

VILLAGE OF VANLUE

124 Center St. ~ P.O. Box 77 ~ Vanlue, OH 45890
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Robert Wells, Mayor

Leo Hendricks, Village Administrator

Melinda Boyd, (Fiscal Officer)

August 26, 2024

On August 26, 2024, the Council met in regular session at the Vanlue Village Town Hall and was called to order by Mayor Robert Wells at 7:00 PM.

Roll call of Council Members Present by Mayor Wells:

Amy Wiseley
Becky Nye

Ann Burrell
Melissa Caudill

Jeri Wenger (P)
Bridget Shepherd

Village Employees in attendance:

Leo Hendricks (Village Administrator)
Mindy Boyd, Fiscal Officer
Mike Bakies

Village Residents or other in attendance were:

Kristi Miller
Trent Miller
Sue Hannah
Angie Wehrle

All reports, minutes and agendas are sent electronically to all of the Council prior to the meeting so they can be reviewed by Council members and the Mayor. The same reports are available to the public at the meeting.

A motion was made by to approve the minutes of the July22, 2024 meeting and seconded it.
Motion passed 6-0

Reading of and motion to accept the agenda for the August 26, 2024 meeting was made by Ann Burrell and Jeri Wenger seconded
Motion Passed 6 – 0

Approval of recurring expenditures, including 2 that Council Becky Nye and Jeri Wenger abstained. Those included payroll for Robert Wenger and John Nye. Bridgit Shepherd motion to approve and Amy Wiseley seconded.

Motion passed 4 – 0. Becky and Jeri abstained from voting

Melissa Caudill motioned to pay non-recurring bills and Ann Burrell seconded it. Becky and Jeri abstained from voting due to a conflict

Motion passed 4-0

Reading and motion to accept the financial documents/bank reconciliation/fund summary and bank statements as presented. Jeri Wenger motioned to accept, and Becky Nye seconded it.

Motion passed 6 - 0.

Public Participation:

Resident Kristi Miller would like to build a house between Angie Wehrle and Drew Bostic. Leo met with Regional planning and the current zoning inspector to discuss options. Leo was informed that the lot frontage requirements would require a variance. The proposed building lot would be behind the barn which will remain there. An idea was to split the barn lot and combine other parcels. This is under review by the Hancock County Engineer for lot splits/combination allowances. Water and sewer will have to be connected. This appears to be lot #060001031483. This will all be addressed in the processes of Vanlue Planning Commission and Board of Zoning appeals hearings

Departmental Reports:

VCO Sharon May:

2024 VCO yearly calendar

- July 25, 26, 27 Vanlue Fest. No updates due to Sharon May not being present.
- September 21 Veterans Parkway chicken BBQ
- **October 31st Trick or treat.**
- November
- December 1 Christmas in the Park
- December 22 Village Christmas caroling

Zoning:

Nate Kear obtained a zoning permit to put an attachable fence around the top of pool. The ladder has to be removed daily to limit access to the pool.

Committee Reports:

Trees, Streets & Sidewalks – Amy Wiselev & Ann Burrell

Nothing new this month.

Finance and Community & Public Relations–Melissa Caudill & Rebecca Nye:

- Becky and Melissa are both posting on Facebook.
- Becky has been reviewing payments and receipts, but abstaining from anything that is related to her in some way.

Buildings and Grounds and Records: Jeri Wenger (P) & Bridget Shepherd

- Jeri will be contacting individuals to be on the records committee.
- Jeri asked Leo if he would show her and Bridget around the buildings.
- Jeri has been working on a Public Records policy. Mindy asked if there was anything that Bridgit can help with and Jeri said yes.
- The public records training is available online.

Village Administrator, Leo Hendricks

Completely revised & updated the Contingency Plan and the Asset Management Plan as required by the EPA. Will be distributing an updated copy of the Contingency Plan to the Hancock County EMA director.

Created a procedures manual for hydrant flushing and valve exercising.

Met with Matt Cordonnier, Hancock Regional Planning Commission Director, to review an over view of Kristi Miller property proposal for potential construction of a new home. He and his staff were very helpful and suggested a couple of workable options given the complexity of the properties involved.

Met with Kristi Miller and Angie Werhle to show sketches of potential options for properties involved. They plan to attend a council meeting to discuss with the council. This probably will ultimately require approval of the Village Planning Commission for potential variances, the Hancock County Engineer for property splits, as well as Village Council approval for any utility hookups. They would also have to have the properties resurveyed and recorded.

Water Related

The water tower and wet well tanks at the WTP were inspected on Tuesday, July 23rd at no cost. Still awaiting the evaluation report which will be furnished for review of any needed action and costs to correct.

Started the hydrant flushing and valve exercising.

Had the EPA Triennial visit on August 23rd . This was a four-hour event

involving the inspector, Mike Bakies, and myself. No major notable problems were encountered initially. We have to be more vigilant about maintenance record logs.

Received word that we were awarded our SWAP grant requesting \$14,900.

This is a reimbursement grant. We will have six months to spend monies.

The Mayor will be forming a committee consisting of community and business persons to help develop the Source Water Area Protection Plan. We will then have to submit the plan for final approval and implement the plan.

Reviewing water system budget and creating a 5-year forecast proforma for use in evaluating future needed rate increases.

Mike Bakies continues replacing needed valves in the softening system which were malfunctioning. He has also adjusted the softening cycles to improve the water taste. The system has remained more stable since.

Ordered additional replacement pipes for the softening system.

Had several meters malfunction which were replaced. Targeting additional meters which are under reporting normal usage. We have used all of the new style meters and are resuming the rebuild process on older style meters.

Had 17 delinquencies this month with TWO disconnects.

Website: 55 people have signed up so far for text or email alerts and news.

Paystar Statistics to date - during the July payment month:

43 customers or 23.9% of the total water/sewer customers used the Paystar option for \$4,368 in collections.

The 30-month average is 34 customers or 18.9% utilizing Payster each month.

Total transactions of 1,026 and collections to date are \$109,278.

Sewer/Storm Sewer Related

Will be working with Hancock County Engineers office in coming months for catch basin cleaning.

Streets

Street sweeping took place on Thursday, July 25 th prior to the Vanlue Fest.

2024 OPWC paving will be taking place on August 28th-30th for Center Street, South Main Cross, the west end of Railroad Lane, and Catawba, Buckeye, and Deer Lanes on the west end of the village. NO PARKING signs will be posted on Center and Main Cross during the paving work. Any vehicles on the street at that time will be towed if not moved. Notices will be posted on homes adjacent to the alleys(lanes) being paved.

Continuing to evaluate best option(s) for a replacement mower to replace the Kubota mower. Looking to leverage any possible items for trade-in. Anything not traded in will be auctioned off or sold by sealed bid. If item(s) are valued at less than \$1,000 we can take sealed bids.

Submitted the application form for 2025 OPWC paving grant program. Target area for repaving is South Blanchard Street and part of Crawford Street to the water tower. Based on estimates, Vanlue's share will be approx. \$22,000.

Veterans Parkway

Another 7 poles were installed to hold additional banners. A total of 184 banners are displayed.

A chicken BBQ is scheduled for Saturday, September 21st from 4:30-6:30 pm as carry out only to benefit the Parkway Project.

Mike Bakies

Participated in EPA triennial site visit.

Continuing to evaluate & repair issues with softening system.

Daily tasks on water & sewer operation/monitoring

Monthly EPA water & sewer reporting

Ordered needed chemicals & lab supplies.

Mike Wenger

Performed monthly meter readings, distributed delinquent notices, disconnects.

- ☐ Mowing, weed trimming & spraying.
- ☐ Hydrant flushing and valve exercising.
- ☐ Replacing defective meters and restarting rebuild program.
- ☐ Painting at the WTP.
- ☐ Hauled mulch and stone for the Vanlue Park prior to the Vanlue Fest.

Mayor's report and New Business

- Next meeting is Monday September 23, 2024 at 7 pm at the town hall.
- The Mayor will be appointing a committee for the development of the Source Water Protection Plan. It will need to have 8-10 people on it. So far is he considering Ben Brooks, Jared Fry, Steve Baum the fire department Chief.

Fiscal Officer Melinda Boyd

- Amy is on the schedule for cleaning in September
- Certified public records training is online now.
- I will be out of the office starting September 10th and not return till the afternoon of the 27th

A motion to approve Resolution 02-2024, the assessment of delinquent water/sewer accounts to the property taxes, was made by Becky Nye and seconded Amy Wiseley

Motioned approved 6-0

A motion to approve Ordinance 2024-06, the street light millage, was made by Ann Burrell and seconded Jeri Wenger

Motioned approved 6-0

A motion to approve Resolution 03-2024, for the Engineer to apply for OPWC Grant for 2025 paving was made by Amy Wiseley and seconded Jeri Wenger

Motioned approved 6-0

A motion to approve Resolution 04-2024, the approval of the apportionment alternative for LGF fund vs the Statuary method was made by Melissa Caudill and Ann Burrell
Motioned approved 6-0

A motion to approve the cost of the 2025 insurance policy and cost was made by Ann Burrell and Bridgit Shepherd. Mindy will ask other Villages who they have for a carrier and pass it on to Council.
Motioned approved 6-0

A motion to approve the adjusted Estimate of Resources from the Budget committee was made by Melissa Caudill and seconded by Bridgit Shepherd
Motioned approved 6-0

A motion was made by Melissa Caudill and seconded by Ann Burrell to adjourn the August 26, 2024 Village of Vanlue Council meeting at 8:22 pm
Motion passed 6-0

MAYOR

FISCAL OFFICER