

# VILLAGE OF VANLUE

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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)**

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**July 31, 2023**

On July 31, 2023, Council met in regular session at the Village Town Hall and was called to order by Mayor Robert Brooks at 7:00 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)

**Village Residents in attendance were:**

Sharon May  
Mark Price from the Sheriff office

**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 July 31, 2023 meeting was made by Bob Greene and Ann Burrell seconded it.  
Motion passed 6 - 0

Reading of and motion to accept the agenda for the July 31, 2023 meeting was made by Ann Burrell and seconded by Amy Wiseley.  
Motion Passed 6 – 0

Reading of and a motion to accept the payment of the bills as presented Jeri Wenger motioned to accept the payment and seconded by Melissa Caudill.  
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:**

Mark Price spoke to Council regarding their requests regarding patrol time. Council would like the deputies move around the street to attempt to get some of the speeders and the people running the stop signs.

### **Departmental Reports:**

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

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

- February 24, VCO 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 30 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:**

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

- Ann has an estimate for the purchase of Gingko trees – Autumn Gold. They are slow growth and they would be planted in the fall. Maybe start with 5 of them. They are \$200 per tree and they come with the ball wrapped in burlap. Ann will order them in September.
- Ward's Tree Service looked at 2 large Maple trees on Crawford. These are between Seth Arnolds house and Louis Abraham's house. It would be \$450 to trim them and remove them next year if needed.
- Three Village residents replaced their sidewalks. Approximately, 228 linear feet of sidewalk was replaced. Melanie Martin reached out to Council Woman Jeri regarding the church sidewalk

#### **Zoning:**

Permits for the month of July were Matt Clark and Jeremy Oldaker. Tanner moved cars off the street for the Vanlue Fest

The Mayor also gave out warnings to residents regarding the grass in the street.

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

- Becky has been reviewing the finances monthly and all is ok. Melissa states everything is ok on Facebook. The Auditor informed Mindy that Becky should not review and approve any payments from A1 printing. I will be having Melissa look them over.

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

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

Obtained 3 roof repair quotes.

Village mowed the property at 312 East Street prior to the fest. The bank has performed some cleanup, but no mowing yet. The mayor sent a violation notice to the bank. They are promising to start a mowing campaign and continue cleanup.

o Posted and advertised the help wanted ad for a new zoning inspector.

American Rescue Plan Act (ARPA)

o SOS (Data command) will be performing the upgrade to the WTP controls using ARPA funds for \$9,580. Anticipated availability of components is sometime in August. Installation to be scheduled after that.

Water Related

o Suffered communications issues with the water system. Worked with suppliers and got resolved quickly.

o Had 13 delinquencies this month with two disconnects.

o Website: 40 people have signed up so far for text or email alerts and news.

Paystar Statistics to date - during the June payment month:

29 customers or 16.1% of the total water/sewer customers used the Paystar option for \$2,945 in collections.

The 17-month average is 31 customers utilizing Paystar each month.

Total transactions of 525 and collections to date are \$56,433.

o Will be starting hydrant flushing and valve exercising program in August.

Sewer/Storm Sewer Related

o Received monies from the county license permissive fees for cleaning of the catch basins this year. Awaiting PEP safety grant monies yet and will conduct cleaning once all monies are received.

Streets

o The 2023 OPWC paving work will start sometime in August.

o The 2024 OPWC grant application is due August 1st. Worked with street committee on recommendations/request. This is a 50% match.

## **Mayor's Report & New Business items:**

- Next meeting will be August 28, 2023 at the Town Hall
- Zoning updates
- Wygant property updates
- Parking at 120 W Main St

## Old Business

- The solar eclipse is in April 8, 2024.
- The benches and the Boulevard have been the center of a lot of complaints. Council thinks they need to be informed. The benches will be placed near the flag of donor's choice. Pea gravel will be placed around them at some point.
- **Fiscal Officer Melinda Boyd**
  - Melissa is on the schedule for cleaning in August
  - The State of Ohio sent a bill for school taxes in 2022 in the amount of \$5,036.12 due August 2, 2023. I appealed this bill. After I looked into it, I found that I entered an incorrect amount when I did the 2022 school tax reconciliation. I emailed all the electronic payment receipts as well as a printout of the wages made in 2022. I received a confirmation number on July 19, 2023, the day I emailed it. I will receive a response within 60 days. The correct dollar amount should have been \$541.70.
  - The Budget hearing with the County Auditor is August 18 at 11:30
    - The audit is done. Just waiting on the final recommendations and reports. Below are a few of the things.
  - The Municipal income tax has been incorrectly applied to the funds from the beginning of the tax, Ordinance 2016-02. Once it was approved, a copy of the Ordinance was sent to the City of Findlay and then they added Vanlue to the Ordinance the City of Findlay has for collection of taxes. Funds have always been applied to municipal Income taxes, 1000-130-0000. Whereas, it should have been split among 2 funds. Municipal income tax and Capital Improvements.
  - We need to have a public records policy and it will need to be displayed.
  - Becky will need to abstain from approving payments to A-1 printing, as well as signing off on them.
  - I am in the process on correcting a couple of these issues.
  - There was an oversight of Cares act funds. I paid for something from a different fund rather than the cares funds in the amount of \$455.23 from a different account and not the Cares Fund. I am trying to find who and where I send it back to for the Federal Government.

Motion to approve verbally, the OPWC match grant application. Ann motioned to approve and accept and Bob seconded

Motion approved 6-0.

Motion to approve Woods estimate to repair the roof of the Town Hall for \$14,430.67. Becky motioned to approve and Melissa seconded

Motion approved 6-0.

Motion to approve Ordinance 2023-02 regarding the grass clippings. Amy motioned to approve and accept and Melissa seconded

Motion approved 6-0.

Motion to approve an increase in appropriations in the General fund and Street Fund by \$20,000 each. Jeri motioned to approve and Amy seconded

Motion approved 6-0.

A motion was made by Ann Burrell to post no parking at 120 w Main from the alley East and seconded by Jeri . Motion passed 6-0

A motion was made by Bob and seconded by Amy to adjourn the July 31, 2023 Village of Vanlue Council meeting at 8:02 pm  
Motion passed 6-0

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**MAYOR**

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**FISCAL OFFICER**