

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)

June 27, 2022

On June 27, 2022, Council met in regular session at the Village of Vanlue Town Hall and was called to order by Mayor Robert Brooks at 7:00 PM.

Roll call by Mayor Brooks of Council Members:

Amy Wiseley(President)
Becky Nye

Ann Burrell
Robert Greene (Absent)

Jeri Wenger
Melissa Caudill

Village Employees in attendance:

Melinda Boyd (Fiscal Officer)
Leo Hendricks (Village Administrator)
John Filkins (Village Solicitor)
Paul Brooks (Zoning)

Village Residents in attendance were:

Cindy Frantz was present for the meeting.

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 May 23, 2022 meeting was made by Melissa Caudill and seconded by Amy Wiseley Motion passed 6 - 0

Reading of and motion to accept the agenda for the June 27, 2022 meeting was made by Ann Burrell and seconded by Bob Greene.
Motion Passed 6 – 0

Reading of and a motion to accept the payment of the bills as presented
Amy Wiseley 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.
Becky Nye motioned to accept and Bob Greene seconded it.
Motion passed 6 - 0

Public Participation:

- None

Departmental Reports:

VCO Sharon May:

Committee Reports:

Trees, Streets & Sidewalks – Amy Wiseley & Ann Burrell

- There were 11 trees removed and stumps ground down as well. All the wood from those trees has been removed. Becky asked about planting deep rooting trees by the residents and was told no. There are no trees to be planted between the sidewalk and the street.
- A letter went out to residents from the post office to the school to explain the safe walks program and explained the color coding from white to orange. Orange is the property owner and blue is the village responsibility. Council members asked about receiving help from 50 North or Habitat for Humanity with the cost of labor to replace their sidewalks.
- The Fire department has dirt to get rid of and asked if the Village wanted it. They were told they could add it to the pile at the lagoon.
- Jeremy Oldaker has a tree over a fire hydrant and blocks the view for people to pull out on to Main St. Amy will talk to him.
- There are 22 dead trees out at the lagoon that need to come down. Leo stated that him, Mike and Keith will cut down and move those.

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

- Becky has reviewed and signed all the payments and receipts for the prior month.
- Becky also stated the electric co-op market rate has not come out at yet.
- Both ladies suggested a newsletter to be created 2 times per year and added to the website. Becky showed an example of a news letter but asked for input on what to add to it.

Zoning: Paul Brooks

- Paul issued 1 permit for Gary Clark on East St.
- He has also done drive by inspections at houses to check for violations.
- There are some homes that the grass is getting a bit tall. The ditch grass between Main St and North St is tall and the residents of those properties need to mow their areas.

- Robert Bash has chickens now so he will do a drive by inspection on that.
- Wygant's house will need mowed and cleaned up prior to the fest.
- Melissa brought to his attention regarding the Puff house having junk laying around outside. They will be contacted.
- Cindy Wenzinger and Amanda Roberts have the rectangle blow up pools that need to be emptied at night or a fence put around. Paul will reach out to them.
- Becky informed him that there is a lot of junk laying around 304 W North St and he will check into it.

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

- Jeri, Bob and Leo went thru all the records that were previously sorted to make sure there was nothing of importance in the boxes.
- Jeri completed another records training through the state. Mindy put the certificate in her file.
- Jeri also stated Council needs to come up with paperwork for people to fill out if records are requested.

Village Administrator, Leo Hendricks

May 22- June 25, 2022

Website and Paystar bill pay are up and running. 29 persons have signed up so far for alerts and news. During the May payment month, 25 customers or 14% of the total water/sewer customers have utilized the Paystar option for \$2,679 in collections. 4-month average is 28 customers utilizing Paystar each month.

Total transactions of 110 and collections year to date are \$11,583

Recommend auctioning off obsolete/unneeded village equipment by means of an internet auction site. Target items are flail mower, backhoe attachment, Farmall tractor/mower, interior wooden doors.

Disposed of 413 lbs. of old village records at KanDu in Findlay.

One vacant house on Crawford Street has been cleaned up by the bank and will be for sale. A car was also removed.

Hometown Heroes Project

Plans for this year include upgraded landscaping, signage, and memorial benches. A fundraising chicken BBQ is scheduled for September 17th.

Training to be scheduled for laptop users to familiarize everyone with server and printing options.

American Rescue Plan Act (ARPA)

Received \$18,500+ this year, and \$18,500+ 12 months later. Will have to follow strict procurement procedures for spending.

ARPA funds can be used for water and sewer infrastructure. Possible potential

areas are water meter upgrades/replacement & cybersecurity updates to the Water and Waste Water plants.

We have until late 2024 to appropriate the funds and 2026 to spend the funds.

Water Related

Experiencing problems with one hydrant leaking, will be scheduling repairs.

Hydrant has been turned off, taken out of service. When turned on it is leaking approximately 5,000 gallons a day.

Cathode for the water tower was re-scheduled and will be re-installed June 29th .

A vacant house trailer on Crawford Street is currently being demolished. It presently has water/sewer connections and the owner requests abandonment of services. Council will vote to approve.

Had 13 delinquencies this month with two disconnects.

Now have 4 customers on the water/sewer reduced maintenance rates.

Will be flushing the hydrants during the upcoming summer months.

Sewer/Storm Sewer Related

Tim Draper is working on scheduling replacement of one catch basin at the corner of Main Cross and East North Street.

Tim Draper is looking at drainage options for catch basin/tile work on North Street & Buffalo Streets for areas which are experiencing standing water.

Met with Tim Draper to review options at Cindy Frantz'. Talked to Tom Lee and will be awaiting wheat harvest and field tiling project by farmer later this summer for potential tile extensions along alley right of way.

Nick Kear on East Main Street experienced basement flooding issues. After investigation, it was found that this drain extended north to the county tile at the dead end of Buffalo Street. BHC (Bugners) utilized a pressure tile cleaner from a basin in the alley behind Kears, across the Watson residence, across Robert Brooks property to the county tile. Tree roots were the problem, and the tile is now open, relieving water issues at all three residences.

Industrial Fluid Management did initial first treatment of the lagoons on June 2nd .

Streets

The consolidated paving project was completed for a total cost of \$22,579.60.

The increase was due to additional asphalt needed on some of the alleys.

Original estimate was for \$21,075.

Received notification of the OPWC program funding requests for 2023. This is for 50% match and has been utilized in the past. Would allow Vanlue to address two years of paving program for one-year cost. August 1st deadline for application. Will be meeting with street committee for final recommendations of target areas.

Numerous trees and stumps were removed as part of the Safe Sidewalk Program and as weather permits, fill dirt will be placed in the holes left by the stump removal process.

The school sidewalk is scheduled for replacement this summer. The sidewalk will be widened to allow for easier access to school buses as well as adding a crosswalk ramp on the northeast corner of Main Street.

Have a few areas targeted for cold patch this summer.

Recommend catch basin cleaning later this summer. On hold until annual mosquito treatment is completed by the health department.

Recommend street sweeping prior to the Vanlue Fest at the end of July.

There is \$5575.00 sitting in a Capital Fund and would like to access that to purchase forks for the tractor. Council will vote on this.

Village Employees

Jim

Daily tasks on water & sewer operation/monitoring

Ordered needed chemicals and supplies.

Rebuilding spare Waste Water air pumps

Mindy

Monthly utility billing/collections, continuing to learn new payment process.

Took online training sessions

Mike

Distributed delinquent notices, performed disconnects, reconnect

Monthly meter readings

Mowing of streets, lagoons, well field drive, WTP

Weed spraying

Brad

No activity this month

Mayor Robert Brooks Report

- Next meeting is June 27, 2022 at 7 pm at the Village Town Hall unless stated otherwise
- The Mayor stated Spring Cleanup went good on May 7, 2022.

Fiscal Officer Melinda Boyd Report

- Mindy will be going on vacation October 7 – 17 and return to the office on the 18th. All bills that are in the office and payroll will be completed before leaving. Leo will do the shut off notices and a deposit while Mindy is away.
- Becky is on the schedule for July.

A motion was made to approve the abandonment of Ruth Rose's water meter at 317 Crawford St. Becky motioned to approve and Amy seconded it.
Motion passed 6-0

A motion was made to approve the estimate of revenue for 2023. Amy Wiseley motioned to accept and seconded by Becky Nye.
Motion passed 6-0

Motion to approve the purchase of tractor forks for \$999.00 out of the Capital asset fund was made by Ann Burrell and Becky Nye accepted
Motion passed 6-0.

Motion to adjourn the June 27, 2022 Council meeting at 8:08 pm was made by Ann Burrell and Amy Wiseley seconded.
Motion passed 6-0

MAYOR

FISCAL OFFICER