

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

Swearing in of Mayor and Councilpersons: Solicitor Jim Hearn administered the oath of office to Mayor Dennis Kitzmiller and councilpersons Nicole Clune and Tom Herkenhoff for new four year terms.

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), Jim Hearn (Village Solicitor), 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), Brian Smith (Community Post), Jeff Stamen, Amy Korte, Joan Homan, David Dwyer and Suzanne Csejtey (American Renewable Energy and Power), Brian Drexler, and David Friend (Police Chief).

Approval of Minutes: N. Clune and C. Albers motioned to approve the minutes from the regular meeting of December 15, 2015. Motion passed on six aye votes.

Sidewalks on State Route 119: Jeff Stammen and the residents of Rosebud Subdivision would like to have sidewalks installed on State Route 119 from SR 66 to the canal walking path. He presented a petition of signatures from other Rosebud Subdivision residents requesting Council to consider installing sidewalks for safe access along SR 119. He also suggested that all incorporated improved property requires sidewalks to be installed. Joan Homan is concerned of her storm water drainage in her back yard and is concerned that sidewalks would worsen the drainage. Choice One Engineering is developing a plan with a cost estimate for the drainage issue if sidewalks were installed. Nicole Clune spoke with County Commissioner John Bergman and he suggested another solution would be to start a ditch petition to alleviate the storm water problem. Council will wait for estimates on the sidewalks drainage from Choice One and continue to investigate solutions budgetary concerns.

Solar Energy: David Dwyer presented information about expanding our solar array by introducing a community owned solar array. It would be designed, built and operated as part of the Minster Electric Utility. In addition we would offer shares of the project to local business and individuals. This type of project would be the 1st in Ohio. Dave is asking for an exclusive working agreement for the project. He would gather data on other CSS systems, create preliminary system design and energy storage, market the plan to local businesses, and oversee construction. Council will investigate how it will impact our electric system and evaluate the cost vs benefit.

ORDINANCES & RESOLUTIONS:

Woehrmyer Property Annexation: Jon and Julie Woehrmyer own a house on Bensman Road and wish to be annexed into the Village. Council needs to authorize the execution of an annexation agreement between the Village and the Woehrmyer's for a parcel of land located along Bensman Road and State Route 66.

Ohio annexation laws provide for a special property annexation procedure when all parties involved consent. Under these special procedures an annexation agreement between the municipal corporation and any township involved must be approved. These annexation agreements may provide for the territory to be annexed; the provision of services and improvements to the property and who is responsible; payment of services fees; payment in lieu of taxes; and changes in township boundaries among other items. In some instances, where the township and the community do not have a good working relationship getting both parties to agree can be challenging. In our situation, where we work closely with Jackson Township, the agreement can be fairly simple. The agreement is a mirror copy of the agreements developed by Jim Hearn and approved previously. As with those agreements, this agreement simply states that both the Village and the Township consent to the annexation; that the Village will provide services to the property upon annexation; that the Village is responsible for zoning the property; and that the Township will continue to receive the real estate tax revenue. C. Oldiges and T. Herkenhoff motioned for the 3rd reading to pass and adopt **Ordinance 15-12-03** approving an Annexation agreement with Jackson Township Trustees. Motion passed on six aye votes.

Sale of Land: H.A. Dorsten would like to purchase 2.574 acres of ground in the Industrial Park for industrial use. They would like to erect a building and have two potential companies wishing to locate there. N. Clune and C. Albers motioned for the 1st reading of **Ordinance 16-01-01** designating public lands eligible for sale and authorizing the Community Improvement Corporation to sell the property. Motion passed on six aye votes.

State Purchasing Program: This resolution authorizes the Village of Minster to participate in the Ohio Department of Administrative Services Cooperative Purchasing Program (State Purchasing) for 2016. The benefit of not having to bid items far exceeds the cost of \$110. C. Oldiges and R. Schwartz motioned to suspend the rule of three readings. Motion passed on six aye votes. P. Enneking and T. Herkenhoff motioned to pass and adopt **Resolution 16-01-01** authorizing the Village to participate in the State Purchasing program. Motion passed on six aye votes.

PJM Demand Response Market: Half Moon Ventures LLC desire to participate in OJM's Demand Response Market in order to receive benefits from the solar array and energy storage system. T. Herkenhoff and R. Schwartz motioned to suspend the rule of three readings. Motion passed on six aye votes. P. Enneking and N. Clune motioned to pass and adopt **Resolution 16-01-02** authorizing the Village of Minster to participate in the PJM Demand Response Market. Motion passed on six aye votes.

COMMITTEE REPORTS: None.

OLD BUSINESS:

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

Council President: T. Herkenhoff and C. Oldiges motioned to appoint Mr. Rick Schwartz as Council President for 2016. Motion passed on six aye votes.

Public Records Training: House Bill 9 required each elected official to attend or appoint someone to fulfill the mandatory open meeting seminar during their term in office. Dennis Kitzmiller, Tom Herkenhoff, Nicole Clune, and Curt Albers each stated they appoint Don Harrod to attend this training to fulfill this requirement.

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.

Auglaize County Regional Planning Commission (1 year term): Dennis Kitzmiller and Don Harrod
Tree Commission (3 year term): Connie Schafer 12/31/18

New Employee: Chief Friend is recommending hiring Ben Bonvillian as a part-time officer for the Police Department. Ben has been working for New Knoxville and is looking to gain more experience. T. Herkenhoff and R. Schwartz motioned to accept Mayor Kitzmiller's recommendation to hire Ben. Motion passed on five aye votes.

ADMINISTRATOR REPORT:

- We have received fourth quarter run reports from the Minster Area Life Squad. During the fourth quarter there were 67 total runs. Of those runs, 55 were in the Village of Minster and 7 were in McLean Township. The remaining 3 runs were to properties located in Jackson Township. Total number of runs for the year was 219. 174 runs within the village of Minster; 23 runs within McLean Township; 19 runs within Jackson Township; and 3 runs were to Van Buren Township.
- The Village has been asked by a group of property owners to work with them in the replacement of a farm tile that drains the Schmitmeyer Farm on Sextro Road. The current tile is in bad condition and is in need of replacement. Our estimated share of the project would be approximately \$16,455.68. The group is trying to do the project without going through the ditch petition process.
- According to American Renewable Power and Energy the solar field was placed on line on December 21st. Since that time, we have had a couple of low voltage signals which have kicked the system off line. Mike Kiser from MK Power Solutions is assisting the village in determining the cause of the low voltage signals.
- Village crews will begin removing the Christmas Decoration throughout the community this week. We are planning to leave the lights located in the trees along Fourth Street up as we did last year.

Receipts: Council reviewed the monthly cash receipt ledger of \$1,481,251.00. R. Schwartz and N. Clune motioned to approve the report. Motion passed on six aye votes.

Invoices: C. Oldiges and T. Herkenhoff motioned to approve the invoices totaling \$326,518.03. Motion passed on six aye votes.

COMMENTS & CORRESPONDENCE: None.

R. Schwartz and P. Enneking motioned to adjourn at 8:15 p.m. Motion passed on six aye votes.