,000 to \$10,000. So, one of those levels would definitely cover a pickleball court, including materials and installation. Members discussed the matter a little more and offered a few suggestions of other possible ideas for grant requests.

With nothing further to discuss, Mayor Shanahan declared the meeting adjourned at 8:04 p.m.


Matthew Shanahan, Mayor


Ryan Harnishfeger, Fiscal Officer