

VILLAGE OF MINSTER, OHIO
COUNCIL MEETING MINUTES
Tuesday, February 17, 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), 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 February 3, 2026, Minutes: Clune and Steele motioned to accept the minutes from February 3, 2026 meeting. Motion passed unanimously.

Visitors: Pete Falk (Minster) was in attendance for the discussion on Ordinance 26-02-01. Adam Milner (Danone) was there to observe.

ORDINANCE AND RESOLUTIONS:

Ordinance 26-02-01: Discussion and first reading of an ordinance narrowing a portion of the right-of-way of Second Street between Lakewood Drive and Hamilton Street within the Village of Minster.

A couple of weeks ago, the street committee met to discuss a request submitted by the property owners whose land is adjacent to the right of way of Second Street between Lakewood Drive and Hamilton Street. The property owners are asking the village to vacate this right-of-way.

As you know, Second Street going east stops at Garfield Street, however, east of Garfield a 50-foot right-of-way remains between Garfield Street and Hamilton Street. This right-of-way exists so that Second Street can be extended through to Hamilton Street, if that was ever the desire. Originally, the right-of-way went through to Paris Street, however, this part of the right-of-way was vacated at the request of Weigandt Development so that their Park Place Subdivision could be constructed.

To give council a little history on the discussion, back in 1974 an ordinance was passed that states that Second Street is to be opened by property owner or Village by written request only. Then in 1991 another ordinance was passed that states that Second Street is to be opened by property owners or Village only by mutual agreement of the Village and a majority of lot owners (1 vote per lot) on Second Street between Garfield Street and Hamilton Street. So, the topic of whether or not Second Street should go through has been a topic of discussion for several years.

The property owners are requesting the entire right-of-way be vacated, however, if the village wants to maintain the sidewalk that goes through the right-of-way of Second Street, I would suggest that the right-of-way only be narrowed. The Ohio Revised Code does give the legislative body that ability to narrow a right-of-way. Narrowing the right of way allows the village to keep the sidewalk in place. If the right-of-way was vacated, we would then have to get an ingress/egress easement from the property owners to maintain the sidewalk, because they would own the land the sidewalk is on. By narrowing the right-of-way, the village maintains ownership of the right-of-way portion for the sidewalk and the remaining land outside of the right-of-way becomes the property of the adjacent homeowners. My suggestion is to

narrow the right-of-way from its original 50 feet to 12 feet. This allows the village to keep the sidewalk in place and have four feet on either side of the sidewalk for maintenance of the sidewalk.

I have prepared the ordinance for the narrowing of the right-of-way, however, if council wants to vacate the entire right-of-way we can amend the ordinance at its second reading.

A motion by Wilges and Osterloh for the first reading of Ordinance 26-02-01. Motion passed unanimously.

Ordinance 26-02-02: Discussion, suspend, pass and adopt an ordinance designating lands under ORC 1724.10 and declaring an emergency.

As we talked at our last meeting, Spring Creek Building Supply is interested in purchasing the land on the south side of Columbia Drive in the State Route 66 Industrial Park. This approximately 9-acre parcel of land is all the land that the village has remaining in this industrial park. Spring Creek's intention is to build three buildings on the property. The first being a 4,664 square foot office building, an 84,000 square foot manufacturing facility and approximately 20,000 square foot cold storage building. They would then move their operation from the Ohio Street location to these new facilities. The Ohio Street location would then be either sold or rented out to another business.

The village cannot sell land without going through competitive bidding; however, the village can declare the land unneeded for municipal purposes under Ohio Revised Code Section 1724.10 and have the Community Improvement Corporation sale the land for economic development purposes. The Village has used this method in the past to dispose of land. The ordinance declares this parcel of land not needed for municipal purposes and authorizes the Community Improvement Corporation to dispose of the land for economic development purposes.

Spring Creek Building Supply would like to start building sometime this spring. Choice One is working on the plat and legal description for the property and Jim Hearn is preparing a purchase contract and a deed for the sale. If the ordinance is approved, we will need to have a Community Improvement Corporation meeting scheduled for that group to act.

A motion to suspend the three readings of Ordinance 26-02-02 and declare an emergency by Albers and Steele. Motion passed unanimously.

A motion to pass and adopt Ordinance 26-02-02 by Sherman and Wilges. Motion passed unanimously.

COMMITTEE REPORTS:

STREETS: None

SAFETY: None

PARKS: None

PERSONNEL: None

UTILITIES: None

ECONOMIC DEVELOPMENT: None

COMMUNITY ENGAGEMENT AND DEVELOPMENT: None

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:

AMERICAN HYDRO	\$3,027.00	VAC HOLE FOR ROTTEN POWER POLE
PAB CONSTRUCTION	\$18,654.25	HAMILTON STREET CONSTRUCTION
SAL CHEMICAL	\$7,773.00	WATER CHEMICALS
STOLLY INS	\$109,265.00	LIABILITY INSURANCE
	\$8,875.00	NEW AGENDA AND MEETING
CIVICPLUC		SOFTWARE
ROE TRANSPORTATION	\$9,836.25	REMOVAL OF YARDWASTE
iWorQ	\$6,000.00	ZONING AND CODE SOFTWARE
	\$13,169.07	SUPPLIES AND LABOR @ 4 SEASONS
BUSCHUR ELECTRIC		WELL HOUSE
ENCOMPASS	\$8,190.00	SUBSTATION ENGINEERING
HAWKINS	\$13,655.59	WATER CHEMICALS
	\$13,254.50	PARIS ST PARK, SR 66 SIDEWALKS, 4TH
CHOICE ONE		ST BRICKS, GENERAL ENGINEERING
HAWKINS	\$6,026.50	WASTEWATER CHEMICALS

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

Discussion and motion to approve the January 2026 Income Tax Report as submitted by the City of St. Marys.

The City of St. Mary's is reporting that we received \$337,803.06 in income tax dollars for the month of January 2026. Council usually accepts the report from the City of St. Mary's by the passage of a motion.

A motion to accept the Income Tax Report submitted by the City of St. Mary's by Sherman and Steele. Motion passed unanimously.

ADMINISTRATOR REPORT:

- 1) The Village had another water line break due to the extreme cold. On Monday the 9th, the village was notified of a leaking water line in the 000 block of South Lincoln Street across from the park. Crews were able to excavate the water line and make the necessary repairs.
- 2) Work on the well field generator building at Four Seasons Park is ending. The building has been built, the generator and well equipment has been transferred into the new building, and the generator has been tested. We are just waiting for the final inspection by Miami County Building Department.
- 3) Peterson Construction was at the Wastewater Treatment Plant to replace the bearings in the oxidation ditch. This work was completed last week, and the oxidation is running normally.

- 4) The village has disposed of some old equipment through GovDelas.com. Items sold include an old trailer, air compressor and an old mower. We are currently advertising some electrical equipment that is no longer needed.
- 5) ODOT has notified us that sometime this year that oversight of both Mercer and Auglaize County will be shifting from District 7 to District 1.

A motion to approve invoices totaling \$454,906.24 by Wilges and Albers. Motion passed unanimously.

A motion to approve receipts of \$412,523.25 by Osterloh and Clune. Motion passed unanimously.

A motion to enter executive session by Sherman and Steele at 6:53 to discuss the sale and purchase of land with action. Motion passed unanimously.

A motion to exit executive session by Albers and Steele at 7:04. Motion passed unanimously.

Adjournment: Motion to adjourn was made by Clune and Steele at 7:09pm. Motion passed unanimously.

Craig Oldiges, Mayor

James Cain, Fiscal Officer

Recorded & typed by James Cain