

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)

February 27, 2023

On February 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

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 January 23, 2023 meeting was made by Ann Burrell (P) and seconded by Jeri Wenger Motion passed 6 - 0

Reading of and motion to accept the agenda for the March 27, 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. Bob Greene motioned to accept it and Becky Nye 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 Amy Wiseley seconded it. Motion passed 6 - 0

Public Participation:

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
- April 21, 2023 Work day at the park. The boat will be removed and new items will replace it.
- The flags at the park and Boulevard are tattered and in need of repairs. Ann Burrell (P) will stitch them up as best as possible. May need to get new ones.

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. Jim & Ashley Saltzman will also be replacing their sidewalk and possibly Donita Higgins, which is Adam and Mary Higgins residence.

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.

Zoning: Paul Brooks

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.
- Bob did not have anything to add

Village Administrator, Leo Hendricks

All Excavation & Demolition of McComb was the successful bidder for the demolition for the house at 313 Buffalo Street. Work is slated for March. 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.

Miller Brothers Construction was the successful bidder for the West Main/CR 169 overpass. Work is slated to start in April. A borrow pit will be located on the north side of West Main Street per zoning permit application.

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

Tentative spring cleanup date? May 6th ?

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

American Rescue Plan Act (ARPA)

Reviewing proposals for upgrades to the communications network between the WWTP, WTP, and Tower.

Water Related

Request by Brad & Deb Shuck for Water & Sewer account abandonment for 313 Buffalo Street property due to pending demolition. All other utilities have been removed.

Request upgrade to the WTP controls using ARPA funds for \$9,580.

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 60 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 3 billing cycles so far.

Had 16 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 January payment month:

38 customers or 21% of the total water/sewer customers used the Paystar option for \$4,587 in collections.

The 12-month average is 30 customers utilizing Paystar each month.

Total transactions of 354 and collections year to date are \$38,149.

Sewer/Storm Sewer Related

Both rebuilt sewer pumps were picked up and are now in storage at the town hall for back ups

o Repaired two catch basins which needed elevated.

Streets

2023 OPWC paving work is out for bid via Hancock County Engineer.

Projected time frame for paving work is after July.

Mayor's Report & New Business items:

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

Old Business

- Paul needs to enforce the water run off notices from the down spouts.
- Corn Hole tournament on February 28, 2023
- Spring Cleanup for the Village is April 6, 2023 8:00 am till dumpster is full. This is for Village residents only. May have to show ID.

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.
- Amy is on the calendar for office cleaning
- In the process for registering for the Local government conference

Motion was made to approve the upgrade and purchase of WTP controls with the ARPA funds. The total is \$9580 through SoS Integration. This is for the upgrade of water plant controls and touch screen.

A motion was made by Becky Nye and seconded by Bob Greene

Motion passed 6-0

Motion to approve Brad & Deb Shuck's request to abandon all Utilities at 313 S Buffalo Street

A motion was made by Ann Burrell and Amy Wiseley seconded it.

Motion passed 6-0

Motion to approve communications upgrade for the water plant for \$1000 by HDer link was made by Melissa Caudill and seconded by Amy Wiseley

Ordinance passed 6-0

A motion was made by Ann Burrell and seconded by Melissa Caudill to adjourn the February 27, 2023 Village of Vanlue Council meeting at 7:32 pm

Motion passed 6-0

MAYOR

FISCAL OFFICER