

VILLAGE OF VANLUE

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

Robert Wells, Mayor

Leo Hendricks, Village Administrator

Melinda Boyd, (Fiscal Officer)

March 24, 2025

On March 24, 2025, Council met in regular session at the Village Town Hall and was called to order by Mayor Robert Wells at 7:00 PM.

Roll call of Council Members Present by Mayor Wells:

Amy Wiseley
Becky Nye

Ann Burrell
Melissa Caudill

Jeri Wenger (P)
Bridget Shepherd

Village Employees in attendance:

Leo Hendricks (Village Administrator)
Mindy Boyd, (Fiscal Officer)

Village Residents or other in attendance were:

Sharon May
Robert Brooks
Robbie Brooks
Sheriff Cortez

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.

A motion was made by Becky Nye to approve the minutes of the February 24, 2025 meeting and Melissa Caudill
Motion Passed 6 – 0

A motion was made by Amy Wiseley to accept the March 24th meeting agenda and Jeri Wenger second it.
Motion passed it 6-0

Hancock County Sheriff Cortez attended the meeting on March 24, 2025 to talk with Council about the yearly contract. We had discussed asking the deputies to park in areas where they can't be seen as easy as out in plain sight. Sheriff Cortez does not like to "hide" the deputies. Robbie Brooks asked the Sheriff if they would view residents home cameras if road laws were not followed. The Sheriff asked citizens to provide information to the office for review of any patterns of potential issues. It was asked how many deputies are on patrol a shift. 3 deputies and a Sergeant are on a shift for the county. A concern was brought up about kids driving golf carts, mini bikes, and racing. Golf carts need to follow laws for the road. Mini Bikes and golf carts need to be inspected, registered, and operated by licensed drivers if on the road. Mini bikes can be operated on private property, but operators should wear helmets for safety.

Sheriff Cortez gave a new contract to Council to review and approve or deny. The rate now is \$45.00/hour plus car fee of \$5.00 per hour. The fee will change when new Union contracts are approved.

A motion was made by Amy Wiseley and Ann Burrell to accept the payment of all the recurring expenses. Jeri Wenger and Becky Nye abstained.

Motion passed 4-0

A motion was made to approve the March 2025 receipts by Jeri Wenger and Bridget Shepherd seconded it.

Motion passed 6-0

A motion to accept the financial documents/bank reconciliation/fund summary and bank statements as presented. A motion to accept was made by Ann Burrell and Amy Wiseley seconded.

Motion passed 6 - 0.

Public Participation:

Robert L. Brooks 208 E North St and Robert A. Brooks 108 E North St, Vanlue inquired about splitting the lot adjacent to 108 E North St into 2 lots. Parcel # 060001025811. Total acreage is 1.081 acres. It is zoned R-1residential.

Council approved this request.

Departmental Reports:

VCO Sharon May:

2025 VCO yearly calendar

April 19, 2025 Easter egg hunt

May 10, - VCO Reverse Raffle

June 13-14, 2025 Vanlue Garage Sales

July 24, 25, 26, 2025 Vanlue Fest

August – No activity

September 20, 2025 Veterans Parkway chicken BBQ

October 25, 2025 Vanlue 4H community potluck

October 30, 2025 Trick or Treat
November – No activity
December 7, 2025 Christmas in the Park
December 21, 2025 Community Christmas Caroling

Zoning:

Craig has been working with John Filkins on Tanner's case. As well as reviewing current zoning records.

Committee Reports:

Trees, Streets & Sidewalks – Amy Wiseley & Ann Burrell

- Amy Wiseley and Becky Nye have been searching for new Christmas lights for the street lights in town. Becky has been looking for new Christmas lights. She has found a place that handles bulbs. She sent for a pack out of her pocket to see if they would work in our decorations. The company is called Wintergreen Corp. The cost is approximately \$20.00 per 25 bulbs.
- Ann has talked to Christ Church, and they would like to replace their sidewalks.

Finance and Community & Public Relations–Melissa Caudill & Rebecca Nye:

- Becky informed Council there was nothing new in the finances.

Buildings and Grounds and Records: Jeri Wenger (P) & Bridget Shepherd

Nothing on buildings. Jeri has been working on the records. She has been communicating with Amy from Ohio History connection regarding the records policy. She also informed council that she will be attending a record meeting in Akron to see how the city does their records and meetings. She informed us that according to ORC 149.39, the Village needs to have a "Records Commission" that meet every 6 months that consists of the Mayor, Solicitor, Fiscal Officer and 1 person from the public that need to be on this committee. Before records are disposed, an RC2 will need to be submitted to the Ohio History Connection to seek approval of what can be disposed of. The first meeting will be held 45 minutes prior to the April 28, 2025 meeting. Leo informed Jeri and Bridget, he will give them a tour of the water plant prior to his departure.

Village Administrator, Leo Hendricks

- Sheriff Cortez is reviewing the contract and will be attending the March meeting.
- Sad note of passing of John Nye. Condolences to the family. We will truly miss him and his involvement in the Village over the years.
 - Council is taking up donations to the Veterans Parkway in his memory.
- I WILL BE RETIRING AT THE END OF JULY.

- I am submitting a letter to the council along with a list of targeted items needing done within the village in the future to aid in my transition out. Recommend quickly advertising for my replacement or reimplementing the Board of Public Affairs if no one comes forward.
 - Worked on the permanent appropriations ordinance and 2025 operating budget. Submitting to Council for review and approval this meeting.
 - Recommend a raise for the Fiscal Office position from \$15,000 annually to \$16,000 annually. It has been this rate since 2018.
 - Date for Spring Clean Up? Typically, it is the first Saturday in May. May 3Rd?
- Water Related
 - We placed a help wanted ad in the Carey Progressor Times and posted notices around town and on the website for the Utility Clerk position.
 - USG Water installed the Water tower vent on March 12th. The EPA removed the notice of violation for this item.
 - Hempy Water is ordering the media to rebuild the softeners. The EPA granted an extension to April 30th to have the work done. We will be replacing needed valves and piping while down. Anticipate two days for rebuild. We will increase the tower water level to accommodate the offline softeners.
 - Still awaiting a meeting of the Source Water Area Protection committee. We need to prioritize this due to deadlines for reimbursement. June deadline for implementation.
 - A committee will be meeting to perform a review of the water system costs and update the 5-year forecast proforma for use in evaluating pending needed rate increases.
 - In lieu of future increases, I recommend that we immediately raise the bulk water rate to \$15.00 per thousand gallons to be in line with Findlay and neighboring communities. The CR193 flyover project is starting, and the contractor intends to buy water from the village. The previous flyover project used in excess of 150,000 gallons. (i.e. $6 \times 150 = \$900$; $15 \times 150 = \$2,250$)
 - We had 23 delinquencies this month with TWO disconnects.
 - Website: 55 people have signed up so far for text or email alerts and news.
 - Paystar Statistics to date - during the January 2025 payment month:
 - 50 customers or 27.6% of the total water/sewer customers used the Paystar option for \$5,779 in collections.
 - The 36-month average is 36 customers or 20% utilizing Paystar each month.
 - Total transactions of 1296 and collections to date are \$137,664.
- Sewer/Storm Sewer Related
 - Contacted Kleinfelder group to schedule sewer lagoon treatment this year. *Will take place over this spring/summer.*
 - Contacted Remilinger fish farms of Kalida to schedule for Blue Tilapia fish to put in the sewer lagoons for algae control. *Will take place in early spring.*
- Streets

- There are a couple of catch basins along the parkway which will need to be repaired as the weather permits. Have been barricaded for safety.
- Will be discussing request by ODOT for alternative routing for dirt hauling for CR193 project. I do not recommend the contractor's requested route on our secondary streets. Will provide route maps for review and discussion by council.
 - Recommend installing additional NO THRU TRUCKS signs on North Street to help control non-delivery trucks bypassing truck routes.
- Exploring costs and options for a replacement for the Kubota mower. Leaning toward a 48" zero turn mower which would be more practical on the Parkway and other smaller areas we maintain. It would include the Kubota in the equipment auction.
- **Zoning**
 - An initial zoning committee meeting was held on February 4th with Ann Burrell, Bob Wells, Becky Nye, and Leo Hendricks present. Reviewing other villages zoning regs for comparison and working from a list of suggestions.
 - Working with ODOT and Hancock County Engineer on options for potential changes to Blanchard street turn around right of way easements related to inquiry by Jared Fry about expansion of D & H meat market.
 - Craig has received a few inquiries about spring projects and zoning permit requirements. Will be working with homeowners on these as they come up.
- **Village Employees**
 - Mike Bakies
 - Continuing to evaluate & repair issues with softening system.
 - Daily tasks on water & sewer operation/monitoring
 - Monthly EPA water & sewer reporting
 - Working on the brine system for the softeners. One brine pump failed, and we will be installing the replacement next week.
 - Mindy Boyd
 - Worked on the final appropriations budget for 2025. Due April 1.
 - Mike Wenger
 - Distributed delinquent notices.
 - Utility shutoffs
 - Mothballed snow equipment for the year
 - Assisted in clean-up at green waste site.
 - Craig Bowman
 - Cited Tanner for a repeated violation of the same ordinances which he was found guilty of but has not yet addressed. John Filkins filed the complaint and am awaiting service of court notice.
 - Receiving inquiries about upcoming spring zoning permit work.

Mayor's report

The mayor attended the District Health department meeting and a District Advisory Council meeting. The next meeting is April 28, 2025 at the Town Hall.

Fiscal Officer Melinda Boyd

- Jeri is on the schedule for cleaning in April
- Emailed USDA reports that were requested.

New Business

A motion was made by Ann Burrell and seconded by Jeri Wenger to approve Ordinance 2025-01 permanent appropriations.

Motion passed 6-0

A motion was made by Jeri Wenger and seconded by Melissa Caudill to approve resolution 01-2025 the recurring EMA contract.

Motion passed 6-0

A motion was made by Amy Wiseley and seconded by Ann Burrell to approve Ordinance 2025-03 to increase the bulk water rates from \$6.00/1000 to \$15.00/1000 gallons.

Motion passed 6-0

A motion was made by Becky Nye and seconded by Amy Wiseley to purchase a 48” zero turn mower for up to \$12,000.

Motion passed 6-0

A motion was made by Ann Burrell and seconded by Melissa Caudill to approve Ordinance 2025-02 to increase the pay rate for the Fiscal Officer position from \$15,000 annually to a total of \$16,000 annually.

Motion passed 6-0

A motion by Ann Burrell and seconded by Becky Nye to approve the request by Robert A. and Robert L. Brooks to split parcel # 060001025811 into two lots

Motion passed 6-0

A motion was made by Ann Burrell and seconded by Bridget Shepherd to approve the new sheriff's contract.

Motion passed 6-0

Motion by Ann Burrell and seconded by Amy Wiseley to adjourn the Village of Vanlue Council March 24, 2025 meeting at 8:30 pm.

Motion passed 6-0

Robert Wells, MAYOR

Melinda Boyd, FISCAL OFFICER