

VILLAGE OF MINSTER, OHIO  
COUNCIL MEETING MINUTES  
Tuesday, August 2, 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), 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), Jared Mauch (Daily Standard), Brian Adams (Community Post), Erin Davis, Todd Weigandt, Isaac Hoying, and Dean Kemper.

**Approval of Minutes:** T. Herkenhoff and R. Schwartz motioned to approve the minutes from the regular meeting of July 19, 2016. Motion passed on five aye votes and one abstention by Nicole Clune.

**ORDINANCES & RESOLUTIONS:**

**Local Government Innovation Fund Program:** Council has been discussing the need to ensure a reliable cost effective emergency medical service provider. The Minster Area Life Squad continues to provide this service to the residents of Minster and have always done a great service to the community. However, should the need ever arise; a back-up plan needs to be in place for emergency medical services. This resolution would allow Minster, New Bremen, and Ft. Loramie to apply for a grant to conduct a feasibility study to determine if there is a way to provide consolidated medical services to the surrounding communities and townships. The Safety Committee has met with the three emergency squads as well as members of village councils and township trustees and believes the feasibility study is a good opportunity to study and understand the issue. C. Oldiges and N. Clune motioned for the 1<sup>st</sup> reading of **Resolution 16-08-01** authorizing the Village of Minster to file an application to the Local Government Innovation Fund Program. Motion passed on six aye votes. The grant would be for \$40,000.00 (10% matching) and would be filed in conjunction with the Village of New Bremen and the Ft. Loramie Rescue Squad and the various townships in the area in order to conduct a consolidation study for emergency medical services. This is not saying that consolidation will happen or that it needs to happen now. The study would provide the communities with a template if and when consolidation was needed.

**COMMITTEE REPORTS:**

**Street Committee:** Curt Albers reported the committee met to discuss the possibility of constructing Jefferson Street and recommend that at this point in time no decision on the installation of Jefferson Street be made.

**Parks Committee:** Rick Schwartz reported that construction has begun on diamond #5 changing from a baseball field to a softball field. The high school softball games will play on this field.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**Dannon Traffic:** Erin Davis, an engineer at Dannon, stated Dannon is in the planning stages of a proposed plant project. As a part of the project they are looking at traffic flow for employees and trucks. Dannon would like to construct an entry for employees on First Street for cars only. Semi tractors will continue to use State Route 66 onto Southgate Drive. The number of vehicles would be approximately 50 cars at shift change. He would like to understand the process and length of time for approval.

**Northeast Development:** Todd Weigandt asked about the plan for which streets will be developed in the northeast section of town from Fifth Street, Paris Street, Seventh Street and Hamilton Street. Don Harrod stated the village has committed to constructing the four perimeter streets on our time schedule. The street committee stated there is no plan to construct Jefferson Street at this time. Concerning the streets inside the four perimeter streets, no plans have been submitted to the planning commission or council for the new plat. However, the northeast development is considered a re-plat and the subdivision regulations should apply. The costs associate will be at the expense of the developer and will include sewer, sanitary, electric, streets and storm water retention. Todd expressed his concern about the costs of his development north of Seventh Street vs the cost south of Seventh Street. Don stated the initial step is to have engineering plans developed for the entire area in order for developers to determine their individual elevations and service taps.

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

#### **ADMINISTRATOR REPORT:**

- The Parks Department had another great turn out for last Sunday's entertainment in the park. Approximately 200 to 250 people were in attendance. The next event is scheduled for Sunday night August 21st.
- The Public Works Department has begun the process of installing the water line to the Freytag property on State Route 66 south. The line has been installed and only boring under the road to make the connection needs to be completed.
- Last Friday morning there was a water leak on State Route 119 West. Crews were able to isolate the leak and make repairs within a couple of hours.
- Work has begun on changing Diamond #5 at the Four Seasons Park to accommodate High School Softball.
- Buehler Asphalt was in town last week and started on some of the minor patches that are located throughout town. They will be back to complete this work in the next couple of weeks. We are awaiting word from Barrett Paving about when they will be in to do the minor street resurfacing program.
- Crews from the Public Works Department have poured the concrete for the little park area next to the historical society.

**Invoices:** T. Herkenhoff and P. Enneking motioned to approve the invoices totaling \$995,589.87. Motion passed on five aye votes and one abstention by Curt Albers.

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

N. Clune and C. Oldiges motioned to adjourn at 7:05 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