

VILLAGE OF VANLUE

124 Center St. ~ P.O. Box 77 ~ Vanlue, OH 45890
Phone 419-387-7745

Robert Wells, Mayor

Leo Hendricks, Village Administrator

Melinda Boyd, (Fiscal Officer)

January 27, 2025

On January 27, 2025, Council met in regular session at the 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

Anne Burrell Absent
Melissa Caudill

Jeri Wenger (P)
Bridget Shepherd

Village Employees in attendance:

Leo Hendricks (Village Administrator)
Craig Bowman
Melinda Boyd
Mike Wenger

Village Residents or other in attendance were:

Sharon May

Mayor Wells gave his State of the Village address. He reminded council of the upcoming projects in 2025. Such as: water rates raised, work on the softeners, water tower work, road paving, and the overhauling of the zoning regulations

Council voted for the Council President for 2025. Nominations were Melissa Caudill and Jeri Wenger. A motion was made to accept Council President by Becky Nye and seconded by Bridget. Motion passed 5-1

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 Jeri Wenger to approve the minutes of the December 23, 2024 meeting and Melissa Caudill seconded it. Motion passed 5-0

Reading of and motion to accept the agenda for the January 27, 2025 meeting was made by Amy Wiseley and Jeri Wenger seconded
Motion Passed 5 – 0

Approval of recurring expenditures, Becky Nye and Jeri Wenger abstained from voting due to Robert Wenger and John Nye payroll. Amy Wiseley motioned to approve, and Bridget Shepherd seconded. Motion passed 3 – 0. Becky and Jeri abstained from voting due to payroll conflicts

Melissa Caudill motioned to pay non-recurring bills for December and Amy Wiseley seconded it. Becky abstained due to conflict of interest.
Motion passed 4-0

Reading and motion to accept the financial documents/bank reconciliation/fund summary and bank statements as presented. A motion to accept was made by Jeri Wenger and Melissa Caudill seconded it.
Motion passed 5 - 0.

Public Participation:

Departmental Reports:

VCO Sharon May:

Larry Monday informed Leo that 4 new banners have been ordered and 2 new poles. The total now is 190 banners. On February 22, 2025 there will be a baked stake or chicken dinner that will benefit the fireworks show at the Fest. The spaghetti dinner for the banner committee fund raiser for April 12, 2025 has been cancelled. The VCO may pick it up.

The park has had their back-flow inspections done by Jeff Beck. The upcoming Spring projects so far are: Park lighted sign will be replaced and the landscape around the sign will be redone.

2025 VCO yearly calendar

- February 22, 2025 baked steak or chicken dinner.

Zoning:

Craig has been reviewing zoning ordinances to see where gaps are. Ann will contact the City of Findlay regarding their moratorium.

Committee Reports:

Trees, Streets & Sidewalks – Amy Wiseley & Ann Burrell

Amy thanked Leo for his donation to Jeremy Oldaker for his help with the putting up and taking down the Christmas lights, as well as Keith and the Mayor for their help.

Amy has inquired about cost of new lights. Thee lights are \$350/light and \$620 for shipping costs. Becky said she seen Carey is getting new lights. She emailed Kelly Kin about buying their snowflakes and what they cost. As of the meeting she had not heard.

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. She also posted about the possibility of frozen pipes in the frigid weather. Suggested leaving water drip to prevent.

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

Nothing on buildings. Jeri has been working on a records policy. Jeri has been communicating with Amy from Ohio History connection regarding the records policy. She informed us that according to ORC 149.39, the Village needs to have a “Records Commission” that meet every 6 months that consists of the Mayor, Solicitor, Fiscal Officer and 1 person from the public that need to be on this committee. The Fiscal Officer voiced her opinion and does not want to be on this committee due to family commitments. John Filkins suggested having the meeting 30 minutes before or after the council meeting. Mindy agreed to this. Before records are disposed, an RC2 will need to submit to the Ohio History Connection to seek approval on what can be disposed.

Village Administrator, Leo Hendricks

The billing software upgrade was installed on the utility office modified laptop.

Was awarded the annual PEP Insurance Safety Grant. Purchased and received \$925 worth of road construction and safety signs.

Contacted the Sheriff’s office to schedule a representative to attend a council meeting to discuss the new contract and patrolling concerns.

Water Related

Due to cold and snowy weather, the January bills were estimated. A cold weather warning was posted advising consumers to let faucets drip during extreme cold.

The Well field farming contract lease was awarded after bid opening on the December 23rd meeting. This is a five-year contract.

USG Water advised that the vent will be installed after the first of the year, coordinating with the weather.

Met with Hempy and the media firm on December 30th to review results and

look at options and costs for cleaning or media replacement. Awaiting their recommendations.

The EPA was advised of the softener testing and the Tower plan and they moved the completion date for the work to be completed no later than March 31st, 2025.

The Mayor is forming a committee consisting of community and business persons to help develop the Source Water Area Protection Plan. We need to prioritize this due to deadlines for reimbursement. June deadline for implementation.

A committee will be meeting to perform a review of the water system costs and update the 5-year forecast proforma for use in evaluating pending needed rate increases.

We had 12 delinquencies this month with no disconnects.

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

Paystar Statistics to date - during the December payment month:

40 customers or 22.2% of the total water/sewer customers used the Paystar option for \$3,789 in collections.

The 35-month average is 36 customers or 19.8% utilizing Paystar each month.

Total transactions of 1252 and collections to date are \$132,078.

Sewer/Storm Sewer Related

Will be scheduling sewer lagoon treatment this year. The last treatment was in 2022 and is typically done every 3-4 years. Received a quote for \$11,033 to treat all three lagoons from the firm which has done the treatment in past years. This has been included in the 2025 budget.

Streets

The Hancock County Engineer is soliciting bids for the 2025 OPWC paving program. We are included in the overall scope. Awaiting bid results.

Mike & Austin plowed snow as needed.

Zoning

A comprehensive review of our existing zoning ordinance is to be conducted.

A zoning committee was formed consisting of Ann Burrell, Bob Wells, Becky Nye, Craig Bowman, and Leo Hendricks. Soliciting other villages zoning regulations for comparison.

Village Employees

Mike Bakies

Continuing to evaluate & repair issues with softening system.

Daily tasks on water & sewer operation/monitoring

Monthly EPA water & sewer reporting

Participated in the December 30th softener meeting.

Changed defective valve on softener.

Jim Hunter

Assisted Mike in plant operations.

Mindy Boyd

Year-end financial reporting
Water Billing & collections filling in for John
Nye. John is on vacation during the month of January.
Mike Wenger
Distributed delinquent notices.
Snow removal.
Austin DesGranges
Snow removal
Craig Bowman
Working with John Filkins on Tanner Zoning case hearing scheduled for

Village Solicitor John Filkins informed Council that on December 4, 2024, Mr. Tanner filed a motion to lift the bench warrant. The pre-trial hearing was scheduled for December 17, 2024 but Village Attorney, John Filkins was not aware or informed of this meeting, and it was rescheduled for January 14, 2025 at 10:30 am. This all has to do with the non-running and non-registered vehicles and junk outside his building.

Mayor's report and New Business

- The Mayor has been working on Source Water Protection and will be getting in touch with the Farm Bureau. The EPA will be included and need to know where and when the signs are located. The first meeting is in February.

Fiscal Officer Melinda Boyd

- Melissa is on the schedule for cleaning in February
- February 24, 2025 is the next Council meeting at the Town Hall at 7 pm.
- Presented letter from Sheriff Cortez regarding the new rates that started January 1st 2025. The difference is dollars is \$2.32. Years 2024 & 2025 have been included in Council packets.
- Year 2024 is closed and a notice has been sent to the Courier to inform people that the Financials are available for viewing at the Town Hall.
- Packing all 2024 files for future Audit
- Work on USDA request.
- \$200.00 was collected from Council and employees for donation to the Family Resource Center in memory of Eric Bakies.

A motion was made by Jeri Wenger and seconded by Bridget Shepherd to adopt the Records policy. Approved 5-0

A motion was made by Melissa Caudill and seconded by Amy Wiseley to adjourn the January 27, 2025 Council meeting at 8:10 pm.
passed 5-0

MAYOR

FISCAL OFFICER