

- Streets  
- Economic  
Development

November 4, 2025  
Tuesday - 6:30 p.m.  
Village of Minster Council Chambers

- 1) Call to Order
- 2) Approval of the meeting minutes of October 21, 2025. NICOLE | TREY
- 3) Introduction of Visitors:
  - a)
- 4) Ordinances and Resolutions:
  - a) Ordinance 25-10-02: Discussion, third and final reading of an ordinance adopting the Solid Waste Management Plan Update for the Auglaize County Solid Waste Management District. JOSH | CRAIG
  - b) Resolution 25-10-01: Discussion, and second reading of a resolution documenting the position of the Village of Minster regarding naming of the addressing authority within the jurisdiction of the Village of Minster. CURT | NICOLE
  - c) Ordinance 25-11-01: Discussion and first reading of an ordinance to approve the execution of an Efficiency Smart Schedule with American Municipal Power, Inc. JOSH | T.C.
  - d) Resolution 25-11-01: Discussion, suspend, pass and adopt a resolution authorizing the Village Administrator to apply for funding through the Land and Water Conservation Fund; to obligate funds to complete a Land and Water Conservation Fund Project and to declare an emergency. SUSPEND - CRAIG | TREY PASS - NICOLE | CURT
  - e) Ordinance 25-11-02: Discussion, motion to accept bids and suspend, pass and adopt an ordinance awarding a contract to the lowest and best bidder for the purchase of the State Route 66 Sidewalk Construction Project and authorizing the execution of a purchase order. ACCEPT - TREY | TRAVIS SUSPEND - JOSH | NICOLE PASS - TREY | CURT
- 5) Committee Reports and Discussion Items:

~~Streets~~: Nicole, Trey, and Travis  
~~Safety~~: Nicole, Curt, Josh  
~~Parks~~: Curt, Josh, Nicole  
~~Personnel~~: Curt, Craig, Josh

~~Finance/Audit~~: Travis, Craig, Trey  
~~Utilities~~: Josh, Nicole, Travis  
~~Econ. Development~~: Trey, Travis, Craig  
~~Community Engagement and Development~~:  
Craig, Curt, Trey

- 6) Old Business:
  - a) Discussion and motion to accept a proposal from Garmann and Miller for the design of an ADA compliant elevator at the Minster Stallo Library.  
NICOLE | JOSH

Streets  
18th & 530 PM  
LED  
18th & 6 PM

b) Discussion and motion to remove Conner Barrett from introductory status to full time permanent status with the Minster Police Department. *Travis / TROY*

7) New Business:

a)

8) Administrator's Report

9) Motion to adjourn *Nicole / Curt 7:23pm*

VILLAGE OF MINSTER, OHIO  
COUNCIL MEETING MINUTES  
Tuesday, October 21, 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 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 Oct 7, 2025 Minutes:** Wilges and Osterloh motioned to approve the minutes from the regular meeting on Oct 7, 2025. Motion passed on 4 aye votes. 1 abstained.

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

**Visitors:** Kristina Morris—Candidate for Common Pleas Court Judge

**ORDINANCE AND RESOLUTIONS:**

**Ordinance 25-10-02: Discussion, and second 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 second reading to the plan we can do so tonight and hold subsequent readings thereafter.

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

**Ordinance 25-10-04: Discussion, motion to accept bids, and suspend, pass and adopt an ordinance awarding a contract to the lowest and best bidder for the purchase of the 2025-2026 Sidewalk Repair and Replacement Program; authorizing the execution of a purchase order and declaring an emergency.**

On September 30th, the Village opened the bids for the 2025 – 2026 Sidewalk Repair and Replacement Project. This is to repair and replace various sections of sidewalk, drive approaches and some handicap ramps throughout the west side of the village. It is a continuation of the sidewalk repair project that we undertook in 2023 and 2024. The engineer's estimate for the project was \$213,677.50. Four bids were received and they are as follows:

|                                                |              |
|------------------------------------------------|--------------|
| D.L. Smith Concrete, Norwalk, Ohio             | \$138,843.00 |
| American Decorative Concrete, Greenville, Ohio | \$181,474.39 |
| PAB Construction, Coldwater, Ohio              | \$196,662.25 |
| Fenson Contracting, Ft. Jennings, Ohio         | \$247,675.25 |

The lowest and best bid, appears to be D.L. Smith of Norwalk, Ohio. D. L. Smith has recently completed a couple of projects for the Village that include the Parkview Curb Ramp Project and the State Route 66 Crosswalk Project. They completed those projects on time and without any issues, and I would recommend that the bid for this project be awarded to them.

Once council awards the bid, I will get contracts out to D. L. Smith so we can get them started.

A motion to accept the bids for Ordinance 25-10-04 by Steele and Wilges. Motion passed on 5 aye votes.

A motion to suspend the three readings of Ordinance 25-10-04 by Albers and Osterloh. Motion passed on 5 aye votes

A motion to pass and adopt Ordinance 25-10-04 and award the contract by Clune and Steele. Motion passed on 5 aye votes.

**Resolution 25-10-01: Discussion, and first reading of a resolution documenting the position of the Village of Minster regarding naming of addressing authority within the jurisdiction of the Village of Minster.**

A few weeks ago, I attended a meeting set up by the County Engineer and the Sherriff Mike Vorhees. The purpose of the meeting was to discuss the next generation 9-1-1 system that was being set up in the county and the need to develop a cohesive methodology in reporting new addresses assigned to lots within the county.

According to Sherriff Vorhees with the new 9-1-1 system, the county is required to put in all new addresses within seventy-two hours. Currently, each community in the county assigns their own street addresses and it may be several weeks after an address is assigned that it gets reported to the county. This delays the new address from being entered into the 9-1-1 system and often causes confusion with first responders.

It was the consensus of those at the meeting that a centralized addressing authority, such as the county engineer's office would be the best way to ensure that new addresses were assigned and entered into the system to ensure enhanced safety and compliance with the next generation 9-1-1 requirements. With the GIS system that the county has put in place, this would be very easy for the county to do. The county would assume the assigning of addresses rather than this being done by each community in the county.

The resolution in your packet states that the village agrees with the recommendation from the meeting and believes that it is in the best interest of the village to authorize the county engineer's office to assign addresses. The county engineer's office would work with the village to ensure that any patterns in assigning addresses are continued.

If this is acceptable to council, the county has asked us to pass a resolution authorizing the county engineer's office to serve as our addressing authority. This would not go into effect until January 1<sup>st</sup>; so we can give the resolution a full three readings.

A motion to have the first reading of Resolution 25-10-01 by Osterloh and Albers. Motion passed on 5 aye votes.

**Ordinance 25-10-05: Discussion, suspend, pass and adopt an ordinance approving the village to enter into a Lease Management Agreement with the Ohio Department of Natural Resources, Division of Parks and Watercraft for the development of a multi-use trail south of the Village of Minster and to declare an emergency.**

In your packet is a copy of an ordinance along with a copy of a lease management agreement developed by the Ohio Department of Natural Resource. The lease management agreement is for the proposed multi-use trail between First Street and State Route 66 south of the village.

The agreement gives the village the authority to manage, maintain, construct and operate a multi-use trail on the canal towpath, which is owned by the state. The agreement is for fifteen years and can be renewed for another fifteen years. There is no cost for the lease other than a \$500.00 one-time writing fee.

The multi-use trail committee has been waiting on this lease agreement to be developed and approved so that we and ODNR can begin construction of the trail.

Since we hope to get started on construction of the trail as earlier as possible, I have written the ordinance as an emergency.

A motion to suspend the three readings of Ordinance 25-10-05 by Wilges and Steele. Motion passed on 5 aye votes.

A motion to pass and adopt Ordinance 25-10-05 by Osterloh and Clune. Motion passed on 5 aye votes.

**COMMITTEE REPORTS:**

**STREETS:** None

**SAFETY:** None

**PARKS:** None

**PERSONNEL:** None

**UTILITIES:** Met with Efficiency Smart to renew contract for period '26-'28.

**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 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:

|                         |              |                                            |
|-------------------------|--------------|--------------------------------------------|
| Sal Chemical            | \$ 3,761.00  | Chemicals                                  |
| City of St. Marys       | \$ 23,720.81 | 3rd Quarter Admin Fee                      |
| Core and Main           | \$ 7,660.24  | Storm and Sanitary Albers on 66            |
| PSG & Visual Concepts   | \$ 3,547.95  | Outfit New Parks' Truck                    |
| Sal Chemical            | \$ 11,225.00 | Water Plant Chemicals                      |
| Heyne Construction      | \$ 16,119.23 | Retainage                                  |
| Gehret Nursery          | \$ 6,661.00  | Stone and landscape around library         |
| Hess Fencing            | \$ 11,972.00 | Fence around shooting range                |
| VFW                     | \$ 3,400.00  | Flags                                      |
| Choice One              | \$ 6,300.00  | Paris St. Park plan                        |
| Choice One              | \$ 3,445.00  | SR 66 sidewalks                            |
| Hawkins                 | \$ 3,090.50  | WWTP chemicals                             |
| Hawkins                 | \$ 6,390.63  | Water Plant Chemicals                      |
| Buschur Electric        | \$ 8,160.00  | Labor to install switch gear in well house |
| Buschur Electric        | \$ 18,937.17 | Switch gear                                |
| CDM Smith               | \$ 5,214.92  | TDS Study                                  |
| Homan and Stucke        | \$ 9,120.00  | Curb on 3rd St.                            |
| Minster Area Life Squad | \$ 24,125.00 | 3rd Quarter Admin Fee                      |
| Minster Supply          | \$ 18,535.00 | Picnic Tables for Paris Street Park        |

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

**Discussion and motion to terminate Tyler Karnehm as an employee with the Village of Minster**

Tyler Karnehm who was hired less than six months ago, is an employee of the Public Works Department. Tyler failed to show up to work last Monday, October 13<sup>th</sup> and everyday since then. Tyler has not been in contact with the village and we have tried to reach out to him on numerous occasions but without success.

Given the fact that he has not showed up for work, I would like to terminate his employment with the village. Our employee handbook gives us the ability to terminate an employee who fails to report to work. Tyler is also still under probationary status.

If council agrees with my decision, Tyler can be terminated with the passage of a motion.

A motion to terminate Karnehm's employment by Steele and Albers. Motion passed on 5 aye votes.

## **ADMINISTRATOR REPORT:**

- 1) Freson Contracting continues to work on the Columbia Drive Water and Sanitary Loop Project. They will be working on installing the water line portion of the project next and then will go back and work on the sanitary sewer portion in the future.
- 2) We have tentatively set a bid date for the State Route 66 Sidewalk Project. We will open bids on the 30<sup>th</sup> 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.
- 3) We have several main line valves leaking at the water plant. We have been in contact with Peterson Construction to see when they could come in and assist in replacing the leaking valves. Peterson has stated that they would be in shortly to assist.
- 4) Barrett Paving has been in the village the past week or so, working on the minor street resurfacing project. They have completed the grinding of all streets and alleys and have started repaving the streets. So far, they have completed the paving of Parkview Drive and South Hanover Street and are working on west Fourth Street. They should wrap up on Tuesday, the 21<sup>st</sup>.
- 5) The Parks Department continues to work on the planning of the Winter Festival this December 12<sup>th</sup>. We have lined up several food truck vendors, and the ice-skating rink. We continue to put ideas together and will start advertising the event shortly.
- 6) On Tuesday, October 14<sup>th</sup>, the Auglaize County Commissioners approved the enterprise zone agreement for Danone. We are in the process of getting all signatures on the contract documents so that they can be submitted into the Ohio Department of Development for their approval.

**Receipts:** \$3,448,377.41

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

**Invoices:** \$795,282.91

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

### **Executive Session:**

Motion to enter Executive Session to discuss the sale and purchase of land @ 7:07 by Osterloh and Clune.

Motion passed on 5 aye votes.

Motion to exit Executive Session @ 7:35 by Wilges and Albers. Motion passed on 5 aye votes.

**Adjournment:** Motion to adjourn was made by Albers and Clune at 7:36pm. Motion passed on 5 aye votes.

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Craig Oldiges, Mayor

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James Cain, Fiscal Officer

Recorded & typed by James Cain



TO: Mayor, Council Members, Others  
FROM: Donald W. Harrod, Village Administrator  
RE: Summary of Agenda Items

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**Ordinance 25-10-02: Discussion, third and final 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. This would be the third reading of the ordinance. If approved, I will send a copy of the ordinance to the solid waste management district.

**Resolution 25-10-01: Discussion, and second reading of a resolution documenting the position of the Village of Minster regarding naming of addressing authority within the jurisdiction of the Village of Minster.**

A few weeks ago, I attended a meeting set up by the County Engineer and the Sheriff Mike Vorhees. The purpose of the meeting was to discuss the next generation 9-1-1 system that was being set up in the county and the need to develop a cohesive methodology in reporting new addresses assigned to lots within the county.

According to Sheriff Vorhees with the new 9-1-1 system, the county is required to put in all new addresses within seventy-two hours. Currently, each community in the county assigns their own street addresses and it may be several weeks after an address is assigned that it gets reported to the county. This delays the new address from being entered into the 9-1-1 system and often causes confusion with first responders.

It was the consensus of those at the meeting that a centralized addressing authority, such as the county engineer's office would be the best way to ensure that new addresses were assigned and entered into the system to guarantee enhanced safety and compliance with the next generation 9-1-1 requirements. With the GIS system that the county has put in place, this would be very easy for the county to do. The county would assume the assigning of addresses rather than this being done by each community in the county.

The resolution in your packet states that the village agrees with the recommendation from the meeting and believes that it is in the best interest of the village to authorize the county engineer's office to assign addresses. The county engineer's office would work with the village to ensure that any patterns in assigning addresses are continued.

If this is acceptable to council, the county has asked us to pass a resolution authorizing the county engineer's office to serve as our addressing authority. This will not go into effect until January 1<sup>st</sup>; so, we can give the resolution a full three readings of which this will be the second.



**Ordinance 254-11-01: Discussion and first 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 at 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 two 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 first reading of an ordinance to enter into the agreement. I have included a copy of such an ordinance in your packet along with the power point that Efficiency Smart presented to the utility committee.

**Resolution 25-11-01: Discussion, suspend, pass and adopt a resolution authorizing the Village Administrator to apply for funding through the Land and Water Conservation Fund; to obligate funds to complete a Land and Water Conservation Fund Project and to declare an emergency.**

Last week the Park Committee met to review a preliminary drawing developed by Choice One Engineering for improvements to Paris Street Park. These improvements include the reconstruction of a new volleyball area, the installation of possibly four baseball fields and four multi-purpose/football fields, and improvements too and expansion of the existing parking area. Choice One Engineering is putting together an estimate of what these improvements would cost.

The Committee also talked about applying for funding through the Land and Water Conservation Fund to cover a portion of the cost of these improvements. The next round of funding for the L&WCF grant is due November 14<sup>th</sup>. To apply for funding, the village council must pass a resolution authorizing a project leader to apply for funding and obligating the funds to complete a project. I have put together such a resolution, which is included in your packet.

A L&WCF grant is a 50% matching grant so we would be able to apply for up to 50% of the cost estimate that Choice One develops.

Since council will not meet again before the 14<sup>th</sup> of November, we are asking that they pass this resolution so we can submit the application into ODNR by the deadline.

**Ordinance 25-11-02: Discussion, motion to accept bids, and suspend, pass and adopt an ordinance awarding a contract to the lowest and best bidder for the purchase of the State Route 66 Sidewalk Construction Project; authorizing the execution of a purchase order and declaring an emergency.**

On October 30<sup>th</sup>, the Village opened the bids for the 2026 State Route 66 Construction Project. This is to install sidewalk on the east side of State Route 66 from Eagle Plaza to Bensman Road. The engineer's estimate for the project was \$255,656.00. Ten bids were received, and they are as follows:

|                                     |               |
|-------------------------------------|---------------|
| Brumbaugh Construction Inc.         | \$ 159,790.00 |
| J & M Services of Miami Valley, LLC | \$ 183,834.25 |
| Fenson Contracting LLC              | \$ 199,163.15 |
| L.J. Deweese Company, Inc.          | \$ 208,862.00 |
| PAB Construction                    | \$ 210,541.00 |
| D.L. Smith Concrete LLC             | \$ 212,233.00 |
| America's Decorative Concrete       | \$ 219,354.00 |
| Double Jay Construction             | \$ 222,818.00 |
| Coate Construction LLC              | \$ 239,504.20 |
| Integrity Contractors               | \$ 254,518.61 |

The lowest and best bid, appears to be Brumbaugh Construction Inc. Brumbaugh has completed several projects for the Village over the years includes Fourth Street and a portion West Seventh Street. They completed those projects on time and without any issues, and I would recommend that the bid for this project be awarded to them.

Brumbaugh would like to start construction sometime in November, so once council awards the bid, I will get contracts out to them, so they can get started.

**Discussion and motion to accept a proposal from Garmann and Miller for the design of an ADA compliant elevator at the Minster Stallo Library.**

Early this year, the village applied for and was awarded a Community Development Block Grant from the Auglaize County Commissioners for the installation of an ADA compliant elevator in the Minster Stallo Library Building. When we applied for the grant, we received an estimated costs from Garmann and Miller for the work. That estimate was \$235,579.20. We applied for a \$117,789.60 grant from the Commissioners. The Commissioners granted us \$67,200.00 in grant funds for the project. Since then, I have spoken with Beth Steiner, the Director of the Auglaize County Library about working together to raise funding for a portion of the costs not paid for by the grant.

I also requested a proposal from Garmann and Miller to design an ADA compliant elevator that would fit in the old freight elevator's shaft at the library. Garmann and Miller submitted a proposal of \$23,000.00 to design the ADA compliant elevator. This is a lump sum price and includes not only the design but handling the bidding process as well.

We have until June of 2027 to complete the project, but I would like to get the engineering going, so we can be ready to move forward. If council wants to move forward and have Garmann and Miller design plans, they can do so with the passage of a motion.

**Discussion and motion to remove Conner Barrett from introductory status to full time permanent status with the Minster Police Department.**

Patrolman Conner Barrett has completed his six-month introductory period with the police department. Patrolman Barrett has completed the department's field training and has demonstrated the ability to proficiently handle his duties and responsibilities. Chief also feels that Conner's positive attitude and professionalism has allowed him to fit well with the department's culture and he has earned the respect of his fellow officers and supervisors.

It is the recommendation of Chief Morris that Conner be removed from his introductory period and be appointed as a full-time permanent employee with the Department. In association with this move, Chief Morris is recommending that Conner be moved to Step 2 in the Police Officer 1 Pay Range at \$26.31 an hour.

In order for Conner to be removed from introductory status and be appointed as a full-time permanent officer with the department, the Mayor would need to make that recommendation and council would need to approve the recommendation by passage of a motion.

| COUNCIL MEMBER      | YES | NO | ABSTAIN |
|---------------------|-----|----|---------|
| Curt Albers         |     |    |         |
| Craig Sherman       |     |    |         |
| Trey Steele         |     |    |         |
| Nicole Clune        |     |    |         |
| Josh Osterloh       |     |    |         |
| Travis Wilges       |     |    |         |
| Mayor Craig Oldiges |     |    |         |

## ORDINANCE 25-10-02

### AN ORDINANCE ADOPTING THE SOLID WASTE MANAGEMENT PLAN UPDATE FOR THE AUGLAIZE COUNTY SOLID WASTE MANAGEMENT DISTRICT AND TO DECLARE AN EMERGENCY

**WHEREAS**, the Village of Minster is located within the jurisdiction of the Auglaize County Solid Waste Management District (District); and

**WHEREAS**, the District Policy Committee prepared and adopted a final draft of the Solid Waste Management Plan Update, in accordance with Ohio Revised Code Sections 3734.53, 3734.54, and 3734.55; and

**WHEREAS**, the District has provided a copy of the Draft Final Solid Waste Management Plan Update for ratification to each of the legislative authorities of the District; and

**WHEREAS**, the Village of Minster must decide whether it approves of said Solid Waste Management Plan within ninety days of receipt of the Final Draft Plan.

**NOW THEREFORE BE IT ORDAINED BY THE** Council of the Village of Minster, Auglaize County, Ohio, to wit:

**SECTION 1:** The Village of Minster approves the District Solid Waste Management Plan Update.

**SECTION 2** The Clerk of Council is hereby directed to send the District a copy of this ordinance to the attention of Ms. Alexa Schwaderer, Assistant District Coordinator, Auglaize County Solid Waste Management District, P.O. Box 603, St. Marys, Ohio 45885.

**SECTION 3:** That it is found and determined that all formal actions of this Council concerning and relating to the passage of this ordinance were adopted in an open meeting of the Council and of any of its committees that resulted in such formal actions were in a meeting open to the public in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

**ADOPTED:** November 4, 2025

\_\_\_\_\_  
Craig Oldiges, Mayor

Attest:

\_\_\_\_\_  
James Cain, Fiscal Officer

| COUNCIL MEMBER      | YES | NO | ABSTAIN |
|---------------------|-----|----|---------|
| Travis Wilges       |     |    |         |
| Trey Steele         |     |    |         |
| Craig Sherman       |     |    |         |
| Curt Albers         |     |    |         |
| Josh Osterloh       |     |    |         |
| Nicole Clune        |     |    |         |
| Mayor Craig Oldiges |     |    |         |

## RESOLUTION 25-10-01

### IN THE MATTER OF DOCUMENTING THE POSITION OF THE VILLAGE OF MINSTER REGARDING NAMING OF ADDRESSING AUTHORITY WITHIN THE JURISDICTION OF THE VILLAGE OF MINSTER.

**WHEREAS**, the State of Ohio legislature recently passed legislation providing for certain next generation 911 compliance requirements; and

**WHEREAS**, some of such requirements impose restrictions and deadlines related to the issuance, revision and modification of addresses as part of the 911 system; and

**WHEREAS**, all of the jurisdictions within Auglaize County that currently issue addresses (or street numbers) met to discuss the next generation 911 compliance issues; and

**WHEREAS**, the consensus of such jurisdictions was that a centralized or single "Addressing Authority" would be in the best interest of the County residences to ensure enhanced safety and compliance with next generation 911 requirements; and

**WHEREAS**, the jurisdictions collectively agreed that the Addressing Authority should be the County Engineer's office; and

**WHEREAS**, The Village of Minster, wishes to document its position via resolution that the County Engineer's office should be the Addressing Authority for all jurisdictions in Auglaize County.

**THEREFORE BE IT RESOLVED THAT**, after deliberation, the Village of Minster, does hereby find that it is in the best interest of the Village to request and authorize that the Auglaize County Engineer's office serve as the Addressing Authority for the Village of Minster beginning January 1, 2026.

**BE IT FURTHER RESOLVED**, that the authorized officer shall send a copy of this resolution to the Board of County Commissioners of Auglaize County and the County Engineer for Auglaize County.

ADOPTED: November 18, 2025

\_\_\_\_\_  
Craig Oldiges, Mayor

Attest:

\_\_\_\_\_  
James Cain, Fiscal Officer

| COUNCIL MEMBER      | YES | NO | ABSTAIN |
|---------------------|-----|----|---------|
| Curt Albers         |     |    |         |
| Craig Sherman       |     |    |         |
| Trey Steele         |     |    |         |
| Nicole Clune        |     |    |         |
| Josh Osterloh       |     |    |         |
| Travis Wilges       |     |    |         |
| Mayor Craig Oldiges |     |    |         |

## ORDINANCE 25-11-01

### TO APPROVE THE EXECUTION OF AN EFFICIENCY SMART SCHEDULE WITH AMERICAN MUNICIPAL POWER, INC.

WHEREAS, the Village of Minster, Ohio ("Municipality") owns and operates an electric utility system for the sale of electric power and associated energy for the benefit of its citizens and taxpayers; and

WHEREAS, American Municipal Power, Inc. ("AMP") is an Ohio nonprofit corporation, organized to own and operate facilities, or to provide otherwise, for the generation, transmission or distribution of electric power and energy, or any combination thereof, and to furnish technical services on a cooperative, nonprofit basis, for the mutual benefit of AMP members ("Members"), such Members, including Municipality, being, as of the date hereof, political subdivisions that operate, or whose members operate, municipal electric utility systems in Delaware, Indiana, Kentucky, Maryland, Michigan, Ohio, Pennsylvania, Virginia and West Virginia; and

WHEREAS, AMP and Municipality have entered into a Master Services Agreement, AMP Contract No. C-10-2005-4383 ("MSA"), pursuant to which AMP provides certain services to Municipality as set forth in various schedules to the Master Services Agreement (the "Schedules"); and

WHEREAS, AMP and the Vermont Energy Investment Corporation ("VEIC") will enter or have entered into an agreement (the "ES Agreement") for the implementation of an energy efficiency program known as Efficiency Smart ("ES"), and to provide a program of energy efficiency services ("ES Services") designed to lower the total need for higher cost electric generation facilities or purchased power and thereby reduce Municipality's customers' bills, to be offered to AMP Members; and

WHEREAS AMP and Municipality desire to enter into a Schedule ("ES Schedule"), under the MSA, which provides that AMP will obtain and sell to Municipality, and Municipality will



agree to take and pay for, a share of the ES Services which AMP will acquire through the ES Agreement; and

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF MINSTER, OHIO:

SECTION 1: That the ES Schedule between Municipality and AMP, substantially in the form attached hereto or on file with the Clerk, including Appendices thereto, are approved, and the Mayor of Municipality is hereby authorized to execute and deliver the ES Schedule, with such changes as the Mayor may approve as neither inconsistent with this Ordinance nor materially detrimental to the Municipality, his or her execution of the ES Schedule to be conclusive evidence of such approval.

SECTION 2. That the Village Administrator is hereby authorized to take any action necessary for Municipality to fulfill its obligations under the ES Schedule.

SECTION 3. That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were taken in conformance with applicable open meetings laws and that all deliberations of this Council and of any committees that resulted in those formal actions were in compliance with all legal requirements including any applicable open meetings requirements.

SECTION 4. If any section, subsection, paragraph, clause or provision or any part thereof of this Ordinance shall be finally adjudicated by a court of competent jurisdiction to be invalid, the remainder of this Ordinance shall be unaffected by such adjudication and all the remaining provisions of this Ordinance shall remain in full force and effect as though such section, subsection, paragraph, clause or provision or any part thereof so adjudicated to be invalid had not, to the extent of such invalidity, been included herein.

SECTION 5. That this Ordinance shall take effect at the earliest date allowed by law.

ADOPTED: October 7, 2025

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Craig Oldiges, Mayor

Attest:

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James Cain, Fiscal Officer

agree to take and pay for, a share of the ES Services which AMP will acquire through the ES Agreement; and

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF MINSTER, OHIO:

SECTION 1: That the ES Schedule between Municipality and AMP, substantially in the form attached hereto or on file with the Clerk, including Appendices thereto, are approved, and the Mayor of Municipality is hereby authorized to execute and deliver the ES Schedule, with such changes as the Mayor may approve as neither inconsistent with this Ordinance nor materially detrimental to the Municipality, his or her execution of the ES Schedule to be conclusive evidence of such approval.

SECTION 2. That the Village Administrator is hereby authorized to take any action necessary for Municipality to fulfill its obligations under the ES Schedule.

SECTION 3. That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were taken in conformance with applicable open meetings laws and that all deliberations of this Council and of any committees that resulted in those formal actions were in compliance with all legal requirements including any applicable open meetings requirements.

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SECTION 5. That this Ordinance shall take effect at the earliest date allowed by law.

ADOPTED: December 2, 2025

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Craig Oldiges, Mayor

Attest:

---

James Cain, Fiscal Officer



# Power Supply Plus

Prepared for the Village of Minster  
October 2025

## Who is American Municipal Power, Inc. (AMP)?

- Ohio public power systems formed AMP-Ohio in 1971 to strengthen wholesale market buying power, gain access to transmission and enhance advocacy efforts; became AMP in 2009
- Today, AMP provides wholesale power and services to more than 130 municipal electric systems in nine states (DE, IN, KY, MD, MI, OH, PA, VA and WV)
- Members serve approximately 665,000 meters; an approximate 3,500-megawatt peak
- Diverse generation portfolio, including hydro, coal, natural gas, solar, wind and diesel
- Approximately 210 Employees; \$5.5 billion in assets\*; \$1.1 billion in annual revenue\*
- Operates in PJM and MISO and non-RTO areas
- 22-member Board of Trustees made up of Member officials meets monthly
- AMP Transmission (AMPT) a wholly owned subsidiary

\*Estimated Total Assets (net depreciation) and Revenue as of year ending 12/31/24

## AMP Serves Members Through Joint Action

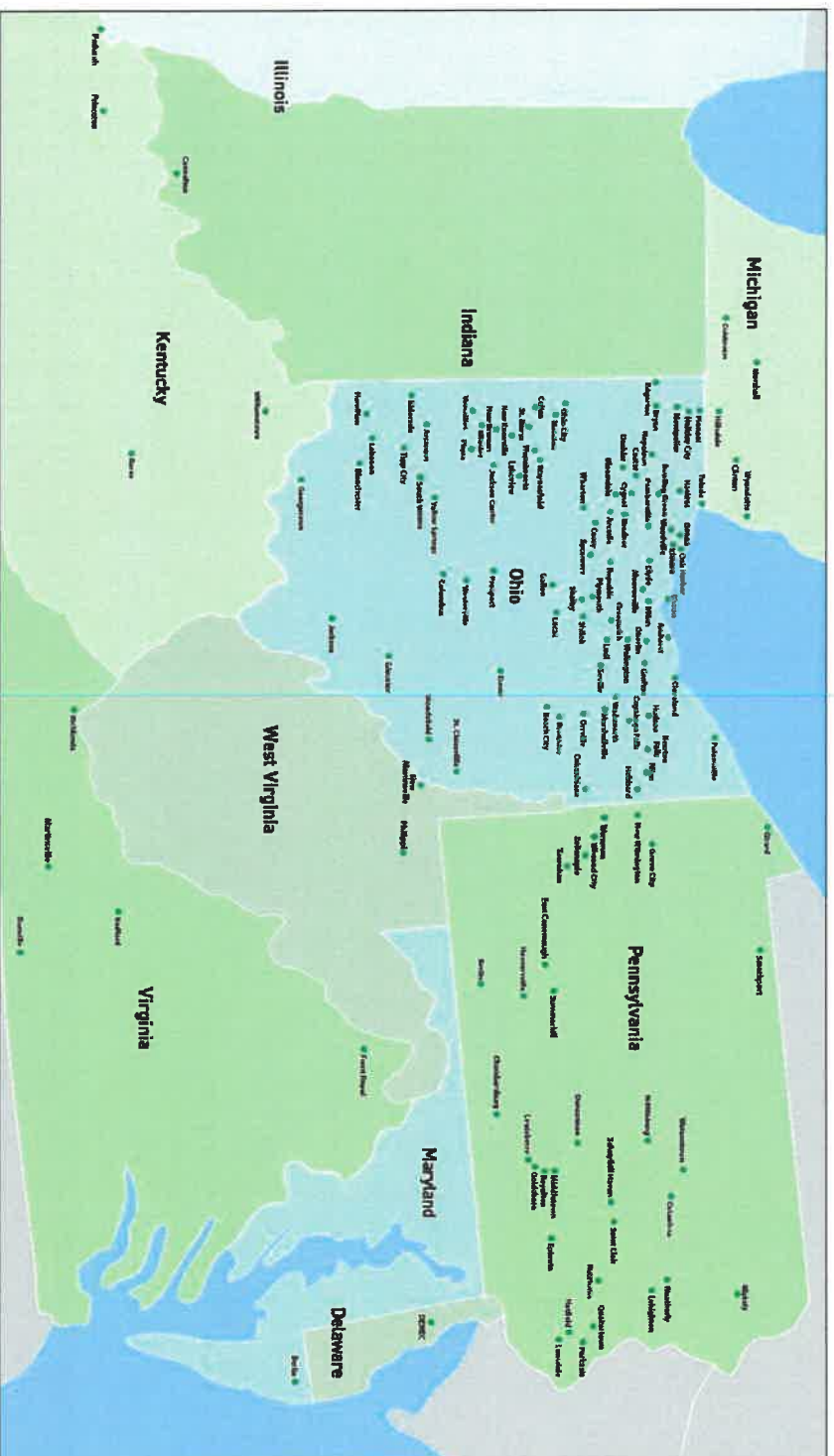
- Manages and supplies competitively priced, reliable wholesale power to Members
- Negotiates and coordinates power-supply options and interconnection agreements and operates an energy control center 24/7/365
- Owns and manages a diverse array of power resources, allowing Members to select the sources that best meet their needs
- Advocates for Members on legislative and regulatory issues at the state, regional and federal levels
- Provides variety of value-added services and programs to help Members meet their customer needs, including the nationally recognized Efficiency Smart® comprehensive retail energy efficiency program



AMP conducted a regional Power Supply Meeting in Bowling Green on May 8, 2025.



# AMP Members



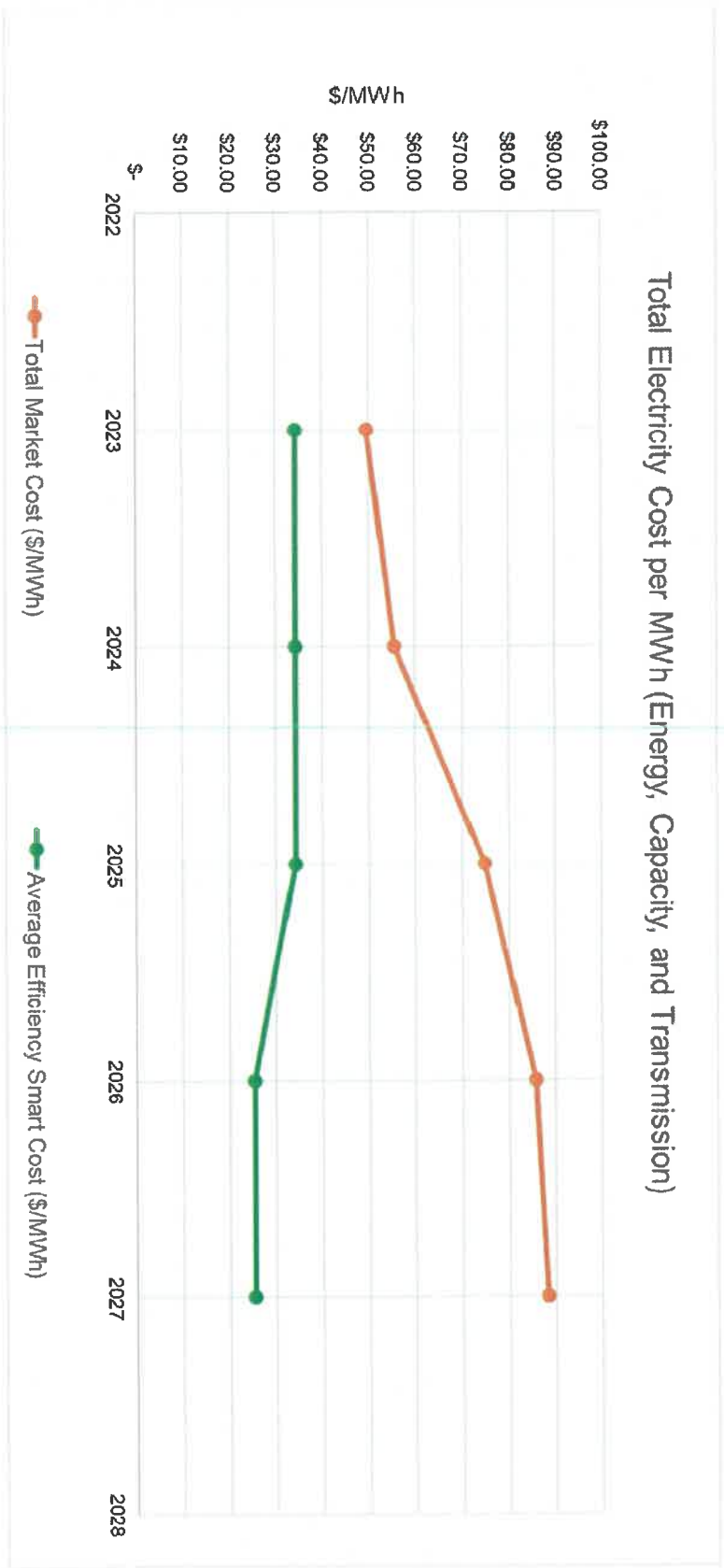


# Why Efficiency Smart?

- The most affordable way to meet power supply needs
- Increases customer satisfaction
- Powerful customer engagement tool
- Drives economic development



# Efficiency Smart Compared to the Market



# Why Efficiency Smart

Efficiency Smart is the most affordable way to meet your power supply needs.

|                          | Projected Efficiency Smart Cost for Minster (2026 – 2028) | 2026 Market Prices (AMP Power Supply) | Efficiency Smart Discount |
|--------------------------|-----------------------------------------------------------|---------------------------------------|---------------------------|
| Energy Cost per MWh      | \$16.92                                                   | \$55.34                               | 69%                       |
| Demand Cost per kW-month | \$3.88                                                    | \$11.74                               | 67%                       |

# Why Efficiency Smart?

## Customer Satisfaction

- Lowers bills for your customers
- Demonstrates utility's investment back into the community
- Reflects the value and service level of public power
- Improves perception of utility
- Increases customer loyalty and trust
- Fosters a sense of community and pride





# What Residents Say About Efficiency Smart Services

win-win  
save money  
easy  
professional  
repeat customer  
quick  
fantastic  
save energy  
informative  
personalized  
knowledgeable  
great experience  
respectful  
good  
great communication  
significant savings  
good communication  
positive experience  
energy-efficient  
recommmend

# Why Efficiency Smart?

## Customer Engagement

- We are an extension of your utility.
- We connect with customers through our customer support staff, account managers, engineers, social media, and surveys.
- We provide your customers with information and ways to control costs and meet goals.
- We build trust with customers and are involved in their planning and decision-making.
- We learn and share valuable customer insight and feedback with you.





# Why Efficiency Smart?

## Economic Development

- Retention: by lowering operating costs, we make your businesses more competitive
- Growth: lower costs enable reinvestment (expand facilities, add production lines, and hire additional staff)
- Attraction: part of a package to attract new businesses to town



# Serving Minster Since 2011

## Community Savings

- Total Electric Utility Savings = \$13,122,188
- Summer Peak Savings = 2,240 kW
- Annual Savings = 17,088 MWh
- Lifetime Savings = 217,876 MWh
- Lifetime Customer Savings = \$17,037,370

## Customers Impacted

- 409 households redeemed rebates, received discounts, and got cash back through Home Energy Rebates, Online Savings Store, and Appliance Recycling Rewards programs
- Enabled residents to install more than 14,600 efficient lighting products through community events and partnerships with community organizations and local retailers
- Total Businesses Served = 40
- Total Number of Measures Installed = 37,137

# Working With Minster Businesses

Building off Minster's strong business retention and growth efforts

- **23** C&I projects completed with **16** companies
- Expecting to close **5** additional projects with **4** companies by the end of 2025

“ I have been working with the Efficiency Smart program for close to 9 years with 3 different companies and properties, and have no bad things to say about the program. After having the initial communication with them about the project, we just had to put a small amount of information together and the rebate would come shortly after. ”

~ Jason Barhorst, currently with Creations by Design,  
Customer has completed 6 projects with Efficiency Smart over 3 different companies

# Helping Minster Customers Save Energy at Home

- Rebates redeemed: **57**
- Appliances recycled: **147**
- Strong Minster contest participation
  - **Contest runner-up** and **11** additional participants in the Test Your Efficiency Smarts contest
  - **2** Trivia Tuesday winners
  - **3** participants in the first week of the Website Scavenger Hunt contest

25 customers  
41 products  
18 customers  
23 products





## 4<sup>th</sup> Quarter Residential Promotions

- New website launched late summer, October contest promoting new site
- Tripled rebate (now \$150) for Energy Star window AC units extended through the end of 2025
- Trivia Tuesdays in November
- Black Friday Online Savings Store promotion
  - Likely thermostats, dehumidifiers, and air purifiers
- More planned for 2026!







## Forecasted Results for 2023 – 2025 Contract

- 74% of MWh goal, 57% of kW goal
- Lifetime savings achieved
  - 21,046 MWh
  - 2,895 summer kW peak reduction
  - \$2,172,800 in customer savings
- Return on investment = 106%
  - Total program cost = \$669,918
  - Total power cost savings = \$1,382,334

\* Contract ends on December 31, 2025

# 2026 – 2028 Contract Terms and Benefits for Minster

| Enhanced Performance  |               |
|-----------------------|---------------|
| Monthly Cost          | \$18,638      |
| 3-Year Cost           | \$670,966     |
| 3-Year MWh Goal       | 2,033.2 MWh   |
| 3-Year Summer kW Goal | 369.3 kW      |
| Lifetime MWh Savings  | 26,432 MWh    |
| Avoided Costs         | \$2.0 million |
| Return on Investment  | 205%          |

\*Based on 2024 retail electric sales and coincident peak.

# Why Efficiency Smart?

The most affordable way to meet power supply needs

Increases customer satisfaction

Powerful customer engagement tool

Drives economic development

# For More Information About Efficiency Smart:

[www.efficiencysmart.org](http://www.efficiencysmart.org)

## **Sean Clement**

Director | Efficiency Smart  
[sclement@efficiencysmart.org](mailto:sclement@efficiencysmart.org) | 614-468-4918

## **Tom Coyle**

Director, Account Management | Efficiency Smart  
[tcoyle@efficiencysmart.org](mailto:tcoyle@efficiencysmart.org) | 614-468-4924

## **Tim Boland**

Director of Economic Development & Efficiency Smart | AMP  
[tboland@amppartners.org](mailto:tboland@amppartners.org) | 614-540-0933



| COUNCIL MEMBER      | YES | NO | ABSTAIN |
|---------------------|-----|----|---------|
| Travis Wilges       |     |    |         |
| Trey Steele         |     |    |         |
| Craig Sherman       |     |    |         |
| Curt Albers         |     |    |         |
| Josh Osterloh       |     |    |         |
| Nicole Clune        |     |    |         |
| Mayor Craig Oldiges |     |    |         |

## RESOLUTION 25-11-01

### A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO APPLY FOR FUNDING THROUGH THE LAND AND WATER CONSERVATION FUND; TO OBLIGATE FUNDS TO COMPLETE A LAND AND WATER CONSERVATION FUND PROJECT; AND TO DECLARE AN EMERGENCY

WHEREAS the State of Ohio through the Ohio Department of Natural Resources, administers financial assistance for public recreation purposes, through the federal **Land and Water Conservation Fund** program; and

WHEREAS the Village of Minster desires financial assistance under the **Land and Water Conservation Fund**.

NOW, THEREFORE, be it resolved by the Council of the Village of Minster, Auglaize County, Ohio.

- (1) That the Village of Minster approves filing this application for financial assistance.
- (2) That the Village Administrator is hereby authorized and directed to execute and file an application with the Ohio Department of Natural Resources and to provide all information and documentation required to become eligible for possible funding assistance.
- (3) That the Village of Minster does agree to obligate the funds required to satisfactorily complete the proposed project and become eligible for reimbursement under the terms of the Land and Water Conservation Fund.
- (4) It is found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council, and that all such deliberations of this Council and or any of its committees that results in such formal action were in meetings open to the public in compliance with all legal requirements.
- (5) This resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the



citizens of the Village of Minster, Ohio, and said resolution shall, therefore, take effect and be in force immediately upon its passage.

ADOPTED: November 4, 2025

\_\_\_\_\_  
Craig Oldiges, Mayor

Attest:

\_\_\_\_\_  
James Cain, Fiscal Officer

#### **CERTIFICATION**

I hereby certify that the foregoing is a true and exact copy of Resolution No. 25-11-01, passed at a regular meeting of the Village of Minster Council, in Minster Ohio on the 4<sup>th</sup> day of November 2025.

\_\_\_\_\_  
James Cain, Clerk/Fiscal Officer

| COUNCIL MEMBER      | YES | NO | ABSTAIN |
|---------------------|-----|----|---------|
| Travis Wilges       |     |    |         |
| Trey Steele         |     |    |         |
| Craig Sherman       |     |    |         |
| Curt Albers         |     |    |         |
| Josh Osterloh       |     |    |         |
| Nicole Clune        |     |    |         |
| Mayor Craig Oldiges |     |    |         |

**ORDINANCE NO. 25-11-02**

**AN ORDINANCE AWARDING A CONTRACT TO THE LOWEST AND BEST BIDDER FOR  
THE PURCHASE OF THE STATE ROUTE 66 SIDEWALK CONSTRUCTION PROJECT;  
AUTHORIZING THE EXECUTION OF A PURCHASE ORDER AND TO DECLARE AN  
EMERGENCY**

BE IT ORDAINED BY THE COUNCIL of the Village of Minster, Auglaize County, Ohio, to-wit:

**SECTION 1:**

The Village Administrator having advertised for bids for the purchase of the State Route 66 Sidewalk Construction Project according to law, it is determined that the bid of Brumbaugh Construction Inc. in the amount of \$ 159,790.00 is the best and lowest base bid.

**SECTION 2:**

**Brumbaugh Construction Inc.**

The Village Administrator is hereby authorized to enter into a contract with Brumbaugh Construction Inc in the amount of \$ 159,790.00 for the purchase of the State Route 66 Sidewalk Construction Project, all according to the advertisement and specifications.

**SECTION 3:**

The Village Administrator is hereby authorized to execute a purchase order in the amount of \$ 159,790.00 to Brumbaugh Construction Inc. of Arcanum, Ohio.

**SECTION 4:**

Because of the immediate need to complete the project, in order to effectively provide dependable services, for the benefit of the health, safety and welfare of the Village of Minster and shall take immediate effect.

ADOPTED: November 4, 2025

\_\_\_\_\_  
Craig Oldiges, Mayor

\_\_\_\_\_  
James Cain, Fiscal Officer

# Bidders List

Village of Minster  
SR 66 Sidewalks REBID

Engineer's Estimate: \$255,656.00

| Name                                        | Base Bid      |    |
|---------------------------------------------|---------------|----|
| AMERICA'S DECORATIVE CONCRETE               | \$ 219,354.00 | 7  |
| BELGRAY, INC.                               |               |    |
| BRUMBAUGH CONSTRUCTION INC                  | \$ 159,790.00 | 1  |
| COATE CONSTRUCTION LLC                      | \$ 239,504.20 | 9  |
| D.L. SMITH CONCRETE LLC                     | \$ 212,233.00 | 6  |
| DOUBLE JAY CONSTRUCTION                     | \$ 222,818.00 | 8  |
| E2 CONTRACTORS                              |               |    |
| FENSON CONTRACTING, LLC                     | \$ 199,163.15 | 3  |
| GTR SERVICES LLC                            |               |    |
| HELMS & SONS EXCAVATING, INC.               |               |    |
| J&M SERVICES OF MIAMI VALLEY LLC            | \$ 183,834.25 | 2  |
| JOE AND JOE CONTRACTING                     |               |    |
| L.J. DEWEESE CO., INC.                      | \$ 208,862.00 | 4  |
| NORTH AMERICA PROCUREMENT COUNCIL, INC. PBC |               |    |
| NWO PROPERTY SERVICES LLC.                  |               |    |
| PAB CONSTRUCTION CO                         | \$ 210,541.00 | 5  |
| POHLKAT LLC                                 |               |    |
| RENSI DIRT WORKS                            |               |    |
| integrity contractor                        | \$ 254,518.61 | 10 |
|                                             |               |    |
|                                             |               |    |



## **Minster Police Department**

P.O. Box 25  
126 W. Fourth St.  
Minster, OH 45865  
Phone: (419)628-2378  
Fax: (419)628-4430  
Email: [police@minsteroh.com](mailto:police@minsteroh.com)

Tuesday, November 04, 2025

Letter of Recommendation  
Ptl. Connor Barrett

Village of Minster Council and Administration,

As of November 4, 2025, Ptl. Connor Barrett has been employed with the Minster Police Department for six months. During this time, he has successfully completed the department's Field Training Program and demonstrated consistent proficiency in his duties and responsibilities.

Ptl. Barrett has shown himself to be an eager and motivated officer. He approaches his patrol duties with enthusiasm and a strong desire to learn. He is intelligent, respectful of his role and consistently helpful to both his peers and the public. His positive attitude and professionalism have allowed him to integrate seamlessly into the department's culture, earning the respect and trust of fellow officers and supervisors alike.

He completes tasks and reports promptly and accurately, and he has shown the ability to grasp complex responsibilities that often take longer for new officers to master. Ptl. Barrett has taken ownership of his role with maturity and direction, and his performance thus far reflects the qualities of an officer who is well ahead of expectations at this stage in his career.

Due to his performance, attitude, and continued growth, I recommend Ptl. Connor Barrett be promoted from Probationary Full-Time Patrolman to Full-Time Patrolman, Police Officer 1 – Step 2, at the rate of \$26.31 per hour.

Sincerely,

Eric P. Morris  
Chief of Police  
Minster Police Department

**TO: Mayor, Council Members, and Others**  
**FROM: Donald W. Harrod, Administrator**  
**RE: Administrator's Report**

+++++

- 1) Freson Contracting has completed the installation of the water line portion of this project and are once again working on finishing up the sanitary portion. Fenson plans to bore under State Route 66 to install that portion of the sanitary line the week of November 10th.
- 2) PAB Construction has started work on North Hamilton Street. They are currently working on removing the existing pavement between Fifth and what would be Sixth Street. Once they have removed the existing pavement, PAB will begin installing utilities in this section. Once they have installed utilities in this section they will move on to the section between Sixth and Seventh Street. During the reconstruction of Hamilton Street, it will be closed to all traffic except for those homes on Hamilton or in Steeple View Estates.
- 3) Barrett Paving has nearly completed the minor resurfacing project that was awarded to them. Barrett will be back in the village this week to repair a section of west Fourth Street that we are not happy with. We have also contracted with Mister Manhole to come in and cut out around the manholes on the newly paved streets and alleys and install concrete rings around the manholes.
- 4) The Parks Department has started promoting the Winter Festival this December 12<sup>th</sup>. We have lined up several food truck vendors, Santa and the ice-skating rink for the event, which will start at 5:00 pm on the 12<sup>th</sup>.
- 5) The Village submitted a local government grant application into the District 13 Board of the Ohio Public Works Commission. This application was for funding for the reconstruction of a portion of South Ohio Street. The District will hold a meeting on November 18<sup>th</sup> where they will decide what grant applications will be recommended to the Ohio Public Works Commission for funding.
- 6) The lease management agreement for the operation of a multi-use trail south of State Route 66 has been signed and submitted to ODNR for their signatures. Another meeting of the trail committee will be scheduled in November to continue discussions on the trail. Hopefully at this time, we will learn when ODNR will begin work on the trail.
- 7) We are working with DWA Recreation and Water Odyssey to replace one of the fixtures at the splash pad that was not operating as it should. DWA Recreation and Water Odyssey have agreed to replace the fixture at their expense. We are currently looking at what type of replacement feature would be the best fit for the splash pad.
- 8) The electric department has taken the chassis for the 50-foot bucket truck down to Circleville so that the body and aerial unit can be installed on the chassis. If you remember we approved the purchase of the bucket truck about three years ago. It is expected that the installation of the body and aerial unit will take about six months to install.
- 9) Peterson Construction have replaced one of the leaking valves at the water treatment plant. The other valves have been delivered, and we are waiting for Peterson Construction to return to install them.

MEETING w/ Ohio GPA About TDS





# Minster Police Department

## Council Report: 11/04/2025

CFS From - To: 10/16/25—10/30/25 (Thursday to Thursday)

### Reactive CFS:

#### Notable:

- Follow up on several investigations are ongoing.

### Proactive CFS:

#### Notable:

- See attached CMI report.

### Community Engagement:

- Officers are conducting walk-throughs at Minster Schools.
- Officers are working with the school to provide security at the Minster High School basketball games.
- Officers are providing/provided security at St. Augustine Church for Wednesday Mass.
- Officers are providing extra patrol for the new crosswalk and other areas requested by residents.
- Officers handed out bags of chips during Trick or Treat on October 30<sup>th</sup>.
- Officers are assigned to assist with the Turkey Trot held on Thanksgiving Day.
- A statement regarding our newly installed Flock system will go out on the department's Facebook page soon.

### Department News:

- Flock is in the final installation phase with one camera to be installed. Our free trial has begun.
- Admin. Assist. Ranly is working on tech. upgrades with several internal computers and software.
- Admin. Assist. Ranly completed coursework for the new Flock system and will be assisting in setting up alerts and software for the department so the full system can be utilized.
- Sgt. Koesters and I will soon be working on new shelving in the evidence room.
- Sgt. Koesters has completed the VR Instructor course. This allows him to instruct coursework through VR headsets provided by Let's Back the Blue and Wright State for mandatory officer training.
- Ptl. Gray completed Cyber Crime First Responder Training and is currently at Core Criminal Investigations.
- Ptl. Gruss's Field training is going well.
- Ptl. Barrett completed his probationary period as of the November 4<sup>th</sup> council meeting.

### Topic for discussion at the next council meeting:



# MINSTER POLICE DEPARTMENT

## Call Activity For Department - Summary

For Reporting Period: 10/16/2025 until 10/30/2025

| Nature Code | Nature Description        | Total |
|-------------|---------------------------|-------|
| 0           | INFORMATION ONLY          | 3     |
| 02          | CRASH, PROPERTY DAMAGE    | 1     |
| 04          | CRASH, PERSONAL INJURY    | 1     |
| 07          | MENACING                  | 1     |
| 08          | ASSAULT                   | 1     |
| 09T         | COMPLAINT (TRAFFIC)       | 4     |
| 10          | ASSIST OTHER UNIT         | 1     |
| 10O         | ASSIST OTHER STATE AGENC  | 1     |
| 10S         | ASSIST SHELBY CO SO UNIT  | 1     |
| 12B         | ALARM DROP                | 1     |
| 13          | SPECIAL DETAIL            | 1     |
| 13F         | ESCORT FUNERAL            | 1     |
| 13G         | GOLF CART INSPECTION      | 2     |
| 13S         | Special Event Security    | 3     |
| 13V         | UNLOCK VEHICLES           | 5     |
| 18A         | ANIMAL COMPLAINT          | 1     |
| 28          | FIRE                      | 2     |
| 29          | SQUAD RUN                 | 3     |
| 35X         | EXTRA PATROL              | 6     |
| 36          | THEFT/LARCENY             | 1     |
| 53A         | FOOT PATROL               | 17    |
| 53M         | MEETING                   | 1     |
| 57          | TRAFFIC STOP              | 18    |
| 60          | SUSPICIOUS PERSON         | 1     |
| 60A         | SUSPICIOUS VEHICLE        | 1     |
| 63A         | UNOCCUPIED HOME CHECK     | 2     |
| 72          | MENTAL PERSON             | 1     |
| 74          | OPEN DOOR                 | 2     |
| 77          | FRAUD                     | 2     |
| 82          | ABANDONED VEHICLE/DISABI  | 1     |
| 86          | FOLLOW UP INVESTIGATION   | 1     |
| 87S         | SCHOOL WALK THRU          | 18    |
| 88          | PUBLIC SERVICE CALL       | 1     |
| 911         | 911 HANGUP CALLS          | 6     |
| 94          | LOST AND FOUND            | 3     |
| TST         | TEST PURPOSES             | 2     |
| UTY         | REQUEST FOR VILLAGE UTILI | 4     |

Grand Total: 121