

# 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)**

---

---

**August 28, 2023**

On August 28, 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)  
Robert "Mike" Wenger

**Village Residents in attendance were:**

**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 Ann Burrell and Amy Wiseley seconded it.  
Motion passed 6 - 0

Reading of and motion to accept the agenda for the August 28, 2023 meeting was made by Bob Greene and seconded by Jeri Wenger.  
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 Amy Wiseley.  
Motion passed 6 - 0

Reading and motion to accept the financial documents/bank reconciliation/fund summary as presented. Melissa Caudill motioned to accept and Ann Burrell seconded it.  
Motion passed 6 - 0

### **Public Participation:**

### **Departmental Reports:**

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

- Trick or Treat for 2023 is October 26, 2023. Council will supply the donuts again this year. Melissa will order 28 dozen from Fort Findlay and Mindy will pick up.

#### **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.
- Top soil will be gotten and used to fill the holes where there have been trees removed.
- Nate Hendricks would like for the Village to look at his tree in front of his property. Kenny Ward looked at it and said it looks like a locust.
- 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. Donita Higgins still owes the Village \$104.00.
- Amy has been working with a lady that is assigned to the property on East St regarding the large lilac bush. It makes difficult to see around as large as it is.
- Ann approached a resident at the corner of E Main and N East street regarding an overgrown bush. He is tearing out the rocks and bushes and etc. there.
- Becky suggested a form letter is created to send out for tall weeds and grass. 304 W Main has not been mowing his portion of the ditch.

## **Zoning:**

- A resident notified the former water clerk and asked why the sidewalk hasn't been replaced in front of his place on Crawford since the tree was taken out.
- Craig Bowman was hired for zoning and maintenance when needed.

## **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.
- Since the audit, Becky has not been reviewing bills from her place of employment. Melissa will look them over and ok them. Becky has also gotten access to Facebook to help if Melissa needs it.

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

- Jeri informed Council there is a document on the shared driver for record retention.
- A resident complained to a council woman that a Village employee had thrown garbage out of his buggy. He said that Village employees need to be held at a higher standard.

## **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. Beams were set in place as work continues. Tentative completion date of October 31st .
- Still working with the mortgage company to resolve zoning violation issues at 316 East Street. The mayor had sent a violation notice and they have resolved. Some cleanup and mowing. Additional cleanup needs to be done.
- Participated in interview of Craig Bowman for potential Zoning/Maintenance Person position.
- Alex Woods Exteriors will be starting roof repairs sometime in September.

## **American Rescue Plan Act (ARPA)**

- 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**

- Worked with GLCAP on water/sewer/storm drains physical surveys of the entire village as part of grant programs. The entire cost (over \$8,000 is covered by the grants). They then conducted a follow up training session on accessing the system and posting & retrieving information. The water survey will be used to satisfy the EPA Lead and Copper mapping requirements in 2024.
- Have a water line leak at the village park. It was found to be in the street, and the contractor will be coming back next week to dig up and replace the service

line to the meter. Utilized the Leak Detector to pin point the leak.

- Changed two water meters due to iron. Also experiencing register issues. Working with supplier and technical expert to determine cause or whether registers are reaching end of life.
- Working with Hempy Water for report on iron in #1 well and recommended treatment plan. Have kept well offline to help reduce issues in distribution system.
- Had 20 delinquencies this month with one disconnect.
- Website: 40 people have signed up so far for text or email alerts and news. Paystar Statistics to date - during the July payment month:

35 customers or 19.3% of the total water/sewer customers used the Paystar option for \$3,811 in collections.

- The 17-month average is 31 customers utilizing Paystar each month.
- Total transactions of 559 and collections to date are \$60,120.
- Starting hydrant flushing program in August.

#### **Sewer/Storm Sewer Related**

- Received monies from the county license permissive fees for cleaning of the catch basins this year. Received PEP safety grant monies and will conduct cleaning as schedule can be worked out with County Engineer for manpower and equipment.

#### **Streets**

- The 2023 OPWC paving work is tentatively scheduled for after Labor Day. Residents will be notified to move their vehicles from affected areas during the paving work.
- Received permission from Amanda Township to borrow their stone spreader attachment to spread berming stone along areas which will be paved in the village.
- The 2024 OPWC grant application was submitted and approved for Vanlue's share of approximately \$22,000. This is a 50% match.

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

- Next meeting will be September 25, 2023 at the Town Hall
- 

#### **Old Business**

- The solar eclipse is in April 8, 2024.

- **Fiscal Officer Melinda Boyd**

- Amy is on the schedule for cleaning in August
- The audit is complete except for the final report.

Motion to approve Resolution 03-2023 the amounts and rates as determined by the Budget commission. Melissa motioned for approval and Ann Burrell seconded  
Motion approved 6-0.

A motion was made to approve Resolution 04-2023, certifying of delinquent water/sewer bills to the property taxes. Ann Burrell motioned to approve and Amy Wiseley seconded.  
Motion passed 6-0.3

A motion was made by Becky Nye to approve ordinance 2023-04, the Street Light levy and seconded by Bob Greene.  
Motion approved 6-0

Motion to approve ordinance 2023-05 the hiring of Craig Bowman for zoning inspector and maintenance. He will get \$15.00/hour worked on maintenance and zoning research/code enforcement. He will get the permit fees for each permit granted. A motion was made by Ann Burrell and seconded by Amy Wiseley  
Motion approved 6-0.

A motion was made by Bob and seconded by Jeri to adjourn the August 28, 2023 Village of Vanlue Council meeting at 7:59 pm  
Motion passed 6-0

-----

**MAYOR**

-----

**FISCAL OFFICER**