

TONTOGANY VILLAGE COUNCIL

MEETING MINUTES FROM: October 6, 2025

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 Chad Johnson and Fiscal Officer/Utilities Clerk Ryan Harnishfeger. Visitors present: Deputy Myers from the Wood County Sheriff's Office. Minutes from the September 15th meeting were approved as submitted.

FINANCE and CLAIMS: A spreadsheet of the current invoices was reviewed and approved by members. Regarding the bill from Guarantee for stripping the kitchen and restroom floors, Councilman Smith asked how the kitchen floor turned out. Councilwoman Mackey replied that it looks good. Fiscal Officer Harnishfeger added that one of the kitchen tiles is loose and sticking up about a half inch on one side and needs to be glued back down. Mr. Smith responded that we can fix that. Councilman Fox asked if the hall and the office are billed separately for gas. Mr. Harnishfeger replied that they are billed separately (which is why there are always two bills from Suburban on the invoice list). Councilman Smith made a motion that these bills be allowed and orders drawn for same. Councilman Neal seconded this motion. All were in favor; motion carried. Copies of the September Bank Reconciliation, Fund Status, Revenue Status, and Appropriation Status reports were given to the mayor and the Finance Committee to review.

Copies of the September incident report were given to everyone. Mayor Shanahan acknowledged the presence of Deputy Myers and asked if members had any questions or comments for him. Members had none. The mayor asked the deputy if he had anything specific for Council. He replied that he did not. The mayor thanked Deputy Myers and he left the meeting.

Fiscal Officer Harnishfeger reported upcoming hall rentals: two more paid rentals in October—one on Saturday, October 18th, and one on Saturday, October 25th; two paid rentals in November—one on Saturday, November 1st, and one on Sunday, November 9th; also, one request for Sunday, November 2nd, for which payment hasn't yet been received.

ZONING: Mayor Shanahan reported that Zoning Inspector Chad Johnson had texted council members that he was resigning as zoning inspector, effective October 1, 2025. He will continue as utilities superintendent and meter reader. The mayor said that he and Councilman Smith will try to take care of zoning issues and questions that may arise. He told Mr. Johnson that he may pick his brain and ask him for advice on tricky questions. Mr. Johnson consented to him doing so. The mayor asked Mr. Johnson if he had been able to take care of the fence permit issue for the resident at 18560 Lincoln Street. Mr. Johnson replied that he had not, due to an inability to get together with them. He said he also needed to get a water sample from them, as one of the annual homes on his lead and copper sampling list, but they would not answer the door, so he had to substitute another home, even though he is supposed to sample the same set of homes each year. The mayor said that we will follow up on the fence issue and we will have at least four violation letters going out—one to Margaret Deluca for the car sitting in her driveway; one to Brenda Martinez for a car in back of her house; one to Tony Hafner for the ongoing weeds in back of his house; and one to Brandon Johnson for unauthorized sidewalk removal. He added that the violation letter will ask the recipients to touch base with the Village to set up a plan for compliance to abate the zoning violations. Councilman Fox asked if the vehicle violations were about not having current plates. Councilwoman Mackey answered that the vehicles are considered inoperable. The mayor agreed.

UTILITIES: Utilities Superintendent Johnson stated that he had nothing to report. Mayor Shanahan asked Mr. Johnson if he had heard back from Bowling Green about the streetlight across from Brandt Corral.

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Mr. Johnson answered that he didn't know what is going on with Bowling Green; he has contacted them multiple times, including about the back alley. He asked Councilman Smith if he found out anything about the alley. Mr. Smith replied that Abe Rowe and he looked back there and everything was clear, except for stuff in the back yard; there is nothing in the utility alley. He added that he couldn't see anything that needed to be cut back; everything that wasn't a phone line was nice and clear. He said the only thing he could see in the alley was two pine trees behind Karen Current's property, and their branches were not pushing on anything. Mr. Johnson commented that there have been a number of reports of issues with dimming streetlights, and Alan Current had had a problem having to do with a bare wire. Mr. Smith reiterated that he looked thoroughly and found nothing that appeared to need trimmed back from power lines. He asked if the fire department had mentioned any problems about this. Mr. Johnson answered that they had not. He also commented that after the school solar field was installed, cooperation from Bowling Green hasn't been anything like it used to be. He said he now has to struggle to get them to do anything for us. Mr. Smith commented that he could see where they could have problems related to unpredictable power being put back on the grid. Mr. Johnson commented that it could be that Bowling Green Electric Superintendent John Stewart just has too much on his plate. Mayor Shanahan asked, in consideration of Mr. Stewart maybe having too much on his plate, if there might be another person he would like for us to reach out to when we have an issue that needs their attention. Mr. Johnson answered that Dave Baus is a person he has contacted when he couldn't get a response from John Stewart. He said that Mr. Baus also gave him a duty man list, but the problem is that their duties keep being changed. He also commented that Mr. Baus is near retirement. The mayor remarked that we have the same problem with contacting Bowling Green for help with after-hours power outages; it is like pulling teeth to get ahold of someone to get a crew out here.

Mayor Shanahan reminded members that Utilities Superintendent Johnson had reported some violations cited by the Ohio Environmental Protection Agency, discovered during their August 5, 2025 sanitary survey. The mayor noted that we had discussed the matter and reached out to Solicitor Skaff for legal counsel. Then Mr. Johnson had submitted a response to the EPA. The mayor reported that we received a letter back from the Ohio EPA, stating that they have reviewed our documentation and all violations are now considered abated and we are in good standing until 2028, when they will do the next sanitary survey. The mayor commented that, even though the violation has been abated, at some point we still should probably have a rate study done on our utilities. He said that we would probably want to contact RCAP, who helps villages with rate studies at no cost, to find out what the process involves. The mayor thanked Mr. Johnson for his work on providing the Ohio EPA with an acceptable response to the cited violations.

STREETS and ALLEYS: Mayor Shanahan reported that Orville Buehrer had asked him if the Village would have any crack sealing done before winter. The mayor noted that Main Street has a few spots with cracks and North Street has a small section right by the alley. He said he hasn't looked at other streets, but we did crack sealing on Lincoln and Wall Streets a couple of years ago. He also told members that he had asked Isaac at Washington Township again to address the pot hole on Broad Street at the entrance of the post office, and Isaac had responded that he would get a patch in there. Councilwoman Mackey commented that she noticed it looks like Isaac did that and there is also gravel covering the spot. Councilman Smith asked if we were interested in getting a quote to have chip sealing done on Broad Street. He commented that we don't want to have them tear it up and repave it right now, but chip sealing would give us a newer surface for a while, which would be better than just crack sealing. The mayor replied that it wouldn't hurt to get an estimate. Ms. Mackey asked if chip sealing was tar and chips. Mr. Smith answered that she was correct. Councilman Fox said that he personally would not be in favor of chip sealing. He added that he doesn't think that is for us, but that we should either pave the street or not pave it. He pointed out that kids use rollerblades, skateboards, and bikes on Broad Street. Utilities Superintendent Johnson remarked that he has been doing this job for eight years without a

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break on Broad Street. Mr. Smith told members he could seek a quote for repaving Broad Street in the spring, if they wished. The mayor said again that it doesn't hurt to get a quote, especially with budget considerations coming up in a month or so. Mr. Smith said he would ask for a quote for paving Broad Street from Main Street south to Kellogg Road, and a quote for paving Broad Street from Main Street north to North Street, in case we only have the money to do half of it at a time. Councilman Fox suggested also getting a quote for the whole street, since it might save some of the cost of doing it in parts.

SIDEWALKS and TREES: Councilman Smith reported that he received an estimate from Abe Rowe for all of the trees we talked about cleaning up. The total for trimming up the tree on Main Street and two trees on Washington Street is \$850. Mayor Shanahan asked if Mr. Smith had asked Abe about the tree at the church. Mr. Smith answered that he didn't because it didn't look too bad and we can do a little trimming there ourselves if we need to. Councilman Fox mentioned the trees at Mehring Park. Mr. Smith said he did not ask Abe about those, but we could trim them off just before brush pickup. Councilman Fox made a motion to accept Abe Rowe's bid of \$850 for trimming up the trees on Main Street and Washington Street. Councilman Smith seconded this motion. All were in favor; motion carried.

Councilman Bergfeld asked if we heard back from CSX about the sidewalk at the tracks on Main Street. Councilman Smith answered that he received no response from them. He said we will just have to go ahead and do it and be done with it, and he has a couple of concrete guys that he can seek estimates from. He said he could try to contact the railroad again about it, if Council so desires. The mayor and members commented that we can't count on getting any response from the railroad.

DRAINS and SEWERS: Nothing to report.

CITY HALL and PARKS: Councilwoman Mehring reported that she called Charles Kazmaier and asked him about using his lift for both the painting of the flagpole and for putting up the mosaic on the outside of the hall. She said that Mr. Kazmaier told her his lift was in need of repair and that he wasn't intending to have it in town until after Christmas. Mayor Shanahan replied that, since Gail has donated the mosaic and all of the work that has gone into making it, the least we can do is to go ahead and rent a lift to put it up, instead of waiting for Mr. Kazmaier's lift. Councilman Smith commented that Gail has an install crew, so we just need to rent a lift so they can get it installed. Councilman Bergfeld asked if the mosaic is done. The mayor answered that it is all done except for grouting and a final finish to be applied after the grouting. The mayor commented that he didn't know the value of a mosaic like that, but he imagined it would be a few thousand dollars. Councilman Fox asked for suggestions on where we could rent a lift. Mr. Smith answered that we could get one in a day from Great Lakes Rental in Perrysburg.

Councilman Smith reported that he had been looking at our fence and lights at the basketball court at Centennial Park. He said the fence is a little rough, but still solid. He asked what members thought about replacing the lights at the basketball court with LED, as a park grant project. He pointed out that the current lights use a lot of electricity and create light pollution for residents nearby. Councilman Fox said he thought it would be a good idea. Councilwoman Mackey agreed. Mr. Smith said he could reach out and get estimates from a couple people. Ms. Mackey reminded Mr. Smith that the grant application is due in ten days. Mr. Smith said he would send emails tomorrow for estimates and see what he could come up with. Mayor Shanahan remarked that, even if we don't get a grant awarded for the lights, it wouldn't hurt to get a quote on what it would cost to do the upgrade. Ms. Mackey said she would be more than happy to help get a grant application written if we can get a quote. The mayor commented that it would be great if we can continue to use the existing pole for a park lights upgrade. Mr. Smith said he was thinking the same thing. Ms. Mackey noted that the wiring is exposed on the one. Mr. Smith replied that we would ask them to wrap it all up and make it nice and tight for us. The mayor suggested

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that we also make sure the coin vending box for the park lights will still work with new lights. Mr. Smith replied that it will be easy to change the coin box over to work with new lights, and they will probably put in a new box at the bottom that will be more secure.

Mayor Shanahan reported that the banners are due to arrive on October 8th. He asked if we need to order more brackets or if we have enough already. After a little discussion, members decided that we should go ahead and order 12 more banner brackets. Councilwoman Mackey asked if the mayor thought we would get the banners up yet this year, since we would probably have to take them back down shortly. The mayor responded that he thought we dedicated them last year at this time, but we waited until spring to put them up. Members recalled that any banners that were put up were taken down after Veterans Day, which Ms. Mackey noted is on November 11th this year. The mayor commented that the Hafners were asking if we could put their banners on Washington Street near where they grew up. The mayor added that he doesn't really care where the banners are placed, but he didn't see many poles on Washington Street. He also commented that we could do something close to Veterans Day, giving families time to invite whoever they would like to attend. Ms. Mackey pointed out that Monday, November 3rd, is a meeting night, eight days before Veterans Day. She suggested maybe having the banner dedication on November 3rd prior to the meeting, or maybe on Monday, November 10th, just before Veterans Day. The mayor responded that he would suggest steering it away from Veterans Day because there are a lot of discounts and freebies at restaurants for veterans that they might want to take advantage of. Councilman Smith looked it up and found that we did the banner dedication last year on September 30th. The mayor told members that he didn't have a problem with having the dedication at 6:00 p.m. on November 3rd, before the meeting at 7:00 p.m. Everyone agreed that this would be good. The mayor commented that the presentation only takes about twenty minutes. Ms. Mackey suggested that we need to contact the families. The mayor said he would contact the Hafners and he said he would have all of the pictures to give back to the families that night. Councilwoman Mackey and Councilwoman Mehring said they could contact other families.

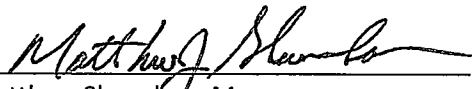
Mayor Shanahan reported that the tree lighting will be Sunday, November 30th (the Sunday after Thanksgiving Day). He said that the Tree Committee went and looked at a couple of possibilities for trees last week, one of which they were pretty excited about. They still have one or two more to look at. The fire department will provide Santa again and they will be doing the hot chocolate and doughnuts. The fire department is also going to do a small dinner fundraiser beforehand. He said that we have not heard back from Doc's yet on whether they will be open. Gail will do the children's ornaments. There will be fire pits and s'mores again this year. He said we will reach out to the choir for singing. Councilman Bergfeld asked about confetti. The mayor answered that one committee member says no confetti and the rest say yes to confetti. The mayor added that he has a street sweeper from the City of Bowling Green scheduled to come in the very next day to do a sweep of the streets at no cost. He said he may also ask them about coming just before Togany Fest like we used to do. Councilwoman Mackey agreed and reminded members that we used to pay them a reasonable charge for sweeping the streets before Togany Fest, as something we felt needed to be done. Councilman Neal reported that we put the brush pickup and the tree lighting on the website. He said someone had already talked to Haley about posting Halloween trick-or-treat on the website. The mayor responded that Fiscal Officer Harnishfeger had sent trick-or-treat information to her. He also said that we will get the tree lighting events schedule to Haley, once we have it. He reminded members that brush pickup is October 27th. He said he was intending to reach out to Isaac tomorrow and see if we may need to start leaf pickup a week earlier this year, since leaves are already falling in a lot of places. Mr. Neal asked if the banner presentation is open to the public. The mayor answered that it is. Mr. Neal said we could post that on the website. Ms. Mackey asked the mayor to let her know the final schedule for leaf pickup, so she can generate a flyer for it. The mayor replied that we will keep the normal schedule of every week in November, but it would be helpful to start a week early. Councilman Smith suggested that Isaac could take the week of Thanksgiving off, if he wanted to, and then come back for a final leaf pickup the first week of December.

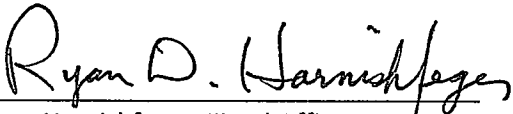
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The mayor commented that he has received complaints about missed brush or leaves. Fiscal Officer Harnishfeger suggested making sure to have the real pickup schedule on the flyer, to help avoid complaints.

Councilman Neal reported that he and Fiscal Officer Harnishfeger had a discussion about the appropriations meeting in November and that we still haven't decided which new software package we are going to buy to replace our existing utility software. He told members that, of the two packages we were looking at, we are going to be proposing to go with Muni-Link, which received the rating agency's higher rating of the two. Councilman Fox commented that he thought Muni-Link seemed the most user-friendly, and neighboring communities are also using it. Councilman Smith added that you can call them anytime for help. Mr. Neal commented that this seems to be the path of least resistance, so this is where we are heading, but if members want to discuss it further, we can do so. Mayor Shanahan thanked Councilman Neal.

With nothing further to discuss, Mayor Shanahan declared the meeting adjourned at 7:47 p.m.


Matthew Shanahan, Mayor


Ryan Harnishfeger, Fiscal Officer