

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)

April 26, 2021

On April 26, 2021 Council met in regular session at the Vanlue Community Building, called to order by Mayor Robert Brooks at 7:00 PM. All in attendance wore masks.

Roll call by Mayor Brooks of Council Members:

Amy Wiseley
Dan Fellrath

Ann Burrell
Melissa Sunderhaus

Jeri Wenger
Melissa Caudill (President)

Village Employees in attendance:

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

Village Residents in attendance were:

In attendance was Village Resident Sharon May.

All reports, minutes and agendas are sent electronically to all 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 March 22, 2021 meeting was made by Ann Burrell and Dan Fellrath seconded it.

All 6 Council members present and responded yes.

Reading of and motion to accept the agenda for the April 26, 2021 meeting was made by Melissa Sunderhaus and Amy Wiseley Seconded it.

All 6 Council Members present accepted and responded yes.

Reading of and a motion to accept the payment of the bills as presented

Dan Fellrath motioned to accept it and Melissa Caudill seconded it. All 6 present Council Members accepted and responded yes.

Reading and motion to accept the financial documents/bank reconciliation/fund summary as presented. Melissa Caudill motioned to accept, and Amy Wiseley seconded it. All 6 present Council Members accepted and responded yes.

Public Participation:

Departmental Reports:

VCO Sharon May:

- Sharon informed Council that the Community Park will have a reverse raffle and prime rib dinner on May 8, 2021. \$50.00 for the first meal and an additional meal was \$15.00
- She also informed Council that there will be 2 bands at the Vanlue Fest this year. Friday July 30th will be the Fest Parade and Fireworks and Spoiled Rotten will perform.
- Saturday July 31st, Mustang Sally will perform that evening and there will also be a chicken BBQ. There will raffles both nights, good food and entertainment both nights.
- The dates this year for the Fest is July 29th, 30th, and 31st.

Committee Reports:

Trees, Streets & Sidewalks – Amy Wiseley & Ann Burrell

- Ann and Amy inquired whose responsibility it was to get rid of and clean up all the shavings. from the trees that were removed. They were informed the property owner for which the tree stood would be responsible.
- The property owner is also responsible for replacing the sidewalks on their property. The Village will pay for the materials and lend the forms out to them.
- Clayton Puff has asked to plant trees between the road and the sidewalk. Amy informed them no replacing of trees.

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.
- Melissa Caudill inquired about Spring Clean up day and the hours. Leo informed her it would start at 8 am and go till the dumpster is full on May 1, 2021.

Zoning: Robert Brooks

- Kendall Marshall applied for a permit for a roof over part of his deck off the master bedroom
- Permit application was given to Jared Frey at D&H
- Permit application was given to Troy Baird for converting an existing shed to a play house and adding porch or walkway to it.
- Permit application was given to Hunter Hoop at 104 E Main St
- Shelton Miller was given a permit application for a concrete patio. Mindy informed him that he did not need a permit to replace the windows and siding.

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

- Dan and Jeri met 3 weeks prior to this meeting. They are going through all the old bill stubs and more to see what can be gotten rid of. Leo has been helping them as well. As of this meeting, Mindy has not found a records class for Jeri to attend.

Village Administrator, Leo Hendricks

March 21 – April 24, 2021

- Overall
 - Spring clean-up day to be held on Saturday, May 1st. Will be placed at the water plant like last year.
 - HDERlink installed a wi-fi hotspot at the Vanlue Park Building at no cost.
 - **Vanlue Fire Department burnt the brush piles at the yard waste site. Many thanks to VFD.**
 - Had signs made to direct residents where to properly place yard waste and brush/limbs.
 - Had 2 OUPS locate requests – for installation of lighting along SR15/SR330 ramps.
- Hometown Heroes Project
 - Attended a meeting of Hometown Heroes committee. **There are at least 75 banners currently made with several other additional ones in the planning.**
 - Trees and wood were removed with holes for poles being dug and anticipated installation of the poles within the next week or two. **Thanks to Sheldon Gas for helping locate the water lines.**
 - Flag poles will be installed at Buffalo Street and on East Street ends of the boulevard. One pine tree at the east end may need to be replanted to the west section of the boulevard.
 - **The dedication ceremony will be on Memorial Day, May 31st at 10 am.**
- CARES Funds
 - Shawn from HDERlink is in the process of installing the server and upgrading the routers. After that is complete the laptops will be available for training and distribution.
 - A next round of revenues was announced for a two-year distribution schedule. Initial word is that Vanlue may be getting approximately \$65K. Will be viewing a webinar on April 29th for spending guidelines and allowable parameters.
- Water Related.
 - Had 14 delinquencies this month, with NO disconnects.
 - Participated in 4 hours of webinars on water asset management plans through RCAP for EPA requirements of water systems.
 - Will be implementing a fire hydrant tagging process and annual hydrant flushing and valve exercising.
 - HDERlink upgraded the router for the water treatment plant due to outdated hardware.

- Constructed a test assembly for verifying accuracy of rebuilt meters.
- A review of water regulations is under way for recommendations of updates.
- Sewer Related
 - HDERlink upgraded the router and antenna system for the lift station. The old system had stopped working due to outdated hardware. This sends alarms for high level or pump failures.
- Streets
 - Asphalt paving is tentatively scheduled sometime in June, with fog seal later in the summer.
 - Will be doing cold patching on areas not slated for repaving.
 - Applying for \$1,000 PEP safety grant for street signs. By using the PEP grant and state highway funds, ALL street name signs can be upgraded with a minimal outlay from the regular street fund account.
 - Reviewing previous vacated alleys and will in the future, be presenting maps of platted, unused alleys for review of council for further actions.
- Village Employees
 - Jim
 - Working on annual Consumer Confidence Report
 - Daily tasks on water operation/monitoring
 - Sharing monthly reports on water production for water consumption tracking
 - Replaced the actuator valve assembly for the softening system. Also purchased a replacement valve for the assembly which was removed. This will give us a spare assembly. The system has a total of 10 actuator assemblies.
 - Utilizing a new hydraulic barrel lift roll around mechanism for easier and safer changing of chemical drums.
 - Mindy
 - Monthly utility billing/collections.
 - Finished and submitted the USDA annual financial report
 - Applied for PEP grand for street signs
 - Worked with the State and the County Auditors offices regarding donations to the Home Town Heroes project. Found that the village can accept donations and issue letters of acknowledgement for tax deduction purposes.
 - Brad
 - Serviced Kubota mower for this year's mowing season
 - Serviced the Massey tractor and installed new blades on the Woods mower.
 - Mike
 - Read water meters and distributed delinquent notices
 - Replaced one defective water meter. Will be rebuilding the old one for a spare.
 - Serviced the Massey tractor and installed new blades on the Woods mower.
 - Assisted the Vanlue Fire Department in burning the brush pile at the yard waste site.
 - Lake
 - No activity this month

Mayor Robert Brooks Report

- Next Council meeting is May 17, 2021 at the Vanlue Community park at 7 pm.
- He informed that all of Council needs to be present at the Hometown Hero dedication on May 31, 2021.
- There have been no updates on the meter tampering and Roger Tanner’s car/storage bill
- 4 Council seats are up for election in November. Melissa Caudill, Melissa Sunderhaus, Dan Fellrath and Amy Wiseley

Fiscal Officer Melinda Boyd Report

- Completed the Local Government Conference. This was 2 days of Webinars with multiple speakers.
- I have also signed up for a webinar on April 29th regarding the new rescue funds that will be disbursed by the State.
- Ordinance 2021-01 had to be amended to match what the County Auditor had. I was off by \$14,398.61. The original special revenue funds, which is street and highway totaled \$60,000.00. The Auditor went off the temporary totals for the beginning of the year as the permanent appropriations of \$45,601.39. The Auditors office just had me correct the copy I sent them and initial the corrections.
- Approved the Amended Permanent Ordinance 2021-01.1
A motion was made by Melissa Caudill and Dan Fellrath seconded.
All 6 Council members answered yes
6-0 approved

Motion to adjourn the April 26, 2021 Council meeting at 7:35 pm was made by Melissa Sunderhaus and seconded by Amy Wiseley
All 6-council said yes

MAYOR

FISCAL OFFICER