

VILLAGE OF MINSTER, OHIO  
COUNCIL MEETING MINUTES  
Tuesday September 2, 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 (Fiscal Officer). Council President Rick Schwartz 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 the August 19, 2014 regular meetings. Motion passed on six aye votes. P. Enneking and N. Clune motioned to approve the minutes from the August 27<sup>th</sup> special meeting. Motion passed on five aye votes and one abstains by S. Kitzmiller.

**VISITOR COMMENTS:** None.

**ORDINANCES & RESOLUTIONS:**

**Oktoberfest Park:** The Oktoberfest Committee would like to re-name the south portion of the Fourth Street Park "Oktoberfest Park". S. Kitzmiller and C. Oldiges motioned for the 3<sup>rd</sup> reading to pass and adopt **Resolution 14-08-01** re-naming the park. Motion passed on six aye votes.

**Employee Handbook:** The employee handbook is being revised to incorporate a retire/rehire policy for the Village. T. Herkenhoff and N. Clune motioned for the 3<sup>rd</sup> reading to pass and adopt **Ordinance 14-08-01** amending Ordinance 10-02-03 approving changes to the employee handbook. Motion passed on six aye votes.

Mayor Kitzmiller arrived at 6:35 pm due to a delay in Mayor's Court.

**COMMITTEE REPORTS:** Nicole reported for the Safety Committee that the Minster Area Life Squad moved affiliation with a new medical director, Dr. Haussman, at Wilson Hospital in Sidney. Members of the life squad will attend the next meeting to keep Council apprised.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**Roe Transportation Invoice:** Roe Transportation has submitted an invoice of \$36,665.00 for grinding the material at the compost area. T. Herkenhoff and S. Kitzmiller motioned to approve the invoice and issue a purchase order. Motion passed on six 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. P. Enneking and N. Clune motioned to approve the invoices over \$3,000. Motion passed on six aye votes.

**ADMINISTRATOR REPORT:**

- Buehler Paving will begin this week on the 2014 Minor Street Resurfacing Project. We anticipate Buehler starting to mill the asphalt on Wednesday and possibly looking at paving beginning on Friday.
- August 31<sup>st</sup> was the last day for the Minster pool to be open this year. Now that the season has passed, crews will begin preparing the pool and the bath house for winter.
- Gehret Nursery has completed some of the landscaping work at the Centennial Park. Forty Nine Degrees is expected to be in the week of September 8<sup>th</sup> to complete work on the veteran's monument.
- The village experienced a power outage the morning of August 23<sup>rd</sup>. A lightning arrestor at the Golf Course Substation failed and 69,000 volts of electricity went to ground. As a result the relays on Dayton Power and Light's incoming feed into the Village tripped causing both feeds from DP&L to go out resulting in the outage. Crews from both the Village and Dayton Power and Light had the power restored in about two hours.
- Electrical crews are installing electrical services to the West Industrial Park in anticipation of the two new buildings to be erected on the lots recently sold. We continue to work with Vectren to get natural gas installed on the site.

**Invoices:** T. Herkenhoff and C. Oldiges motioned to approve the invoices totaling \$836,545.26. Motion passed on six aye votes.

**COMMENTS & CORRESPONDENCE:** None.

P. Enneking and S. Kitzmiller motioned to adjourn at 6:47 p.m. Motion passed on six aye votes.

---

Dennis Kitzmiller, Mayor

---

John Stechschulte, Clerk

Recorded & typed by John Stechschulte