

# VILLAGE OF VANLUE

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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)**

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**October 23, 2023**

On October 23, 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, Craig Bowman, Nate Hendricks, Roger Tanner and Mitch and Deputy Renz.

**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 September 26, 2023 meeting was made by Amy Wiseley and Ann Burrell seconded it.  
Motion passed 6 - 0.

Reading of and motion to accept the agenda for the October 23, 2023 meeting was made by Becky Nye and seconded by Bob Greene.  
Motion Passed 6 – 0

Reading of and a motion to accept the payment of the bills as presented Ann Burrell motioned to accept the payment and seconded by Jeri Wenger.

Motion passed 6 – 0.

Reading and motion to accept the financial documents/bank reconciliation/fund summary as presented. Jeri Wenger motioned to accept, and Amy Wiseley seconded it.

Motion passed 6 - 0.

### **Public Participation:**

- Mitch lives at 110 Center St with Roger Tanner. He is asking what the Village wants removed. The vehicles on the east side and on the street are not registered. He states he and Roger are working on getting everything moved. It was empty at Fest Time, but it is adding/building up again. Mr. Tanner complained about vandalism of his vehicles. He was advised to contact the Sheriff's office to file a report. It was stated that the Findlay car dealers do not park their vehicles on the street. Mr. Tanner said he would get them off the street.
- There will be 1 opening for council and the Mayor position will be open come 2024. Jeri will not be on the ballot due to a mistake in her paperwork. Nate Hendricks would like to throw his hat into the ring.

### **Departmental Reports:**

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

- Trick or Treat for 2023 is October 26, 2023. The council will supply the donuts again this year. Melissa ordered 28 dozen from Fort Findlay and Mindy will pick them 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 stated all the trees are planted. Ann also paid for mulch and the Village reimbursed her. She will be watering the trees as needed.
- Vivian Sheffel wants her tree trimmed in front of her house on High Street. It is scraping up against her house and she is worried it will damage her gutters as well as her house. The cost of trimming this year is \$475 to raise the canopy. Wards will trim Sheffels tree for \$475.00.
- Roger Kloefer will be us for the holes he dug for the trees.

### **Zoning:**

- Working on ordinance violations and people cleaning up their properties.

### **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**

- Was in the hospital from October 2nd to October 8th due to receiving a liver transplant. On physical light duty for several months and limiting my personal exposure due to compromised immune system. Many thanks for all of the prayers and well wishes.
- Alex Woods Exteriors will be starting roof repairs within the next couple of weeks, weather depending.
- Recommend advertising and taking bids to sell off old backhoe attachment and the old flail mower for the tractor.
- Working with Craig Bowman on becoming acquainted with zoning regulations and proper procedures. Created a guidebook for zoning violation issuances.
- Updated several areas on the village website.
- 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.. The original completion date was October 31st. Running behind due to weather conditions.
- American Rescue Plan Act (ARPA)
- SOS (Data command) should be doing additional needed upgrades in the next 2 or 3 weeks in order to comply with EPA cybersecurity and functional areas.
- Water Related
- Actively working with GLCAP on updating recent GIS surveys of water,

sanitary, and storm sewer maps. The information they provided will be used as part of the required Lead & Copper Compliance requirements by the EPA. The L & C reports are due no later than October 18, 2024.

- Changed over 27 meters due to iron build up in metering chamber. Rebuilding and testing removed meters for reinstallation as needed,
- Grant from Core & Main will be in on the 25th to troubleshoot the meter reading system. Have been getting errors and trying to determine whether it is program related or if not, may have to replace problem meters with the newest style which have no moving parts. They are inductive and have greater accuracy \*\*\*,
- If needing to replace meters, would like approval to purchase 10 new meters from ARPA funds. Would not need to purchase just registers – put a hold on previous purchase order for registers.
- Working with Hempy Water and Tonka Systems for recommended action regarding iron in #1 well. Have kept well offline to help reduce issues in distribution system.
- Had 19 delinquencies this month with four disconnects.
- Website: 40 people have signed up so far for text or email alerts and news.
- Paystar Statistics to date - during the August payment month:
- 34 customers or 18.9% of the total water/sewer customers used the
- Paystar option for \$3,569 in collections.
- The 18-month average is 31 customers utilizing Paystar each month.
- Total transactions of 621 and collections to date are \$66,600.

#### Sewer/Storm Sewer Related

- Will conduct catch basin cleaning as schedule can be worked out with County Engineer for manpower and equipment. Due to weather and manpower, may be postponed until spring 2024. The County mothballs their vac truck around the first of November.

#### Streets

- John has created an ordinance for the vacation of alleys between Scott Chiow & Robbie Brooks. This will be presented in the October meeting.
- John is reviewing wording for the potential vacation of alley & street right of way between Shepherd & Brooks properties.
- Planted 6 Ginko trees.

#### Veterans Parkway

- Several more banners have been added.
- Benches have been placed in temporary locations awaiting landscaping to take place this year.
- A fundraiser BBQ was held on Saturday, September 30th .

#### Village Employees

- Jim
- Daily tasks on water & sewer operation/monitoring
- ☐ Monthly EPA water & sewer reporting

- Working with Hempy water on source of iron in #1 well and how to remediate.

Mike Wenger

- Normal mowing of roadways, boulevard, water, and sewer dept. areas.
- ☐ Completed berming along recently paved areas.
- ☐ Changed out multiple meters, rebuilding and testing removed ones.
- ☐ Planted 6 Ginko trees.

Austin DesGranges

- ☐ Completed berming along recently paved areas.
- ☐ Learning how to change meters.

Craig Bowman

- ☐ Reviewing areas for zoning violations, spoke to several residents.
- ☐ Reviewing and becoming familiar with zoning regulations.
- ☐ Helped with planting of trees.

### **Fiscal Officer Melinda Boyd**

- Ann is on the schedule for cleaning in November.
- The audit is complete except for the final report.
- A help-wanted ad was placed in the Courier and Progressor newspapers advertising the position of Village Administrator since Leo will be retiring at the end of the year.
- Mindy had to do some corrections per the auditor. There were copies in each packet. Everyone was emailed the audit reports.
- For voters, this year Vanlue will be voting in Mt Blanchard. Check the Board of Elections to verify the place.

Motion to approve Ordinance 2023-06, vacating the alley between Robbie Brooks and Scott Chiow. Ann Burrell motioned to approve, and Jeri Wenger seconded it.  
Motion approved 6-0.

Motion to approve wave the 2<sup>nd</sup> and 3<sup>rd</sup> reading of Ordinance 2023-06.  
Becky motioned to approve, and Ann seconded it.  
Motion approved 6-0.

Motion to approve the purchase of 10 new meters.  
Jeri motioned to approve, and Bob seconded it.  
Motion approved 6-0

A motion was made by Bob and seconded by Amy to adjourn the October 23, 2023 Village of Vanlue Council meeting at 8:21 pm  
Motion passed 6-0

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**MAYOR**

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**FISCAL OFFICER**