

# VILLAGE OF VANLUE

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

**Robert Brooks, (Mayor)**

**Melinda Boyd, (Fiscal Officer)**

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**May 18, 2020**

On May 18, 2020 Council met in a closed meeting due to COVID-19, called to order by Mayor Robert Brooks at 7:00 PM at the Vanlue Park building.

**Roll call by Mayor Brooks of Council Members:**

Amy Wiseley  
Dan Fellrath (P)

Jeri Wenger  
Melissa Sunderhaus

Ann Burrell  
Melissa Caudill

**Village Employees in attendance:**

Melinda Boyd (Fiscal Officer)  
Leo Hendricks (Village Administrator)

**Village Residents in attendance were:**

This was a closed meeting there were no residents present due to the COVID-19 Pandemic.

**All reports, minutes and agendas are given to 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 April 27, 2020, meeting was made by Dan Fellrath motioned to accept and Ann Burrell seconded it.

All 6 Council members accepted and responded yes.

Reading of and motion to accept the agenda for the May 18, 2020 meeting was made by Melissa Caudill and Amy Wiseley seconded it

All 6 Council Members accepted and responded yes.

Reading of and a motion to accept the payment of the bills as presented Dan Fellrath motioned to accept and Melissa Caudill seconded it.

All 6 Council Members accepted and responded yes.

Reading and motion to accept the financial documents/bank reconciliation/fund summary as presented.

Ann Burrell motioned to accept and Amy Wiseley seconded it.

All 6 Council Members accepted and responded yes.

### **Public Participation:**

No public participation due to being a closed meeting

### **Departmental Reports:**

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

- Ann Burrell informed Council that the park Committee will make the final decision on May 27, 2020 regarding the Village garage sales. It would be June 19 and 20<sup>th</sup>.
- It was also decided by Council to keep the rentals on the book for June
- Don Rasmussen stated to go ahead and rent but to post on the building to practice safe social distancing.
- Currently the fest is still on and its dates are July 30, 31, and August 1, 2020
- Baseball and softball cancelled.

#### **Water operator, Jim Hunter:**

#### **Village Administrator, Leo Hendricks:**

- Continuing to update the universal phone list with essential numbers
- Equipment updates:
  - Tractor clutch replaced and shifting issues resolved
  - Replaced steering silencer on tractor – leaking oil
  - Modified door for replacement to accept Lexan versus original glass to help resolve breakage issues – will be installing ourselves
- Spring cleanup filled a 30 cubic yard dumpster in 4 hours. Filled the dump truck with scrap steel, took to recycling for \$16.25 pay out. Suggests getting a 40 cubic yard next year.
- Phase II bid was awarded to B Hill'z of Bradner for \$179,901. They will also be replacing Main street bridge and sidewalk with culvert tile. Need to talk to Steve Wilson regarding Roger Lessig's culvert needing enlarged.
- Water Related:
  - All generators have been serviced. Water plant generator had a leak due to crankcase breather plugged. Ben Brooks to look at radiator repair issues
  - Lift station generator wireless link up not working. Will be contacting vendor to resolve issues.

- Reviewing and continuing updating of annual contingency plans for the water system
- Paused on Water disconnects due to covid 19. Have sent letters with notices explaining that charges and penalties do continue to occur.
- Ordered additional water system components for upcoming and spare water installations
- Escorted Lake to learn meter reading routine for cross training.
- Sewer Related:
  - Lagoon ponds valve pit tower handrails will need repaired in future
  - County Engineer scanned original sewer drawings and provided a digital copy plus 1 hard copy
  - Removed stone from farmer's field near lift station. Had been washed up during a flood and farmer requested it moved.
- Street related:
  - Brad will be painting 6 fire hydrant curb areas. Will be going with red rather than yellow
  - Reviewing streets and alleys to see where cold patching is needed yet
- Working with Jim on daily tasks of water operation and monitoring
- Sharing monthly reports on water production for water consumption tracking
- Continue to brief Leo on basic plant operations
- Working with Mindy on modifying monthly summary reports for billing/consumption to align with Jim's reporting date
- Addressing high consumption usage for potential leaks and rereading promptly
- Assisted Brad with Mowing
- Assisted Brad in Spring cleanup
- Hauled wood from borrow pit area
- Helped to replace door handle to handicap accessible on rear door and installed wireless doorbell for someone needing help
- Helped Lake with meter reading and distributed delinquent notices.

### **Zoning Jeri Wenger:**

- 1 request for a deck
- Shelton Miller revised his plan for a fence and he moved his shed.
- Jeri announced she will be resigning as the zoning inspector as of May 31, 2020

### **Committee Reports:**

#### **Streets & Sidewalks – Amy Wiseley**

#### **Finance– Melissa Sunderhaus**

## **Community and Public relations– Melissa Caudill**

### **Buildings and Grounds: Jeri Wenger:**

### **Records - Dan Fellrath**

### **Trees Ann Burrell:**

- Council approved for Mindy Boyd's tree and Charlie Ratliff's tree to be cut down and Kris Otto's tree will be trimmed.
- AEP came out and checked tree in front of Jeri's house and behind Kris Otto's shed. Amanda Roberts called AEP and the electric company did trim some limbs that were interfering in service

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### **Mayor's Robert Brooks Report**

- Next Council meeting June 22, 2020 at 7 pm at the Park.
- Updated council on Phase II
- Spoke to a deputy regarding golf carts. Deputy stated it needs to be a licensed driver, golf cart needs inspected, licensed and registered. Needs street lights and blinkers and seatbelts for all passengers.
- Jeremy and Amy Kloepfer asked for permission to allow for graduation pictures on May 23, 2020 at the baseball diamond. Amy and Jeremy will monitor. Council approved the request.

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### **Mayor Brooks old business:**

- Spring cleanup went good. The gates were locked by noon. Maybe try a bigger dumpster next year

### **Fiscal Officer Melinda Boyd Report**

- The Sheriff contract expires August 1, 2020. The Mayor spoke to council regarding keeping or canceling the contract. They asked maybe to change to random hours instead of set hours.

Approve to pay the USDA loan on July 1, 2020 in the amount of \$75,764.21.

Dan Fellrath motioned to accept and Amy Wiseley seconded

6 Present Council members voted yes to approve

The removal of 2 trees on East Main St by Wards tree service  
A motion was made Melissa Caudill to accept and Ann Burrell seconded it.  
6 present council members voted yes to approve

Motion to adjourn the May 18, 2020 meeting at 7:54 pm was made by Melissa Caudill and  
Ann Burrell seconded it  
All 6 said yes

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**MAYOR**

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**FISCAL OFFICER**