

VILLAGE OF MINSTER, OHIO
COUNCIL MEETING MINUTES
Tuesday, October 7, 2025

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

Attendance: Eric Morris (Police Chief), The Daily Standard, The Evening Leader

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

Approval of Sept. 16, 2025 Minutes: Wilges and Steele motioned to approve the minutes from the regular meeting on Sept 16, 2025. Motion passed on 4 aye votes. 1 abstained.

A motion to excuse councilman Albers by Sherman and Clune. Motion passed on 5 aye votes.

Visitors: Representatives from Danone.

ORDINANCE AND RESOLUTIONS:

Ordinance 25-10-01: Discussion, suspend, pass, and adopt an ordinance authorizing the transfer of 0.012 acres, more or less, to cure an encroachment by Post Business Properties, Inc. FKA Post Printing Company and declaring an emergency.

In September, I was contacted by Stan Evans an attorney, out of Sidney, about a potential problem with the Post Printing Building at the corner of Cleveland and Fourth Street. I met with Mr. Evans and he informed me that Post Printing is anticipating selling the property, however, there is an issue with an encroachment on to the village's right-of-way and they cannot get a clear deed until the issue is resolved. Apparently, when the building was built in the early 1900's a portion of the building was built in the right-of-way of both Fourth Street and Cleveland Street. On Fourth Street, the building encroaches into the right-of-way a distance of 1.25 feet and on Cleveland Street the encroachment is 4.90 feet, for a total of 0.012 of an acre. This encroachment has been there since the building was built unbeknownst by Post Printing or the Village

In talking with Mr. Evans, it was suggested that the easiest way to resolve the issue was for the village to do a quit claim deed and deed over the encroachment property to Post Printing. This would clear up the encroachment and give Post Printing a clean deed and enable them to sell the building. I ran this scenario by Jim Hearn and he agreed with Mr. Evans's assessment. Basically, the village would be giving Post Printing the property that the encroachment sits on.

The land in question is right-of-way of Fourth Street and Cleveland Street; however, it is obvious that the village never needed that portion of the right-of-way and I can't think of another reason why the village would need it in the future, except if we wanted to widen either of those streets, but I can't see that happening. Also, I thought that the village may want to sell Post the ground rather than giving it away,

however, since it is so small of a parcel if the village sold it at the same rate, we sell other property for, \$20,000 an acre, it would only result in a \$240.00 cost.

It is my opinion that the village go ahead and quit claim deed the property over to Post Printing so that the issue can be resolved and Post Printing can have a clean deed. If Council agrees, an ordinance has been prepared which is included in your packet along with several exhibits. Due to the fact that Post Printing would like to have this matter cleared up as soon as possible so that they can proceed with a land sale, the ordinance has been prepared as an emergency.

A motion to suspend the three readings by Sherman and Steele. Motion passed on 5 aye votes.

A motion to pass and adopt Ordinance 25-10-01 by Steele and Clune. Motion passed on 5 aye votes.

Ordinance 25-10-02: Discussion, and first reading of an ordinance adopting the Solid Waste Management Plan Update for the Auglaize County Solid Waste Management District.

In your packet is a copy of a resolution approving the update to the Auglaize County Solid Waste Management Plan. I have reviewed the plan and it is very similar to the current solid waste management plan that council approved back in 2015.

Under the proposed plan there is no change in the current recycling programs within the county. There is no planned increase in generation fees. The plan does say that the district will evaluate in 2026 the need to replace the generation fee with a designation fee based on volumes of waste directed out-of-state, however it does not implement such a fee. The parcel assessment which was implemented by the Commissioners back in 2009 will continue unchanged. These are important areas for the village as they all could have an impact on the village's garbage rate should there be a change in how these are handled.

The remainder of the plan addresses issues such as solid waste disposal capacity for the county, historical and projected disposal estimates and recycling estimates, financing, recycling programs being implemented and educational opportunities to encourage recycling.

Given that there are no major changes related to fees and the plan does not impose a disposal designation, I see no negatives for the village. If Council wants to give the first reading to the plan we can do so tonight and hold subsequent readings thereafter.

A motion to have the first reading of Ordinance 25-10-02 by Clune and Steele. Motion passed on 5 aye votes.

Ordinance 25-10-03: Discussion, suspend, pass and adopt an ordinance approving an enterprise zone agreement with Danone, U.S. LLC. Pursuant to the enterprise zone regulations and to declare an emergency.

The Village has received an enterprise zone application from the Danone U.S. LLC. The application details call for the construction of a 45,000 square foot building addition on to their facility. Danone would invest approximately \$24,000.00 in real property and another \$142,000,000.00 in machinery and equipment as part of the project. As part of the enterprise zone agreement, Danone has committed to hiring 30 new employees with an estimated payroll of \$1,950,000.00.

The negotiating committee for these types of agreement, which consists of the head of the economic development committee, a representative from the school and a township trustee met to review the application and have recommended that Danone be granted a real property tax exemption equal to seventh-five percent for ten years on the construction project. In addition, the committee has recommended a compensation agreement where Danone will compensate the Minster Local School Board of Education for foregone tax dollars because of the exemption, at a rate equal to 40% of the savings that Danone receives from the tax abatement.

I have put a spreadsheet that outlines the tax abatement showing the tax Danone would pay without an abatement; what they pay with a 75% abatement; the savings that Danone will see as a result of the tax abatement; the payment to the school which is 40% of the savings; and the amount of tax the school will receive that is not subject to the tax abatement. These numbers are based on a 35% taxable value. This may be higher or lower depending on how the Auditor appraisees the new investment.

I have included a copy of the application, the agreement, and an ordinance in your packet for your review.

If council desires to approve the enterprise zone agreement with Danone, council would need to do so by passing the ordinance. I have written the ordinance as an emergency because the agreement, if passed by Council, still needs to go through the approval process of the County Commissioners which is scheduled for October 14th.

A motion to suspend the three readings by Osterloh and Steele. Motion passed on 5 aye votes.

A motion to pass and adopt Ordinance 25-10-03 by Steele and Clune. Motion passed on 5 aye votes.

COMMITTEE REPORTS:

STREETS: None

SAFETY: Rescue had 61 runs in 3rd quarter.

PARKS: None

PERSONNEL: None

UTILITIES: None

ECONOMIC DEVELOPMENT: Had a meeting to discuss potential purchase of land and possible interest for new businesses in industrial park.

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 per 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:

Anixter Power	\$3,151.90	Meter Testing
Regal Plumbing	\$12,456.00	Replace Compressor on Dehumidifier at Water Plant
Quinter Well Drilling	\$29,927.71	Well Cleaning and Repairs
Ohio Cat	\$9,070.40	120-foot JIG Rental
Encompass	\$21,575.92	Rewire at Southeast Sub for SCADA Updates
Awesome Family Entertainment	\$4,772.82	Skating Rink for Winter Festival
Heyne Construction	\$84,987.04	Final Payment on Paris Street Shelter House
United Sates Geological Survey	\$3,750.00	Operational Charge for Flow Meter in Canal
Minster Bank	\$100,831.83	Loan Payment
Sal Chemical	\$7,827.40	Aluminum Sulfate for Waste Water Plant
Hoff Mobile Bucket Truck	\$5,627.23	Repair Outriggers
Repair		
CIVICA North America	\$6,967.53	License, Support and Maintenance Renewal

Wilges and Osterloh motioned to approve invoices over \$3,000.00. Motion passed on 5 aye votes.

Discussion and motion to approve the September 2025 Income Tax Report as submitted from the City of St. Mary's.

The City of St. Mary's has reported that we have received \$556,655.09 in income tax receipts for the month of September. This brings the total amount received for the year to \$4,128,088.56. Council usually accepts the report through the passage of a motion.

Clune and Wilges motioned to accept September 2025 Income Tax Report as submitted from the City of St. Mary's. Motion passed on 5 aye votes.

Discussion and motion to purchase a 1500 KVA Three Phase Pad Mount Transformer.

The Electric Department is requesting to purchase a new 1500 KVA Three Phase Pad Mount Transformer. The department currently keeps two of this size transformers in stock for emergency replacement. However, we will be utilizing one of the in-stock transformers for Fabcor's new expansion, leaving us only one in inventory. The department would like to purchase a new transformer so that we replenish our inventory as we have a number of 1500 KVA transformer in service throughout the village.

John Neuman has received quotes with the best quote coming from Sunbelt Solomon at a price of \$64,500.00 with a delivery time of 8 to 10 weeks.

Because the cost of the transformer is under the bidding threshold, we do not need to seek bids for the item. If Council would want to move forward with the purchase, they can do so with a passage of a motion.

Osterloh and Wilges motioned to purchase a 1500 KVA Three Phase Pad Mount Transformer. Motion passed on 5 aye votes.

Discussion and motion to allow Harmony for Ohio Foundation to utilize the streets for the annual Turkey Trot.

Harmony of Ohio Foundation has again requested the use of the village streets to hold their annual Turkey Trot. This road race occurs on Thanksgiving morning, November 27th, and starts at 9:00am and is usually finished by 10:00 to 10:30 am. The race starts and finishes at the high school parking lot and utilizes parts of Seventh Street, Lincoln Street, First Street, Cleveland Street, Frankfort Street, Sixth Street and Hanover Street.

If council would want to grant Harmony of Ohio Foundation the permission to once again hold their Turkey Trot, a simple motion allowing them to use the streets is sufficient.

Steele and Clune motioned to allow Harmony of Ohio Foundation permission to use the streets for the Turkey Trot. Motion passed on 5 aye votes.

ADMINISTRATOR REPORT:

- 1) Leaf Pick-up has begun. As reported at the last meeting, because of the dry weather and many leaves already falling, the village initiated picking up leaves the week of the 20th of September. Crew will go out again later this week and will pick up leaves until early December weather permitting.
- 2) Freson Contracting continues to work on the Columbia Drive Water and Sanitary Loop Project. They have been working on installing the sanitary sewer portion of the project for the past several weeks and should finish that up shortly to where they can begin on the water line installation.
- 3) Employees have completed the annual Drug Free Safety Training that is required by our participation in the Drug Free Safety Program administered by the Bureau of Workers Compensation. Participating in this program gives us a discount on our workers compensation premiums.
- 4) All summer leagues including fall ball have completed their season at the Four-Season Park. The Parks Department has begun to take down the batting cage nets and awnings around the little league complex. They have also repaired all pitching mounds and batter's boxes throughout the complex. They will continue to prepare the park for the winter season.
- 5) We have tentatively set a bid date for the State Route 66 Sidewalk Project. We will advertise the project on the 15th and 22nd of October and will open bids on the 30th at 10:00 am. Once bids are received, Choice One will review them and we will have a recommendation to council at a meeting in November.

- 6) We are in the process of closing out the Land and Water Conservation Fund Grant that was used to pay a portion of the costs for the playground equipment and splash pad at Parris Street Park. We will soon submit all the final documentation for the project to ODNR for reimbursement.

Receipts: \$3,448,377.41

Motion to accept the receipts by Osterloh and Steele. Motion passed on 5 aye votes.

Invoices: \$1,463,833.19

Motion to pay invoices by Wilges and Sherman. Motion passed on 5 aye votes.

Executive Session:

Motion to enter Executive Session to discuss the sale and purchase of land @ 7:04 by Sherman and Steele.

Motion passed on 5 aye votes.

Motion to exit Executive Session @ 7:56 by Steele and Clune. Motion passed on 5 aye votes.

Adjournment: Motion to adjourn was made by Sherman and Wilges at 7:57pm. Motion passed on 5 aye votes.

Craig Oldiges, Mayor

James Cain, Fiscal Officer

Recorded & typed by James Cain