

VILLAGE OF VANLUE

124 Center St. ~ P.O. Box 77 ~ Vanlue, OH 45890
Phone 419-387-7745

Robert Wells, Mayor

Leo Hendricks, Village Administrator

Melinda Boyd, (Fiscal Officer)

October 28, 2024

On October 28, 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)
Mike Bakies
Melinda Boyd

Village Residents or other in attendance were:

Sharon May

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 Jeri Wenger to approve the minutes of the September 23, 2024 meeting and Ann Burrell seconded it.
Motion passed 6-0

Reading of and motion to accept the agenda for the October 28, 2024 meeting was made by Jeri Wenger and Ann Burrell seconded
Motion Passed 6 – 0

Approval of recurring expenditures, including 3 that Council Becky Nye and Jeri Wenger abstained. Those included payroll for Robert Wenger and John Nye. Melissa Caudill motion to approve and Amy Wiseley seconded.
Motion passed 4 – 0. Becky and Jeri abstained from voting

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

Motion passed 4-0

Reading and motion to accept the financial documents/bank reconciliation/fund summary and bank statements as presented. motioned to accept, and Bridget Shepherd seconded it.

Motion passed 6 - 0.

Public Participation:

Departmental Reports:

VCO Sharon May:

2024 VCO yearly calendar

- **October 31st Trick or treat.** Donuts ordered by Melissa Caudill. Costume judging and parade at 6:15 and trick or treat 6:30 – 8 pm. If there is rain, there will still be costume judging but no parade.
- November
- December 1 Christmas in the Park
- December 22 Village Christmas caroling

Zoning:

Craig Bowman granted 2 permits. One for Fellrath and 1 Waxler

Committee Reports:

Trees, Streets & Sidewalks – Amy Wiseley & Ann Burrell

The Banners on the Boulevard will be taken down for the winter after Veterans day

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 would get the pot.

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

Village Administrator, Leo Hendricks

The billing software needs to be upgraded to a newer version, and in order to accommodate this, we are taking one of the unused laptops and configuring to work with the new software when updated.

The current network server is dying due to hard drive issues. Shawn has offered a used higher capacity unit for \$500 and will be installing this next week. A new unit is over \$2,000.

Mindy has been in contact with the Ohio Auditors Office and has placed an order for the recommended Fiscal Officer computer & printer upgrades. She will be getting a laptop for portability ease. These will be available sometime after February, 2025. The old tower unit will be placed in the office for general use by the council.

Water Related

The Well field farming contract is up at the end of the year. Need to advertise for bids for a new contract. The existing contract was for \$1,525 per year for 5 years.

We received the final report from USG Water. This was shared with the Ohio EPA and the EPA has advised us that we will need to change the tower vent hood to comply with newer water tower regulations. They have given us until 12/31/2024 to either have completed or enter into a contract to have performed. Awaiting a quote from USG Water.

As a part of the EPA Triennial visit on August 23rd . We are required to have the softener media sampled and evaluated, due to being over 10 years old. Awaiting sampling availability from Hempy Water. Normal media life is 10-20 years. Will evaluate next steps after reporting on media life cycle. The EPA has also given us until 12/31/2024 to have the sampling and testing done.

Received a little over \$10,000 worth of items we are purchasing as part of the \$14,906 SWPP grant. We will have six months to spend monies.

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.

Reviewing water system budget and creating a 5-year forecast proforma for use in evaluating future needed rate increases. Will need to consider meter replacements, tower maintenance/painting, softener repairs, line leak repairs, increased chemical, and utility costs... Mindy, Becky, and I will be working on the annual village budgets and will also be evaluating water costs and expenses for proposals for needed rate increases.

Mike Bakies continues troubleshooting quirks in the softening system which is malfunctioning. He has also adjusted the softening cycles to improve the water taste. The system has remained more stable since. Mike also needs a new scale for chemicals. Approximately \$3200.00.

Continue to have meter malfunctions. Took delivery of additional rebuild part and Mike has 17 spare rebuilt meters on hand. As of date, 78 meters have been either replaced at least once, (some twice), or replaced with new. The root causes are the softener malfunctions.

Had two water service line leaks this month. Shaferly replaced both lines with pex, found corrosion holes last previous leaks. Approx. 10,000 gallon per day total the two leaks.

Hydrant flushing yielded good results with a lot of iron deposits flushed out of the mains.

Had 21 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 August payment month:

46 customers or 25.6% of the total water/sewer customers used the Paystar option for \$4,832 in collections.

The 32-month average is 35 customers or 19.4% utilizing Paystar each month.

Total transactions of 1,122 and collections to date are \$118,760.

John Filkins asked about the painting of the tower, whether that is internal or exterior. Leo told him it is the exterior first. Inside will be later. The water level in the tower will need monitored. And we will need to budget for all the upcoming maintenance and repairs for the tower. We have not gotten a quote to replace the vent on top of the tower yet.

Sewer/Storm Sewer Related

Recommend lagoon treatment this 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.

Will be working with Hancock County Engineers office in coming months for catch basin cleaning.

Streets

Would like to advertise 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 will be staging the dump truck for upcoming leaf collection to start potentially the week of 10/28. Will continue until late November with a final date to be determined. Notices will be posted. We remind everyone that we will NOT pick up any leaf piles which contain large amounts of grass clippings. This is too difficult to do with the leaf vac. If residents have grass clippings, they can take them to the recycle pile at the wellfield.

o Received a request from Trevor Chiow for the village to install a mirror at the corner of Railroad lane and Evergreen lane. The barn obstructs visibility and there have been several near collisions. This would be the same as installed on

Graves lane for a similar issue. Approx. cost of \$460.00

Veterans Parkway

A total of 186 banners are currently displayed.

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.

Several other townships and villages have adopted moratoriums on commercial marijuana growing and sales in order to objectively review and evaluate control of such operations if the need should arise. Vanlue needs to follow suit, along with a review of the land use plan currently in place, outdated and conflicting regulations, and planning for future growth.

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.

Mowing.

Replacing defective meters and performing meter rebuilds.

Austin DesGranges

Will be assisting in leaf collection.

Craig Bowman

Has been out of service recently due to health issues.

Mayor's report and New Business

- Discussion on whether to declare a moratorium or not, allowing the commercial and retail of marijuana sales and growing operations until a later date. This will be determined per a resolution in order to allow for adequate study and review of zoning regulations, state and local laws.
- The next meeting is on November 25, 2024 at the town hall.

Fiscal Officer Melinda Boyd

- Ann is on the schedule for cleaning in November
- The well field contract expires on December 31, 2024. We will need to advertise we will be accepting sealed bids.
- The 2 CD's at Premiere bank is maturing on 11/17/2024. They were at 5.23%

- The City of Findlay increased income tax collections by 1% on top of what is currently paid.

A motion to approve the rollover of the CD's at Premiere bank. Each CD is currently \$104,648.13. \$100,000 of each CD would be reinvested and the interest deposited in the general fund. Motion made by Ann Burrell and seconded by Jeri Wenger
Motioned approved 6-0

A motion to approve the additional 1% increase by the City of Findlay to collect the Village Income Tax. A motion was made by Becky Nye and Melissa Caudill seconded it.
Motioned approved 6-0

A motion to approve advertising for the contract of the well field. A motioned to approve was made by Amy Wiseley and seconded by Ann Burrell.
Motioned approved 6-0

A motion to approve the selling of obsolete equipment and depositing the money received from the sales in the Capital Fund for future equipment purchases. A motion accepting was made by Ann Burrell and seconded by Bridget Shepherd.
Motioned approved 6-0

A motion was made by Melissa Caudill to adjourn and seconded by Amy Wiseley to adjourn the October 28, 2024 Village of Vanlue Council meeting at 8:16 pm
Motion passed 5-0

MAYOR

FISCAL OFFICER