

VILLAGE OF MINSTER, OHIO
COUNCIL MEETING MINUTES
Tuesday, November 03, 2015

Council Meeting: Council convened at 6:30 p.m., in Council Chambers with five council members present: Tom Herkenhoff, Craig Oldiges, Nicole Clune, and Paul Enneking. 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), Fred Smith (DCM-Smith), David Dwyer (American Renewable Energy and Power), Dan Haehn (WWTP Superintendent), and David Friend (Police Chief).

Approval of Minutes: C. Oldiges and P. Enneking motioned to approve the minutes from the regular meeting of October 20, 2015. Motion passed on four aye votes and one abstention by N. Clune.

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

VISITOR COMMENTS:

Solar Field and Energy Storage System: Dave attended the meeting to give an update on the solar project and the ESS project. He said the solar panels on the west side of the solar field will be complete this week and the east side before Thanksgiving weather permitting. He stated there were only two damaged solar panels out of 7,500 and the project should be completed in December. In addition, the ESS project is progressing and could be completed by the end of January.

ORDINANCES & RESOLUTIONS:

Water Plant Membrane Replacement Project: Three bids were received for the Water Plant Membrane Replacement Project. H2O Innovation USA Inc. submitted the lowest bid and an alternative membrane bid of \$146,880.00. The alternative membrane elements do not meet the requirement in the specifications which require the elements to have been used in three installations of at least 1.0 mgd for at least 12 months. These are newer generation of a previous model and just have not been on the market as long. The alternate membrane provides a \$10,000,000 cost savings to the village as well as water quality benefits. So it is the recommendation of Dan Haehn and CDM's membrane specialist to use the alternate membrane elements. At the last meeting, Harrod was asked to contact the supplier to see if an extended warranty for the alternate membranes could be obtained. The supplier would extend the warranty an additional 6 months at a cost of \$20,000.00. It was recommended that due to the cost that then extended warranty not be taken. T. Herkenhoff and C. Albers motioned to suspend the 2nd reading. Motion passed on 5 aye votes. C. Albers and P. Enneking motioned to pass and adopt **Ordinance 15-10-02** awarding a contract and issue a purchase order to H2O Innovation USA, Inc. for \$146,880.00 for the Water Plant membrane replacements. Motion passed on five aye votes.

Auglaize County Solid Waste Management Plan: Every 5 years the county solid waste plan needs to be updated by the County. The plan is very similar to the 2009 plan. The facilities and

programs of the District are partially funded by a charge on each improved parcel in Auglaize County. The parcel assessment was approved by the Board of Commissioners on April 28, 2009. There is no change to the recycling programs and no planned increase in the generation fees. Nor does the county plan on implementing a designation fee or designate where refuse in Auglaize County must go. C. Oldiges and N. Clune motioned for the 2nd reading of **Resolution 15-10-01** approving the Auglaize County Solid Waste Management Plan. Motion passed on five aye votes.

Minster Municipal Income Tax: The Ohio legislature passed House Bill 5 mandating municipalities who have an income tax ordinance adopt a revised income tax code conforming to the provisions of the Ohio Revised Code. The ordinance is developed from the sample ordinance from the Ohio Municipal League and adjustments were made to reflect how the village collects income tax. T. Herkenhoff and C. Albers motioned for the 2nd reading of **Ordinance 15-10-03** amending Chapter 37 of the codified ordinances of the Village of Minster regarding municipal income tax. Motion passed on five aye votes.

Minster School Softball: The Parks Committee and representatives from Minster Local Schools and the Minster Boosters met to discuss possible improvements to diamond #5 at the Four Seasons Park. Currently the Minster High School softball team plays their home games on diamond #3. Diamond #5 was originally constructed for high school boy's baseball but is underutilized. The boosters will pay for any changes to the diamond to allow for softball use. Minster Schools has agreed to a 10 year commitment to use the diamond for girls' softball. C. Oldiges and N. Clune motioned for 2nd reading of **Resolution 15-10-03** permitting Minster Local Schools to make improvements to and utilize diamond #5 at the Four Seasons Park for girls' softball. Motion passed on five aye votes.

Depository of Public Funds: Minster Bank will again be designated as a depository of public funds for the next five years beginning January 1, 2016. Applications have been completed to designate Minster Bank as our depository. P. Enneking and T. Herkenhoff motioned for the 2nd reading of **Resolution 15-10-06** designating Minster Bank as a public funds depository. Motion passed on five aye votes.

COMMITTEE REPORTS: None.

OLD BUSINESS:

WWTP Sludge Handling Improvements: CDM-Smith has submitted a proposal for construction services for the sludge handling improvements of \$266,300.00. This includes construction administration, weekly inspection of the work and application engineering estimated at \$132,698.00. The cost of the resident project representative is \$48,725.00 and the process engineering fee is \$84,877.00. Fred Smith explained the proposal is the worst case scenario and if the project is completed earlier than anticipated the amount would be lower. Council questioned the amount of hours and the need for the scope of work. Dan Haehn commented the support from CDM-Smith has been very beneficial on past projects. N. Clune and T. Herkenhoff motioned to accept the proposal and issue a purchase order. Motion passed on five aye votes.

NEW BUSINESS: None.

ADMINISTRATOR REPORT:

- With the weather being warmer this week, crews from the Public Works Department will begin crack sealing work on various streets within the village. We have rented the equipment and have purchased the liquid asphalt that will allow our crews to complete this work. As long as weather permits, we will try to crack seal as many streets that we can.
- There was a successful sale of the old Hahn Fire Truck on GovDeals.com. The truck was sold for \$5,076.51 to a company out of Mount Vernon, Ohio. The truck was picked up by the successful bidder last week.
- Panels continue to be installed at the solar field and S&C Electric and their contractors continue to work on the ground preparation for the energy storage system.
- Electric crews have completed the electrical work on the south end of the Oktoberfest Park. We will have crews from the Public Works Department install the remaining section of sidewalk in the future.
- On Sunday morning, November 1st a vehicle hit a pole along Seventh Street and knocked out a distribution feeder that feeds part of the north end of town. Crews were notified about 2:00 am and had a new pole set and restored electrical service around 5:30 am.
- The new stop light pole has arrived and will be installed to replace the damaged pole at Fourth and Main. Council discussed the need to move the pole or to install a steel bell shaped bollards to protect the pole. The pole will remain in the current location and no bell shaped bollards will be installed.
- CTL Engineering has submitted a report to BUSTR regarding the cleanup of the Minster Oil Site. Samples taken at the site indicate that all chemicals except for Benzene have been remediated and that the Benzene concentration limit in the groundwater is the only criteria that has not been met. CTL is to have discussions with BUSTR regarding a No Further Action ruling.

Invoices: T. Herkenhoff and P. Enneking motioned to approve the invoices totaling \$770,544.78. Motion passed on five aye votes.

COMMENTS & CORRESPONDENCE:

C. Albers and C. Oldiges motioned to adjourn at 7:32 p.m. Motion passed on five aye votes.

Dennis Kitzmiller, Mayor

John Stechschulte, Clerk

Recorded & typed by John Stechschulte