

# VILLAGE OF VANLUE

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**Leo Hendricks, Village Administrator**

**Melinda Boyd, (Fiscal Officer)**

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**January 22, 2024**

On January 22, 2024, the Council met in regular session at the Vanlue Village Town Hall and was called to order by Village Solicitor John Filkins at 7:00 PM.

**Roll call by Village Solicitor John Filkins of Council Members Present:**

Amy Wiseley  
Becky Nye

Ann Burrell  
Robert Greene

Melissa Caudill

**Village Employees in attendance:**

Leo Hendricks (Village Administrator)  
John Filkins (Village Solicitor)  
Robert “Mike” Wenger (Maintenance)  
Melinda Boyd (Fiscal Officer)  
Craig Bowman

**Village Residents in attendance were:**

Sharon May  
Bob Wells

Jeri Wenger

At this time, the candidates for Sheriff spoke.

Mark Price has been at the sheriff’s office for 28 years and has raised a family in Vanlue. He was the Vanlue Fire Chief but stepped back to Assistant Chief. He would like to focus on the Sheriff Department and recruiting more deputies.

Mike Cortez worked in law enforcement for 30 years. He stepped down from the County, so he could run for Sheriff. He would like to see all deputies have cams attached to them to record stops or incidents. He stated that he is the only candidate to have training credentials.

There will be a debate and meet the candidate night February 26, 2024 at the Marathon Performing Arts Center.

**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.**

2024 is a Year of reorganization. A Mayor will be appointed and a Council person as well. Let's begin with the empty seat.

Nominate a person to fill the empty Council seat and swear in. Bob Greene nominated Robert Wells to fill that seat. Ann Burrell made a motion and Robert Greene seconded it and motioned passed 5-0 and Robert Wells was sworn in to Council.

Welcome Mr. Wells to Council

The next order of Business is nominating a Council President. Amy Wiseley nominated Robert Wells for President and Ann Burrell seconded it. The motion passed 5-0. Robert Wells is the new Council President.

The next order of business is to nominate and vote for a new Mayor.

Council Woman Ann Burrell told Robert Wells that she is concerned that there would be a repeat when he was Mayor in the past where everything would be tabled, and the meetings would run on and on. He stated they would not. Jeri Wenger also stated she would be interested in Mayor.

Ann Burrell made a motion for Robert Wells to be appointed to the Mayor seat and Amy Wiseley seconded. A secret ballot was taken, and Robert was the winner. Mr. Wells was sworn in as Mayor.

The vacated seat on council by Robert Wells moving to Mayor needs filled.

Motion by Ann Burrell Seconded by Amy Wiseley to appoint Jeri Wenger to the vacant council seat. Motion passed 5-0. Jeri Wenger was sworn in to the council.

The Council needs to nominate and vote for a new Council President. A motion was made to nominate Becky Nye by Ann Burrell and Melissa Caudill seconded it. Jeri Wenger nominated herself as President. The final vote for President was Jeri Wenger 4 and Becky Nye 2. Congratulations Jeri on becoming 2024 Council President.

The reading of and a motion to accept the minutes of the December 18, 2023 meeting was made by Ann Burrell and Bob Greene seconded it.

Motion passed 6 - 0.

Reading of and motion to accept the agenda for the January 22, 2024 meeting was made by Melissa Caudill and seconded by Amy Wiseley

Motion Passed 6 – 0

Reading of and a motion to accept the payment of the bills as presented Becky Nye motioned to accept the payment and seconded by Jeri Wenger.

Motion passed 6 – 0.

Reading and motion to accept the financial documents/bank reconciliation/fund summary as presented. Ann Burrell motioned to accept, and Melissa Caudill seconded it. Motion passed 6 - 0.

### **Public Participation:**

### **Departmental Reports:**

#### **VCO Sharon May:**

Sharon was informed that the new mower has been ordered and the final cost is \$8,935.01. The Village Solicitor will write up a contract to be signed by the VCO and the Mayor for the cost. That will be 36 payments at \$248.19/month interest free.

#### **2024 VCO yearly calendar**

- February 24, VCO Firecracker Baked steak and chicken supper.
- March 30<sup>th</sup> Easter egg hunt
- April 13 Veteran Parkway Spaghetti Supper
- May 11<sup>th</sup> reverse raffle
- June 14 and 15<sup>th</sup> Village garage sales
- July 25, 26, 27 Vanlue Fest
- September 21 Veterans Parkway chicken BBQ
- October 24<sup>th</sup> Trick or treat.
- November
- December 1 Christmas in the Park
- December 22 Village Christmas caroling

### **Committee Reports:**

Mayor Wells will be keeping the committees as is for the year.

#### **Trees, Streets & Sidewalks – Amy Wiseley & Ann Burrell**

- Amy and Ann did not have anything on the trees, streets and sidewalks. Once it gets warmer, the planning will get started.

### **Zoning:**

- A violation notice has been sent to Mr. Tanner at 110 Center St. He has moved 1 car. A motion from Ann Burrell was made to proceed with legal proceedings against Mr. Tanner and Jeri seconded it. Motion passed 6-0
- Toby Brooks has been notified regarding the alley way between his lot and Shepherds property but we have not received anything in return from him.

- The alley between Chiow and Robbie's property has been submitted to the County Auditor's office and has been vacated. Mindy will send a bill to Mr. and Mrs. Chiow for the costs of Attorney and filing costs.

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

- Nothing new for Finance or Public relations.
- Becky and Melissa are both posting on Facebook.

### **Buildings and Grounds and Records: Jeri Wenger (P) & Robert Greene:**

- Jeri finished the recommendations for the records committee.

### **Village Administrator, Leo Hendricks**

- o Craig Bowman met with Regional Planning on zoning change request by Jared Fry. Recommendation is for a planning commission to be formed consisting of the village council for review of proposed changes.
- o Finalized the 2024 budget.
- o Ordered the zero-turn mower for the park from AG-PRO of Ottawa. Anticipated delivery in April-May timeframe.
- o Working on updates on all laptops. HDERlink is updating software licenses.
- o The Town Hall roof developed a leak at the transition from old to new after 1" rain event. Contractor is scheduled to repair leak asap as part of warranty.
- o Will be scheduling interviews for job openings after reorganization of Council.

#### American Rescue Plan Act (ARPA)

- o SOS (Data command) was in on December 20th and did additional needed upgrades and enhancements. This work was needed in order to comply with EPA cybersecurity and functional areas.
- o Have used all but \$72 of ARPA funds – all on water/sewer related.
- Water Related
- o Estimated water billing for January due to snow cover and cold.
- o the leak was located at 405 S. East Street and repaired on 12/29/2023 by Matt Shaferly. Approximately 10,000 gallon per day leak.
- o Jim Hunter is retiring at the end of January, 2024. Mike Bakies and Jim have been actively cross-training on our operations. Want to express our thanks to Jim for all of his hard work and dedication and wish him a happy second retirement.
- o Will be advising EPA of change of Operator of Record.
- o Continuing to work on the Lead & Copper Compliance report as required by the EPA. The L & C reports are due no later than October 18, 2024.
- o Have been actively updating the GIS survey program to include sewer lateral lines as shown on as-built plans.
- o Exploring grant opportunities for the water system.

o Corr-Pro was in and removed the cathode from the water tower for the winter season.

o Had 14 delinquencies this month with one potential disconnect, which was placed on hold due to extreme freezing weather.

o Website: 46 people have signed up so far for text or email alerts and news.

☐ Paystar Statistics to date - during the December payment month:

☐ 36 customers or 20% of the total water/sewer customers used the Paystar option for \$3,692 in collections.

☐ The 23-month average is 32 customers or 17.6% utilizing Paystar each month.

☐ Total transactions of 733 and collections to date are \$78,193.75.

☐ Sewer/Storm Sewer Related

o Updating GIS sewer system maps as per surveys.

☐ Streets

o Awaiting letter of intent from Toby Brooks for the potential vacation of alley & street right of way between Shepherd & Brooks properties.

o the vacation of the alley between Robbie Brooks and Scott Chiow has been recorded and is now official. Bill for attorney and recording fees to be sent to Chiow's.

o Snow season has begun, and Mike and Austin have been plowing and salting as needed.

o Had several street lights were out and when reported to AEP, have been replaced with upgraded LED lights.

o Jim

☐ Will be retiring at the end of January, 2024. Mike Bakies is his replacement.

☐ Daily tasks on water and sewer operation/monitoring

☐ Lagoon winter scheduled discharges.

☐ Monthly EPA water & sewer reporting

o Mike Bakies

☐ Cross-training on our system with Jim

☐ Daily tasks on water & sewer operation/monitoring

☐ Taking over monthly EPA water & sewer reporting.

### **Mayor's report and New Business**

- Next meeting is February 26, 2024 at 7 pm at the town hall.

### **Fiscal Officer Melinda Boyd**

- Melissa is on the schedule for cleaning in February.

- The billing increase for the Sheriff's office started January 1, 2024. It increased to \$45.09 from \$43.32 per hour.
- There were 2 resumes submitted for Clerk or Village Administrator positions.
- The year-end report is almost complete. Once it is complete the ad will go in the courier stating it is and the report can be reviewed here at the office.

Motion to approve Ordinance 2024-01, Ordinance employing John Filkins as Village Solicitor for the Village of Vanlue years 2024 and 2025 and establishing a salary therefore and declaring and emergency.

Melissa Caudill motioned to approve, and Jeri Wenger seconded it.

Motion approved 6-0.

Motion to proceed with legal proceedings against Roger Tanner. Ann Burrell motioned to approve, and Jeri Wenger seconded it.

Motion approved 6-0.

Motion to approve the Council as the village planning commission. A motion was made by Jeri Wenger and Bob Greene seconded it.

Motion approved 6-0

A motion was made by Ann Burrell and seconded by Jeri Wenger to adjourn the January 22, 2024 Village of Vanlue Council meeting at 8:20 pm

Motion passed 6-0

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**MAYOR**

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**FISCAL OFFICER**