

## TONTOGANY VILLAGE COUNCIL

### MEETING MINUTES FROM: December 16, 2024

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, here; Mark Smith, here; Robert Bergfeld, here; Lincoln Fox, here; Paul Neal, here. Also present were Utilities Superintendent/Meter Reader/Zoning Inspector Chad Johnson and Fiscal Officer/Utilities Clerk Ryan Harnishfeger. Visitors present: Jake Heckerman; Deputy M. Myers from the Wood County Sheriff's Office. Minutes from the December 2<sup>nd</sup> meeting were approved as submitted.

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

Mayor Shanahan did a second reading, by title only, of Ordinance #984-24, AN ORDINANCE ESTABLISHING SALARIES FOR ELECTED OFFICIALS.

Copies of the November Incident Report were provided to all for review. Mayor Shanahan asked if members had any issues to discuss with Deputy Myers. Members had no issues to discuss. The mayor thanked the deputy, wished her a Merry Christmas, and she left the meeting.

Mayor Shanahan reported that we received the annual Christmas postcard from Congressman Bob Latta and his family, which he passed around for members to view.

Mayor Shanahan noted that Jake Heckerman (who does village mowing and landscaping work for his father, Josh Heckerman) had been invited to the meeting. The mayor asked Councilwoman Mackey to speak to Jake on behalf of Village Council. Ms. Mackey thanked Jake for the great job he did this past summer on both parks. She told Jake that we know he did it pretty much all on his own and it was his first year of doing it by himself, which speaks very highly of him. She told him we appreciated his work and couldn't have asked for a better job. Then she presented Jake with a gift card and members invited him to grab some cookies and goodies from the snack table before he left the meeting.

Fiscal Officer Harnishfeger reported that the Village received a letter from the Northwest Wood Ambulance District, stating that Todd Buehrer's current 3-year term as the Village of Tontogany's member to their Board of Trustees will expire on December 31, 2024. The letter requests that Village Council appoint its member for the new 3-year term of January 1, 2025 through December 31, 2027. Mr. Harnishfeger told members that he had texted Todd Buehrer and asked if he was interested in serving another 3-year term, and he responded that he was interested in doing so. Mayor Shanahan asked if anyone had any opposition to Todd continuing to represent the Village in that position. Members voiced no opposition. Councilman Smith remarked that Todd had done a fine job at it for many years. Councilman Smith made a motion to appoint Todd Buehrer as Tontogany's member to the Northwest Wood Ambulance District's Board of Trustees for the new 3-year term. Councilwoman Mehring seconded this motion. All voted in favor; motion carried.

Fiscal Officer Harnishfeger asked members to confirm a meeting schedule for 2025, to be published. After a brief discussion, it was decided that the first meeting in 2025 will be on Monday, January 20<sup>th</sup> at 7:00 p.m. All subsequent meetings will be on the first and third Monday of each month at 7:00 p.m., with the exception that the first meeting in September will be moved to Tuesday, September 2<sup>nd</sup>, allowing the observance of Labor Day on September 1<sup>st</sup>.

Fiscal Officer Harnishfeger asked members for approval to pay any bills that may come due before the first meeting in the new year. Councilman Fox made a motion to authorize the fiscal officer to pay any bills that come due before the first meeting in 2025. Councilman Smith seconded this motion. All were in favor; motion carried.

Fiscal Officer Harnishfeger reviewed the 2025 salaries and compensations for employees and elected officials: mayor's salary is \$300 per month; council member's compensation is \$64 per month,

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conditioned upon a member attending at least one council meeting monthly or being excused for nonattendance by Village Council (per Ordinances #807-10 and #847-14); village administrator's pay is \$25 per hour, not to exceed 60 hours per month unless additional hours are approved by Village Council; fiscal officer's salary is \$2,060 per month; utilities superintendent's salary is \$900 per month (split \$650 from the water fund and \$250 from the electric fund), plus \$20 per hour for extra work, subject to approval by Village Council; utilities clerk's salary is \$1,802.50 per month (paid in equal parts from the water fund and the electric fund); meter reader's salary is \$250 per month (paid in equal parts from the water fund and the electric fund), plus \$20 per hour for installing meters, subject to approval by Village Council; zoning inspector's salary is \$150 per month; village laborer's pay is \$20 per hour. Members voiced no objections or corrections to these amounts.

Mayor Shanahan reported that we had good success in selling our first 100 fundraiser cookbooks. We approved Hannah to order another 100 cookbooks, which she did and she covered the cost out of pocket. The mayor asked members for approval to reimburse Hannah the \$391.95 that she paid for the second shipment of 100 cookbooks. Councilwoman Mackey made a motion to reimburse Hannah \$391.95. Councilwoman Mehring seconded this motion. All were in favor; motion carried. Ms. Mehring asked if any more have been sold. Councilman Smith responded that they are selling like hotcakes. The mayor added that Hannah made a 150<sup>th</sup> post yesterday afternoon and we had five cookbooks sold in the first hour. He also said that we are going to set up in the village hall to sell cookbooks on Sunday from 10:00 a.m. to noon, concerning which there will be information posted on social media and shared with both pastors to share at their church services, in case anyone wants to stop by and pick up a cookbook after church. This will probably be the last push of cookbook sales this year. Throughout 2025, the 150<sup>th</sup>, we will be selling them at various planned events and at Togany Fest.

Councilman Neal reported that the work on the Community page on the website is complete. Haley sent us the invoice and she was about \$5 over the estimate. She spent much more time on it than what she had estimated, but she did not charge us for that extra time. Mr. Neal commended her for sticking with her estimate, although he said he wouldn't want it to work out that way for her in the future, which would not be good for her or for the Village.

**ZONING:** Zoning Inspector Johnson reported that he spoke with the chief building inspector for Wood County, who said he remembered this conversation about two or three years ago (regarding the old carryout building downtown). Mr. Johnson said he told him it has gotten worse, with bricks falling off of the building; it is a structural problem that could cause someone to get hurt. The inspector looked at it on Google Earth and said it looked like a problem and he would come and take a look at it. He will also send the owner, Cunningham, a letter from Wood County Building Inspection that they are going to do something about it, and he said it may go to court eventually. Mayor Shanahan thanked Mr. Johnson for doing follow-up work on this matter.

Councilwoman Mackey reported three inoperable or unlicensed vehicles: a black Camaro on Broad Street with plates expiring 03/22; a gray Mercedes in front of Fretter's house on Broad Street with plates expiring 02/23; and the Jeep on Lincoln Street at Margaret Deluca's that still hasn't been removed. Mr. Johnson commented that the black Camaro is Tony Hafner's buddy's car. Councilman Fox commented that the one on Lincoln Street is technically off of the road. Councilman Smith added that the Camaro is the only one that they can touch.

Councilman Neal told Zoning Inspector Johnson that it might be a good idea for him to notify Steve Powell about the progress with the county building inspector on the old Moser's Carryout building. Mayor Shanahan agreed that that would be a good idea. Mr. Johnson agreed that he could do that.

Zoning Inspector Johnson reported that he received a call about the one and a half lots at the east end of Wall Street. The gentleman wanted to split the 100 feet into two lots. Mr. Johnson said he advised him that he wouldn't be able to put a very big house there. The gentleman said he wanted to put two small houses there. Mr. Johnson said he told him he would have to do some checking on this.

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Mr. Johnson said he called the Planning Commission, who told him they had nothing to do with Tontogany's splits. It would be a decision for Tontogany's Council to make; if Village Council is okay with having two 50-foot lots with small houses, then it could be done. Councilwoman Mackey stated that we would have to go through the Zoning Board of Appeals. Mayor Shanahan told members that he spoke to the owners of that property today, who told him that their realtor had been reaching out to various home manufacturers to see if anyone had interest. He agreed with Ms. Mackey that it would have to go through our Zoning Board of Appeals, who would make a recommendation to Council. Then Council would make a decision to approve or reject that recommendation. He added that there is a \$200 application fee for changing the zoning on the property. Mr. Johnson suggested that Council could just say no now, if they don't want to do it.

Zoning Inspector Johnson reported that there is something going on in the lot between Lambert's and the preexisting house. He said he keeps getting an OUPS notice that Bowling Green Electric is going to run electric up into that lot, but Mr. Johnson said he does not know what for. Mr. Johnson added that he looked it up on the County Auditor's website and it is no longer owned by Miller Diversified.

**UTILITIES:** Utilities Superintendent Johnson reported that he spoke with the contractor today and he will be out Thursday and Friday to work on the Kellogg Road backflow prevention project. He will be shutting the water line down from the meter pit to Liberty Hi Road. There will be zero pressure and it will have to be bacteria tested. Mr. Johnson said they asked about where they could put the dirt that they remove for the precast concrete pit, but he did not know of any dirt piles where they could put it.

Mayor Shanahan asked if Mr. Johnson ever received a response about the street light out on Main Street that Brandt Corral had requested to be fixed. Mr. Johnson answered that he has texted him two or three times and he doesn't respond, perhaps because he doesn't want to come over here for just one light. The mayor offered to call Bowling Green about it. Mr. Johnson advised him to call Electric Superintendent John Stewart. The mayor commented that Brandt Corral had also asked him about the camper near the light, if we are allowing it to stay there. Mr. Johnson said he thought that the trailer is actually parked on the property of the homeowner there.

Councilman Neal remarked that he thought Zoning Inspector Johnson needs to get a copy of the Ohio Basic Code book. Mr. Neal said that Fiscal Officer Harnishfeger had told him that former Zoning Inspector Brian Owens was given a copy, but it was not found in the briefcase of zoning materials that Brian turned in to the Village when he quit. Mr. Neal said we would get a copy to Mr. Johnson. Mayor Shanahan commented that we are about to get a new set of Ohio Basic Code books for 2025, so we can give Chad one of those. Mr. Neal told Mr. Johnson that the Ohio Basic Code contains ordinances for buildings. Mr. Johnson replied that he didn't know what he meant by building ordinances, since that is governed by Wood County. Mr. Neal responded that it is State of Ohio Code that we have adopted in the Ohio Basic Code. Mayor Shanahan clarified that, if we don't have an ordinance that is specific to an issue, we then can refer to the Ohio Basic Code and we can enforce that.

**STREETS and ALLEYS:** Councilman Fox reported that he took a look at the stop signs that were discussed at the last meeting. There are five signs that need changed, mostly on alleys: the one next to the village hall, which looks like someone backed into it; the one on the south end of the alley between Wall Street and Main Street; the one at the north end of Broad Street at the corner of Broad Street and North Street (the only one that is not on an alley); the one in the alley heading north to Main Street, between Tontogany Creek Road and Broad Street (this is probably the worst one, with a spray-painted "93" on the back of it); and the one in the alley heading west approaching Broad Street between Crom Street and Washington Street. Mayor Shanahan asked if members might just want to put yield signs in the alleys, or if they thought there was enough traffic to warrant stop signs. Mr. Fox commented that he thought yield signs would probably be sufficient. He also noted that some stop signs have a little yellow rectangular sign below the stop sign that says, "CROSS TRAFFIC DOES NOT STOP." He suggested that the

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village has a few intersections where it would be a good idea to add that warning under the stop sign, namely, the intersections of North Street and Tontogany Road, North Street and Tontogany Creek Road, Crom Street and Tontogany Creek Road, and both sides of the intersection at Broad Street and Crom Street; and there are other intersections that could qualify as well. The mayor reminded members that we were thinking of talking to Wood County about signs and pricing. Mr. Fox asked where we got the sign for the recycling the first time. Councilman Smith answered that it showed up from the county with the bins. Mr. Fox concluded that we would have to reach out to the county if we wanted to get an updated recycling sign. The mayor thanked Councilman Fox for his work on the signs issue. Mr. Fox asked again about changing some stop signs to yield signs. After a brief discussion, members decided that we should just stay consistent with all stop signs and not a partial mix of yield signs. The mayor said that he would follow up with Wood County.

**SIDEWALKS and TREES:** Councilwoman Mehring reported that the flag in front of the village hall is badly tattered and she tried unsuccessfully to get it down. Councilwoman Mackey commented that we have replacement flags. Ms. Mehring also asked Councilman Smith to get measurements of the area where the wreath is located on the hall when he takes it down. Councilman Fox asked why measurements were needed. Ms. Mehring answered that the measurements are needed for the 150<sup>th</sup> mosaic that will be created to put in that spot.

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

**CITY HALL and PARKS:** Councilwoman Mackey mentioned that the gift card given to Jake Heckerman earlier in the meeting was a Kroger gift card for \$60. Ms. Mackey also asked if we wanted to have the porta johns removed at the end of December. The mayor and members decided that the lady who needed the one at Centennial Park should have her own toilet in by Christmas, so it would be okay to have the porta johns removed by the end of the year. Ms. Mackey said she would call the company to have them removed.

Mayor Shanahan brought up the topic of the barrier for the bottom of the pickleball fence that had been requested. He suggested that we still need to research and figure out what we are going to do about that. Councilman Smith reported that he had not been able to find any rubber material that was reasonable for what we wanted. The mayor asked if it would make sense to seek a park grant to update the fence, get a different style of fence, or have it serviced. Mr. Smith said that his suggestion would be to get new lights, new poles, and a new fence. He said the fence needs to be replaced, and, even if a park grant wouldn't pay for all of it, let's see what we could afford. Councilman Fox asked if there was enough space to have both a basketball court and a pickleball court, side by side, since both are popular and are used. And he suggested that pickleball is so popular that we maybe should think about having two pickleball courts, perhaps putting a second pickleball court in the open space behind the village hall. Mr. Smith gave some thoughts about a possible configuration at Centennial Park that would allow for two pickleball courts and a basketball court. The mayor commented that we would probably have to redesign the disk golf course to accommodate this. Mr. Fox commented that the disk golf course wouldn't have to be redesigned if we utilized alternate space like behind the village hall for a second pickleball court. The mayor said that we would need to look into the costs and he guessed that it would be somewhere in the neighborhood of \$25,000 to \$35,000 for a new pickleball court. Mr. Smith commented that a 30-foot by 60-foot area is needed for a pickleball court. Councilman Bergfeld said he thought the horseshoe pits could be eliminated, since they no longer get used. Councilwoman Mehring stated her concern that we should not let pickleball replace the basketball court, since lots of kids still want to play basketball at the park. The mayor commented that the gentleman from the pickleball association had recommended testing out pickleball on the basketball court before investing in a pickleball court, which we did, and found pickleball to be very popular. The mayor also commented that

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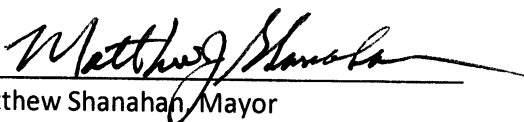
he thought there were other grants on the national pickleball association's (USA Pickleball) website. The mayor said that we should start researching grant possibilities and what kinds of costs we need to put into pickleball grant requests. He commented that the feedback he has received from people is that they would rather play pickleball in their hometown than go to the big rec centers to play.

Councilman Neal reported that the modification to the Community page on the website, to offer a free website listing for Tontogany businesses, has been completed. He said we are now moving into a testing phase, testing the site itself and testing the entry points into the site that are completed by the businesses. It should be finished by the first or second week in January. It has been expanded to include businesses, restaurants, churches, and schools. Councilman Fox asked if services might be included, such as for plumbing or lawn care. Mr. Neal answered that those would come under the broader term "businesses," but they would definitely be able to be included on the website. Mr. Fox said he had another suggestion for the website, based on an email from the school principal that was shared, showing an interest in students volunteering to help residents. He suggested that there be a place on the website for residents who need help with something, such as snow removal, lawn care service, leaf cleanup, etc. It would be a place where residents could post their needs and have those needs taken care of by a volunteer group from the school. We would get the request on our website, forward it to the school, and the school volunteers would fulfill the request. Mr. Neal responded that all things are possible, however, this would require software to allow a conversation with the website viewer, which we currently don't have. The software for that is Mail Chimp and we do have plans to install it in the coming year. Mail Chimp will allow interaction with viewers for various purposes.

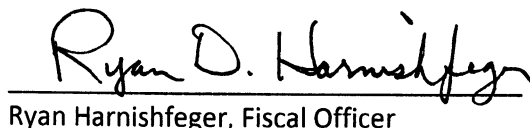
Councilman Neal reported that on November 27<sup>th</sup> he was attached to the Revitalization Committee. He said he asked Gail Christofferson for copies of the informational materials she had presented to Village Council. Then he met with Gail on December 11<sup>th</sup> and went over the information. She wanted to know about the project of sidewalks and light poles that he had been working on, but that was cancelled. They discussed all of the attempts that had been made to sell the downtown property, rent space in the property, show the property, all of which has been refused by the owner. He noted that we have a good report on what people are interested in for the downtown area, and we have a Village Council desirous to see the downtown revitalized. However, he said they came to the realization that there is a third party that we need to have supporting the revitalization: the downtown property owners. Therefore, they are proposing that they approach the downtown property owners to form a small group. Then they want to meet with each individual property owner and find out what is standing in the way of revitalizing their property. He said that Gail had noted that each property owner is dealing with different issues, so, trying to apply one solution for all situations would be meaningless. Councilman Fox told Councilman Neal that he appreciated him stepping up into that role. He also commented that we had discussed various ways to try to encourage improvements downtown, including taxes. Mr. Neal responded that Village Council, as one of the three legs supporting revitalization, needs to be responsive in terms of nuisance processing concerning the downtown area. Mayor Shanahan thanked Councilman Neal for his report.

Mayor Shanahan commented that it was a good year and he thanked everyone for their input and participation in various areas to make it so. He pointed out that next year will be the 150<sup>th</sup> Celebration and it will be full of fun and exciting activities. From Katie, the boys, and himself, he wished everyone a Merry Christmas and a very happy and healthy New Year.

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



Matthew Shanahan, Mayor



Ryan Harnishfeger, Fiscal Officer