

VILLAGE OF VANLUE

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

Robert Brooks, (Mayor)

Leo Hendricks, Village Administrator

Melinda Boyd, (Fiscal Officer)

December 19, 2022

On December 19, 2022, Council met in regular session at the Village Community Park and was called to order by Mayor Robert Brooks at 7:03 PM.

Roll call by Mayor Brooks of Council Members Present:

Amy Wiseley(President)
Becky Nye

Ann Burrell
Robert Greene

Jeri Wenger
Melissa Caudill

Village Employees in attendance:

Leo Hendricks (Village Administrator)
John Filkins (Village Solicitor)
Paul Brooks
Jim Hunter
Mike Wenger

Village Residents in attendance were:

Rebecca Greene

All reports, minutes and agendas are sent electronically to all of 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 November 28, 2022 meeting was made by Ann Burrell and seconded by Jeri Wenger Motion passed 6 - 0

Reading of and motion to accept the agenda for the December 19, 2022 meeting was made by Bob Greene and seconded by Ann Burrell Motion Passed 6 – 0

Reading of and a motion to accept the payment of the bills as presented. Becky Nye motioned to accept it and Melissa Caudill seconded it. Motion passed 6 - 0

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

Public Participation:

Departmental Reports:

VCO Sharon May:

Upcoming events at the park and around the Village.

VCO – Sharon May

- It was posted on Facebook and the Village website that the park building has a generator and serves as an emergency shelter.
- February 25, 2023 there will be a baked steak dinner.

Committee Reports:

Trees, Streets & Sidewalks – Amy Wiseley & Ann Burrell

- Everything is ok. Will work on Spring and summer projects

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

- Becky has reviewed and signed all the payments and receipts for the prior month.
- Melissa has kept up on updating Facebook and posting.

Zoning: Paul Brooks

- Paul will review zoning ordinances in Florida this winter. There will need to be some updating to them.
- Paul did a building permit for Mayor Brooks for a covered horse shelter.
- He will also address the down spouts with residents that have them.

Buildings and Grounds and Records: Jeri Wenger & Robert Greene:

- Bob and Jeri stated everything is good.
- A resident at 109 W Main St requested a handicap parking spot in front of her house. It was denied. They do have a driveway.

Village Administrator, Leo Hendricks

• Overall

- Interviewed two more prospective part-time workers.
- Jeremy Oldaker installed the Christmas lights again this year. Many thanks to Jeremy, Robbie, and Keith Hendricks. Thanks to Amy and Kerwin for replacing the bad light bulbs.
- Participated in two Ohio Budget Management site webinars related to ARPA funding.
- All PEP insurance related issues have been addressed. A few items will need to be completed at the tennis court and playground in the spring.

• American Rescue Plan Act (ARPA)

- Received second tranche bringing our total monies to \$37,355. Will have to follow strict procurement procedures for spending.
- We have until late 2024 to appropriate the funds and 2026 to spend the funds.
- See Water Related for updates.

• Water Related

- Received the new meter reading wand and purchased an android tablet which will communicate via Wi-Fi to the wand. A representative of Core & Main set up the conversion to the new system. This will continue to work with our existing billing system. Next meter reading is scheduled for Monday, the 19th. Keeping our fingers crossed for no problems. Created a tutorial for use of the tablet. Wand is approximately \$2,000 and a tablet \$300. The tablet will replace the hand held which is approximately \$5,500. ARPA monies will be used for the upgrades.
- Working on developing our own rate study by reviewing income and expenses for 2017 – 2022 as well as considering inflation and contingency requirements.
- Website: 35 persons have signed up so far for text or email alerts and news.
 - Paystar Statistics to date - during the November payment month:
 - 34 customers or 18.8% of the total water/sewer customers used the Paystar option for \$3,248 in collections.
 - The 10-month average is 29 customers utilizing Paystar each month.
 - Total transactions of 286 and collections year to date are \$30,601.
- Had 14 delinquencies this month with no disconnects.
- The water tower cathode was removed for winter on December 6th.

• Sewer/Storm Sewer Related

- Awaiting factory inspection and evaluation on the 2 sewer pumps returned to Gorman Rupp– 1 for warranty, the 2nd for standard spare.
- Streets
- The truck and tractor are now equipped for snow season. Nate Young & Mike Wenger worked together to install the snow blades. Nate was also given task training on the equipment.
 - Updated snow plowing priority routes map.
- Village Employees
 - Jim
 - Daily tasks on water & sewer operation/monitoring
 - Ordered needed chemicals and supplies
 - Monthly EPA water & sewer reporting
 - Mindy
 - Monthly utility billing/collections, continuing to learn new payment process.
 - Participated in new meter reading program implementation
 - Work with consumers on billing issues and new user sign ups
 - Worked on 5 year forecast and 2023 budget
 - Mike
 - Distributed delinquent notices
 - Monthly meter readings
 - Helped equip tractor & truck with snow blades
 - Brad
 - No activity this month
 - Nate Young
 - Helped equip tractor & truck with snow blades
 - Pushed up brush pile

Mayor's Report & New Business items:

- Next meeting will be January 23, at the Town Hall
- Approve to hire Austin DesGranges for part time maintenance work
- Approve to hire Simon Duling for part time maintenance help

Old Business

- Paul needs to enforce the water run off notices from the down spouts.
- Handicap spot at 109 W Main St was denied by Council

Fiscal Officer Melinda Boyd

- The appeal letter I wrote to the IRS was picked up November 7, 2022 but I have not heard anything. Still waiting. The last letter they sent stated they were not finished processing all the things for a complete response.
- Took a year end online webinar for a refresher course.

Motion was made to approve Resolution 2022-05, to hire Austin DesGranges as a part time maintenance worker at \$15.00/hour as of December 20, 2022

A motion was made by Ann Burrell and seconded by Amy Wiseley

Motion passed 6-0

Motion to approve Resolution 2022-06 to approve and hire Simon Duling as a part time maintenance person at \$15.00/hour as of December 20, 2022

A motion was made by Melissa Caudill and Becky Nye seconded it.

Motion passed 6-0

A motion was made by Melissa Caudill to adjourn the December 19, 2022 Village of Vanlue Council meeting at 7:35 pm and seconded by Bob Greene

Motion passed 6-0

MAYOR

FISCAL OFFICER