

VILLAGE OF MINSTER, OHIO
COUNCIL MEETING MINUTES
Tuesday, September 15, 2015

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

Attendance: Eric Adams (Evening Leader), Brian Smith (Community Post), Jared Mauch (Daily Standard), Jeff Puthoff and Alan Heitbrink (Choice One Engineering), and David Friend (Police Chief).

Approval of Minutes: T. Herkenhoff and C. Albers motioned to approve the minutes from the regular meeting of September 1, 2015. Motion passed on five aye votes and one abstention by Rick Schwartz.

VISITOR COMMENTS: None.

ORDINANCES & RESOLUTIONS:

Speed Limit Change on State Route 119: Parkview and Rosebud Subdivisions are growing and there have been requests to install sidewalks on State Route 119 for safety of the children going to school and to access to the walking path. The Village conducted a speed study in an attempt to reduce the speed limit to make it more conducive to install sidewalks. ODOT has agreed to reduce the speed limit to 45 mph. In addition, west of the corporation limit to the railroad tracks ODOT has agreed to reduce the speed limit to 45 mph. N. Clune and P. Enneking motioned for the 3rd reading to pass and adopt **Ordinance 15-08-02** reducing the speed limit inside the corporation limit to 45 and authorizing Don to request to the Ohio Department of Transportation to set the speed limit to 45 mph from the corporation limit to the railroad tracks. Motion passed on six aye votes.

No Parking Areas: We have received a request to consider three new no parking zones by local businesses. Woehrmyer Concrete and Springcreek Building supply have expressed it is difficult for vehicles with trailers to exit their property. The no parking area would be on the east side of Ohio Street for 50 feet and also on the south side of Industrial Park Drive for 77 feet. The third area is on east side of Industrial Drive for approximately 51 feet. The Street Committee is recommending the change. T. Herkenhoff and C. Oldiges motioned for the 2nd reading of **Ordinance 15-09-01** establishing no parking areas on various streets. Motion passed on six aye votes.

Two-Way Traffic on Lincoln Drive: Lincoln Drive is currently a one way street. We have been asked and the Street Committee recommends establishing two-way traffic on Lincoln Drive. Harrod reported he has received one comment stating it would increase accidents and was not in favor of the two-way traffic. C. Albers contacted the individual to explain the reason for the change stating it was for convenience of the residents. C. Albers and P. Enneking motioned for the 2nd reading of **Ordinance 15-09-02** establishing two-way traffic on Lincoln Drive. Motion passed on six aye votes.

Stop Signs on Lincoln Drive: Lincoln Drive currently has yield signs at the intersection of Lincoln Drive and Lincoln. With the change to two way traffic, the Street Committee is recommending stop signs be erected to replace the yield signs. In addition, a stop sign would need to be installed at Lincoln Drive and Fourth Street. C. Oldiges and N. Clune motioned for the 2nd reading of **Ordinance 15-09-03** establishing new stop signs at the Lincoln Drive and Lincoln Streets intersections and at Fourth and Lincoln Drive.. Motion passed on six aye votes.

COMMITTEE REPORTS: None.

OLD BUSINESS: None.

NEW BUSINESS:

Income Tax: Council reviewed the August 2015 monthly income tax reports of \$245,858.93 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. R. Schwartz and T. Herkenhoff motioned to approve the monthly income tax reports. 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.

Trick or Treat Night: Halloween Trick or Treat night is scheduled for Thursday, October 29th from 6:30 p.m. to 8:00 p.m.

ADMINISTRATOR REPORT:

- The Oktoberfest Park Project is nearly wrapped up. The area has been landscaped and the grass is starting to grow where the soil was disturbed. Heyne Construction has completed work on the fence around the well head and electrical equipment and installed the ADA truncated domes in the handicap ramps.
- CDM Smith has completed work on the Scada system for the new well field. Crews have disinfected all of the wells and the associated water lines in the well field and they have passed. All three wells were put in service on Monday, September 14, 2015. Other than some grading around the well line trenches, this will wrap up that project.
- We have received word from Anthem that our renewal increase for our health insurance coverage will be 5.2% for the upcoming year. If we renew by October 1st we will be able to have one more grandfathered renewal in 2016, securing the option to keep our benefit plan in place until October 1, 2017.
- The electrical department has installed the street lights on Boulder Lane. This wraps up the work that was scheduled to be done on that street.
- The electrical contractor hired by AREP continues to work on installing underground electrical lines at the Luedke Farm solar field. The steel and racking has been delivered and it is expected that this will be installed later this week or early next week. Perhaps before the next meeting, we can take a tour of the site.
- We have sold the substation transformer that was removed from the south substation as part of that project. The transformer was sold on GovDeals.com and we received \$45,000.00 for it. Arrangements have been made to remove the transformer from the south substation where it has been stored since being replaced.

- The Auglaize County Commissioners will be holding a public meeting in the village council chambers on Thursday, September 24th at 7:00 pm to discuss the sales tax renewal that is being proposed.
- Bids have been opened for the water filters and the WWTP sludge removal project. The apparent low bid for the membranes was \$146,880.00 and the low bid for the sludge process was \$1,580,000.00. CDM will review the bids and Council will be able to award a contract at the next meeting.

Receipts: Council reviewed the monthly cash receipt ledger of \$1,462,726.52. R. Schwartz and C. Oldiges motioned to approve the report. Motion passed on six aye votes.

Invoices: T. Herkenhoff and P. Enneking motioned to approve the invoices totaling \$194,362.41. Motion passed on six aye votes.

COMMENTS & CORRESPONDENCE: There is a public meeting to discuss sidewalks on State Route 119 at 7:30 tonight.

C. Albers and R. Schwartz 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