

VILLAGE OF MINSTER, OHIO  
COUNCIL MEETING MINUTES  
Tuesday July 1, 2014

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

**Attendance:** Janice Barniak (Evening Leader), Margie Wuebker (Daily Standard), Dean Eversole (Community Post), Josh Clune, Tom Sherman and Randy Houseworth (Police Chief).

**Approval of Minutes:** P. Enneking and N. Clune motioned to approve the minutes from the June 17, 2014 regular meetings. Motion passed on five aye votes.

T. Herkenhoff and C. Oldiges motioned to excuse S. Kitzmiller from the meeting. Motion passed on five aye votes.

**VISITOR COMMENTS:**

**Minster Alumni Softball Tournament:** Tom Sherman is asking Council for permission to hold the annual Alumni Tournament August 8<sup>th</sup> to August 10<sup>th</sup>. He is requesting the park stay open until midnight and permission to sell beer during the event. T. Herkenhoff and R. Schwartz motioned to allow the use of the Four Seasons Park for the Alumni Tournament. Motion passed on five aye votes. The tournament committee will need to file the proper paperwork with the state for a temporary beer permit.

**ORDINANCES & RESOLUTIONS:**

**Facility Use Agreement with Minster Board of Education:** The Minster Board of Education has requested that Section 4.2 of the agreement allowing the use of the Minster Seventh Street Community Park for use of the practice football field be amended from requiring the school to post date changes in the newspaper on two separate occasions to posting schedule changes in the school's newsletter and also via a letter written to each resident whose property is adjacent to the designated football practice field. T. Herkenhoff and C. Oldiges motioned for the 1st reading of **Ordinance 14-07-01** amending a facility use agreement with the Minster Board of Education. Motion passed on five aye votes.

**COMMITTEE REPORTS:**

**Safety Committee:** Nicole Clune reported that the Minster Area Life Squad has met the criteria to become a part of the Greater Miami Valley EMS Council. This was one of the requirements that the medical director from Wilson Memorial Hospital required before he would determine if he would accept the rescue squad under his license.

## **OLD BUSINESS:**

**AMPGS Stranded Costs Payment Options:** AMP has determined that the Village's liability for the stranded costs of the defunct AMP Coal Fired Generating Plant to be \$623,852.00. AMP has asked that municipalities begin paying back these stranded costs. Communities may choose to include payments as part of their monthly power invoices or pay these costs as one or several lump sum payments over 15 years. John Courtney of Courtney & Associates recommended paying back these costs through the power costs adjustment. There would be very little impact on the power cost adjuster (approximately 1/10 of \$0.01 monthly). R. Schwartz and P. Enneking motioned to authorize the payment of the stranded costs through the power costs adjustment over a five year period. Motion passed on five aye votes.

## **NEW BUSINESS:**

**Seventh Street Park and Football Practice:** Each year the Ohio High School Athletic Association determines the 1<sup>st</sup> and last day of each sport. This year August 1<sup>st</sup> is the 1<sup>st</sup> day for football. Josh Clune, Minster School Athletic Director, is asking that the day and hours of use for the practice football field located behind the Middle School to agree with the OHSAA Schedule. The school would like to schedule the park for football practice August 1<sup>st</sup> until August 21<sup>st</sup> Monday thru Saturday from 3:00 p.m. to 9:00 p.m. In addition, the school is asking for use of the practice field from August 22<sup>nd</sup> to November 30<sup>th</sup> to have practice Monday thru Thursday between the hours of 3:30 p.m. and 6:30 p.m. R. Schwartz and N. Clune motioned to agree to allow the use of the practice football field for the hours stated above. Motion passed on five aye votes.

**Purchase of 1500 KVA Transformer:** The Electric Department would like to purchase a 1500 KVA pad-mount transformer. Machine Concepts has requested a new electrical service at their facility and the Electric Dept. needs to purchase this transformer in order to construct this service. Solomon Corporation has submitted a quote of \$32,650.00 for the purchase of a 1500 KVA pad-mount transformer. C. Oldiges and T. Herkenhoff motioned to authorize the purchase and create a purchase order. Motion passed on five aye votes.

**Electric Department Personnel Realignment and Salary Increases:** Due to Randy Stein's retirement and hiring of Kyle Wuebker, the electric department employees have been moved to different positions and are reclassified as follows: Scott Gusching to senior lineman with an hourly rate of \$22.19; Brian Sextro to lineman with an hourly rate of \$18.07. Also, Ben Koverman received a \$1.00 per hour increase making his hourly rate \$25.12. T. Herkenhoff and R. Schwartz motioned to approve this reclassification and pay increases. Motion passed on five aye votes.

**Minster Centennial Park Renovation Project:** There are two change orders on the Minster Centennial Park Renovation Project. The first is for the preparation and coating of the monument in the amount of \$3,520.00. The second is for the removal and replacement of the brick area in front of the monument. The total for these two change orders is \$14,034.00. R. Schwartz and C. Oldiges motioned to approve these change orders. Motion passed on 5 aye votes.

**Summer Part-Time Help:** Ryan Geise would like to hire two additional individuals to work as lifeguards at the pool, Jessica Sommer and Colleen Jutte. N. Clune and P. Enneking motioned to accept the mayor recommendation to hire the seasonal employees. Motion passed on five aye votes.

**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. R. Schwartz and T. Herkenhoff motioned to approve the invoices over \$3,000. Motion passed on five aye votes.

#### **ADMINISTRATOR REPORT:**

- Public Works Crews continue to pour sidewalks at the Four Seasons Park. Last week, crews poured two section of sidewalk west of the main drive as they continue to work towards the Diamond Estates Subdivision.
- HA Dorsten crews continue to work at the Minster Machine Centennial Park. Crews are presently working on the brick area in front of the monument. Flowmasters have been working at installing the sprinkler system. Once this is complete seeding can begin.
- The last of the original art pieces along Fourth Street has been installed. The train tracks have been installed at the corner of Hanover and Fourth Street. Village crews will be erecting the informational sign that goes along with the art piece shortly.
- Gavit Paving has repaved the intersection of Cleveland and Seventh. There was a trench in the intersection from a sanitary sewer tie-in and a couple of other bad spots in the intersection, so it was decided to have the entire intersection dug out and repaved to take care of all of the problem spots.
- Crews from the water department continue to change out water meters for the upgrade to the new meter reading system. Approximately 700 meters have been changed out to date, which is well over half of the meters in the village. For those residents who have not had their water meter changed, they can schedule an appointment by calling the Village offices.
- The Minster-Jackson Township Fire Department will be testing fire hydrants July 14<sup>th</sup>, 15<sup>th</sup>, 21<sup>st</sup> and 22<sup>nd</sup> from 6:00 pm until dusk. Testing will start on the west side of town and will move east. Residents may notice a discoloration in their water and may want to refrain from doing laundry during these times.
- The work on well #5 should be completed within the next week or so. The new pump for the well has been ordered and is expected to arrive anytime. Once the pump arrives, it can be installed and the well can be tested and put back into service.

**Invoices:** T. Herkenhoff and C. Oldiges motioned to approve the invoices totaling \$1,321,526.79. Motion passed on five aye votes.

#### **COMMENTS & CORRESPONDENCE:**

N. Clune and P. Enneking motioned to enter into executive session at 7:05 p.m. to discuss the sale of land with no action anticipated. Motion passed on five aye votes. T. Herkenhoff and P. Enneking motioned to return to regular session at 7:43 p.m. Motion passed on five aye votes.

C. Oldiges and R. Schwartz motioned to adjourn at 7:44 p.m. Motion passed on five aye votes.

---

Dennis Kitzmiller, Mayor

---

John Stechschulte, Clerk

Recorded & typed by Kyle Gusching