

VILLAGE OF MINSTER, OHIO
COUNCIL MEETING MINUTES
Tuesday, December 16, 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). Mayor Dennis Kitzmiller called the meeting to order with the Pledge of Allegiance.

Attendance: Mike Burkholder (Evening Leader) and Jared Mauch (Daily Standard). Also present were Wes Farno, Alex Monnier, David Dwyer and Suzanne Csejtey (American Renewable Energy and Power), Alan Heitbrink (Choice One Engineering), and John Neuman (Electric Superintendent).

Approval of Minutes: T. Herkenhoff and S. Kitzmiller motioned to approve the minutes from the December 2, 2014 regular meetings. Motion passed on six aye votes.

VISITOR COMMENTS:

Solar Project: David Dwyer attended the meeting to discuss some issues with the solar project at the Luedeke Farm. Senate Bill 310 was passed and has reduced the benefits and price of renewable energy credits. The renewable energy credits are an important factor for investment in solar power projects. The credits were valued at \$150 and are now approximately \$30. With Renewable Energy Credits being so low, investors are looking at other ways to recoup monies from renewable energy. At the previous meeting David asked Council to consider allowing lithium-ion batteries to be constructed at the North Substation. David said the Energy Storage System would increase the investment from \$8 million to \$18 million dollars and would allow the solar project to move forward in January. In addition it would increase the grid stability and recognize Minster as a leader in renewable power. He addressed Council's concerns of safety, environmental and noise by stating the noise of the system would be 65 decibels at 6 meters. In addition it could have environmental benefits by negating the need to power up gas powered generators. Council will visit a similar system in Dayton and decide at the next regular Council meeting to approve the addition of a Energy Storage System to the Solar Project and the purchase power agreement.

ORDINANCES & RESOLUTIONS:

Mayor's Court Magistrate: Mr. Robert Kehoe has again agreed to serve as the Mayor's Court Magistrate for 2015. He has held this position for several years. As has been the case in the past, the fee for his services will be \$500 retainer for the first five hours of service and then a charge of \$175 per hour for all services over five hours. T. Herkenhoff and S. Kitzmiller motioned to suspend the 2nd reading. Motion passed on six aye votes. C. Oldiges and P. Enneking motioned to pass and adopt **Resolution 14-12-01** entering into a contract with Mr. Robert Kehoe to act as Mayor's Court Magistrate. Motion passed on six aye votes.

Interim Appropriations: Annually Council approves interim appropriations to cover expenditures for the first few months of the new year until the final budget is approved. The interim appropriations total is \$6,071,600.63 and represent approximately one fourth of the total for the year. Those interim appropriations allow the Village to continue to operate during the time the final

2015 budget is being prepared. Permanent appropriations will be considered after the year-end accounting is complete and the 2014 budget is finalized. N. Clune and S. Kitzmiller motioned to suspend the 2nd reading. Motion passed on six aye votes. R. Schwartz and T. Herkenhoff motioned to pass and adopt **Ordinance 14-12-02** approving the interim appropriations. Motion passed on six aye votes.

Revise Appropriations and Estimated Resources: Various funds require adjustment of appropriations. The revised appropriations are as follows:

101 General Fund \$4,415,198.00 increase of \$400,000.00
201 PWD \$656,800.00 increase \$50,000.00
204 Park \$304,100.00 increase of \$40,000.00
503 Electric \$10,632,700.00 increase of \$800,000.00
705 NK Telco \$26,866.93 decrease of \$8,133.07

In addition, various funds require adjustments to the estimated resources. The revised estimated resources are as follows:

101 General \$4,116,773.31 increase of \$400,000.00
201 PWD \$657,763.67 increase of \$50,000.00
202 State Highway \$39,739.41 decrease of \$1,000.00
204 Park \$304,573.04 increase of \$30,000.00
213 Alcohol Awareness \$4,967.00 decrease of \$54.00
401 Capital Improvement \$1,721,913.02 decrease of \$80,000.00
503 Electric \$10,673,123.65 increase \$100,000.00
705 NK Telco \$26,866.93 decrease of \$8,133.07

S. Kitzmiller and P. Enneking motioned to suspend the rule of three readings. Motion passed on six aye votes. R. Schwartz and T. Herkenhoff motioned to pass and adopt the **Resolution 14-12-03** authorizing the changes in appropriations and resources. Motion passed on six aye votes.

Transfer of Funds: Two funds require transfers of money to allow expenditures from the funds. The transfers are as follows:

\$50,000.00 from 101 General Fund to Public Works Department
\$43,000 from 101 General Fund to Parks Department

C. Oldiges and T. Herkenhoff motioned to suspend the rule of three readings. Motion passed on six aye votes. R. Schwartz and P. Enneking motioned to pass and adopt the **Resolution 14-12-04** authorizing the transfer of funds. Motion passed on six aye votes.

Webster Street Assessments: With the completion of Webster Street the final piece of legislation is to assess the property owners for a portion of the project. The total assessment that the property owners will be required to pay is \$30,006.46. They will have the option to pay now or have it placed on the property tax and paid over 10 years with interest. T. Herkenhoff and S. Kitzmiller motioned for the 1st reading of **Ordinance 14-12-04** assessing property owners a portion of the project. Motion passed on six aye votes.

Sale of Land: H.A. Dorsten would like to purchase 3.135 acres of ground in the in the Industrial Park are to be sold for industrial use. T. Herkenhoff and R. Schwartz motioned to suspend the rule of three readings. Motion passed on six aye votes. P. Enneking and C. Oldiges motioned to pass

and adopt **Ordinance 14-12-05** designating public lands eligible for sale and authorizing the Community Improvement Corporation to sell the property. Motion passed on six aye votes.

COMMITTEE REPORTS: Nicole Clune reported the Safety Committee met to discuss compensation for the Minster Area Life Squad.

OLD BUSINESS:

Luedeke Water Well field Equipment: Layne have submitted a proposal for furnishing and installing pitless adapters, downhole pressure transducer and a precast concrete building. The cost of the proposal is \$48,600.00. N. Clune and P. Enneking motioned to award and contract and issue a purchase order to Layne for \$48,600.00. Motion passed on six aye votes.

NEW BUSINESS:

Power Services Invoice: Power Services has submitted an invoice of \$25,430.00 for electrical testing and start-up of the new power distribution equipment at the Golf Course Substation. All invoices over &25,000.00 must be approved by Council. C. Oldiges and S. Kitzmiller motioned to approve the invoice and issue a purchase order. Motion passed on six aye votes.

Income Tax: Council reviewed the November 2014 monthly income tax report of \$255,274.28 as distributed by the City of St. Marys Income Tax Department. The Village of Minster contracts with the City of St. Marys to administer the income tax collection for the Village. P. Enneking and T. Herkenhoff motioned to approve the monthly income tax report. Motion passed on six aye votes.

Mayoral Appointments: Annually the mayor realigns various committees and appoints open positions on various boards. R. Schwartz and P. Enneking motioned to approve the following recommended mayoral appointments. Motion passed on six aye votes.

Tree Commission (3 year term): Dean Kerns and Steve Kitzmiller – 12/31/2017

Regional Planning Commission Delegate: Dennis Kitzmiller – 12/31/2015

Regional Planning Commission Alternate: Don Harrod – 12/31/2015

Zoning Board (5 year term): Brad Garmann & Linda Kitzmiller – 12/31/2019

Disposal of Switch House and Breakers: The switch house and breakers at the Golf Course substation are no longer needed due to the completion of the project. The value of the switch house and breakers is estimated at \$17,000.00. T. Herkenhoff and R. Schwartz motioned to see bids for the disposal of the items. Motion passed on six aye votes.

ADMINISTRATOR REPORT:

- Brush/branch pick-up during the winter months will occur on Mondays weather permitting. We will add a second day for pick-up when the weather is warmer.
- The Village Offices will be closed December 24 and the 25th in observance of the Christmas Holiday. In addition, the offices will be closed on New Year's Day as well.
- Rumpke has announced that trash collection will be delayed one day for both Christmas and New Year's Day. Pick-up of garbage will occur on the 26th and 27th of December for the Christmas holiday and will occur on the 2nd and 3rd of January for the New Year's Holiday. Residents are urged to set their trash out the night before.

- The Village has submitted an application in to the Ohio Department of Natural Resources and the Arbor Day Foundation for consideration in becoming a Tree City USA for the eleventh year. Applications were due on December 5th. Award announcements will occur the first quarter of 2015.
- The Minster-Jackson Township Fire Department has submitted a request into the Department of Homeland Safety's Assistance to Firefighters Grant. The grant request in the amount of \$79,408.00 was for replacing turnout gear, helmets and boots for most of the fire fighters. Currently, a majority of the equipment used by the Fire Department is over ten years old. The grant is a 95/5 matching grant.
- Don will be attending a two day hands on training exercise on Crisis Management for School-Based Incidents sponsored by Ohio Homeland Security and the Minster Local Schools on December 18th and 19th.
- The press and the public have been notified of the special council meeting which is to be held on Monday, December 22, 2104 at 6:00 pm. The purpose of the meeting is to enter into executive session to discuss the hiring of personnel.
- Bid information has been developed for the sale of the 1978 Hahn Fire Truck. Bids will be accepted until 10:00 am on January 15, 2014.

Receipts: Council reviewed the monthly cash receipt ledger of \$1,428,128.59. C. Oldiges and P. Enneking motioned to approve the report. Motion passed on six aye votes.

Invoices: T. Herkenhoff and N. Clune motioned to approve the invoices totaling \$226,721.04. Motion passed on six aye votes.

COMMENTS & CORRESPONDENCE: Steve Kitzmiller's thanked everyone for their support during his nine years on Council. Council thanked him for his service to the community.

S. Kitzmiller and R. Schwartz motioned to enter into executive session at 7:40 p.m. to discuss the sale of land with no action anticipated and employee compensation for certain employees with action anticipated. Motion passed on six aye votes. S. Kitzmiller and T. Herkenhoff motioned to return to regular session at 8:22 p.m. Motion passed on six aye votes.

Annual Pay Ordinance: Council discussed compensation for the employees for 2015. After some discussion, it was determined to raise the pay for full time employees 2% and to raise the pay table of the pay ordinance by 2% for both the upper and lower limit of each pay grade. There were other changes to accommodate the new minimum wage. Supervisors are also given the ability to reward certain employees with additional increases based on merit. C. Oldiges and R. Schwartz motioned to suspend the rule of three readings. Motion passed on six aye votes. S. Kitzmiller and R. Schwartz motioned to pass and adopt **Ordinance 14-12-03** establishing the salary administration plan. Motion passed on six aye votes.

S. Kitzmiller and C. Oldiges motioned to adjourn at 8:24 p.m. Motion passed on six aye votes.

Dennis Kitzmiller, Mayor

John Stechschulte, Clerk

Recorded & typed by John Stechschulte