

VILLAGE OF MINSTER, OHIO
COUNCIL MEETING MINUTES
Tuesday, July 7, 2015

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

Attendance: Eric Adams (Evening Leader), Brian Smith (Community Post), Jeff Puthoff (Choice One Engineering), Logan O'Neil (Southwest Chamber of Commerce), and David Friend (Police Chief). Also present Joe Prenger, Greg Knapke, Joe Wendeln, Anne Wendeln, Andy Schmitmeyer, and Mark Winner.

VISITOR COMMENTS:

Storm Water: Residents of Diamond Estate Subdivision attended the meeting to discuss the ponding of storm water at the intersection of Seventh Street and Line Drive during recent heavy rain storms. They presented pictures of the flooded intersection and suggested the water was too high to drive through. They were also concerned that fire and EMS could have the same problem if a call were to be needed in the subdivision. Jeff Puthoff stated that the water drains into an old clay field tile on the south side of Seventh Street. Council asked Choice One Engineering to provide some initial plans to replace the field tile. Greg Knapke also presented a drainage issue specific to his property. He put his sump pump and storm drainage per the village specs. He is at a low spot of the street and water builds up pressure and forces his sump pump to work continuously. He is asking if the water could be diverted or pumped prior to getting to his property. Jeff Puthoff suggested the Village Specs were not a concern but that merely water will naturally go to the lowest point, which is on his property. Don Harrod and Jeff Puthoff will review the concern.

Southwestern Auglaize County Chamber of Commerce: Logan O'Neil, Executive Director of the chamber attended the meeting to give Council an update on the chamber activity. He suggested membership is up and the chamber continues to support those members. They continue to offer members savings on FedEx shipping, credit card processing, workers comp group rating, bulk mailing, photocopying services, and group health insurance. He thanked the village for our past and future financial support. Council thanked Logan for his update on the chamber.

ORDINANCES & RESOLUTIONS:

Miami Erie Medical Center: In April 2015, Joint Township District Memorial Hospital petitioned the Auglaize County Commissioners to annex the Miami Erie Medical Center on State Route 66 into the corporation limits. The Auglaize County Commissioners approved the annexation based upon the agreement between the Village of Minster and Jackson Township which was passed under Ordinance 15-02-01. The Commissioners then forwarded the petition to the Village for approval April 30, 2015. The Ohio Revised Code requires Council to wait sixty days from the date the Commissioners sent the approved resolution before considering this request. The required waiting period has expired so the Village can move forward with an ordinance accepting the petition and approving the annexation. R. Schwartz and T. Herkenhoff motioned for the 1st reading to pass and

adopt **Ordinance 15-07-01** to annex approximately 3.21 acres into the Village. Motion passed on six aye votes.

Sale of Property: With the Golf Course Substation completed and after the WWTP de-watering system is complete there is excess equipment that could be sold as it is no longer needed by the village. The first is a McGraw – Edison Transformer worth approximately \$45,000. In addition there is a Cavity Pump and a Somat Dewatering System. We have been contracted by both Pioneer Rural Electric Cooperative and by Solomon Corporation expressing interest in the transformer. C. Oldiges and N. Clune motioned to suspend the rule of three readings. Motion passed on six aye votes. P. Enneking and C. Albers motioned to pass and adopt **Ordinance 15-07-02** authorizing the sale of excess property by sealed bids. Motion passed on six aye votes.

Sale of Property: The traffic signal at the intersection of Seventh and Main Street has been removed and will be replaced with new lights and poles similar to the other traffic lights in town. Mt. Gilead, Ohio is interested in purchasing the equipment for \$5,000.00, which is more than the scrap value of the equipment. T. Herkenhoff and R. Schwartz motioned to suspend the rule of three readings. Motion passed on six aye votes. C. Oldiges and C. Albers motioned to pass and adopt **Ordinance 15-07-03** to sell without advertising the traffic light poles, controllers and fixtures to the Village of Mt. Gilead. Motion passed on six aye votes.

2015 Minor Street Re-surfacing Project: Three bids were received for the 2015 Minor Street Resurfacing Project. Barrett Paving of Middletown was the lowest bid at \$244,384.36 for the base bid. The engineering estimate was \$270,624.50. The alternate bid for additional street resurfacing will not be considered at this time. The streets to be resurfaced are:

- South Lincoln Street from First to Second Street
- North Frankfort from Fourth to Seventh Street
- South Frankfort from First to Second Street
- South Ohio from Second to Industrial Park Drive
- Sycamore Court
- Harvest Court
- Third from Ohio to Cleveland Street
- Second from Frankfort to Hanover Street

T. Herkenhoff and P. Enneking motioned to accept the three bids. Motion passed on six aye votes. N. Clune and C. Albers motioned to suspend the rule of three readings. Motion passed on six aye votes. C. Oldiges and R. Schwartz motioned to pass and adopt **Ordinance 15-07-04** awarding a contract and authorizing a purchase order to Barret Paving in the amount of \$244,384.36. Motion passed on six aye votes.

COMMITTEE REPORTS: None.

OLD BUSINESS:

Oktoberfest Park Improvements: Garmann and Miller have been working on renovations to the Oktoberfest Park. The Park Committee has recommended the improvements occur in two phases. The first phase would be installation of sidewalks along the perimeter of the park, similar to the north park. The second phase will be determines later. R. Schwartz and T. Herkenhoff motioned to seek bids for the first phase of the project. Motion passed on six aye votes.

Speed Study on State Route 119 West: A speed study was performed on State Route 119 west of SR 66. Council is looking into installing sidewalks along SR 119 and would like to have the speed limit reduced. ODOT approved a 45 mph speed limit from the canal to State Route 66. We had requested a 40 mph speed zone. The calculated speed from the study was 48 mph, based upon this a 50 mph speed limit would be the norm. Council asked Don to write ODOT and ask to reconsider the decision.

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 six aye votes.

NEW BUSINESS: None.

ADMINISTRATOR REPORT:

- Electric Department crews have started working on the traffic light replacement at the intersection of Seventh and Main Street. Crews have installed the conduit from the control box to where the poles will be at, have located all the underground utilities and have placed the warning signs up that need to be installed because of a change in the traffic pattern. On the 14th of July, the department will begin the process of removing the old fixtures and poles. While the department works on installing the new traffic signal and poles, the intersection will be open to traffic. Stops signs will be placed on both the east and west bound lanes of Seventh Street and Main Street will be a non-stop thoroughfare until the new signals are installed.
- Village crews have four more pours to make on Boulder Lane. Three of the pours are on the street and one more section of curbing needs to be poured. We are anticipating finishing the project by the week of July 20. Also, village electric crews have bored and pulled in conduit for the street lights which will be erected shortly.
- CDM Smith continues to work diligently on both the membrane replacement and the sludge handling process plans. They have sent the village drawings and specifications for each project and we are currently reviewing those. At the next meeting, I hope to have everything finalized so that council could pass a motion to seek bids for the projects.
- On July 2nd, the village opened bids for the 2015 minor street resurfacing project. We are currently reviewing the bids and will have a recommendation to council at the next meeting.

Receipts: Council reviewed the monthly cash receipt ledger of \$917,017.31. N. Clune and C. Oldiges motioned to approve the report. Motion passed on six aye votes.

Invoices: T. Herkenhoff and R. Schwartz motioned to approve the invoices totaling \$857,740.46. Motion passed on five aye votes and one abstention by C. Albers.

COMMENTS & CORRESPONDENCE:

T. Herkenhoff and C. Oldiges motioned to adjourn at 7:45 p.m. Motion passed on six aye votes.

Recorded & typed by John Stechschulte