

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)

November 27, 2023

On November 27, 2023, the 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 (Maintenance)
Craig Bowman (Zoning and Maintenance)

Village Residents in attendance were:

Sharon May, Matthew Dickman, Jeremy Kloefer and Dan Caudill

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.

The reading of and a motion to accept the minutes of the October 23, 2023 meeting was made by Ann Burrell and Jeri Wenger seconded it.
Motion passed 6 - 0.

Reading of and motion to accept the agenda for the November 27, 2023 meeting was made by Bob Greene and seconded by Melissa Caudill
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. Ann Burrell motioned to accept, and Amy Wiseley seconded it.

Motion passed 6 - 0.

Public Participation:

- Jeremy Kloepfer from the VCO asked the Village Council and Mayor Brooks to help purchase a lawn mower for the Vanlue Community Park. The park is unable to get a loan. The grant that they recently received is for a new fence around the basketball and tennis courts. Jeremy stated that the park would make payments to the Village. The Village stated they would divide the loan into 36 payments. Craig Bowman said he will get quotes from his sources. We did ask if John Deere could get the quote put into Vanlue's name? Jeremy and Matthew are going to check.
- Dan Caudill would like to throw his name into the hat to be Mayor. Leo stated he put a help wanted ad on the website for a Mayor and Council. The President of Council can run the meetings till a new Mayor is chosen and sworn in. Council inquired what changed from when he was appointed to Council a few years ago and quit after 1 meeting? He said personal reasons.
- For the Council position so far, we have heard from Nate Hendricks and Jeri Wenger
- President Ann Burrell said she would be gone the month of February but can zoom in if needed.

Departmental Reports:

VCO Sharon May:

- Christmas in the park is scheduled for December 3, 2023. There will be horse drawn wagon rides and Santa will come.
- December 17 will be the Christmas Caroling.

2024 VCO yearly calendar

- February 24, VCO Baked steak and chicken supper.
- March 30th Easter egg hunt
- April 13 Veteran Parkway Spaghetti Supper
- May 11th reverse raffle
- June 14 and 15th Village garage sales
- July 25, 26, 27 Vanlue Fest
- September 30 Veterans Parkway chicken BBQ
- October 24th 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 said Vivian's tree has been trimmed.
- Amy thanked the Mayor & Stephane Brooks, Keith Hendricks, and Jeremy Oldaker for hanging the Christmas lights.

Zoning:

- 6-7 owners have been contacted about violations that need to be dealt with. They have till the end of the month.

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

- Nothing new for Finance or Public relations.

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

- Nothing new with Buildings and public records

Village Administrator, Leo Hendricks

- Alex Woods Exteriors completed the roof repairs with new eaves troughs and downspouts.
- CR169/SR15 overpass with West Main Street will reopen this coming week. The original completion date was October 31st .
- Thanks to Amy Wiseley for repairing the Christmas lights, and to Jeremy Oldaker, Keith Hendricks, and Robbie & Stephanie Brooks for installing the lights this year.
- Working with Jared Fry on zoning classification change request paperwork which will be submitted for Zoning review.
- Mindy will continue in her present positions until early spring 2024 in order to facilitate year end close out of books. Will need to advertise for replacement position(s).

American Rescue Plan Act (ARPA)

- SOS (Data command) won't be doing additional needed upgrades until late December or early January due to availability of components. This work is needed in order to comply with EPA cybersecurity and functional areas.
- Purchased 13 new iPerl electronic water meters. * 10 have been installed so far. ** Looking at remaining available funds to purchase and install as many as possible before weather conditions prohibit the work. Seeing positive results so far.

Water Related

- Actively working with GLCAP on updating recent GIS surveys of water, sanitary, and storm sewer maps. Working on the Lead & Copper Compliance report as required by the EPA. The L & C reports are due no later than

October 18, 2024.

- Reviewed, updated, and distributed new copies of the Vanlue water system contingency plans.
- EJ Prescott company repaired #16 hydrant valve seat. Hydrant is back in service.
- 10 water meters were changed to new style meter/register.
** Would like approval to purchase additional new style meters from ARPA funds.
- Had 17 delinquencies this month with no disconnects.
- Website: 46 people have signed up so far for text or email alerts and news.
- Paystar Statistics to date - during the October payment month:
38 customers or 21% of the total water/sewer customers used the Paystar option for \$3,556 in collections.
The 21-month average is 31 customers utilizing Paystar each month.
Total transactions of 660 and collections to date are \$70,156.

Sewer/Storm Sewer Related

- Catch basin cleaning postponed until next spring.

Streets

John is reviewing wording for the potential vacation of alley & street right of way between Shepherd & Brooks properties.

Leaf collection started November 2nd . Tentative wrap up date by December 7th .

Veterans Parkway

Banners were taken down for the winter.

Village Employees

Jim

- ☐ Daily tasks on water & sewer operation/monitoring
- ☐ Monthly EPA water & sewer reporting
- ☐ Flushed #1 well and placed back in operation.

Mindy

- ☐ Monthly utility billing/collections
- ☐ Work with consumers on billing issues and new user sign ups.
- ☐ Met with Robbie and created two new \$100,000 CDs at Premier Bank.

Mike Wenger

- ☐ Performed monthly meter readings, distributed delinquent notices.
- ☐ Installed 10 new style meters, rebuilding and testing removed ones.
- ☐ Leaf collection days.

Austin DesGranges

- ☐ Helped change 10 new meters.
- ☐ Leaf collection days.

Craig Bowman

- ☐ Working with several residents on violations. Have many resolved, granted others until the end of the month to complete.
- ☐ Reviewing and becoming familiar with zoning regulations.

Fiscal Officer Melinda Boyd

- Becky is on the schedule for cleaning in January.
- Due to my health, I will be leaving my positions once the year 2023 is closed and my position is filled. I will be putting an ad in the paper for both positions. The salary for the Fiscal Officer position is set at \$15,000/year and the water clerk will be \$15.00/hour for 20-25 hours per month.
- Thank you to Becky for putting the Christmas tree up in the lobby.
- I closed out the CD's at State bank and the Mayor and I opened up 2 cd's at Premiere bank for \$100,000 each at 5.23%

Motion to approve Ordinance 2023-07, Temporary Appropriation for 2024.

Melissa Caudill motioned to approve, and Amy Wiseley seconded it.

Motion approved 6-0.

Motion to approve the spending on the remaining ARPA funds on water meters.

Ann Burrell motioned to approve, and Bob seconded it.

Motion approved 6-0.

A motion was made by Ann Burrell and seconded by Jeri Wenger to adjourn the November 27, 2023 Village of Vanlue Council meeting at 7:59 pm

Motion passed 6-0

MAYOR

FISCAL OFFICER