

VILLAGE OF MINSTER, OHIO  
COUNCIL MEETING MINUTES  
Tuesday, April 19, 2016

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

**Attendance:** Eric Adams (Evening Leader), Jared Mauch (Daily Standard), Brian Smith (Community Post), Brian Drexler, and David Friend (Police Chief). Also present were Stefanie Kohne, Jerry Baumer, Jim Fullenkamp, and Ruth Fullenkamp.

**Police Sergeant Brian Drexler:** Mayor Dennis Kitzmiller swore in Brian Drexler as Police Sergeant. Attending this evening were family and friends as well as the majority of the Police Department.

Tom Herkenhoff presided over the meeting as Mayor Dennis Kitzmiller was called and left the meeting.

**Approval of Minutes:** T. Herkenhoff and C. Albers motioned to approve the minutes from the regular meeting of April 5, 2016. Motion passed on four aye votes and one abstention by Craig Oldiges.

C. Oldiges and N. Clune motioned to excuse Rick Schwartz from the meeting. Motion passed on five aye votes.

**ORDINANCES & RESOLUTIONS:** None.

**COMMITTEE REPORTS:**

The Utilities Committee met to discuss the changes to the limits that Dannon can discharge and also the 2015 electric usage..

**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 C. Albers motioned to approve the invoices over \$3,000. Motion passed on five aye votes.

**Income Tax:** Council reviewed the March 2016 monthly income tax reports of \$368,446.22 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 collections for the Village. N. Clune and C. Albers motioned to approve the monthly income tax reports. Motion passed on five aye votes.

**Summer Part-Time Pool Help:** Annually the Village hires part-time summer help for the Pool. This year 24 individuals will be hired as lifeguards and maintenance individuals and assistant managers. In addition, three individuals, Alicia Arling, Chad Stoner, and Jacob Stechschulte will be hired to assist with mowing and maintenance of the parks. C. Oldiges and C. Albers motioned to accept the mayor recommendation to hire the seasonal employees. Motion passed on five aye votes

**Summer Part-Time Help:** Annually the Village hires part-time summer help for the Parks and Recreation Department and Public Works Department. This year 3 individuals, Alicia Arling, Chad Stoner, and Jacob Stechschulte will be hired to assist with mowing and maintenance of the parks and Public Works Department. C. Oldiges and P. Enneking motioned to accept the mayor recommendation to hire the seasonal employees. Motion passed on five aye votes.

**ADMINISTRATOR REPORT:**

- The Village Parks and Recreation Department will hold the annual Scott's® Major League Baseball® Pitch, Hit and Run competition on Saturday, April 30<sup>th</sup>, 2016 at the Four Seasons Park. Pre-registration for the event begins at 8:00 am and the competition begins at 9:00 a.m. The event is open to both boys and girls ages 7-14.
- On Friday, April 29<sup>th</sup> the Minster Tree Commission and the Parks and Recreation Department will be celebrating Arbor Day. There will be a short presentation on the founding of Arbor Day and a planting of a tree at the Four Seasons Park to commemorate the day. Each student in the fourth grade class will also receive a seedling to take home and plant in honor of the event.
- The Village of Minster has been named the Ohio Clean Energy Community of the Year for 2015 by Green Energy Ohio.

**Receipts:** Council reviewed the monthly cash receipt ledger of \$1,764,951.33. P. Enneking and N. Clune motioned to approve the report. Motion passed on five aye votes.

**Invoices:** C. Oldiges and P. Enneking motioned to approve the invoices totaling \$1,816,890.21. Motion passed on three aye votes and two abstentions by Curt Albers and Nicole Clune.

**COMMENTS & CORRESPONDENCE:** Stefanie Kohne attended the meeting to express her concern about the assessment associated with the future construction of Fifth Street. She wanted Council to consider the individual point of view which may differ from the developer view. If there were to be a large assessment she would like to financially plan for it. Don reviewed the normal assessment policy and Council thanked her for her attendance.

C. Albers and N. Clune motioned to adjourn at 7:17 p.m. Motion passed on five aye votes.

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Dennis Kitzmiller, Mayor

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John Stechschulte, Clerk

Recorded & typed by John Stechschulte