

## TONTOGANY VILLAGE COUNCIL

### MEETING MINUTES FROM: June 20, 2022

Council called to order in regular session at 7:02 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 at roll call, but arrived at 7:33 p.m.; 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 May 20<sup>th</sup> meeting were approved as submitted.

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

Mayor Shanahan did a first reading of Ordinance #950-22, AN ORDINANCE TO PROVIDE FOR THE COST AND EXPENSE OF PROVIDING FOR THE REMOVAL AND SPECIAL TREATMENT OF SHADE TREES FOR THE PURPOSE OF CONTROLLING THE BLIGHT AND DISEASE OF SAME; AND FOR PLANTING, MAINTAINING, TRIMMING AND REMOVING SHADE TREES IN AND ALONG THE STREETS AND WITHIN THE PUBLIC RIGHT OF WAY OF THE VILLAGE. This ordinance is for tax year 2023, to be paid for by Special Assessment upon the lots and lands within the village, excluding parcels in an exempt classification. After a brief discussion, members decided to make the assessment \$10,000 for this ordinance. Councilman Fox asked what happens to the assessed money if it is appropriated but not spent. Fiscal Officer Harnishfeger explained that any unused portion remains in the tree maintenance fund and is not lost, but rolls over to the new year and can be re-appropriated in the new year, based on the Amended Official Certificate of Estimated Resources from the County Auditor.

Fiscal Officer Harnishfeger provided everyone with copies of his proposed Estimate of Revenues for 2023. He reminded members that the Estimate of Revenues must be adopted by the legislative body on or before July 15<sup>th</sup> each year, and it must be submitted to the Wood County Auditor on or before July 20<sup>th</sup>. He explained that his estimated amounts were based on the latest current data and historical trends, which he used to make his best-informed estimate of the amounts of revenue that might be received in each fund in 2023. Estimated 2023 beginning balances for funds are calculated by adding the fund balance at the beginning of the current year and the county-approved current-year estimated revenues, and then subtracting any money appropriated for spending this year. The total of the estimated unencumbered balance on January 1<sup>st</sup>, plus the estimated revenue to be received in 2023, gives the total estimated resources for each fund for 2023. If approved by the Wood County Budget Commission, this total amount for each fund is available for appropriations in 2023. After a brief discussion, Councilwoman Mehring made a motion to adopt the 2023 Estimate of Revenues proposed by Fiscal Officer Harnishfeger, with no changes. Councilman Lee seconded this motion. All were in favor; motion carried.

Mayor Shanahan reported about the storm-damaged tree on North Street, that also damaged a street light. He said he sent our insurance company a copy of the \$900 invoice for cleaning up the downed portion of the tree in the road. He said he also asked Utilities Superintendent Johnson to get the street light replaced, which was done, and we are waiting for an invoice from Bowling Green for that. Our insurance representative instructed us to pay both bills and then submit copies of the receipts to insurance. We have a \$1,000 deductible. The insurance provider will reimburse us any difference of the total cost that is above our \$1,000 deductible. The mayor said he had asked Zoning Inspector Owens how we decide whether the tree belonged to the village or not. Mr. Owens looked it up on the County Auditor's site and his best guess is that it is a village tree. The insurance company asked if we had any maps to show whether the tree is in the right of way or on private property. Tim Smith, the homeowner there, does not know who put the trees in; they were there when he bought the house. The mayor recommended to members that we pay for the tree cleanup, even if we later determine that the tree was on private property. He reasoned that we needed to act on it fast to get it cleared out of the road,

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whereas calling in another company to remove it for a private citizen might have taken a couple of weeks. And Tim Smith will also probably incur a large expense to remove the remainder of the damaged tree. The mayor said he would talk with Mr. Johnson to find out what he knows about the layout of property lines and right of way in that area, and if he knows of any maps we have for this information. Councilman Fox asked if we might need an ordinance that clearly declares how right of way is to be determined throughout the village. The mayor answered that he thought there was a rule that right of way ends a certain amount of feet from the center of the street, but he would have to talk with Mr. Johnson to find out for sure. Councilman Bergfeld asked if it would realistically be worth it to save maybe about \$400 by turning this in to insurance, when this claim, along with the previous claim for the park slides, might cause our insurance premiums to be increased. The mayor answered that that was a fair question. He said he would email our insurance representative about it and ask how this claim might affect our future premiums. Councilman Fox asked how we would divide up whatever insurance reimbursement we may receive, since about two-thirds of the repair costs will come from tree money and about one-third from street light money. Mr. Harnishfeger answered that we can proportionately receipt any insurance money received back into the tree maintenance fund and the street light fund.

**ZONING:** Mayor Shanahan reported for Zoning Inspector Owens that two people had called him, inquiring about permits, but they had not done anything yet. The yards were mowed, in response to the two zoning letters that Mr. Owens sent out to Wall Street property owners about tall grass and weeds.

Councilman Fox reported that he saw some trash by the abandoned semi-trailers—little kids' toys and garbage—which must be some kind of violation. Mayor Shanahan responded that he will take a look at it.

**UTILITIES:** Mayor Shanahan reported that Hannah Bergfeld, Councilman Bergfeld's wife, is interested in taking the meter reader position at the current pay of \$150 per month for that job. Response has not been received back from any other contacted candidate for the position. The mayor said he would like for her training with Chad Johnson to begin with the reading of the meters for July billing. The mayor recommended that Mr. Johnson be paid the normal amount for meter reader while training Hannah. Members voiced their agreement with this recommendation, with no objections voiced. Fiscal Officer Harnishfeger asked to be informed of the exact date when Hannah begins working, so he can set her up for payroll. Mayor Shanahan told members that he had consulted with Solicitor Skaff and this does not present a conflict of interest for Councilman Bergfeld's wife to take this job. Mr. Bergfeld would just need to abstain from discussions or voting about things like her job or wages.

**STREETS and ALLEYS:** Councilwoman Mehring asked if everyone was done working on the landscaping at the post office. Mayor Shanahan responded that he will email them and tell them that it is on them, now that the stumps have been removed.

**SIDEWALKS and TREES:** Councilman Fox asked if there was an update on the sidewalks. Councilman Smith asked Councilwoman Mackey to go with him in the next week, to hand out contracts and do a final confirmation of who will be on our list for sidewalk replacements this year; we will give them a couple of weeks to turn it in. He said we are still planning on a schedule of the end of July or early August for the project. Mr. Fox asked if we were going to take down the storm-damaged tree on North Street, if we determine that it belongs to the village. The mayor answered that we will have it assessed. Members and the mayor discussed some other trees that will likely need to be taken down as well. Councilman Lee asked if the finishing work of the 2021 sidewalk project was completed. Fiscal Officer Harnishfeger answered that we had received and paid the final bill for that project. Mr. Lee reported that Jamin Roe had not been pleased with the finish work done. Councilman Bergfeld agreed that it was not a very good finish job, lacking in topsoil. Mr. Smith said he would talk with Cody about it and request

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the topsoil that was lacking. Mr. Lee said he would tell Jamin Roe that we were going to follow up with Cody.

Mayor Shanahan reported that Cindy Hoffner contacted him by email, asking if we would have the tree in front of the church trimmed, because branches are hanging down and obstructing pedestrians from walking there. Mr. Smith and Ms. Mackey both reported that Thelma Wires had called them about the same tree. Mr. Smith commented that the branches are heavy right now, causing them to hang down. He said he told Thelma that he would go trim them back in the next couple of days.

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

**CITY HALL and PARKS:** Councilwoman Mehring reported that she tried to pull thistles out of the mulch at Mehring Park, but they didn't want to come out. The mayor suggested that we could ask Josh Heckerman to get rid of the thistles, while doing mowing of the park. He also mentioned that he had used Roundup® on the thistles at the post office, which caused them to shrivel in a couple of days. He used up the Roundup® we had, but he replaced it with two new containers. The mayor commented that, if all Josh would do is spray the thistles with roundup, we could do that ourselves and not have to pay him to do it.

Mayor Shanahan reported that Dennis Hafner was at the volleyball court today with his weed whip. Councilwoman Mackey said she had wondered if we were going to maintain the volleyball court or do away with it. The mayor stated that he thinks we should do away with it. It doesn't get used the way it used to. Councilman Bergfeld asked if there was any way to repurpose it. The mayor answered that he thought it would be a good spot for a pickleball court, but there is a lot of sand there, going way down in the ground, making it unsuitable to pour concrete there. Mr. Bergfeld suggested that maybe we could turn it into a large sandbox. The mayor asked if the volleyball net poles are cemented in. Ms. Mackey answered that they are. Councilman Lee asked if the high school does anything with volleyball. Ms. Mackey responded that two years ago she had invited the girls' volleyball coach to bring her girls down to the park to use the volleyball court, but she never brought them down. Mr. Lee asked if we could sell the sand. The mayor answered that a major question is how deep the sand goes there. Councilman Fox commented that a truck load of sand can go for \$25. The mayor added that there is probably waste and bugs buried in the sand. Ms. Mackey suggested offering it free to someone for digging it out. The mayor asked who we purchased it from. Ms. Mackey said it was Sandman. The mayor asked Ms. Mackey to call Sandman and offer our sand to them for free, if they will replace the sand with some dirt.

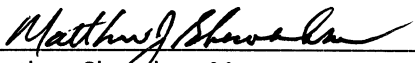
Mayor Shanahan reported that the Ronald Current plaque is in production and we received the invoice for it. He said he hasn't heard exactly when we will have it. He said he will follow up to find out when we can expect it, so we can let the family know and schedule the ceremony.

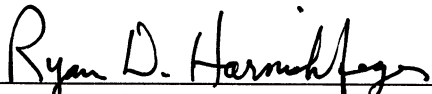
Mayor Shanahan gave each member a copy of design information for the village sign at Centennial Park. He said he had met for 2 hours with Nate, an Eagle Scout from Luckey, Ohio. He is going to redo our sign. The original sign will be kept, since it was originally done as an Eagle Scout project. They are going to refurbish it, clamp it together, and repaint it. Instead of wooden posts in the ground, he will put in concrete pillars and the sign will slide in between the pillars. Then he will put flowers underneath it. The mayor said he signed Nate's papers today. Nate has to get a couple of other signatures. Then he has to deliver his idea to the Eagle Scout representatives. Once he gets approval, the mayor said he asked him to come speak to Tontogany Village Council about his proposed project and ask for permission to remove the sign to take it where they will refurbish it. Nate wants to get the project completed and the sign reinstalled by October. Councilman Fox asked if the village typically pays for all of the supplies. The mayor answered that we do not; the Scout has to raise the money. The mayor commented that he had told Nate that we have a company coming to pour concrete for sidewalks, and that he would introduce him to Cody and see if Cody would do a donation for the Eagle Scout project, or give him a discounted rate for concrete. Mr. Fox asked if Nate intends to use brick over the concrete. The mayor answered that

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he does. Councilwoman Mackey asked to have some input on what type of flowers would be chosen to put under the sign. She said she wants it to be something that is low-maintenance and doesn't need to be replanted every year. The mayor told members that on the back of the current sign is Mike Enwright's name and Troop 347; Mike had done the original sign in 1993. Nate will have two small plaques on the back of the refurbished sign—one with Mike's name on it as the originator of the project, and one with Nate's name on it as the refurbisher of the sign.

With nothing further to discuss, Mayor Shanahan declared the meeting adjourned at 8:05 p.m.

  
Matthew Shanahan, Mayor

  
Ryan Harnishfeger, Fiscal Officer