

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)

May 22, 2023

On May 22, 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
Roger Tanner for part of the meeting
Neither of them signed in.

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 April 24, 2023 meeting was made by Ann Burrell and seconded by Robert Greene seconded.
Motion passed 6 - 0

Reading of and motion to accept the agenda for the May 22, 2023 meeting was made by Melissa Caudill 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 Robert Greene.

Motion passed 6 - 0

Reading and motion to accept the financial documents/bank reconciliation/fund summary as presented. Ann Burrell motioned to accept and Jeri Wenger seconded it.

Motion passed 6 - 0

Public Participation:

None

Departmental Reports:

VCO Sharon May:

- Village garage sales are June 16 – 18. See Dawn Caudill to be put on the map
- Village Fest is July 27 – 29. The 27th is the cheering competition. The 28th is the fireworks and parade.
- On May 23rd, Volunteers will be meeting up on the boulevard and cleaning and trimming.

Committee Reports:

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

- Jerry Shane will be working with Seth Arnold's sidewalk, Jim & Ashley Saltzman and Donita Higgins sidewalks will be done at the same time.
- Amy and Ann have marked 12 trees to be removed. If all 12 are done, that would cut the tree fund down to nothing and have nothing left for an emergency. The list was reviewed by Amy, Ann and council and marked 8 for definite removal. Ann called AE&E, Wards and Myers. At the time of the meeting, she had only heard from Wards. Council approved Wards in the amount of \$7255 to remove, grind the stumps and cut wood into 3-foot sections.
- Council would like to explore the idea of planting trees along Main St that root deeper and will not cause an issue with the sidewalks. Becky asked if Council could get locked into a price now, but not pick up or plant till fall. Upper Sandusky and Carey have planted Gingko trees that have done really good.

Zoning: Paul Brooks

Paul was not present at the meeting and has not given an update on the non-working and non-registered cars

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.

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

- Jeri typed up something regarding getting a group together for approval for zoning issues.

Village Administrator, Leo Hendricks

- Work continues on CR169/SR15 overpass with West Main Street closed at SR15. A borrow pit is under way on the north side of West Main Street.
- Spring cleanup was held on May 6th. Received \$96 for scrap steel.
- American Rescue Plan Act (ARPA)
- HDERlink implemented upgrades to the communications network between WWTP, WTP, and Tower.
 - SOS (Data command) will be performing the upgrade to the WTP controls using ARPA funds for \$9,580. Anticipated availability of components is late June. Installation to be scheduled after that.
 - Requesting use of ARPA funds to purchase the valve exercising equipment for approximately \$8,500 since denial of EPA grant. The EPA received approximately 450 requests and only 100 were awarded.
 - Leo will be getting estimates for the Town Hall roof. If it is 100 % replaced at once, Wood county building inspector would have to come and inspect. A partial replacement they would not be involved.

Water Related

- The Water Tower cathode was reinstalled on April 28th .
- Annual servicing of the generators was performed by Cummins on May 4th .
- Had 14 delinquencies this month with One disconnect.
- Paystar is now capable of accepting partial payments and overpayments of up to \$30. Have several customers taking advantage of this upgrade.
- Website: 40 people have signed up so far for text or email alerts and news.
- Paystar Statistics to date - during the April payment month:
 - 32 customers or 17.7% of the total water/sewer customers used the Paystar option for \$3,419 in collections.
- The 15-month average is 31 customers utilizing Paystar each month.

Total transactions of 459 and collections to date are \$49,481.

Sewer/Storm Sewer Related

- A relay on the lift station controls was replaced.
- Recommend cleaning the catch basins this year. Requesting monies (\$3,000) to be released from the county license permissive fees as well as applying for the \$1,000 PEP safety grant to help cover the costs. Contractors could be Bugner's or the Hancock County Engineer's Department.

Streets

- The 2023 OPWC paving work should start sometime in July.
- Received a request to make Graves Lane one-way. Questionnaires were sent to 9 adjoining property owners with only 3 responses so far, 2 No and 1 Yes.

Veterans Parkway

- Tentative installation of 9 more poles to accommodate current and future banners are scheduled for this next week. Benches and landscaping to take place this year.
- Jeremy Kloepfer & Larry Monday removed the six pine trees. 5 are candidates for replanting. One will go by the town hall and the remaining 4 will go to the park. To take place the week of May 22nd .
- Locust trees were also removed.

Village Employees

Jim

- Daily tasks on water & sewer operation/monitoring
- Monthly EPA water & sewer reporting
- Working on 2022 Consumer Confidence Report

Mindy

- Monthly utility billing/collections
- Work with consumers on billing issues and new user sign ups.
- State auditors are conducting their bi-annual audits and Mindy is providing support documentation as required.

Mike Wenger

- Distributed delinquent notices, performed disconnects, reconnects.
- Monthly meter readings.
- Replaced mower deck bearings on the Kubota mower.
- Sprayed for dandelions at the Veterans Parkway and Water Treatment plant.
- Normal mowing of roadways, boulevard, water, and sewer dept. areas.
- Mowed the property at 316 South East Street due to tall grass/weeds.
- Changed one water meter due to an erratic flow complaint.
- Austin DesGranges
- Installed new relay at the lift station controls.
- Working on installing a security light and additional outlet at the lift station building.
- Helped removed locust trees from the parkway area.
- Brad Ellerbrock
No activity this month
- Nate Young
No activity this month
- Simon Duling
No activity this month

Mayor's Report & New Business items:

- Next meeting will be June 26, 2023 at the Town Hall
- The policy to issue shut off and turn on notices.

- Bank United holds the deed on Wygant's house but have not transferred it to their name as of the meeting.
- The Mayor had sent a survey to the residents along side Graves Lane and asked if they wanted it to be made into a one way. He also asked for the residents' thoughts and asked them to return them to the Town Hall. 5 surveys and letters were returned. There was 3 No's, meaning not to change it and 2 yes. They did say the fence on the corner is the main problem. Residents suggested a mirror to be put on the pole on the corner. When the fence was approved, it was misinterpreted by zoning.
- The VCO would like to have the Village explore options for a new mower for the park. The mower does not have to be brand new. Leo brought up the old tractor that was bought from Fred Phillips can be used but it is not safe for hills or ditches. Council agreed that the mower needs to be ran and used till it is dead.
- The Mayor brought up the grass being blown into the street when mowing. He would like to have an ordinance that states grass, leaves or trash can not be blown on the street or placed there. Jeri will look into the ordinances to see if the Village has one in place. If not, one would have to be created.
- It was brought to Council attention that there are still some residents not mowing the ditch. One resident is at 304 W Main St.
- Ann inquired about the dead trees at the lagoon. She asked if the Village is going to cut them down or the public. Council stated Ann could ask residents or outsiders.

Old Business

- Spring Cleanup for the Village was May 6, 2023 8:00 am. The dumpster was not full.
- The solar eclipse is in April 8, 2024. No one has come up with anything yet.
- Part way through the meeting, Roger Tanner came in. Before the meeting was adjourned, the Mayor asked Roger if there was anything that he needed to say. He said yes and started by stating his full name of Harvey Clarence Roger Tanner. He went on to inform Council that Vanlue has terrorists that constantly harassed him by dogs pooping on his property, sugar in the gas tank, and flatten the tires on his vehicles. At some point, some of the harassment stopped because someone got word to the terrorists. He stated that when he bought this property the building was full of tires and he got rid of everything and made it livable. No one in the Village volunteered to help him remove the junk from the property. He met with the Prosecutor the week prior to the meeting and told Roger he could park junk cars wherever he liked and stated he gave the Mayor a printout regarding the laws. The Mayor told Mr. Tanner that no one has bothered him and he has not cleaned anything up. Becky pulled up the ORC regarding cars that are parked illegally. Mr. Tanner stated he will move out cars by next meeting.

Fiscal Officer Melinda Boyd

- Bob is the schedule for cleaning in June
- I participated in a PEP class regarding de-escalating situations.
- Council needs to come up with a handbook for policies and procedures.

- A poster needs to be displayed regarding the public records policy.
- I will be out of the office July 27 – August 9, 2023.
- The audit is still going on.
- Mindy also highlighted the arrearage on the bills.

Motion to approve withdrawing \$3,000.00 from the permissive funds. Becky Nye motioned to approve and Jeri Wenger seconded.

Motion passed 6-0

Motion to approve the purchase of a valve exercise tool from the ARPA funds and purchase through Core and Main for \$6386.82. A motion was made by Jeri Wenger and Melissa Caudill seconded it. Motion approved 6-0.

A motion was made by Jeri Wenger and seconded by Bob Greene to adjourn the May 22, 2023 Village of Vanlue Council meeting at 8:07 pm

Motion passed 6-0

MAYOR

FISCAL OFFICER