

VILLAGE OF MINSTER, OHIO  
COUNCIL MEETING MINUTES  
Tuesday, March 3, 2015

**Council Meeting:** Council convened at 6:30 p.m., in Council Chambers with five 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:** Janice Barniak (Evening Leader), Jared Mauch (Daily Standard), Ken Freeman, Paul Tecpanecati (Poggemeyer Design), and David Friend (Police Chief).

**Approval of Minutes:** P. Enneking and T. Herkenhoff motioned to approve the minutes from the February 17, 2015 regular meeting. Motion passed on four aye votes and one abstention by Rick Schwartz.

C. Oldiges and R. Schwartz motioned to excuse Curt Albers from the meeting. Motion passed on five aye votes.

**VISITOR COMMENTS:** None.

**ORDINANCES & RESOLUTIONS:**

**Miami Erie Medical Center Annexation:** Joint Township Memorial Hospital owns Miami Erie Medical Center and wish to be annexed into the Village. Council needs to authorize the execution of an annexation agreement between the Village and Jackson Township for a parcel of land located along 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. N. Clune and T. Herkenhoff motioned for the 3<sup>rd</sup> reading to pass and adopt **Ordinance 15-02-02** approving an Annexation agreement with Jackson Township Trustees. Motion passed on five aye votes.

**Amended Purchase Power Agreement:** There have been discussions concerning an Energy Storage System being built in conjunction with the solar field project. John Courtney, Gregg Ottinger, Jim Hearn, and Don Harrod have been working on details to an addendum to the purchase power agreement with American Renewable Energy and Power which would allow both projects to move forward. The agreement would be to lease property at the north substation to house the system and allow the developer to install the system at no cost to the Village. Council toured an

energy storage system located in Dayton in order to see exactly how such a system operates. T. Herkenhoff and C. Oldiges motioned for the 3<sup>rd</sup> reading to pass and adopt **Ordinance 15-02-04** entering into an addendum to the Power Purchase Agreement. Motion passed on five aye votes.

**Participation in the Local Government Innovation Fund Program:** The City of St. Mary's is heading an effort to partner with other local governments along the Miami-Erie Canal to apply for a \$50,000.00 Local Government Innovation Fund Grant to create development/tourism plan for the canal between Ft. Loramie and Delphos. The program offers a \$50,000.00 grant for planning and a zero interest loan of \$100,000.00 per partner for implementation. Paul Tecpanecati from Poggemeyer Design explained this is a collaborated effort to apply for the LGIF grant in order to create a development/tourism plan for the historic canal corridor between Fort Loramie and Delphos. The partners would be dedicated to raising awareness of the historical, educational, recreational and natural value of the canal greenway. R. Schwartz and N. Clune motioned to suspend **Resolution 15-02-01** to authorize the City of St. Marys to file an application to the State of Ohio to participate in the Local Government Innovation Fund program. Motion failed on four aye votes and one nay vote by Tom Herkenhoff. R. Schwartz and P. Enneking motioned to pass and adopt on a third reading, **Resolution 15-02-01** to authorize the City of St. Marys to file an application to the State of Ohio to participate in the Local Government Innovation Fund. Motion passed on four aye votes and one nay vote by Tom Herkenhoff. The resolution will take effect in 30 days. Other members participating are Ft. Loramie, New Bremen, Spencerville, and St. Marys.

**Transfer of Funds:** Various funds require transfers of money to allow expenditures from the funds. The transfers are as follows:

- \$307,000.00 from General Fund to Public Works Department
- \$198,000.00 from General Fund to Parks Department
- \$62,000.00 from General Fund to Pool
- \$97,346.93 from General Fund to WWTP Renovation
- \$901,853.07 from General Fund to Capital Improvements
- \$34,040.63 from Brownfield Grant to Capital Improvements
- \$110,000.00 from Boulder Lane Construction to Capital Improvements
- \$60,640.18 from Webster Street Project to Capital Improvements
- \$350,000.00 from WWTP Fund to Debt Service for WWTP Renovation
- \$200,000.00 from WWTP Fund to WWTP renovation
- \$1,100,000.00 from Electric Fund to Electric System Upgrade
- \$600,000.00 from Water Fund to Water Plant Expansion
- \$125,000.00 from Water Fund to Well Field Development

C. Oldiges and P. Enneking motioned to suspend the 2<sup>nd</sup> reading. Motion passed on five aye votes. T. Herkenhoff and N. Clune motioned to pass and adopt **Resolution 15-02-02** authorizing the transfer of funds. Motion passed on five aye votes.

**Speed Limit on State Route 119:** The Street Committee met to discuss the possibility of installing sidewalks along State Route 119 west from Main Street (State Route 66). Choice One has completed their preliminary design work and has made a recommendation to install the sidewalks in the existing right-of-way which would locate most of the sidewalks seven feet from the road. The current speed limits are between 50 and 55 mph. Before proceeding with the project, the Street Committee would like to see if the State of Ohio would reduce the speed limit. A speed study needs to be conducted in order for ODOT to analyze the data to make a determination if the speed limit should be reduced. Choice One has submitted a proposal for \$3,980.00 to compile the data and

submit the necessary paperwork to ODOT for their review. R. Schwartz and P. Enneking motioned for the 2<sup>nd</sup> reading of **Resolution 15-02-03** requesting to modify the speed limits on State Route 119 West beginning at Canal Road and ending at State Route 66. Motion passed on five aye votes.

**COMMITTEE REPORTS:** None.

**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 N. Clune motioned to approve the invoices over \$3,000. Motion passed on five aye votes.

**ADMINISTRATOR REPORT:**

- Electrical crews have hooked up a temporary job trailer for the solar field construction at the Luedeke Farm. This is just the start of more work to be completed at the site by American Renewable Energy and Power.
- We have scheduled some interviews for the open position of administrative assistant. It is our goal to have a recommendation to council at the next meeting in March.
- Village crews experienced another waterline break two weeks ago. This time it was a line going to the fire hydrant at the corner of Seventh and Ohio Streets. Luckily the break was between the hydrant valve and the hydrant itself, so we were able to shut down the hydrant and stop the leak. We will make the necessary repairs to the line when weather improves.
- Two employees of the Public Works Department have signed up for classes to obtain their collection licenses. Both Jared Bihn and Adam Olberding are taking classes through OTCO in preparation for taking the state test for certification.
- The Parks Department has ordered a shelter for the Four Seasons Park. This shelter will be placed over the bleachers on Diamond #2 and should provide protection from not only the sun but from foul balls. The nylon shelter will be 16 feet by 25 feet and should provide coverage for a large part of the area behind the back stop of the field.
- Shelter House reservations for the 2015 calendar year opened up on Monday the 2<sup>nd</sup> of March. Individuals still wanting to reserve a shelter house can do so at the village offices or on line at the village's website.

**Invoices:** R. Schwartz and T. Herkenhoff motioned to approve the invoices totaling \$803,155.78. Motion passed on five aye votes.

**COMMENTS & CORRESPONDENCE:** None.

N. Clune and C. Oldiges motioned to adjourn at 7:16 p.m. Motion passed on five aye votes.

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Dennis Kitzmiller, Mayor

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John Stechschulte, Clerk

Recorded & typed by John Stechschulte