

VILLAGE OF VANLUE

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Phone 419-387-7745

Robert Wells, Mayor

Leo Hendricks, Village Administrator

Melinda Boyd, (Fiscal Officer)

November 25, 2024

On November 25, 2024, the Council met in regular session at the Vanlue Village Town Hall and was called to order by Mayor Robert Wells at 7:00 PM.

Roll call of Council Members Present by Mayor Wells:

Amy Wiseley
Becky Nye

Ann Burrell
Melissa Caudill

Jeri Wenger (P)
Bridget Shepherd

Village Employees in attendance:

Leo Hendricks (Village Administrator)
Craig Bowman
Melinda Boyd

Village Residents or other in attendance were:

Sharon May and Lucas Tyson

All reports, minutes and agendas are sent electronically to all of the 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.

A motion was made by Ann Burrell to approve the minutes of the October 28, 2024 meeting and Bridget Shepherd seconded it.
Motion passed 6-0

Reading of and motion to accept the agenda for the November 25, 2024 meeting was made by Jeri Wenger and Amy Wiseley seconded
Motion Passed 6 – 0

Approval of recurring expenditures, those included payroll for Robert Wenger and John Nye. Amy Wiseley motioned to approve, and Melissa Caudill seconded.
Motion passed 4 – 0. Becky and Jeri abstained from voting due to payroll conflicts

Jeri Wenger motioned to pay non-recurring bills for October and Amy Wiseley seconded it. Becky Nye abstained due to a conflict.

Motion passed 5-0

Reading and motion to accept the financial documents/bank reconciliation/fund summary and bank statements as presented. A motion to accept was made by Melissa Caudill and Bridget Shepherd seconded it.

Motion passed 6 - 0.

Public Participation:

Lucas Tyson, a resident of the Village, voiced his opinion with the idea of commercial growing and sales in the Village. He believes the residents should be involved in the final decision. Becky calculated a scenario where the taxes the Village could possibly get from sales of dispensed marijuana to be around \$25,000 annually. Leo explained that Council is voting on a moratorium on this subject to look into the zoning issues and more. The moratorium could be rescinded prior to the 1 year if zoning rules are updated and in place for restrictions on allowed areas for placement of any facilities. Currently, Jared Fry's land is the only area outside of 500-foot exclusion zones adjacent to churches, the village park, and the local school. Zoning changes would need to be made to establish additional commercial or business zones where allowed.

Departmental Reports:

VCO Sharon May:

2024 VCO yearly calendar

- December 1 Christmas in the Park
- December 22 Village Christmas caroling

Zoning:

Craig has talked with Jessica Monday regarding vacating the alley near her rental houses on North St. Ann Burrell will head the zoning committee reviewing the marijuana moratorium regulations as well as reviewing the current zoning ordinance for any needed updates.

Committee Reports:

Trees, Streets & Sidewalks – Amy Wiseley & Ann Burrell

The Banners on the Boulevard will be taken down for the winter after Veterans day. Amy has been replacing light bulbs on the outdoor Christmas decorations so they can be put up sometime after Thanksgiving

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

- Becky and Melissa are both posting on Facebook.
- Becky has been reviewing payments and receipts but abstaining from anything that is related to her in some way.
- Becky took a video of the boulevard to put on Facebook in honor of Veterans day. She also suggested that the Village have a Christmas decorating contest. Cost is \$5.00 to enter, and the winner will get the pot. Melissa will post about it on Facebook.

Buildings and Grounds and Records: Jeri Wenger (P) & Bridget Shepherd

Village Administrator, Leo Hendricks

Mindy, Becky, Bob, and I met for budgeting sessions, and have prepared the temporary appropriation ordinance for 2025 based on our reviews.

The billing software upgrade has been ordered and as soon as available will be installed on the utility office modified laptop.

HDERlink replaced our old server with a used, more powerful one. He is reconfiguring the server files and all laptops will need modified. See me for this.

Attended a Mayors & Managers meeting at Pemberville to hear about grant and loan options and network with other water system managers.

Took two online webinars addressing the grant writing process and possible sourcing opportunities.

Water Related

The Well field farming contract is being advertised for bids for a new contract. The existing contract was for \$1,525 per year for 5 years. Will open bids at the December 23rd meeting.

Working with USG Water on a more definitive timeline for the tower vent hood to be modified to satisfy new tower standards. Keeping the EPA posted on status, and they will extend the 12/31/21 deadline if needed as long as we can show an effort to get completed ASAP. Latest estimate from USG is in the \$10,000 range due to extra modifications needed for adaptation to our tower.

Working with Hempy Water for media sampling for the softeners. They are scheduled to come in on 11/26/24. Communicating with the EPA on this as well and have been given some latitude on final report. Report will determine whether we need to add to or replace media. \$\$\$\$\$

Continuing to acquire items for the SWAPP grant implementation.

The Mayor is forming a committee consisting of community and business persons to help develop the Source Water Area Protection Plan. We will then have to submit the plan for final approval and implement the plan.

Will be further evaluating the water system 5-year forecast proforma for use in evaluating pending needed rate increases. Will need to consider meter replacements, tower maintenance/painting, softener repairs, line leak repairs, increased chemical and utility costs.

Had 16 delinquencies this month with no disconnects.

Website: 55 people have signed up so far for text or email alerts and news.

Paystar Statistics to date - during the October payment month:

45 customers or 25% of the total water/sewer customers used the

Paystar option for \$4,599 in collections.

The 33-month average is 35 customers or 19.6% utilizing Paystar each month.

Total transactions of 1,163 and collections to date are \$123,360.

Sewer/Storm Sewer Related

Planning on lagoon treatment next year. The last treatment was in 2022 and is typically done every 3-4 years. Received a quote for \$11,033 to treat all three ponds from the firm which has done the treatment in past years. This has included in the 2025 budget.

Streets

Will be advertising for sale by bid the following excess, obsolete equipment:

1953 Farmall tractor with belly mower

1998 Long 3-point hitch backhoe

8 ft flail mower.

Two interior wood doors

Any funds received from sales would be placed in the capital fund for future equipment purchases.

Mike & Austin have been working on leaf collection and should be finishing this coming week and converting the truck to snow mode.

Veterans Parkway

The banners have been removed and stored for the winter.

Zoning

A comprehensive review of our existing zoning ordinance needs to be conducted. This was adopted in 1989 and has had only one minor change.

A marijuana 12-month moratorium ordinance is on the agenda for consideration and review by council. Maps of 500 ft exclusions zones will be available for review for long range planning for zoning restrictions.

Village Employees

Mike Bakies

Continuing to evaluate & repair issues with softening system.

Daily tasks on water & sewer operation/monitoring

Monthly EPA water & sewer reporting

Mindy Boyd

Fiscal officer duties.

John Nye

Working with consumers on billing issues and new user sign ups.

Doing receipt and billing entries, learning processes.

Mike Wenger

Performed monthly meter readings, distributed delinquent notices.

Leaf collection
Austin DesGranges
Leaf collection.

Mayor's report and New Business

- Discussion on whether to declare a moratorium. This will be determined by an ordinance in order to allow for adequate study and review of zoning regulations, state, and local laws.
- The next meeting is on December 23, 2024 at the town hall.
- Discussed alley vacation requests, pending and future.

Fiscal Officer Melinda Boyd

- Bridget is on the schedule for cleaning in December
- The well field contract expires on December 31, 2024. Ads have been placed in the Progressor and the Courier. The sealed bids will be opened at the December meeting. Minimum bid is \$1500.00
- The 2 CD's were renewed at Premiere bank for \$100,000 each and the interest earned was deposited into the check account
- Municipal Impact fee increased from \$665.00/year to \$737.00/year
- I am scheduled for virtual year end training on December 9, 2024

A motion was made by Melissa Caudill to accept the contract for \$12,607.00 with USG for modifications to the water tower vent. Bridget Shepherd seconded it.

Approved 6-0

A motion was made by Ann Burrell to approve the price increase for Municipal Impact regarding our website cost. It went from \$665.00/year to \$737.00/year. Amy Wiseley seconded it.

Motioned approved 6-0

A motion was made by Jeri Wenger to approve Ordinance 2024-07 regarding the 2025 Temporary Appropriations and seconded by Bridget Shepherd.

Approved 6-0

Council agreed to table the renewing of the Sheriff's department contract. The incoming Sheriff will be asked to attend the meeting in January so council can address their concerns.

A motion was made by Jeri Wenger to approve Ordinance 2024-08, 12-month moratorium for sales and growth of marijuana. Ann Burrell. Seconded it.

Motioned approved 5-1

A motion was made by Ann Burrell to adjourn the November 25, 2024 Council meeting at 8:16 and seconded by Amy Wiseley Motion

passed 6-0

MAYOR

FISCAL OFFICER