

VILLAGE OF MINSTER, OHIO
COUNCIL MEETING MINUTES
Tuesday, December 2, 2025

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, 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 Nov 18, 2025, Minutes: Steele and Osterloh motioned to approve the minutes from the regular meeting on November 18, 2025. Motion passed unanimously.

A motion to excuse Clune from the meeting by Wilges and Albers. Motion passed unanimously.

Visitors: None

ORDINANCE AND RESOLUTIONS:

Ordinance 25-11-01: Discussion, third and final reading of an ordinance to approve the execution of an Efficiency Smart Schedule with American Municipal Power, Inc.

Back in 2010, the Village entered into a contract with AMP to participate in the implementation of an energy efficiency program called Efficiency Smart. Since this time, the village has renewed the Efficiency Smart contract four times previously. The last time the village renewed the contract was in 2022 for a three-year term. That term is set to expire at the end of the year, and council needs to decide if we want to participate in the Efficiency Smart program once again.

The program was designed to help communities deliver a professional, effective energy efficiency program to their residential, commercial and industrial customers and it has done that over the years. The program has provided the village with a low cost, least risk power supply resource that helps us maintain a competitive balance with programs offered by investor-owned utilities, while delivering significant value to our customers.

So far, the customers of the village's electric system have responded favorably to the program. Multiple businesses have worked with Efficiency Smart in installing some sort of energy efficiency measures. These measures include replacement of fluorescent fixtures, installation of occupancy sensors, improvements to refrigeration controls, installation of variable frequency drives and replacement of air handling systems. On the residential side, residents have utilized the program to purchase energy star appliances, LED bulbs and to recycle old refrigerators and freezers.

Our current contract results have been good. Through this contract, customers have seen a lifetime savings of 21,046 MWh and customer savings of \$2,172,800. The Village has seen a summer peak

reduction of 2,895 kW. Our return on investment is currently 106%, and it is estimated that we saved \$1,382,334.00 in power costs over the term of the contract.

For this renewal period, AMP and Efficiency Smart are offering the same version of the plan that includes resources for residential customers, including a revamped website, a meter loan program, new air conditioning unit rebates, home energy use advise for high bill customers, and online home energy audits along with their current commercial and industrial emphasis that has seen Efficiency Smart work on 23 projects with 16 different companies during this current term.

The newly proposed contract would have a yearly cost of \$223,656.00. The costs avoided for the term of the proposed contract would be approximately \$2,000,000.00 over the three-year term.

The utility committee met with staff of Efficiency Smart a couple of weeks ago and reviewed the Efficiency Smart program. I believe that everyone felt comfortable with the proposed new contract offered by Efficiency Smart and that all the committee members agreed that the program is a worthwhile program for the utility to offer.

Involvement with the program for another three years has several benefits for the village. Once again, the program offers a member specific MWh savings guarantee that each member will achieve 70% of the members estimated energy savings. The cost of the program at \$16.92 per MWh is the cheapest energy source that we have in our portfolio, and it provides a direct benefit to our customers who use the program.

If Council wants to move forward with renewing the program with Efficiency Smart and AMP, this would be the third and final reading of an ordinance to enter into the agreement. I have included a copy of such an ordinance in your packet. If approved, I will have the contract signed and returned to AMP.

A motion to have the third and final reading adopting Ordinance 25-111-01 by Sherman and Steele. Motion passed unanimously.

Ordinance 25-11-03: Discussion and second reading of an ordinance authorizing a mutual aid contract with the Loramie Fire District

The annual renewal of the mutual aid agreement for fire protection with the Loramie Fire District for 2026 is set for Council's approval. This agreement is for fire protection coverage of properties located within McLean Township, north of the north shore of Lake Loramie. The amount of payment is determined by the mills levied against property owners in McLean Township. This year the Minster-Jackson Township Fire Department will receive \$29,950.00. This is up \$5,990.00 from what we received in 2025.

Since the contract called for this to go into effect on January 1st, we have plenty of time to give this ordinance the full three readings. Upon its passage, I will acquire all the necessary signatures and return the contract to the Loramie Fire District

A motion to have the second reading of Ordinance 25-11-03 by Osterloh and Wilges. Motion passed unanimously.

Resolution 25-11-02: Discussion and second reading of a resolution designating Minster Bank as a depository for public funds.

Every five years, the Village must pass a resolution, declaring certain banks as depositories for public funds. At the end of this year, the five-year contract for Minster Bank to act as a depository will expire. Enclosed in your packet is a copy of the agreement with Minster Bank and a copy of the resolution approving them as a depository for the next five years. To continue to use Minster Bank, Council will need to pass this resolution. This would be the second of three readings that council could give this resolution.

A motion to have the second reading of Resolution 25-11-02 by Albers and Sherman. Motion passed unanimously.

COMMITTEE REPORTS:

STREETS: None

SAFETY: None

PARKS: None

PERSONNEL: Met and discussed health insurance options, wages, and COLA (Cost of Living Adjustment)

UTILITIES: Met and discussed Delta Star substation and transformer. There was some concern with contract wording. Also, discussed another energy storage possibility.

ECONOMIC DEVELOPMENT: Committee met to discuss possible land sale in the industrial park. The committee has more questions that need answered before any sale.

COMMUNITY ENGAGEMENT AND DEVELOPMENT: None

FINANCE/AUDIT: None

OLD BUSINESS: None

NEW BUSINESS:

Discussion and motion to approve the November 2025 Income Tax Report as submitted by the City of St. Marys.

The City of St. Mary's is reporting that we received \$347,358.14 in income tax dollars for the month of November 2025. For the year, we received \$4,8838,626.27. This is approximately \$140,000 more than what we received last year to date. Council usually accepts the report from the City of St. Mary's by the passage of a motion.

A motion to approve the November 2025 Income Tax Report from the City of St. Mary's by Steele and Osterloh. Motion passed unanimously.

ADMINISTRATOR REPORT:

- 1) Freson Contracting continues to work on the installation of the sewer line from Southgate Drive to Columbia Drive. The new sewer line is tied into our system and plans are being made to demolish the old lift station in front of Progress Tool. Once completed, Fenson will wrap up the project, and we will have to landscape and reseed the area next spring.

- 2) PAB Construction has started work on North Hamilton Street. They have two crews working on the project with one crew installing the storm sewer and the other crew working on the water line and water taps. PAB's goal is to have the old street base excavated and the new base installed this winter, so that there will be gravel down as a road base.
- 3) Brumbaugh Construction continues to work on the State Route 66 Sidewalk Project. They have some of the drive approaches finished as well as some of the sidewalk installed. They are currently installing the storm sewer that is on the project and then will continue to work on the sidewalks. There plan is to be completed by the end of the year.
- 4) Leaf Pick-up will continue the rest of this week, and we will go out a few times in the week of the 8th of December to finish picking up the leaves, weather permitting.
- 5) The Parks Department will host a Winter Festival this December 12th. There will be several food truck vendors, Santa and an ice-skating rink for the event, which will start at 5:00 pm on the 12th.

A motion to enter executive session at 6:42 to discuss employee compensation, wages and benefits and the sale of land with no action by Steele and Sherman. Motion passed unanimously.

A motion to exit executive session at 8:03 by Wilges and Steele. Motion passed unanimously.

Adjournment: Motion to adjourn was made by Albers and Sherman at 8:04pm. Motion passed unanimously.

Craig Oldiges, Mayor

James Cain, Fiscal Officer

Recorded & typed by James Cain