

VILLAGE OF VANLUE

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Robert Wells, Mayor

Leo Hendricks, Village Administrator

Melinda Boyd, (Fiscal Officer)

June 24, 2024

On June 24, 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)

The first thing on the agenda was the interviewing of interested candidates for an empty Council seat. There were 2 candidates in attendance, Bridget Shepherd and Chester Leon Caudill.

At 7:05 pm, Ann Burrell motioned for an executive session for personnel discussions and Melissa Caudill seconded it to discuss the candidates. At 7:17 pm, Ann motioned to end the executive session and Becky seconded it.

A motion for a paper vote was taken by Jeri Wenger and seconded by Becky Nye. Melissa abstained from voting due to conflict of interest with 1 candidate. The chosen candidate was Bridget Shepherd. Mayor Wells swore her in to Council.

Village Employees in attendance:

Leo Hendricks (Village Administrator)
John Filkins (Village Solicitor)
Mindy Boyd, Fiscal Officer
Mike Bakies (water/sewer operator)

Village Residents or other in attendance were:

Sharon May
Chester Leon Caudill
Bridget Shepherd

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.

The reading of and a motion to accept the minutes of the May 20, 2024 meeting was made by Amy Wiseley and seconded by Ann Burrell.

Motion passed 6 - 0.

Reading of and motion to accept the agenda for the June 24, 2024 meeting was made by Jeri Wenger and seconded by Amy Wiseley

Motion Passed 6 – 0

Reading of and motion for approval of current expenditures less 1 payment to A1Printing, Becky's employer. Melissa Caudill reviewed the A1 payment and initialized it. Ann Burrell motioned to accept and seconded by Amy Wiseley

Motion passed 5 – 0. Becky abstained from voting

Ann Burrell motioned to pay recurring bills, such as utility, banking, taxes and payroll/salaries by elected officials and Jeri Wenger seconded it.

Motion passed 6-0

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

Motion passed 6 - 0.

Public Participation:

Departmental Reports:

VCO Sharon May:

- Council and Sharon discussed if Trick or Treat should be the 24th or 31st. A decision will be made closer to Halloween.
- Sharon has also been working with the Garden Club to “dress” up the Boulevard
- There will be 2 pickle ball courts, 1 tennis court and the basketball court once renovations are completed at the park.

2024 VCO yearly calendar

- July 25, 26, 27 Vanlue Fest. There will be cheerleading competition, 3 on 3 basketball tournament and live music Saturday night.
- September 21 Veterans Parkway chicken BBQ
- October 24th or 31st Trick or treat.
- November
- December 1 Christmas in the Park

- December 22 Village Christmas caroling

Zoning:

Committee Reports:

Trees, Streets & Sidewalks – Amy Wiseley & Ann Burrell

- Ann submitted estimates for sidewalk replacement from Shane Construction and Heitmeyer concrete. Shane Construction came in at \$8300.00. She asked for an additional \$2000

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**

Nothing new with Buildings and Grounds. Jeri is still working on getting her report typed up. Bridget replaced Bob Greene on this committee.

Village Administrator, Leo Hendricks

- o Attended a Natural Hazard Mitigation Plan meeting along with Mayor Wells at Findlay, hosted by the Hancock Co. Regional Planning Commission. They were soliciting ideas and input to update the plan. Having an updated plan in place allows for Government Assistance in case of natural disasters.
- o Working on projections for the regional Rural Transportation Planning Organization which covers 7 counties in NW Ohio. They are gathering input for forward planning on transportation related upgrades related to over the next 5-20 years. (See attached spreadsheet). Due June 28th .
- o Working with John Filkins on letter from Auditor of State regarding approval of invoices. Reviewing policy for recommendations.
- o Participated in online training on SourceWell, a buying cooperative program that obtains negotiated municipal pricing contracts. Looking to possibly use as a tool for potential mower purchase.

Water Related

- o Mike Bakies found several valves in the softening system malfunctioning, in need of replacement. Parts are on order should be in within the next couple of weeks.
- o Working on updating the Asset Management Plan as required by the EPA. We are due for a triennial inspection visit in July.

The water tower will need to be inspected for potential cleaning. Unfortunately, no grants are available for this. Leo is evaluating how much of a rate increase is needed. RCAP suggested 8% last year on the base rate. John Filkins would like an estimate on the cost of cleaning the tower.

- o Finally received correct replacement pipes for the softeners lines and will be installed in coming days.
- o Awaiting further word on status of the SWAP grant requesting \$14,900. The state is still reviewing applications. If approved, should know sometime in May, and will have six months to spend monies. A committee will need to be formed by the Mayor consisting of community and business persons to help develop the Protection Plan.
- o Will be doing Hydrant flushing and valve exercising in coming weeks.
- o Had 16 delinquencies this month with ONE disconnect.
- o Website: 46 people have signed up so far for text or email alerts and news.
- ☐ Paystar Statistics to date - during the April payment month:
 - ☐ 43 customers or 23.9% of the total water/sewer customers used the Paystar option for \$5,067 in collections.
 - ☐ The 28-month average is 34 customers or 18.7% utilizing Payster each month.

- ☐ Total transactions of 901 and collections to date are \$95,842.

☐ **Sewer/Storm Sewer Related**

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

☐ **Streets**

- o Completed the application form for 2025 OPWC paving grant program, pending council approval. Recommended target area would be repaving South Blanchard Street and part of Crawford Street to the water tower. Based on estimates, Vanlue's share would be approx. \$22,000. (see handouts)
- o Have been receiving various quotes for replacement mower to replace the Kubota mower. Evaluating best option(s) and style of new 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.
- o Mike & Austin hauled and leveled additional stone for the driveway south of the water tower going to the ball diamonds.

☐ **Streets**

- o Woods mower on the tractor suffered a mower blade & gear box failure. Received new gear box, have spare blades, awaiting cooler weather and manpower to replace items.
- o Miller Brothers Contractors completed the modifications to West Main Street overpass transition.
- ☐ Veterans Parkway
- o The garden club will be adding some flowers and landscaping this spring.

Village Employees

o Mike Bakies

- ☐ 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.

Mayor's report and New Business

- Next meeting is Monday July 22, 2024 at 7 pm at the town hall.
- The Mayor was seeking Councils input on the County Engineer report for future ideas for the Village road and street improvement over the next 20 years.

Fiscal Officer Melinda Boyd

- Becky is on the schedule for cleaning in July
- Certified public records training is online now.

Motion to move \$2000 from the General fund to the sidewalk fund to increase available appropriations by \$2000 A motion was made by Jeri Wenger and seconded by Becky Nye.

Motion passed 6-0

A motion to approve the estimate of revenue was made by Amy Wiseley and seconded by Ann Burrell.

Motioned passed 6-0

Motion to approve the USDA payment in the amount of \$75,774.03 was made by Ann Burrell and Jeri Wenger seconded it.

Motion passed 6-0

Motion to approve the OPWC payment in the amount of \$6,319.85 was made by Melissa Caudill and Bridget Shepherd seconded it.

Motion passed 6-0

A motion to accept the OPWC paving target list for 2025 by Jeri Wenger and seconded by Amy Wiseley.

Motion passed 6-0

A motion was made by Ann Burrell and seconded by Melissa Caudill to adjourn the June 24, 2024 Village of Vanlue Council meeting at 9:00 pm

Motion passed 6-0

MAYOR

FISCAL OFFICER