

VILLAGE OF MINSTER, OHIO  
COUNCIL MEETING MINUTES  
Tuesday, July 5, 2016

**Council Meeting:** Council convened at 6:30 p.m., in Council Chambers with six council members present: Tom Herkenhoff, Craig Oldiges, Curt Albers, Nicole Clune, Rick Schwartz, and Paul Enneking. 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), Jared Mauch (Daily Standard), Amanda Lehmkuhl, Karen Lehmkuhl, Brandon Poddany (AMP), Josh Riethman (Citizenship in the Community Merit Badge), and David Friend (Police Chief)

**Approval of Minutes:** T. Herkenhoff and R. Schwartz motioned to approve the minutes from the regular meeting of June 28, 2016. Motion passed on five aye votes and one abstention by Curt Albers.

**AMP Scholarship:** Annually AMP awards college scholarships to graduating seniors living in a community that is served by AMP. This year Amanda Lehmkuhl is one of the worthy recipients of an AMP scholarship. Brandon extolled many of Amanda's achievements and activities of her High School career and presented her with a check. Congratulations to Amanda and thank you AMP.

**ORDINANCES & RESOLUTIONS:**

**Annexation by Jon and Julie Woehrmyer:** In February 2016, Jon Woehrmyer petitioned the Auglaize County Commissioners to annex approximately 1.537 acres at the northeast corner of State Route 119 west and Bensman Road. The Auglaize County Commissioners approved the annexation based upon the agreement between the Village of Minster and Jackson Township which was passed under Ordinance 15-12-03. 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. C. Albers and N. Clune motioned for the 3<sup>rd</sup> reading to pass and adopt **Ordinance 16-05-01** to annex approximately 1.537 acres into the Village. Motion passed on six aye votes.

**Rosebud Subdivision Sidewalks:** There were two properties in Rosebud Subdivision that require sidewalks to be installed prior to May 31, 2016. One of the property owners has not installed sidewalks so it is necessary to pass this Resolution of Necessity in order for the village to install the walks and assess the property owner. Harrod advised council that a certified letter was sent to the new property owner where sidewalks need to be installed explaining the need for sidewalks. C. Oldiges and P. Enneking motioned for the 2<sup>nd</sup> reading of **Resolution 16-06-01** declaring it necessary to improve Rosebud Subdivision with sidewalks. Motion passed on five aye votes.

**Resolution Supporting the Tri-Star Career Building Levy:** Brenda Boeke has asked the village council to support the Tri-Star Career Compact building levy. Tri Star would like to construct a new building where all their programs would be located in one location. Tri Star will be placing a

levy on the ballot in August. R. Schwartz and T. Herkenhoff motioned to pass and adopt **Resolution 16-07-01** supporting the Tri Star building levy. Motion passed on six aye votes.

### **COMMITTEE REPORTS:**

**Economic Development:** Tom Herkenhoff reported the Community Improvement Corporation met July 5, 2016 at 5:45 pm to discuss and approve the trade of property for industrial growth. At a recent council meeting we purchased 33.127 acres from FRJH Ltd in Cynthian Township. We also own 81.7 acres on Sextro Road (Schmitmeyer Farm). These two parcels will be traded for approximately 32.66 acres owned by Knostman Farms located on State Route 66 south of the existing Machine Concepts property.

**Safety:** Nicole Clune reported that the Minster Area Life Squad in 2016 had 102 runs so far. 81 have been in Minster, 8 in McClean Township, 11 in Jackson Township, 1 in Van Buren Township and one to assist an accident along State Route 75.

**Parks:** Rick Schwartz reported that diamond #5 at the Four Seasons is in transition from a baseball diamond to a High School softball diamond. The goal is for it to be used for the 2017 High School softball season.

**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. R. Schwartz and C. Oldiges motioned to approve the invoices over \$3,000. Motion passed on six aye votes.

**Facility Use Agreement with Minster Board of Education:** The Parks Committee met with members of the Minster Local School concerning the facility use agreement. Each year the starting date of football practice changes based on the OHSAA dates. The hours for 2016 are unchanged from 2015, only the dates changed. They are Monday to Friday, 3:00 pm to 9:00 pm and Saturdays from 8:00 am to 2:00 pm from August 1, 2016 to August 14, 2016. From August 16, 2016 to December 3, 2016 the hours are 3:30 pm to 6:30 pm Monday, Tuesday and Thursday, and Wednesday, 3:30 to 7:30. The school will post the 2016 practice football field hours on the school website.

### **ADMINISTRATOR REPORT:**

- The Public Works Department expects the delivery of their new dump truck within the next few days. This new dump truck will replace one of our existing trucks.
- The village has received many positive comments about the addition of the AED units at the Four Seasons Park. One unit purchased by the village was installed at the little league diamond complex and another purchased by the Little League themselves was installed at the larger diamond complex. All other units are being installed in the various buildings.
- The Public Works Department and the Parks Department has completed the annual spraying of streets and village owned properties for weeds. The Public Works Department will begin spraying the canal sometime this week.

- The Public Works crews have been doing some concrete work on First and Paris Streets in anticipation of paving these two streets. Several low spots in the curb line and several catch basins were repaired to eliminate standing water when it rains.
- Two weeks ago, the pool had two of their chemical pumps break. These pumps were replaced by the parks department.
- The annual little league baseball and softball season has come to an end at the Four Seasons Park. The next event to be held will be the annual Little League Minster Classic which will be held on the third weekend of July.

**Receipts:** Council reviewed the monthly cash receipt ledger of \$1,659,565.23. P. Enneking and C. Albers motioned to approve the report. Motion passed on six aye votes.

**Invoices:** T. Herkenhoff and R. Schwartz motioned to approve the invoices totaling \$112,063.74. Motion passed on five aye votes and one abstention by Curt Albers.

#### **COMMENTS & CORRESPONDENCE:**

**Active Shooter Training:** Chief Friend reported there will be active shooter training on Sunday, July 10<sup>th</sup> from 8:00 am to 3:00 pm at the Minster Elementary Building.

R, Schwartz and C. Oldiges motioned to adjourn at 7:52 p.m. Motion passed on six aye votes.

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Dennis Kitzmiller, Mayor

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John Stechschulte, Clerk

Recorded & typed by John Stechschulte