

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)

March 27, 2023

On March 27, 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)
Mindy Boyd (Fiscal Officer)

Village Residents in attendance were:

Sharon May
Dan Caudill
Leon Caudill

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 February 27, 2023 meeting was made by Bob Greene and seconded by Ann Burrell (P)
Motion passed 6 - 0

Reading of and motion to accept the agenda for the March 27, 2023 meeting was made by Amy Wiseley and seconded by Jeri Wenger
Motion Passed 6 – 0

Reading of and a motion to accept the payment of the bills as presented Ann Burrell (P) 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. Melissa Caudill motioned to accept and Jeri Wenger seconded it.

Motion passed 6 - 0

Public Participation:

Dan and Leo Caudill are here to listen to any updates regarding the rumors of Dollar General Building across the street from the Vanlue Carryout.

Departmental Reports:

VCO Sharon May:

Upcoming events at the park and around the Village.

- 4/8/2023 Spaghetti supper benefit for banners.
- Easter egg hunt, 10 am all ages
- April 21, 2023 Work day at the park. The boat will be removed and new items will replace it.
- May 13, 2023 reverse raffle. \$50 per ticket. Includes prime rib meal. Additional tickets are \$15/person.

Committee Reports:

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

- Jerry Shane will be working with Seth Arnold to fix his steps at his house and he will have his sidewalk replaced. Also, on the list is Jim & Ashley Saltzman and Donita Higgins sidewalks will be done at the same time as Arnold. Ann will be talking to Melanie Martin regarding the church steps at the Vanlue Community Church and the portion of the sidewalk that is bad to see if the church is replacing them this summer.
- Ann met with AE&E the Saturday before the meeting regarding the trees in the boulevard that need taken down. He suggested that the Village take them out by pulling them out with the back hoe. The 2 smaller evergreens will be moved to the Town hall side yard and the locust tree will go to the park.
- A resident had reported that there was trash in the field on the corner of East North Street and 330. The owner needs to be contacted and he needs to pick it up. The wind has blown it into the field.

Zoning: Paul Brooks

Paul will be back any day from Florida.

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

- Becky has reviewed and signed all the payments and receipts for the prior month. She also brought up that the town hall windows may need replaced. They have condensation on them. Mindy informed her that new windows is not in the budget due to having to replace the roof this year.
Melissa has kept up on the Facebook posts and all is quiet.

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

- Jeri is getting ready to go through some more records. She is also working on a updating the records policy.
- She thought that she had to get recertified yearly. Mindy will check on that.
- Bob did not have anything to add except he was going to drive around the Village buildings to see if there is any damage.

Village Administrator, Leo Hendricks

All Excavation & Demolition demolished the house at 313 Buffalo Street. The yard will be reseeded as weather permits.

The vacant house at 316 East Street was repurchased by the bank during auction. The Village will be contacting the bank for arrears payments and property maintenance requirements.

West Main Street will close at SR15 on April 5th for construction of the CR169/SR15 overpass. The project is slated to be completed by the end of October 2023. Miller Brothers Construction is the contractor. A borrow pit will be located on the north side of West Main Street.

Spring cleanup will be May 6th with the dumpster located at the WTP.

Attended a county Mayor's meeting with Robbie. Heard updates from various county agencies. One highlight was discussion of the April 2024 solar eclipse event and effects on Hancock County.

Attended the annual Board of Health meeting as Robbie's proxy. Heard updates on health department activities. Assessment to remain the same this year.

Took an RCAP webinar on water system preventative maintenance for hydrants, valves, and storage tanks.

Working on a village employee handbook along with developing a drug free workplace policy as recommended by our insurance company.

Working on updates to the website to meet new USDA reporting/compliance requirements.

American Rescue Plan Act (ARPA)

HDERlink is implementing upgrades to the communications network between the WWTP, WTP, and Tower.

(Data command) will be performing the upgrade to the WTP controls using ARPA funds for \$9,580. Awaiting availability of components to schedule the installation.

Received the leak detection equipment and will be working with Jim and village employees for training. First use of the equipment found a hydrant leaking and estimate it was losing 500 plus gallons per day. Hydrant was taken out of service until repairs can be made. Will be developing scheduling and testing plans for all hydrants.

Water Related

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 30 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 4 billing cycles so far.

Had 11 delinquencies this month with no disconnects.

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

Paystar Statistics to date - during the February payment month:

37 customers or 20.4% of the total water/sewer customers used the Paystar option for \$4,025 in collections.

The 13-month average is 30 customers utilizing Paystar each month.

Total transactions of 391 and collections to date are \$42,175.

Sewer/Storm Sewer Related

Worked with the School on sewage issues and trying to locate old lines.

Contractor was able to locate and clean tile.

Experienced high water during recent rain events, but no ditch overflowing within the village. Amanda Township Trustees are addressing the culvert tile issues west of the village. Rain totals were February 3.51"; March to date 5.36".

Streets

2023 OPWC paving bids came in significantly higher than original estimates.

Our portion was \$15K higher than estimates. Worked with County Engineer on recommendations for areas to cut from this year's paving. Met with committee members Ann, Amy, Becky, and Mayor Robbie to review recommendations. Will be cutting approx. \$18K from list.

Veterans Parkway

An All You Can Eat Spaghetti supper is scheduled for April 8th from 4:30 to 7 pm at the park. Plans this year are to install 9 more poles to accommodate current and future banners. Benches and landscaping to take place this Spring.

Mayor's Report & New Business items:

- Next meeting will be April 24, 2023 at the Town Hall
- The solar eclipse is in April 8, 2024 and anything over 5 campsites a license will be needed. NASA is setting up in Forest, OH. The Village can do what they want or they can rope any green spaces or the park off at say no camping or parking. There are no schools in session due to the Eclipse that day.
- The flyover will be started in April.

Old Business

- Spring Cleanup for the Village is May 6, 2023 8:00 am till dumpster is full. This is for Village residents only. May have to show ID.
- 316 S East Street was sold back to the bank. Once the information is known, the water bills will be sent to the bank. Beth Rose will let the Mayor know when the transfer has happened and will let us know the contact information.
- Jared Frey has expressed an interest in converting his land along Buffalo street to Commercial.
- A planning and zoning commissioned needs formed. There should be 5 people on it, plus the zoning official.
- Becky asked about the vacating of alleys. The engineer has not had the resources this year to work on this.

Fiscal Officer Melinda Boyd

- I attended the hybrid virtual conference early in the month.
- Jeri is on the schedule for cleaning in April
- The IRS sent a letter to us stating that Mindy presented was enough and ruled in Mindy's favor. There is no fine to be paid.

A motion was made by Melissa Caudill and seconded by Jeri Wenger to adjourn the March 27, 2023 Village of Vanlue Council meeting at 7:44 pm
Motion passed 6-0

MAYOR

FISCAL OFFICER