

VILLAGE OF MINSTER, OHIO
COUNCIL MEETING MINUTES
Tuesday June 3, 2014

Council Meeting: Council convened at 6:30 p.m., in Council Chambers with six council members present: Tom Herkenhoff, Craig Oldiges, Steve Kitzmiller, Nicole Clune, Paul Enneking, and Rick Schwartz. Also present were Dennis Kitzmiller (Mayor), Don Harrod (Administrator), Jim Hearn (Village Solicitor), and John Stechschulte (Clerk/Fiscal Officer). Mayor Dennis Kitzmiller called the meeting to order with the Pledge of Allegiance.

Attendance: Janice Barniak (Evening Leader), and Margie Wuebker (Daily Standard).

APPROVAL OF MINUTES: T. Herkenhoff and S. Kitzmiller motioned to approve the minutes from May 20, 2014 regular meeting. Motion passed on five aye votes and one abstention by Craig Oldiges.

VISITOR COMMENTS: None.

ORDINANCES & RESOLUTIONS: None.

COMMITTEE REPORTS: None.

OLD BUSINESS: None.

NEW BUSINESS:

Purchases over \$3,000 Dollars: Council reviewed a list of invoices which were over \$3,000. Council has authorized the Administrator to purchase items under \$25,000, however, per the State Auditor; the purchases over \$3,000 and under \$25,000 require Council approval. P. Enneking and N. Clune motioned to approve the invoices over \$3,000.00. Motion passed on six aye votes.

Village Solicitor Jim Hearn Resignation: Jim has requested Council to consider accepting his resignation as an employee effective June 30, 2014. In addition, Jim would like to be considered for re-employment. R. Schwartz and C. Oldiges motioned to accept the resignation of Jim Hearn. Motion passed on six aye votes. Council will need to fill the position and will discuss re-hiring Jim in the future.

New Employee: There is an opening in the Electric Department due to retirement. Jon Neuman and Don Harrod would like to hire Kyle Wuebker as a Groundsman in the Electric Department. T. Herkenhoff and P. Enneking motioned to accept the recommendation of Mayor Kitzmiller to hire Kyle as a full time permanent employee. Motion passed on six aye votes. Kyle will be on the standard six month introductory period at \$14.50 per hour.

ADMINISTRATOR REPORT:

- Public Works Crews continue to pour sidewalks at the Four Seasons Park. Crews have poured the entire sidewalk between the railroad and the main entrance to the park. This section has already been backfilled and grass seed planted as well.
- HA Dorsten crews continue to work at the Minster Machine Centennial Park. Currently they are in the process of pouring the sidewalks around the park. Weather permitting; all of the sidewalk should be poured by the end of the week.
- CDM-Smith has submitted the 90% completed plans for the sludge handling project to the Ohio EPA for their review. Once comments are received back from the Ohio EPA, finishing touches can be put on the plans and they can be submitted for final approval.

- Work continues on the Golf Course Substation. Crews have been installing equipment and steel at the site. Delta Star is expected within the next two weeks to be in town to install the radiators and fans on the transformer. The switch house building is expected to be delivered the first of this month as well.
- Public Works crews will be starting to connect the wells at the Luedeke Farm to the raw water line within the next couple of days. There are a couple of small sections of the water line that will need to be installed so that the wells can be connected. We are awaiting final approval of the pump design from the Ohio EPA but this is expected shortly.
- John Courtney and Greg Ottinger are reviewing the Power Purchase Agreement with American Renewable Energy and Power one last time. Once they have completed their review we will be able to execute the agreement so that American Renewable Energy and Power can move forward with the installation of the solar arrays at the Luedeke Farm.

Receipts: Council reviewed the monthly cash receipt ledger of \$1,399,252.81. S. Kitzmiller and R. Schwarz and S. Kitzmiller motioned to approve the report. Motion passed on six aye votes.

Invoices: T. Herkenhoff and C. Oldiges motioned to approve the invoices totaling \$881,909.35. Motion passed on six aye votes.

COMMENTS & CORRESPONDENCE: None.

S. Kitzmiller and R. Schwartz motioned to adjourn at 6:45 p.m. Motion passed on six aye votes.

Dennis Kitzmiller, Mayor

John Stechschulte, Clerk

Recorded & typed by John Stechschulte