

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)

January 23, 2023

On January 23, 2023, 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
Becky Nye

Ann Burrell (P)
Robert Greene

Jeri Wenger
Melissa Caudill

Village Employees in attendance:

Leo Hendricks (Village Administrator)
John Filkins (Village Solicitor)
Paul Brooks
Mike Wenger
Mindy Boyd (Fiscal Officer)

Village Residents in attendance were:

Sharon May
Mark Price

Mayor Brooks gave his State of the Village update. He mentioned all the things that the Village completed or purchased in 2022. Such as: replacing the curbing and sidewalk in front of the school, flushed all 34 hydrants, cold patch on the potholes, removed 17 trees and stumps, 2 vacant house trailers removed, 1 vacant house remodeled, repaving of some streets. The list of 2023 projects include the repaving of 13 lanes/alleys, tree removals, curb repairs and replacing more sidewalks, replace the roof on the town hall, the fly over at 169 and SR 15, demolition of 1 house and much more.

Nominate and elect the 2023 Council President. Amy Wiseley nominated Ann Burrell (P) and Jeri Wenger seconded. The vote was Ann Burrell (P) for council president 2023.

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 December 19, 2022 meeting was made by Ann Burrell (P) and seconded by Amy Wiseley Motion passed 6 - 0

Reading of and motion to accept the agenda for the January 23, 2023 meeting was made by Bob Greene and seconded by Melissa Caudill 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 Amy Wiseley seconded it. Motion passed 6 - 0

Reading and motion to accept the financial documents/bank reconciliation/fund summary as presented. Ann Burrell (P) motioned to accept and Bob Greene seconded it. Motion passed 6 - 0

Public Participation:

Fire Department Chief Mark Price was present. He updated the incidents in the Village and Township at 153 in 2022. The Fire Department had 1564.5 hours of training. There is a total of 19 active members. The total loss in 2022 was \$276,300.00=content loss and property loss. He also informed Council that 2 of the Volunteer firemen completed the fire training and have been hired by the Findlay fire department.

Departmental Reports:

VCO Sharon May:

Upcoming events at the park and around the Village.

- Baked Steak dinner is 2/25/2023. It is drive thru or eat in.
- 4/8/2023 Easter Egg hunt
- 4/8/2023 Spaghetti supper benefit for banners.

Committee Reports:

Trees, Streets & Sidewalks – Amy Wiseley & Ann Burrell (P)

- 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 issued a building permit for an addition for Thiel's wheels. It will be additional storage
- Village needs to put together a zoning committee to make any changes or recommendations.
Paul leaves for Florida 1/28/23
- If dollar General would come to town, a drive could not be put in between the buildings. The Owner of the land would like to develop the land. Any business or homes would need to go thru the zoning committee.

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

- Bob will need to do minor repairs on down spout on the west side of the town hall.

Village Administrator, Leo Hendricks

- **Included with Leo's report:**

Excess water leak – 321 E Main St. 310,700 Gallons. \$1,935.45
Purchasing leak detention equipment with ARPA funds
Applied for EPA Grant for a valve exerciser

- **Overall**

- Working on a village employee handbook along with developing a drug free workplace policy as recommended by our insurance company.
- Conducting employee annual BMV driver's license checks as required by our insurance company.
- Spoke with Regional Planning and they stated that the demolition for the house on Buffalo Street would be going out for bid mid-February.
- Was notified the Miller Brothers Construction was the successful bidder for the West Main/CR 169 overpass. Work is slated to start in April.
- Attended a Veterans Parkway meeting. Will be holding a spaghetti dinner on April 8th and a chicken BBQ on September 30th. Anticipate erecting 8-10 more poles this year for additional banners. Seven memorial benches and landscaping will be installed this year as well.
- Christmas lights were taken down and stored – many thanks to Jeremy Oldaker, Keith Hendricks, and Mayor Robbie Brooks.
- The vacant house on East Street is up for auction during February.

-

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.
 - Reviewing proposals for controls upgrades to the water treatment plant and communications network between the WWTP, WTP, and Tower.
 - See Water Related
-
- Water Related
 - Had been experiencing higher production rates since the deep freeze – indicative of a leak. Contacted Aqua-Line for leak detection. They stated that due to labor shortages and winter time, they could not provide services. We conducted the monthly meter reading on the 17th, discovered one residence was the source of the leak – 310,000 gallons flowed since the previous month. Water was turned off and the homeowner’s agent was contacted. Furnace had failed and lines froze in the house and then burst. Owner is currently out of state for medical treatment.
 - Applied for an EPA grant for a valve exercising tool for main and hydrant valves operations as part of the EPA asset management requirements. Currently the valves must be manually operated. Will know within 90 days if we were awarded the grant for +/- \$8,500.
 - The recent upgrade to the wand/reading system is going very well and more user friendly. Has been in operation for 2 billing cycles so far.
 - Had 14 delinquencies this month with one disconnect.
 - 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 December payment month:
 - 29 customers or 16% of the total water/sewer customers used the Paystar option for \$2,836 in collections.
 - The 10-month average is 29 customers utilizing Paystar each month.
 - Total transactions of 316 and collections year to date are \$33,562.
 - Sewer/Storm Sewer Related
 - The warranty sewer pump is repaired, awaiting pickup. The second larger pump is slated for repair by mid-February.
 - Had an issue with the sewer lift station controls during the recent power outage. Had Vaughn Industries assist in resolving the problem.

Mayor's Report & New Business items:

- Next meeting will be February 27, 2023 at the Town Hall

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.
- On each of Council's packets I have put the date of their term expiration. August 15th is the cut off to turn paperwork in to run.

•
Motion was made to approve the purchase of leak detection equipment with ARPA funds
A motion was made by Ann Burrell (P) and seconded by Jeri Wenger
Motion passed 6-0

Motion to approve waiving the fees for the resident that had the large water leak on account 1-0095.
A motion was made by Ann Burrell and Amy Wiseley seconded it.
Motion passed 6-0

Motion to approve Ordinance 2023-01 Permanent appropriations for 2023 was made by Becky Nye and seconded by Melissa Caudill
Ordinance passed 6-0

A motion was made by Melissa Caudill to adjourn the January 23, 2023 Village of Vanlue Council meeting at 7:54 pm and seconded by Amy Wiseley
Motion passed 6-0

MAYOR

FISCAL OFFICER