

VILLAGE OF MINSTER, OHIO
COUNCIL MEETING MINUTES
Tuesday, December 1, 2020

Council Meeting: Council convened at 6:25 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), and John Stechschulte (Fiscal Officer).

Attendance: Seth Kinker (Community Post), Tom Millhouse (Daily Standard), Sandy Schwieterman (Sidney Daily News), and David Friend (Police Chief). Also present were Steve Kitzmiller, Wes Farno, Doug Hausfeld, Kim Wiford, Kevin & Marie Olberding, Jim & Eileen Prenger, and Alyce Bornhorst.

Mayor Dennis Kitzmiller called the Council Meeting to order with the Pledge of Allegiance.

Approval of Minutes: Herkenhoff and Schwartz motioned to approve the minutes from the regular meeting of November 17, 2020. Motion passed on four aye votes.

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

ORDINANCES & RESOLUTIONS:

Interim Appropriations: Annually Council approves interim appropriations to cover expenditures for the first few months of the new year until the final 2021 budget is approved. The interim appropriations total is \$5,155,327.40 and represent approximately one fourth of the total for the year. Permanent appropriations will be considered after the year-end accounting is complete and the 2021 budget is finalized. Oldiges and Schwartz motioned for the 1st reading of **Ordinance 20-12-01** approving the interim appropriations. Motion passed on four aye votes.

Nicole Clune arrived at 6:35 pm

Zoning Map: The recently annexed land at the northeast corner of Main and Seventh Street requires zoning designation. The Planning Commission recommends zoning the 3.119 acres that fronts Main Street to be zoned C-2 commercial and the remaining 15.332 acres along Seventh Street to be zoned R-1 residential. Residents attended the meeting to discuss what the zoning process and what business is going to be opened at the corner of Main and Seventh Street. Don Harrod explained the zoning process and involved with annexation and zoning. Tom Herkenhoff stated that Main Street is zoned C2. Marie Olberding wanted to understand the process and thought the land came into the village as residential. She also suggested the communication of the process needs to be improved. Don said the property has never been zoned and therefore the zoning is not a change but rather a new designation. Doug Hausfeld understood that C-2 is the proper zoning designation. Also stated that Seventh and Main Street is probably the busiest intersection and the safety of the kids is most important. Nicole Clune is on the Planning Commission and they did consider these issues. She further stated that there is also a construction code that must be adhered if a structure is to be constructed. Herkenhoff and Enneking motioned for the 1st reading of **Ordinance 20-12-03** designating the 3.119 acres along Main Street as C-2 commercial and the 15.332 as R-2 residential. Motion passed on five aye votes.

COMMITTEE REPORTS: None.

OLD BUSINESS: None.

NEW BUSINESS:

Purchase Transformer: The Electric Department normally has two 1500 KVA pad mount transformers in inventory. One of the spare transformers was used to rebuild the service at Fabcor. Quotes were received by John Neuman and the best quote was received from Solomon Electric Corporation at \$29,250.00. Clune and Schwartz motioned to purchase the transformer. Motion passed on five aye votes.

ADMINISTRATOR REPORT:

- 1) The Village will be welcoming Santa Claus to the Gazebo on Saturday, December 12th. Santa will arrive by fire truck and will be on the Gazebo where he will wave to all the kids as they drive by the gazebo in their cars. Santa will be at the gazebo from Noon to 1:00 pm.
- 2) A few weeks ago, we encountered a water leak at the intersection of Third and Cleveland Streets. The pressure from the water leak caused the street to heave. As a result, we had Buehler Asphalt come back into the village to resurface this area.
- 3) The last day of scheduled leaf pick-up was November 30th. Crews will make a couple of passes through the village this week to make sure that we have collected everything. After this week, residents will need to dispose of any leaves at the compost facility.
- 4) Work on the second phase of the solar field is nearly complete. The big-ticket item that we are waiting for is the transformers. They are expected to be delivered the week of the 14th.
- 5) Crews who were out videoing the sanitary sewer lines under 7th street, encountered a deteriorating line that runs from the east side of State Route 66 to the west side. This eight-inch line will need to be replaced in order to ensure that flow continues to move through the line and that the line would not collapse. We are working with Shinn Brothers who previously used pipe bursting to replace a sanitary sewer line along the canal for us a few years ago, to see if this could be a possible fix for this line. It is our goal to begin work on this line shortly so that service is not interrupted.

Sanitary Sewer at Main and Seventh Street: As mentioned in item #5 of the Administrator's Report, the sewer line at Seventh and Main Street is deteriorating and needs to be replaced. The eight-inch line will need to be replaced in order to ensure that it will not collapse. Shinn Brothers has submitted a quote to replace the eight-inch line for \$54,000. Herkenhoff and Oldiges motioned to accept the quote and issue a purchase order to Shinn Brothers. Motion passed on five aye votes.

Invoices: Herkenhoff and Clune motioned to approve the invoices totaling \$961,574.45. Motion passed on five aye votes.

COMMENTS & CORRESPONDENCE:

Schwartz and Enneking motioned to enter into executive session at 7:16 p.m. to discuss personnel with no action anticipated. Motion passed on five aye votes. Oldiges and Enneking motioned to return to regular session at 9:33 p.m. Motion passed on five aye votes.

Enneking and Schwartz motioned to adjourn at 9:34 p.m. Motion passed on five aye votes.

Dennis Kitzmiller, Mayor

John Stechschulte, Clerk

Recorded & typed by John Stechschulte