VILLAGE OF MINSTER, OHIO
COUNCIL MEETING MINUTES
Tuesday, August 18, 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), Jim Hearn (Village Solicitor), 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), David Dwyer (American Renewable Energy and Power), and David Friend (Police Chief).

Approval of Minutes: C. Oldiges and N. Clune motioned to approve the minutes from the regular meeting of August 4, 2015. Motion passed on six aye votes.

VISITOR COMMENTS:

Solar Field: Dave Dwyer presented some photographs of the solar field horizon relative to the height of the solar array as viewed from Minster-Egypt Pike. Initially the panels were to be 8 feet off the ground and after a redesign were 13 feet high. The final design will have the panels approximately 10 feet off the ground. In addition the distance from Minster-Egypt Pike was originally 743 feet and is now 1,140 feet from the road. Council agreed to the revised plan and the project will proceed.

ORDINANCES & RESOLUTIONS:

Vacate a Portion of an Alley: Weigandt Land Company Ltd. is requesting to vacate an alley which lies south of Fifth Street between Jefferson Street and Hamilton Street. The total distance is 138 feet from the south of Fifth Street. They plan to re-survey the lots and build condominiums. Don contacted Calvary Baptist Church and they had no objection. R. Schwartz and T. Herkenhoff motioned for the 3rd reading to pass and adopt **Ordinance 15-07-06** vacating a portion of the alley. Motion passed on six aye votes.

Speed Limit Change on State Route 119: Council has been discussing installing sidewalks on SR 119 for some time. With Parkview and Rosebud Subdivision growing and the walking path, the Village conducted a sped study in an attempt to reduce the speed limit. 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. R. Schwartz and P. Enneking motioned for the 1st reading of **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.

Transfer of Funds: The Pool Fund requires a transfer of money to allow additional expenditures from the fund. A storm ruined the 3 big umbrellas and of course there was no contingency for the expense. The transfer is as follows:

$20,000.00 from (101) General Fund to (505) Pool Fund.

T. Herkenhoff and C. Albers motioned to suspend the rule of three readings. Motion passed on six aye votes. C. Oldiges and P. Enneking motioned to pass and adopt **Resolution 15-08-01** authorizing the transfer of funds. Motion passed on six aye votes.

Revise Appropriations and Estimated Resources: The Pool Fund requires adjustment of appropriations to account for an underestimate to replace the umbrellas due to storm damage. The revised appropriations are as follows:

505 Pool Fund $134,550.00 increase of $20,000.00

In addition, the Well Field Development fund requires adjustments to the estimated resources. The revised estimated resources are as follows:

505 Pool Fund $134,959.42 increase of $20,000.00

P. Enneking and N. Clune motioned to suspend the rule of three readings. Motion passed on six aye votes. C. Albers and C. Oldiges motioned to pass and adopt the **Resolution 15-08-02** authorizing the changes in appropriations and resources. Motion passed on six aye votes.

COMMITTEE REPORTS:

Street Committee: Curt reported the committee met to discuss the sidewalks in the Rosebud Subdivision. Originally the two property owners were being asked to install sidewalks before August 1st. Due to the short time to complete the request, they must now have sidewalks installed by May 1, 2016. In addition they discussed the yield signs on Lincoln Drive changing to stop signs, adding additional no parking areas on the street at the Industrial Park, and determined they would like to have a public hearing concerning sidewalks on State Route 119 west of SR 66.

OLD BUSINESS:

Income Tax: Council reviewed the July 2015 monthly income tax reports of $212,063.21 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 C. Albers motioned to approve the monthly income tax reports. Motion passed on six aye votes.

Resignation of Jared Bihn: Jared Bihn has been with the Public Works Department as a Utility Worker I since January 2013 and has submitted his letter of resignation effective August 21, 2015. R. Schwartz and C. Oldiges motioned to accept the resignations. Motion passed on six aye votes.

NEW BUSINESS: None.

ADMINISTRATOR REPORT:

- The electric department has completed most of the work on the installation of the traffic signal at the intersection of Seventh Street and Main Street. Crews have installed the motion detection system and tested the signal. The lights were placed in flash mode last week and on Monday the 17th were put into normal operating mode. Some minor work needs completed; place the bells around the bottom of the poles; hang the tear-drop lights from the arms at the top of the pole, paving and re-seeding.

- Excavation work has begun at the solar field at the Luedke Farm. Crews moved in last Wednesday to begin the excavation of the drives. Underground electrical work is scheduled

to begin this week. RBI, the racking contractor, will start the installation of the racking during the week of the 24th.

- Heyne Construction is scheduled to begin the excavation for the sidewalk installation at the Oktoberfest Park this week. They estimate that the excavation will take about a week and then the installation of the concrete will begin. They are estimating that the installation of the sidewalks should take about a week. We are going to hold off installing about a thirty foot section of concrete along the south-east corner of the park where we need to do some electrical work and move some switchgear and underground electric.
- With school starting the pool season is starting to wind down. Starting on August 19th the pool will be open from 5:00 pm to 8:00 pm Monday thru Thursday and from 1:00 pm to 5:00 pm on Saturday and Sunday. The pool will be closed on Fridays. The last day the pool is open will be on Sunday, September 6th.
- The Village will be conducting a meeting in cooperation with AMP and CPower on August 27th for those industrial and commercial customers who have the ability to curtail their electrical load. The program will explain how those who participate in the curtailment program through PJM's demand response program can realize energy savings and potentially receive revenue for their participation.

Invoices: T. Herkenhoff and P. Enneking motioned to approve the invoices totaling $141,919.20. Motion passed on five aye votes and one abstention by C. Albers.

COMMENTS & CORRESPONDENCE:

R. Schwartz and C. Albers motioned to adjourn at 7:03 p.m. Motion passed on six aye votes.

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Dennis Kitzmiller, Mayor John Stechschulte, Clerk

Recorded & typed by John Stechschulte