

VILLAGE OF MINSTER, OHIO
COUNCIL MEETING MINUTES
Tuesday, February 3, 2026

Council Meeting: Council convened at 6:30 pm in Council Chambers with the following council members present: Josh Osterloh, Travis Wilges, Trey Steele, Curt Albers, Nicole Clune, and Craig Sherman. Also, present were Craig Oldiges (Mayor), Don Harrod (Administrator), Jim Hearn (Solicitor), and Jim Cain (Fiscal Officer).

Attendance: The Evening Leader, The Daily Standard

Mayor Oldiges called the meeting to order with the Pledge of Allegiance.

Approval of the January 20, 2026, Minutes: Osterloh and Wilges motioned to accept the minutes from January 20, 2026 meeting. Motion passed unanimously.

Visitors: Zach Ferrall, candidate for common pleas judge in Auglaize County, introduced himself and wife, Stacy, to the council and guests. He gave a short synopsis of who he is and why he is running for judge. Dave Meyer and Curt Baumer were also in attendance

ORDINANCE AND RESOLUTIONS:

Resolution 26-01-01: Discussion, third and final reading of a resolution authorizing the Village's participation in the Ohio Department of Administrative Services' Cooperative Purchasing Program for 2026.

Enclosed is a copy of Resolution 26-01-01 authorizing the village's participation in the State of Ohio's Cooperative Purchasing Program, more commonly known as State Purchasing. The Department of Administrative Services requires local governments to annually pass a resolution or ordinance authorizing their participation in this program.

The primary benefit of this program is that it allows local governments to realize the benefits and cost savings of buying goods and services through state contracts. Local governments can buy limited quantities of equipment or materials at bulk rates through the program and can avoid incurring the additional costs that are associated with the formal bidding process.

This would be the third and final reading of this resolution.

A motion by Steele and Sherman for the third and final reading of Resolution 26-01-01. Motion passed unanimously.

Resolution 26-01-02: Discussion third and final reading of a resolution authorizing the sale of excess personal property by internet auction.

In your packet is a copy of a resolution expressing the Village's intent to sell excess personal property by internet auction. For the past several years, we have utilized a government internet auction site called GovDeals.com to auction excess equipment and vehicles that we had accumulated. We would like to do

the same this year as equipment and vehicles are replaced. However, to do this, according to the Ohio Revised Code, the legislative authority must adopt a resolution expressing its intent to sell excess and used property by internet auction each year.

Just to refresh your memory, GovDeals.com is an internet site for the sale of government surplus equipment only. Communities can list their excess equipment on the site, set a minimum bid limit, set terms and conditions of a sale and set an auction length. Bidders can easily register and bid on equipment of their choice. There are no fees to list the equipment. If a piece of equipment sells, there is no client fee, however the winning bidder pays a buyer's premium. Payment from a successful bidder is due within 5 business days and payments are made electronically through the GovDeals.com website and then transferred into the village's bank account.

Even though we would be selling items on the internet, the Ohio Revised Code does call for the notice of sale to be published once in a local paper and put on the village's website.

This would be the third and final reading of this resolution.

A motion by Steele and Albers for the third and final reading of Resolution 26-01-02. Motion passed unanimously.

Ordinance 26-01-01: Discussion and second reading of an ordinance to approve the execution of a schedule with American Municipal Power, Inc. for participation in the Community Energy Savings Smart Thermostat Program.

Late last year, Erin Miller from AMP presented information on a program offered by AMP called the Smart Thermostat program. This program combats transmission and capacity charges by reducing members system peak demand through the management of Wi-Fi connected thermostats. The program, which was started in 2023 is a thermostat program that adjusts thermostat load during peak days but no more than 80 hours a year. There were 16 peaking events in 2025 where the thermostats were changed.

Residents who have a Wi-Fi connected thermostat can participate at no cost to them. During peak times, the thermostat's set point would be raised by no more than three degrees. This increase in temperature reduces equipment load at peak times by more than 1 kW per thermostat enrolled. A customer who signs up for the program receives a onetime incentive payment of \$55 and if they stay enrolled after each peaking season, they can win an additional \$250.00. A customer can also opt out of any event, where the thermostat set point is raised.

AMP has seen a participation rate of 1.5 to 2% of residential meters enroll in the program. Based upon the number of meters that the village has that would be around 25 meters. The Village would need to pay AMP \$80.00 per meter that is enrolled, however, the estimated annual savings per thermostat enrolled is \$138.00, a net savings of \$58.00 a meter for the village. Annual savings for the village based upon 20 to 25 meters enrolled would be about \$1,160.00 to \$1,508.00. If more meters enroll than the number will rise.

There is no other cost for the village to participate in the program. Members only need to help market the program to customers and provide AMP with a customer list for participant verification. AMP provides all the marketing materials

Even though the savings are small for the village, any efforts at reducing the capacity and transmission peaks for the village save all customers in the long run. This is especially true as capacity charges and

transmission charges continue to rise. If council would want to participate in the program, they would need to pass an ordinance. This would be the third and final reading of this ordinance. Once approved I will forward the contracts to Erin at AMP.

A motion by Osterloh and Clune to have the third and final reading of Ordinance 26-01-01. Motion passed unanimously.

COMMITTEE REPORTS:

STREETS: Committee met and discussed multiple topics. First was vacating the land between Lakewood and S. Hamilton where 2nd St. would go through. Property owners have asked for this and there are no plans to continue 2nd St. through that block. The village would maintain the sidewalk and an easement. Another topic was the brick replacement on Fourth St. Choice One adjusted the design to use stainless steel angle iron 1/4" thick and one of the legs being 6.75" long. This was recommended over the idea of a concrete stop, as that could settle differently and create issues with snow plowing. Choice One also recommended reinforcing the concrete with fiber under the bricks making it more durable. Lastly, the committee would like to work with Chief Morris to develop guidelines or an Ordinance regarding E-bikes and safely operating them within the Village.

SAFETY: None

PARKS: None

PERSONNEL: None

UTILITIES: None

ECONOMIC DEVELOPMENT: None

COMMUNITY ENGAGEMENT AND DEVELOPMENT: Quarterly report keeping residents informed about Council and Village activities should go live in March.

FINANCE/AUDIT: None

OLD BUSINESS: None

NEW BUSINESS:

Discussion and motion to approve invoices over \$3,000.00.

In your packet is a list of invoices that are over \$3,000.00. The list below are purchases that were authorized by the Administrator by the Ordinance that council passed authorizing the Administrator to make purchases up to \$25,000.00. However, the State Auditors have told us that any purchase over \$3,000.00 must be approved by Council utilizing this method. The purchases are as follows:

BRUMBAUGH CONSTRUCTION	\$ 147,753.70	SR 66 SIDEWALKS
UTILITY TRUCK EQUIPMENT	\$ 203,443.00	NEW BUCKET TRUCK
AUGLAIZE TREASURER	\$ 8,888.62	PROPERTY TAXES
DLT SOLUTIONS LLC	\$ 9,220.21	3YR LICENSE AND SUPPORT
MOELLER DOOR	\$ 4,354.71	LIBRARY WINDOWS
BUREAU OF WORKERS COMP	\$ 3,374.00	TRUE UP
CDM SMITH	\$ 3,142.14	TDS STUDY AND SUPPORT
MESCO ELECTRIC	\$ 3,165.00	LED LIGHTS
ENCOMPASS	\$ 7,020.00	SYSTEM SUPPORT
HAWKINS	\$ 5,819.99	WATER CHEMICALS

A motion to approve invoices over \$3,000.00 by Wilges and Sherman. Motion passed unanimously.

Discussion and motion to accept and approve a proposal from Choice One Engineering for the North Garfield Street Waterline and Curb Replacement Project.

In your packet is a proposal from Choice One Engineering for the engineering of a water line and curb replacement project on North Garfield Street from Seventh Street to Fifth Street. North Garfield has been identified as a street that needs to have more than routine maintenance done to it. If one drives down the street, they can see that the curb and gutter has begun to deteriorate in several places and that we have patched with asphalt many places where the curb and gutter have been eroded away completely. In addition, the 6-inch ductile iron water main has had several leaks in the past few years and needs to be replaced. From the records that I can find it looks like the last time curb/gutter and the water line were installed or replaced was well over 35 years ago.

Choice One Engineering has submitted a proposal for the engineering of this work for our consideration. Choice One would conduct a topographic survey, do detailed construction plans that would replace the water line, curb and gutter and possibly drive approaches, handle the bidding and assessment procedures and do the construction layout staking. Choice One's fee for this work would be \$50,100.00.

If council wants to move forward with the engineering for this project, a motion authorizing the administrator to enter a contract for the work would be needed. The street committee has discussed the project and is in favor of moving forward with the engineering.

A portion of this project could be assessed back to the property owners along the street if council so desires. To do this, we would need to pass a resolution of necessity in the future and conduct a public hearing once Choice One has finished work on the engineering.

A motion to accept and approve the proposal from Choice One by Steele and Osterloh. Motion passed on 5 aye votes with Clune abstaining.

Discussion and motion to employee Gavin Thobe as a Laborer I in the Public Works Department.

Late last year, we advertised for candidates to fill the vacant position in the Public Works Department. We received several applications for the position and conducted interviews with four individuals. Based upon the resumés and the interviews, both Gary and I would like to recommend that Council consider hiring Gavin Thobe for the laborer position in the Public Works Department.

Gavin is a graduate of Ft. Recovery and now lives with his wife in New Bremen. Gavin has experience in equipment maintenance and has used equipment such as a skid loader, tractor and line sprayer during his previous employment. He is very personable and both Gary and I believe that he will fit in well with the rest of the workers in the department. He also seems eager to learn and should be able to quickly pick up on how to complete projects and tasks.

Gavin would be classified as laborer I in the department and would be on a six-month introductory period. We would like to start Gavin out at \$22.51. He would be available to start work the week of February 9th shortly, if Council agrees with the recommendation. As with all new employees, the mayor needs to recommend appointing Gavin to the position and Council needs to confirm the appointment through the passage of a motion.

A motion to hire Gavin Thobe as a Laborer I in the Public Works Department by Clune and Sherman. Motion passed on 5 aye votes with Albers abstaining.

ADMINISTRATOR REPORT:

- 1) The recent cold weather that we have had has caused a water line break. On Monday, January 26th, a six-inch line in the 300 block of South Lincoln Street started leaking. Crews from the Public Works Department dug open the line and repaired the break.
- 2) The Electric Department will begin to trim back trees throughout the village that are entangled in the electrical lines or that have the potential to get entangled in the lines. This is something that the department does every couple of years and helps decrease power outages.
- 3) The recent cold and snowy weather has prevented Peterson Construction from getting to and working on the bearing in the oxidation ditch that needs replaced. Once the weather warms up Peterson will be in to do this work.
- 4) The Village will begin accepting on-line shelter house reservations beginning at 12:01am on March 1st. Anyone who wants to reserve a shelter house in person can do so beginning at 8:00 am on March 2nd.
- 5) Reduce speed ahead and 35 mph signs have been installed on State Route 362 as one comes into the village. In addition, a sign designating arrows going both ways has been erected at Second Street and the canal.
- 6) I would like to commend all the employees for their hard work and dedication in removing the snow from the village streets and parking lots. Crews worked about 12 hours straight on Sunday the 25th to deal with snow removal and came in early on the 26th to continue pushing back the snow.
- 7) With the cold weather, we had one house service that froze over the weekend. Crews had to dig a hole in South Paris Street, so that the electrical crews could attach an electrical current to the line and thaw the line out. Eventually, we were able to thaw the line and water service to the house was restored. The village needs to look at replacing part of the water line on South Paris Street as it is only about 27 inches deep.

A motion to approve invoices totaling \$1,362,093.37 by Clune and Albers. Motion passed unanimously.

A motion to approve receipts of \$1,534,466.60 by Osterloh and Steele. Motion passed unanimously.

A motion to enter executive session by Albers and Steele at 6:55 to discuss the sale and purchase of land with no action. Motion passed unanimously.

A motion to exit executive session by Steele and Sherman at 7:57. Motion passed unanimously.

Adjournment: Motion to adjourn was made by Albers and Sherman at 7:58pm. Motion passed unanimously.

Craig Oldiges, Mayor

James Cain, Fiscal Officer

Recorded & typed by James Cain