

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)

October 25, 2021

On October 25, 2021 Council met in regular session at the Village Park Building and was called to order by Mayor Robert Brooks at 7:00 PM. Masks were optional.

Roll call by Mayor Brooks of Council Members:

Amy Wiseley(P)
Dan Fellrath(P)

Ann Burrell(A)
Melissa Sunderhaus(P)

Jeri Wenger(P)
Melissa Caudill (President) (P)

Village Employees in attendance:

Melinda Boyd (Fiscal Officer)
Leo Hendricks (Village Administrator)
Don Rasmussen (Village Attorney)

Village Residents in attendance were:

In attendance were Village Residents Becky Nye, Sharon May for the VCO and Robert Greene

All reports, minutes and agendas are sent electronically to all of 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 27, 2021 meeting was made by Dan Fellrath and seconded by Melissa Sunderhaus.
Motion passed 5 - 0

Reading of and motion to accept the agenda for the October 25, 2021 meeting was made by Amy Wiseley and seconded by Melissa Caudill.
Motion Passed 5 - 0

Reading of and a motion to accept the payment of the bills as presented
Melissa Sunderhaus motioned to accept it and Jeri Wenger seconded it.
Motion passed 5 - 0

Reading and motion to accept the financial documents/bank reconciliation/fund summary as presented.
Dan Fellrath motioned to accept and Amy Wiseley seconded it.
Motion passed 5 - 0

Public Participation:

No Public Participation in October 2021

Departmental Reports:

VCO Sharon May:

- Trick or Treat will be October 28, 2021. The Village will purchase the donuts. Costume judging will be at 6 pm at the school and the parade will follow at 6:15 pm with Trick or Treat 6:30 – 8 pm with refreshments at the park. There will also be trunk or treat at the old Gypsum building and Park.
- November 13th, 2021, the VCO will be having an All You Can Eat Spaghetti dinner with Bingo following. Tickets are available at \$10.00 each
- December 5th, 2021 Christmas in the Park will be held.

Committee Reports:

Trees, Streets & Sidewalks – Amy Wiseley & Ann Burrell

- Amy Wiseley reported that the trees, streets and sidewalks are all good for the year. The leaves are starting to fall and Leo and Mike will be picking them up.

Finance and Community & Public Relations– Melissa Sunderhaus & Melissa Caudill

- Melissa Sunderhaus informed Council she is reviewing payments and receipts on a monthly basis and initials each one. Melissa Caudill said the Village's Facebook has been quiet and she ordered the 28 dozen donuts from Fort Findlay Donut at \$6.99 per dozen and a total of \$195.72. Mindy will pick them up on the afternoon of the 28th.

Zoning: Paul Brooks

- 1 building permit issued for a fence. 1 car was towed from the public right away after a 48-hour notice. A Deputy had filed a report when the vehicle was tagged and a Deputy and Highway Patrol were present when the vehicle was towed to private property. The vehicle must be removed within 10 days of a subsequent tagging this week.

- 2 other vehicle owners were notified verbally to remove inoperative , unlicensed from the public right of way and if not removed, they will be tagged and towed. .
- There are a number of untagged/inoperative vehicles on several private properties but not in buildings that will receive 10 day notices of towing this week as well.
- 2 residents were verbally warned of debris, brush and other rubbish that needs removed. 1 of those has responded.

Buildings and Grounds and Records: Jeri Wenger & Dan Fellrath:

- Dave Ward is still waiting on patch to repair the town hall roof.
- Jeri and Dan need to send a letter to the Historical society regarding the records that can possibly be destroyed.

Village Administrator, Leo Hendricks

September 26 – October 23, 2021

- Overall
 - **Water regulations updates recommendations are on the Council agenda this month for potential approval.**
 - Had two OUPS locate requests this month.
 - Spoke to the Fiscal officer/utility clerk of Rawson about their website and the bill pay choice. She was very helpful, and I will be contacting their suppliers for more detailed information about cost and interfacing with our data and programs for water/sewer billing potential. Go to <https://rawsonvillage.org/home> for a look at how their site is presented.
 - Leaf collection will start soon. Truck will be converted this coming week for the fall harvest.
 - Posted Help Wanted notices.
- Hometown Heroes Project
 - The fund-raising BBQ was very successful and thanks to all who participated and made contributions!
 - The group met and reviewed progress this year and the great support by the community and businesses.
 - Plans for next year include upgraded landscaping, signage, and memorial benches.
 - More banners/poles will be installed next spring for Memorial Day as needed per requests received.
- CARES Funds
 - HDERlink started delivery of the laptops on July 29th, with training to be conducted in the following days/weeks. Found a glitch in VPN access, Shawn is working to correct.
- American Rescue Plan Act (ARPA)
 - Received \$18,500+ this year, and \$18,500+ 12 months later. Will have to register yet with the federal government and follow strict procurement procedures for spending.

- ARPA funds can be used for water and sewer infrastructure. Possible potential areas are water meter upgrades/replacement & cybersecurity updates to the Water and Waste Water plants.
- Received a quote from Data Command for recommended upgrades to our operating system for the Waste Water and Water Treatment plants. Looking to utilize ARPA funds for the upgrade. Will need to follow federal bidding and procurement guidelines which are extensive.
- We have until late 2024 to appropriate the funds and 2026 to spend the funds.
- Water Related
 - Water production levels have returned to normal levels.
 - Have 2 hydrants in need of immediate repair due to valve issues. Will be scheduling EJ Prescott to do the necessary repairs before winter.
 - **Had 13 delinquencies this month, with NO disconnects.**
- Sewer/Storm Sewer Related
 - Tim Draper performed roadway ditch excavation at the corner of John & Buffalo Streets; and installed a new 12” culvert along with ditch work on South Blanchard Street from Main Street to the first fire hydrant.
 - Awaiting further study and estimate of catch basin/tile work on North Buffalo Street for areas which are experiencing standing water.
 - BHC Environmental cleaned the sewer lift station well of plastics and refuse.
 - One sewer pump failed, and the spare pump was installed on October 9th. The failed pump was returned to Gorman Rupp for evaluation for rebuild or replacement.
 - Recommend having catch-basins cleaned via vac truck this year, possibly after annual leaf harvest.
- Streets
 - Asphalt paving was completed on October 19th on Crawford and Blanchard Streets.
 - Completed fall cold patching – installed another 2 tons.
 - Installed all of the new street signs. Disposal recommendations for old ones?
 - Gettis Paving is working on TR 196 & TR 198 closures and delivered 8 loads of good soil to the lagoon area for use by the Village and anyone needing soil.
- Village Employees
 - Jim
 - Daily tasks on water & sewer operation/monitoring
 - Ordered needed chemicals and supplies.
 - Installed spare sewer pump at lift station.
 - Mindy
 - Monthly utility billing/collections
 - Mike
 - Read water meters, distributed delinquent notices.
 - Mowing of water, sewer, and street areas

- Installed new street signs. Removed unnecessary sign posts.
- Cold patching of streets, alleys.
- Paul
 - Dealt with Roger Tanner on unlicensed truck on street. Was towed to Tanner's side lot.
 - Reviewing other Tanner vehicles and building conditions.
 - Notified resident on West North Street about trash building materials. Dumpster was used and materials were cleaned up.
- Lake
 - No activity this month

Mayor Robert Brooks Report

New Business:

- Next meeting is November 22, 2021 at 7 pm. Will inform the location once it is closer.

Old Business:

- Street cleaning was discussed. It is possible the Village could have it done before the weather turns cold and after the leaves are done.
- Discussion took place about a second clean-up day with a 40-yard dumpster.
- Place an ad for a part time snow plow person.
- Trick or Treat October 28, 2021

Fiscal Officer Melinda Boyd Report

- The tornado warning siren has been completed.

Motion to approve Ordinance 2021-07, revision of water rules and regulations

A motion was made by Amy Wiseley and Dan Fellrath seconded it.

Approved 5-0

Motion to adjourn the October 25, 2021 Council meeting at 7:23 pm was made by Jeri Wenger and Amy Wiseley seconded

Motion passed 5-0

MAYOR

FISCAL OFFICER