

VILLAGE OF VANLUE

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Robert Brooks, (Mayor)

Leo Hendricks, Village Administrator

Melinda Boyd, (Fiscal Officer)

March 22, 2021

On March 22, 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)
Don Rasmussen (Legal Counsel)

Village Residents in attendance were:

In attendance was Village Residents Sharon May and Rebecca Lloyd.

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 February 22, 2021 meeting was made by Dan Fellrath and Ann Burrell seconded it.

All 6 Council members present and responded yes.

Reading of and motion to accept the agenda for the March 22, 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 Sunderhaus 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 Jeri Wenger seconded it.
All 6 present Council Members accepted and responded yes.

Public Participation:

- Rebecca Lloyd was present and asked questions regarding vacating the alley near her. Leo informed her that he is working on a plan for other alleys that need vacated. Jessica Monday, a property owner on W North St has inquired about getting the alley vacated by her rental property.

Departmental Reports:

VCO Sharon May:

- Sharon informed Council that the Community Park will have an Easter Egg hunt on April 3, 2021 at 10:00 am.
- She also stated that the park is scheduling a work day for painting trim and do some updating on landscape.

Committee Reports:

Trees, Streets & Sidewalks – Amy Wiseley & Ann Burrell

- Ann and Amy informed Council that the recent storm had blown small limbs down.
- The Boulevard Locust trees was discussed. There are 4 trees that are up around 18' – 20' in height. It was discussed to trim them versus removing them. Wards Tree Service would trim them for free, but just trimming them would interfere in future tree work. It would be difficult to get a truck/equipment between the trees and flag poles that will be there. Wards Tree Service will donate part of the removal cost and the Council cost would be \$600.00. It was decided to remove the 4 Boulevard trees and the tree by Marvin & Judy Jameson.

Finance– Melissa Sunderhaus & Melissa Caudill

- Melissa Sunderhaus informed Council she is reviewing payments and receipts on a monthly basis and initials each one.

Community and Public relations– Melissa Caudill & Melissa Sunderhaus

- Melissa Caudill inquired about a walking path in the park. She has someone that wants to donate \$500.00 for that path. It was discussed last year the path would start in the front and go around the ball diamonds.

Buildings and Grounds: Jeri Wenger & Dan Fellrath:

Records - Dan Fellrath & Jeri Wenger

- Dan and Jeri will discuss a time after the meeting to meet at the Town Hall to dispose of old sewer receipts per the rules of record retention.

Village Administrator, Leo Hendricks

February 21 – March 20, 2021

- Overall
 - Applied stone to well field drive, lagoon drive and north street alley to improve accessibility to these areas for maintenance and residents.
 - Recommend spring clean-up day to be held on Saturday, May 1st. Also recommend having a 40CY dumpster this year for increased capacity. Would be placed at the water plant like last year.
 - Participated in a meeting with Roger Tanner and Robbie to discuss Roger's property, his vehicles situation, and his lack of water/sewer hookup. Robbie will be discussing with council.
- Hometown Heroes Project
 - Attended meeting of Hometown Heroes committee. **There are approximately 75 banners spoken for.** More names continue to roll in.
 - The group visited the boulevard and discussed utilizing both ends for the poles. Discussion on trimming/removal/replacement of locust trees in west end due to conflicts with poles/banners. Researching the costs options for review by village council. Goal to start pole installation in April to be ready for Memorial Day dedication.
 - **Reminder of deadline for Hometown Heroes applications is March 26th.** Several banners of Vanlue veterans are on display at the Wildcat Café along with notices about how to purchase a banner. Target date for display of banners and completion of poles is Memorial Day, 2021.
- CARES Funds
 - Shawn from HDERlink is scheduled to install the server on March 23rd, with the laptops being available for training and distribution a week or two after that.
 - A next round of revenues was announced for a two-year distribution schedule. Initial word is that Vanlue may be getting approximately \$65K. Still awaiting guidance on spending parameters.
- Water Related.
 - Had 19 delinquencies this month, 2 disconnects.
 - **One disconnect tampered with the lock, destroyed the lock, and turned the water back on. Will be discussing possible tampering charges with resident. Resident dropped off entire payment in drop box with note stating they removed lock.**
 - Meters were read for March with no wand errors.
 - Reviewing, revising, and updating the EPA Drinking Water Contingency Plan for Vanlue. This is an annual requirement for review and necessary revisions as needed of the plans.
 - Participated in numerous webinars with the EPA and RCAP for training/gaining knowledge of water and sewer requirements.

- A review of water regulations is under way for recommendations of updates.
- Sewer Related
- Vanlue Fire Department worked with Jim during a training session and hosed down the sump pit to dislodge build up on the walls to prevent grease plugging of the pumps. This is an annual service provided by the Fire Department. **Much Thanks.**
- Streets
- Received results from the consolidated paving projects through the County Engineer. Asphalt repaving will be done to Blanchard Street from Main to North, Crawford from North to Main, and Crawford from South High to John. Fog seal – tar and chip will be done to Blanchard from Main to D & H Meats. Total costs will be \$15,863. Original estimates were approximately \$20,000. Vanlue has \$3,200 in the license permissive fund which could be applied towards the cost if so deemed.
- Street sweeping was performed on ALL streets on March 18th.
- Working with Amy & Ann to review needed street sign upgrades/replacements. Recommend applying for \$1,000 PEP safety grant to cover targeted signs.
- Have had a couple of residents inquire as to alley vacation procedures. Will be reviewing previous vacated alleys and presenting map of platted, unused alleys for review of council for future actions.
- Village Employees
 - Jim
 - Daily tasks on water operation/monitoring
 - Sharing monthly reports on water production for water consumption tracking
 - Continuing to brief me on basics of plant operations/computer system.
 - Renewed the EPA sewer discharge permit.
 - Awaiting replacement actuator valve for the softening system. He currently has done a manual recharge of half of the system every few days.
 - Working with Leo on contingency plan updates.
 - Mindy
 - Monthly utility billing/collections.
 - Working on USDA annual financial report
 - Brad
 - Snow removal completed for the spring; equipment put away until winter.
 - Removed dead tree at lagoon
 - Distributed delinquent notices.
 - Mike
 - Worked with Brad on removing, storing snow removal equipment
 - Read water meters and performed disconnects.
 - Removed dead tree at lagoon
 - Lake
 - No activity this month

Mayor **Robert Brooks Report**

- Next Council meeting is April 26, 2021 at the Vanlue Community park at 7 pm.
- All meetings in 2021 will be held at the park to be able to socially distance

Fiscal Officer Melinda Boyd Report

- Informed Council that the contract with the Sheriffs department increased in cost due to Contract wage increase. Increased from \$36.79/hour to \$37.66/hour
- Approve Ordinance 2021-01 permanent appropriations for 2021. Dan Fellrath motioned to accept and Melissa Caudill seconded it.
All 6 Council members answer yes. Passed 6-0
- Approve Amanda Township dollar amounts for their fire levy renewal. The County Auditor informs myself and the Township how much is they owe the Village. The difference between years 2021-2026 is roughly \$400.00
A motion was made by Ann Burrell to approve to keep the same rate and Amy Wiseley seconded it. All 6 Council members answered yes. Passed 6-0
- Informed Council that we had received \$912.01 from the County Auditor for assessed delinquent water/sewer bills

A 7:44 pm A motion was made by Melissa Caudill to enter to an Executive Session to discuss resident property issues. Melissa Sunderhaus seconded it, all Council answered yes.

At 8:32 pm a motion was made by Melissa Caudill to exit Executive session and Ann Burrell seconded it. All agreed

Motion to adjourn the March 22, 2021 meeting at 8:32 pm was made by Melissa Sunderhaus and seconded by Amy Wiseley
All 6-council said yes

MAYOR

FISCAL OFFICER