

December 14, 2021
Tuesday- 6:30 p.m.
Village of Minster Council Chambers

- 1) Call to Order
- 2) Approval of December 7, 2021 minutes TH/CS
- 3) Introduction of Visitors:
- 4) Ordinances and Resolutions:
 - a) Resolution 21-11-01: Discussion, third and final reading of a resolution authorizing the Village Administrator to enter into a contract with American Municipal Power to participate in the EcoSmart Choice Program. NC/CA
 - b) Ordinance 21-12-01: Discussion, suspend, pass and adopt an ordinance entering into a contract for emergency medical services with the Minster Area Life Squad and to declare an emergency. Suspend - TH/CO
Pass - TH/CS
 - c) Ordinance 21-12-03: Discussion, suspend, pass and adopt an Ordinance designating lands under the ORC 1724.10 and declaring an emergency. Suspend - CA/NC
Pass - CO/TW
 - d) Ordinance 21-12-04: Discussion, suspend, pass and adopt an ordinance amending ordinance 21-10-01 and establishing the salary administration plan providing for consideration of increases in compensation on an annual basis and declaring an emergency.
 - e) Ordinance 21-12-05: Discussion, suspend, pass and adopt an ordinance adopting interim appropriations for 2022. Suspend - NC/TH
Pass - LA/CO
 - f) Resolution 21-12-01: Discussion, suspend, pass and adopt a resolution increasing the appropriations for the designated funds in the 2021 budget and declaring an emergency. Suspend - TH/CO
Pass - TW/CA
- 5) Committee Reports and Discussion Items:

Streets: Nicole, Craig S., Craig O. Branding: Craig S., Craig O., Curt Utilities: Travis, Curt, Tom Econ. Development: Tom, Curt, Craig S.	Finance/Audit: Tom, Nicole, Travis Safety: Nicole, Craig O., Travis Parks: Craig O., Curt, Tom Personnel: Curt, Nicole, Craig S.
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- 6) Old Business:
 - a)
- 7) New Business:
 - a) Discussion and motion to grant various easements to Dayton Power and Light for construction of a transmission line. TH/CO
 - b) Discussion and motion to approve invoices over \$3,000.00. TW/CA
 - c) Discussion and motion to appoint Nicole Clune and Craig Oldiges as the Council Representatives to the Volunteer Fire Fighters' Dependent Fund. CO/TW
 - d) Discussion and motion to purchase a Police Cruiser in 2022. TH/NC
 - e) Discussion and motion to accept the resignation of Thelma Huelsman. CO/CA
- 8) Administrator's Report
- 9) Invoices: \$ 191,328.97 TH/CS
- 10) Executive Session to Discuss Personnel (TO discuss personnel litigation) CA/CO 6:50 PM
- 11) Motion to adjourn

Utilities
Personnel

VILLAGE OF MINSTER, OHIO
COUNCIL MEETING MINUTES
Tuesday, December 7, 2021

Council Meeting: Council convened at 6:30 p.m. in Council Chambers with four council members present: Travis Wilges, Nicole Clune, Craig Sherman, and Tom Herkenhoff. Also, present were Dennis Kitzmiller (Mayor), Don Harrod (Administrator), John Stechschulte (Assistant Fiscal Officer), and Amy Siegel (Fiscal Officer).

Attendance: Tom Millhouse (Daily Standard), Sandy Schmitmeyer (Sidney Daily News), Corey Maxwell (Community Post/Evening Leader) and David Friend (Police Chief).

Mayor Dennis Kitzmiller called the Council Meeting to order with the Pledge of Allegiance.

Approval of Minutes: Wilges and Sherman motioned to approve the minutes from the regular meeting of November 23, 2021. Motion passed on four aye votes.

Sherman and Clune motioned to excuse Curt Albers and Craig Oldiges from the meeting. Motion passed on four aye votes.

ORDINANCES & RESOLUTIONS:

EcoSmart Choice Program: American Municipal Power is offering a green energy program called EcoSmart Choice. It offers a renewable energy product which communities can sell to customers supported by the purchase and retirement of renewable energy resources. Customers would pay an additional \$0.004 per kWh for this renewable energy product. The green pricing program would provide customers with an opportunity to achieve their renewable energy and sustainability goals. Don mentioned a similar program was offered in the past. Herkenhoff and Clune motioned for the 2nd reading of **Resolution 21-11-01** authoring the Village Administrator to enter into a contract with American Municipal Power to participate in the EcoSmart Choice Program. Motion passed on four aye votes.

Minster Area Life Squad: The contract with the Minster Area Life Squad (MALS) expires at the end of the year 2021. The Safety Committee and the Minster Area Life Squad met and agreed to extend the current contract for an additional three years. These changes coincide with a new 3-year tax levy passed by the voters in the general election. Both the contract and the tax levy will expire at the same time and be evaluated for the future contracts. The contract is a three-year contract for \$96,500.00 per year for emergency medical services to the residents of the village. Of course, the life squad will need to negotiate with both Jackson Township and Mclean Township for their respective contracts. Clune and Sherman motioned for the 1st reading of **Ordinance 21-12-01** authorizing a contract for emergency medical services and to declare an emergency. Motion passed on four aye votes.

Sale of Land: Fox Supply would like to expand their business and wish to purchase .75 acres to the west of their current building located in the Route 66 Industrial Park. Fox Supply is owned by Mark and Wes Thieman and currently has 8 employees and with this expansion, plan to hire an additional 5 employees. The price per acre is \$20,000 per acre. Sherman and Wilges motioned for the 1st reading of **Ordinance 21-12-03** designating lands under ORC 1724.10 as not needed for

municipal purposes and authorize the Community Improvement Corporation to sell the property for \$15,000. Motion passed on four aye votes.

COMMITTEE REPORTS:

Finance Committee: Tom Herkenhoff reported the committee met to review the current financial status of the Village as well as review the major budget items for the 2022 budget.

OLD BUSINESS:

Legal Services Invoice: Duncan and Allen are representing the Village in a Solar Project lawsuit with MinMun2 LLC and have submitted an invoice for \$22,036.72. Clune and Herkenhoff motioned to approve the invoice for payment. Motion passed on four aye votes.

NEW BUSINESS:

Purchases over \$3,000 Dollars: Council has authorized the Administrator to purchase items up to \$25,000. However, the State Auditor requires Council approval of purchases over \$3,000 and under \$25,000. Wilges and Herkenhoff motioned to approve the payment of invoices over \$3,000. Motion passed on four aye votes.

Needs Assessment Survey: The Branding Committee met to discuss conducting another needs assessment for the village. A survey was conducted in the early 2000's and a community assessment, along with the wants and needs checklist was developed. The committee and Don would like to develop another list of community priorities. Don reached out to various universities and have decided to utilize Miami University to assist with the survey. Dr. Mark Morris from Miami University and the Center for Public Management and Regional Affairs have completed surveys for communities including Springboro.

Don explained the center would provide graduate students to assist with the development of questions, send surveys and reminder cards to all households, analyze the data, and prepare a written report. The only cost would be the postal and reminder card costs. Craig S. said the committee believes this is a good idea as an initial step for the Branding Committee. Tom H. confirmed the survey will be both on-line and on paper. Travis Wilges asked if the questions will be generic or tailored to Minster. Don said the survey will have some questions unique for Minster and the committee will review the questions. One survey will be given to each household. Clune and Sherman motioned to work with Miami University to conduct a needs assessment survey. Motion passed on four aye votes.

Income Tax: Council reviewed the November income tax report of \$282,513.88 as distributed by the City of St. Marys Income Tax Department. Herkenhoff and Sherman motioned to approve the monthly income tax report. Motion passed on four aye votes.

ADMINISTRATOR REPORT:

- 1) Leaf pickup continues to occur. Last week was the last time we will be going out on a daily basis, but we will continue to go out a couple of times a week for the next week or so.

- 2) Electrical crews and Parks Drilling have drilled and poured the base for the steel transmission line pole next to Progress Tool. The base will need to sit and cure for a couple of weeks and then Vaugh Electric and the Electrical Department will erect the poles and switch over the wires.
- 3) On Saturday, December 11, 2021, the Minster Parks Department will be welcoming Santa to town. The annual event will begin at Noon, with Santa arriving by 12:30 pm.
- 4) The Public Works Department has taken possession of their new F550 pick-up truck.

Invoices: Herkenhoff and Clune motioned to approve the invoices totaling \$1,710,642.01. Motion passed on six four votes.

COMMENTS & CORRESPONDENCE:

Excellent News - Ohio BUILDS Water Infrastructure Grant: A new water tower is being designed by CDM Smith to replace the 250,000-gallon tank located on Ohio Street. We applied for an Ohio Builds Water Infrastructure grant and have been awarded a \$2.5 million grant to construct a 1.25 million gallon (water tower) elevated water storage tank to replace the 250,000-gallon tank. The new tank has an estimated cost of \$3.75 million and will be located on Seventh Street near the compost facility.

Dannon Smell Incident: To follow up from a previous meeting, Craig Sherman reported he had met with Dannon to review the cause and countermeasures for a recent bad smell incident. The cause was the result of sludge hauling and similar to past issues. He said Dannon was very proactive and remedied the problem quickly. Dannon intends to build a building to house the trucks when hauling sludge in order to control the odor.

Christmas Lights on Hanover Street: Mayor Kitzmiller received a request from Fr. Frankline to have Christmas lights installed on Hanover Street from Fourth Street to Fifth Street. Council was generally in favor of the idea. Don Harrod said we would need to purchase decorations and will install next Christmas season.

Wilges and Sherman motioned to enter into executive session at 6:56 p.m. to discuss employee compensation with no action anticipated. Motion passed on four aye votes. Wilges and Sherman motioned to return to regular session at 7:46 p.m. Motion passed on four aye votes.

Herkenhoff and Sherman motioned to adjourn at 7:47 p.m. Motion passed on four aye votes.

Dennis Kitzmiller, Mayor

Amy Siegel, Clerk

Recorded & typed by John Stechschulte

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

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Resolution 21-11-01: Discussion, third and final reading of a resolution authorizing the Village Administrator to enter into a contract with American Municipal Power to participate in the EcoSmart Choice Program.

American Municipal Power is offering a green energy program called EcoSmart Choice. This program provides a renewable energy product that communities can sell to its customers supported by the purchase and retirement of renewable energy certificates from renewable energy resources. Residents can sign up for the program with the community and can receive a blended renewable energy product equal to 25%, 50%, 75% or 100% of a customer's energy usage. Residents would pay an additional \$0.004 per kWh on top of the rate charged by the Village for this renewable energy product.

There is no cost for the village to participate and to offer this program to its residents. The village continues to collect its revenue as established in our rates. The only requirement is for the communities to market the program to its customers and to collect the additional charge and remit it to AMP on a quarterly basis.

This green-pricing program would provide customers with an opportunity to achieve their renewable energy and or sustainability goals beyond what the village has already done with our electrical portfolio.

If council would like to offer the program, we should pass a resolution authorizing the village to enter into a contract with American Municipal Power to participate in the program. This would be the third and final reading.

Ordinance 21-12-01: Discussion, suspend, pass and adopt an ordinance entering into a contract for emergency medical services with the Minster Area Life Squad and to declare an emergency.

Our current contract with the Minster Area Life Squad is set to expire at the end of the year. We have talked to Ted Wissman, who is the board chairman of the Life Squad, and he has informed us that the Life Squad would like to enter into a new three-year contract with the same terms as the past contract. The financial terms of the 2019 contract saw the village pay the Minster Area Life Squad a sum of \$96,500 annually. A three-year contract term was recommended as this would coincide with the recently passed Fire and EMS tax levy implemented by the Village.

I have included a copy of the proposed contract along with an ordinance for council to consider if they would want to enter into a contract with the Minster Area Life Squad. We should suspend, pass and adopt at this meeting so that the contract is in place at the beginning of the upcoming year.

Ordinance 21-12-03: Discussion, suspend, pass and adopt an ordinance designating lands under the ORC 1724.10 and declaring an emergency.

As previously discussed, in your packet is a copy of an ordinance which would designate land in the State Route 66 Industrial Park as not needed for municipal purposes. This then would allow the Community Improvement Corporation to sell the land without going through a bidding process.

The land that would be declared not needed for municipal purposes would be a 0.75-acre parcel of ground west of and adjacent to the parcel owned by Fox Supply. As we talked about, this land would be sold to Thieman

Holding, LLC, so that they could build an addition on to their existing building so that they can expand their business. Price per acre for the lot would be \$20,000.

Fox Supply currently has 8 employees and with this expansion would hire an additional five employees. Fox Supply are proposing a 15,000 square foot building which is supposed to be completed by October of 2022.

We are currently working on a real estate purchase contract that would have a number of restrictions relating to development of the lot, how the building must look and provisions to prevent the lot from being used as speculation.

In order for the CIC to sell the lot, council would need to declare the ground not needed for municipal purposes. The ordinance in your packet would do just that. If council wants to move forward with the sale of the lot to Thieman Holdings, LLC, then this ordinance must be passed.

Ordinance 21-12-04: Discussion suspend, pass and adopt an ordinance amending Ordinance 21-10-01 and establishing the salary administration plan providing for consideration of increases in compensation on an annual basis and declaring an emergency.

As we discussed, the Personnel Committee met two weeks ago and I reviewed the potential compensation information with them. It was their recommendation that council consider a minimum of a \$0.75 increase up to a maximum of 3.5% increase per employee. I have developed a spreadsheet that shows what that recommendation would mean for each employee and have included that in the packet. The enclosed copy of the ordinance reflects changes to the ordinance based upon this recommendation (high end of the pay schedule has been adjusted to reflect an increase for those at the top of the pay scale). It also includes changes that are necessary due to the change in minimum wage for the state. Highlighted sections of the ordinance reflect areas where change from the 2021 ordinance have been made.

I was hoping that we can go into executive session to finish discussing the pay ordinance and then come out of session and suspend, pass and adopt the ordinance so that it will be in effect for the first of the year.

Ordinance 21-12-05: Discussion, suspend, pass and adopt an ordinance adopting interim appropriations for 2022.

Enclosed in your packet is a copy of an ordinance establishing interim appropriations for 2022 by fund accounts rather than individual line items. These interim appropriations will be used as a budget until a final appropriations budget is passed in early 2022.

This budgeting process allows the Village to calculate final numbers for 2021 before compiling the final 2022 budget. It also allows the village to continue to operate during the time the final budget is being prepared. Total interim appropriations for 2022 are set at \$4,725,500.00.

Since the interim appropriations will need to be passed before the beginning of the year, council will need to suspend pass and adopt this ordinance at the meeting.

Resolution 21-12-01: Discussion, suspend, pass and adopt a resolution increasing the appropriations for the designated funds in the 2021 budget and declaring an emergency.

Enclosed in your packet is a copy of Resolution 21-12-01. This resolution is a general housekeeping item that we need to do at the end of the year as a way to match appropriations with spending and to match actual revenues with estimated resources. The following funds need to be amended:

- ☐ Fund 101, the General Fund needs to see an increase of \$500,000.00 in appropriations, bringing the new appropriations to \$5,4003,780.00.
- ☐ Fund 215, the BWC Grant Fund needs to see an increase of \$75.00 in appropriations, bringing the 2021 appropriations to \$1,685.00. This fund will also a decrease in estimated resources of \$75.00.
- ☐ Fund 508, the Utility Deposits needs to see an increase of \$1,500.00 in appropriations as well as a decrease of \$1,500.00 in estimated resources. This will bring the 2021 appropriations in this fund to \$11,600.00.
- ☐ Fund 510, the Refuse Fund needs to see an increase of \$2,000.00 in appropriations and a decrease of \$2,000.00 in estimated resources, bringing the 2021 appropriations in this fund to \$224,000.00.
- ☐ Fund 201, the Public Works Department Fund needs to see a decrease in estimated resources of \$ 20,000.00, bringing the estimated resources for 2021 in this fund to \$785,000.00.
- ☐ Fund 401, the Capital Improvement Fund needs to see a decrease in estimated resources of \$100,000.00. This will bring the amount of the estimated resources for 2021 for this fund to \$2,250,500.00.
- ☐ Fund 402, the State Issue I Fund needs to see a decrease in estimated resources of \$235,000.00. This will bring the amount of estimated resources for 2021 in this fund to \$200,000.00.

The passage of this resolution by Council will authorize the needed changes to these funds alone. All other funds in the 2020 budget will remain the same.

Discussion and motion to grant various easements to Dayton Power and Light for construction of a transmission line.

For some time now, we have been having discussion with Dayton Power and Light regarding upgrades to their transmission lines that serve the community. DP&L has provided us with a timeline of potential upgrades to the two lines serving the community. One of the first items that DP&L would like to address is to eliminate both transmission line feeds being located on the same set of poles. This occurs in front of the utilities building on North Ohio Street. Both the Covington line and the Amsterdam line run parallel to each other on a series of poles that are in front of the utilities building. Why this is a problem, is that if damage occurred to one of those poles along North Ohio Street, both feeds could potentially be down resulting in the entire town being without power.

DP&L is proposing to separate the lines and are proposing to reroute one of the lines another direction. The direction preferred would be to come down Seventh Street to just west of the compost drive. The line then would turn south and run down the west side of the compost drive to just north of the new electrical substation. The line then would turn east and run over to the north substation where it would tie into DP&L's substation (I've put a map of the proposed route in your packet). This would involve seven new poles along the route with four of those poles being self-supporting steel poles. One of these steel poles would be located on the north side of Seventh Street just west of the entrance to the Four Seasons Park.

In order for DP&L to reroute these lines, they would need to get a series of easements across the village's property. DP&L has prepared these easements and are asking for the village to grant them. We want to get council's approval to grant the easements, so that the Mayor can sign them.

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

In your packet is a list of invoices that are over \$3,000.00. This list is 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:

Bureau of Workers Compensation	\$16,080.00	2022 Workers Compensation Fee
DWA Recreation	\$17,985.00	Drinking Fountains - Cares Act

Discussion and motion to appoint Nicole Clune and Craig Oldiges as the Council representatives to the Volunteer Fire Fighters' Dependent Fund.

Each year Council appoints two members to serve as their representative on the Volunteer Fire Fighters' Dependents Fund Board. In the past it has always been the chairperson of the Safety Committee. If we follow the same protocol as in the past, Nicole would be the appointee to this Board. We would also need to appoint another member of the Safety Committee to serve on the board. That member could either be Craig or Curt. Last year, the council nominated Craig.

In order to make the appointments, Council should pass a motion doing so.

Discussion and motion to purchase a new police cruiser in 2022.

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In what will be the 2022 budget that is presented to the Village Council for approval after the first of the year, the Police Department is requesting the purchase of a new cruiser. In doing research on the price of the cruiser, Chief Friend has learned that if we can submit a purchase order in 2021, the price will be several thousand dollars lower than what it would be if a purchase order was submitted in 2022. Chief Friend is getting a quote on the actual cost of the vehicle and would like to seek council's approval to move forward with the purchase of a cruiser.

Discussion and motion to accept the resignation of Thelma Huelsman.

Thelma Huelsman who has worked for the village for many years has decided to retire at the end of the year. Council should accept her resignation by passage of a motion.

COUNCIL MEMBER	YES	NO	ABSTAIN
Travis Wilges			
Tom Herkenhoff			
Craig Sherman			
Curt Albers			
Craig Oldiges			
Nicole Clune			
Mayor Dennis Kitzmiller			

RESOLUTION 21-11-01

AN ORDINANCE AUTHORIZING THE VILLAGE TO EXECUTE AN AGREEMENT WITH AMERICAN MUNICIPAL POWER ("AMP") (AMP CONTRACT NO. 2022- 007424-SCHED) IN ORDER TO PARTICIPATE IN THE ECOSMART CHOICE PROGRAM

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

WHEREAS, the Village of Minster, (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 that functions as a wholesale power supplier and services provider for certain member municipalities, including Municipality, that operate electric systems ("Members"); and

WHEREAS, AMP offers the EcoSmart Choice® ("EcoSmart Choice Program") that provides for the sale of green energy electricity products, including energy generated from hydroelectric, wind and landfill gas facilities, to certain consumers within Member communities; and

WHEREAS, Municipality desires to participate, and AMP desires for Municipality to participate in the EcoSmart Choice Program, on terms and conditions as generally set forth in the participating member agreement between AMP and Municipality ("Participating Member Agreement"), on file with the Fiscal Officer; and

WHEREAS, the prompt effectiveness of this measure is necessary to amend the EcoSmart Choice Program, thereby promoting the public health, safety, and well being of the citizens.

NOW THEREFORE, BE IT RESOLVED by the Council of the Village of Minster, Ohio that:

SECTION 1: The Village Administrator is hereby authorized to enter into the Participating Member Agreement between AMP and the Municipality to enable Municipality to participate in the EcoSmart Choice Program, substantially in the form as the Participating Member Agreement.

SECTION 2: That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were taken in an open meeting of this Council and that all deliberations of this Council and of any committees that resulted in those formal actions were in meetings open to the public, in compliance with all legal requirements.

SECTION 3: If any section, subsection, paragraph, clause or provision or any part thereof this Resolution shall be finally adjudicated by a court of competent jurisdiction to be invalid, the remainder of this Resolution shall be unaffected by such adjudication and all remaining provisions of this Resolution 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 extend of such invalidity, been included herein.

SECTION 4: This measure shall take effect and be in force from and continuing thereafter upon the earliest time allowed by law.

PASSED AND ADOPTED by the legislative Authority of the Village of Minster on this 14th day of December 2021.

Dennis Kitzmiller, Mayor

ATTEST:

Amy Siegel, Fiscal Officer

COUNCIL MEMBER	YES	NO	ABSTAIN
Tom Herkenhoff			
Travis Wilges			
Craig Sherman			
Curt Albers			
Craig Oldiges			
Nicole Clune			
Mayor Dennis Kitzmiller			

ORDINANCE 21-12-04
AN ORDINANCE AMENDING ORDINANCE 21-10-01 AND ESTABLISHING THE SALARY
ADMINISTRATION PLAN PROVIDING FOR CONSIDERATION OF INCREASES IN
COMPENSATION ON AN ANNUAL BASIS.

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

SECTION ONE:

The following employee classification plan and pay ranges are hereby established for all full-time hourly employee:

<u>Department</u>	<u>Current</u>
<i>Administrative</i>	
Utility Clerk	\$ 15.75 to \$ 23.09
Deputy Clerk	\$ 18.29 to \$ 27.84
Administrative Assistant	\$ 15.75 to \$ 22.68
<i>Electric</i>	
Superintendent	\$ 24.19 to \$ 38.55
Senior Lineman	\$ 20.65 to \$ 32.28
Lineman	\$ 18.72 to \$ 25.98
Groundsman	\$ 16.00 to \$ 20.18
<i>Police</i>	
Police Sergeant	\$ 20.83 to \$ 31.29
Police Officer II	\$ 18.05 to \$ 22.74
Police Officer	\$ 16.00 to \$ 21.87, 23
Police Administrative Assistant	\$ 15.75 to \$ 22.68
<i>Public Works</i>	
Superintendent	\$ 19.88 to \$ 32.17
Utility Maintenance Worker II	\$ 18.00 to \$ 25.05
Utility Maintenance Worker I	\$ 16.00 to \$ 20.21
GIS Coordinator	\$ 18.72 to \$ 27.80
<i>Water/Waste Water Treatment</i>	
Superintendent	\$ 20.48 to \$ 33.12
Water/Waste Water Worker II	\$ 19.33 to \$ 31.26
Water/Waste Water Worker I	\$ 16.00 to \$ 22.43
<i>Parks and Recreation</i>	
Director	\$ 20.09 to \$ 29.92
Park I	\$ 16.00 to \$ 19.12

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Each new full-time employee hired by the Village, who successfully completes their introductory period and who is recommended for advancement by their respective supervisor shall be eligible every six months for an increase in pay based upon the following schedule:

6 Months	12 Months	18 Months	24 Months	30 Months	36 Months	42 Months	48 Months
\$0.32	\$0.32	\$0.36	\$0.36	\$0.40	\$0.40	\$0.44	\$0.44

After the completion of 48 months of employment, the employee may be advanced in the pay range depending upon the employee's ability and work effort.

SECTION TWO:

The following employee classification plan and pay range are hereby established for all salaried employees:

Village Administrator	\$ 106,500.00 per year ✓
Police Chief	\$ 76,000.00 per year ^{119,000.00}
Mayor	\$ 9,000.00 per year OK
Fiscal Officer	\$ 47,000.00 per year ✓
Assistant Fiscal Officer	\$ 12,500.00 per year OK
Council Members	\$ 5,000.00 per year OK
Zoning Board Member	\$ 900.00 per year OK
Zoning Board Administrator	\$ 5,000.00 per year
Village Solicitor	\$ 12,500.00 per year _{13,000 per year}

Note: Council has the discretion to withhold salary of Council members you are regularly absent from Council meetings and who do not have a valid excuse.

SECTION THREE:

The following employee classification plan and pay ranges for all part-time employees, including seasonal employees is amended as follows:

A) PART-TIME PERMANENT

	YEARS	1ST	2ND	3RD	4TH	5TH	6TH
LABORER	CLASS I	\$9.30	\$9.35	\$9.45	\$9.65	\$9.85	\$10.05
	CLASS II	\$10.15	\$10.40	\$10.65	\$10.90	\$11.15	\$11.40
	CLASS III	\$12.75	\$12.95	\$13.15	\$13.35	\$13.55	\$14.05

B) FIRE DEPARTMENT:

Fire Department employees shall be compensated as follows:

- 1) Fireman will be compensated based upon the following schedule:

Years of Service	Rate of Pay
1 st Year	\$9.30/hour
2 to 5 years	\$9.75/hour
6 to 10 years	\$10.25/hour
11 to 15 years	\$11.25/hour
16-20 years	\$11.75/hour
21 + years	\$12.75/hour

- 2) Line Officers will be compensated based upon their years of service plus \$1.00 per hour for hours actually worked.
- 3) The Fire Secretary will be compensated based upon their years of service for hours actually worked and will additionally be paid an annual salary of \$1,100.00.
- 4) The Assistant Fire Chief will be compensated based upon their years of service plus \$1.00 per hour for hours actually worked and will additionally be paid an annual salary of \$2,750.00.
- 5) The Fire Chief will be compensated based upon their years of service plus \$2.00 per hour for hours actually worked and will additionally be paid an annual salary of \$5,500.00.
- 6) Any Fireman who reaches 25 years of service or more and retires will be eligible for longevity pay according to the following:
 - a) Upon retirement and for each year of service, the fireman would receive \$50.00 with maximum being paid at \$2,000.00.

C-1) PART-TIME SEASONAL

	YEARS	1ST	2ND	3RD	4TH	5TH	6TH	7TH
SUMMER LABORER		\$9.30	\$9.35	\$9.45	\$9.65	\$9.85	\$10.05	\$10.25
MOWER		\$9.65	\$9.70	\$9.85	\$10.00	\$10.20	\$10.40	\$10.65
MOWER/BRUSH PICK-UP		\$10.85	\$10.95	\$11.05	\$11.35	\$11.55	\$11.75	\$11.95

C-2) PART-TIME SEASONAL POOL EMPLOYEES

	YEARS	1ST	2ND	3RD	4TH	5TH	6TH	7TH
LIFE GUARD		\$9.30	\$9.35	\$9.45	\$9.65	\$9.85	\$10.05	\$10.25
LIFE GUARD W/WSI OR LGI		\$9.65	\$9.70	\$9.80	\$10.00	\$10.25	\$10.50	\$10.60
ASST. MANAGER		\$10.95	\$11.05	\$11.25	\$11.45	\$11.65	\$11.85	\$11.95

C-3) PART-TIME – SEASONAL INTERNS

	YEARS	1ST	2ND	3RD	4TH	5TH	6TH	7TH
		\$11.25	\$11.50	\$11.75	\$12.00	\$12.25	\$12.50	\$12.75

D) POLICE DEPARTMENT

Auxiliary (Part-Time) Police Officer

\$ 15.90 to \$ 18.70

SECTION FOUR:

In addition to the above classification plans and pay ranges, in certain circumstances the following pay rates will be established:

A) POLICE SHIFT DIFFERENTIAL:

An additional \$0.40 per hour for hours worked between 4:00 p.m. and 12:00 midnight

An additional \$.50 per hour for hours worked between 12:00 midnight and 8:00 a.m.

B) POLICE WEEKEND RATE:

An additional \$.50 per hour for hours worked between 4:00 p.m. Friday and 8:00 a.m. Monday.

C) MISCELLANEOUS:

1. Village Planning Commission Members do not receive compensation pursuant to the Ohio Revised Code.
2. Life Squad is paid per contract authorized by Ordinance.
3. 2022 Christmas Bonus is set at \$150.00 gross.
4. Mileage rate for reimbursement is the rate established by the Internal Revenue Service.
5. Mayor Outside Meeting Attended - \$95.00 per meeting
6. Delegate or Alternate attending Auglaize County Regional Planning - \$95.00 per meeting plus mileage

SECTION FIVE:

All employees shall be hired for a particular classification. The starting rate of pay will be dependent upon experience, education and knowledge. Generally, all new employees will be paid an amount equal to the minimum pay rate for each level or at a higher rate commensurate with the experience level of the new employee.

An employee can advance classification levels as that employee achieves the necessary qualifications as outlined in the applicable job description, and a position in that classification is vacant.

That all newly appointed employees shall work an introductory period of a minimum of six months before they are eligible for any increase in pay. All employees who have completed their introductory period shall be subject to pay raises outlined in Section 1. After the completion of forty-eight months of employment, the employee may be advanced depending upon the employee's ability and work effort. If the employee's work is not satisfactory at any time within the introductory period, he or she is not retained as an employee.

The Administrator shall develop, maintain, and amend job descriptions for each classification. Council may abolish an existing classification or establish a new classification at any time. Job descriptions shall not restrict the job duties of any employee, but shall be descriptive and explanatory only. The listing of a particular example of duties does not preclude the assignment of other tasks when considered necessary or desirable by the Department Head or Supervisor.

SECTION SIX:

That the salary administration plan of the Village shall be based on the current rate of compensation with consideration being given for pay increases based on one's ability to perform his/her functions, the show of interest, initiative and willingness to cooperate and take orders along with the length of service of said employee. By handling employee increases in this manner, it is Council's desire, through its employees, to better develop and improve the level of services to the public.

That the salary administration plan of the Village shall also recognize national and regional inflationary pressures and will seek to maintain the system's effectiveness by annually reviewing and considering the adjustment of salary and hiring rates. By handling employee increases in this manner, it is Council's desire to minimize costs of employee turnover and vacancies and to ensure that hiring rates remain competitive enough to attract employees skilled and talented to better improve the level of services to the public.

That Council's intent is to regularly review national and regional inflationary pressures and make recommendations for any adjustments to the various classification plans. That an adjustment to provide for increases in compensation is hereby granted at the rate of 3.5% or \$0.75 per hour whichever is more for each full-time employee that falls under the classifications identified in Section One and Section 3A, which shall be effective to December 27, 2021 for pay date January 7, 2022.

That the Department Supervisors, subject to the approval of the Village Administrator, have the discretion to provide additional increases ranging from \$ 0.00 to \$ ~~0.50~~^{0.75} for employees, based upon an employee's performance, current rate of compensation, inter-department coordination, and be given to only those employees that have demonstrated exceptional effort, initiative, performance, and success in their duties.

Adjustments to the classification plans for salaried and part-time employees as well as to items identified in Section Four are to be annually reviewed and approved by Council and are reflected as such in this ordinance.

SECTION SEVEN

That this Ordinance shall take effect on immediately and be in force from and after this date.

PASSED AND ADOPTED by the legislative authority of the Village of Minster on this the 14th day of December, 2021.

ATTEST:

Dennis Kitzmiller, Mayor

Amy Siegel, Fiscal Officer

COUNCIL MEMBER	YES	NO	ABSTAIN
Travis Wilges			
Tom Herkenhoff			
Craig Sherman			
Curt Albers			
Craig Oldiges			
Nicole Clune			
Mayor Dennis Kitzmiller			

ORDINANCE 2021-12-01

AN ORDINANCE ENTERING INTO A CONTRACT FOR EMERGENCY MEDICAL SERVICES WITH THE MINSTER AREA LIFE SQUAD AND TO DECLARE AN EMERGENCY

BE IT ORDAINED by the Council of the Village of Minster, Auglaize County, Ohio to-wit:

SECTION 1:

That the Mayor and clerk are hereby authorized to enter into a contract with the Minster Area Life Squad to provide emergency medical services to the residents of the Village of Minster.

SECTION 2:

Said contract shall be for a three-year term commencing on January 1, 2022 and ending December 31, 2024 unless otherwise terminated for cause by either party.

SECTION 3:

The Contract shall provide for compensation to the Minster Area Life Squad up to and not to exceed \$96,500.00.00 annually and paid pursuant to the contract established between the Village of Minster and the Minster Area Life Squad, with payment to be quarterly.

SECTION 4:

Said contract shall provide for continuing negotiations between the parties to resolve any inequities that may arise during the term of this contract or any subsequent terms of the contract.

SECTION 5:

Due to the need to update the existing contract, and ensure the availability of services for the benefit of the residents of the Village of Minster, this ordinance will take immediate effect.

ADOPTED: December 14, 2021

Dennis Kitzmiller, Mayor

ATTEST:

Amy Siegel, Fiscal Officer

COUNCIL MEMBER	YES	NO	ABSTAIN
Travis Wilges			
Tom Herkenhoff			
Craig Sherman			
Curt Albers			
Craig Oldiges			
Nicole Clune			
Mayor Dennis Kitzmiller			

ORDINANCE 21-12-03
AN ORDINANCE DESIGNATING LANDS UNDER ORC 1724.10 AND DECLARING AN EMERGENCY

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

- Section 1: This Council has previously designated the Minster Community Improvement Corporation as its agent to O.R. C. 1724.10, and has approved the Plan prepared for the Village.
- Section 2: The land owned by the Village, and described on the plats attached hereto as "Exhibit A" and incorporated herein, is determined to not be required for municipal purposes.
- Section 3: The Minster Community Improvement Corporation is authorized to sell or lease the described premises for uses that will promote the welfare of the people of the Village of Minster, stabilize the economy, provide employment, and assist in the development of industrial, commercial, distribution, and research activities to the benefit of the people of Minster and will provide additional opportunities for their gainful employment.
- Section 4: The consideration for such sale shall be \$20,000.00 per acre payable upon terms in substantial accordance with those set forth in the proposed "Real Estate Purchase Contracts" attached hereto as "Exhibit B".
- Section 5: This Ordinance shall be and it hereby is deemed to be an emergency measure for the immediate preservation of the public property, health, and safety by enabling the sale of the real property to take place immediately and this Ordinance shall take effect and be in force from and after its passage.
- Adopted: December 14, 2021

Dennis Kitzmiller, Mayor

Amy Siegel, Fiscal Officer

ORDINANCE 21-12-05

ORDINANCE TO ADOPT INTERIM APPROPRIATIONS FOR 2022

SECTION 1. The interim appropriations for 2022 shall be a total of \$4,725,500
Each fund is as follows:

\$600,000.00	101	General Fund (101)
\$150,000.00	201	Public Works Department (201)
\$20,000.00	202	State Highway(202)
\$20,000.00	203	Permissive \$5 License (203)
\$30,000.00	205	Fire/EMS Tax Levy (205)
\$2,000.00	215	BWC Grant
\$3,500.00	218	Mayor's Court Computer (218)
\$10,000.00	302	Debt Service on Street Assessments (302)
\$600,000.00	401	Capital Improvements (401)
\$100,000.00	402	State Issue 1 (402)
\$5,000.00	403	Industrial Park (403)
\$500,000.00	410	Northeast Development (410)
\$40,000.00	414	Sanitary Sewer Replacement (414)
\$200,000.00	501	Water Department (501)
\$200,000.00	502	Waste Water Treatment Plant (502)
\$1,500,000.00	503	Electric Department (503)
\$10,000.00	505	Pool (505)
\$150,000.00	506	WWTP Renovation (506)
\$5,000.00	508	Utility Deposits (508)
\$250,000.00	509	Water Plant Expansion (509)
\$30,000.00	510	Refuse (510)
\$300,000.00	516	Debt Service on WWTP Renovation (516)
<u>\$4,725,500.00</u>		Total Interim Appropriations

SECTION 2. This Ordinance is hereby declared to be an emergency ordinance
because of the need to allow for the payment of bills in order to
maintain the welfare of the residents of the Village of Minster, Ohio.

ADOPTED: December 14, 2021

Mayor, Dennis Kitzmiller

Clerk, Amy Siegel

COUNCIL MEMBERS	Yes	No	Abstain
Travis Wilges			
Tom Herkenhoff			
Craig Sherman			
Curt Albers			
Craig Oldiges			
Nicole Clune			
Mayor Dennis Kitzmiller			

COUNCIL MEMBERS	Yes	No	Abstain
Travis Wilges			
Tom Herkenhoff			
Craig Sherman			
Curt Albers			
Craig Oldiges			
Nicole Clune			
Mayor Dennis Kitzmiller			

RESOLUTION 21-12-01

A RESOLUTION INCREASING THE APPROPRIATIONS FOR THE DESIGNATED FUNDS AND DECLARING AN EMERGENCY

WHEREAS, the 2021 Appropriations were set by the Village of Council at the beginning of 2021, and

WHEREAS, exceed budgetary estimates,

NOW THEREFORE, BE IT RESOLVED, by the Village of Minster Council:

SECTION 1:

There is hereby an increase/decrease to the 2021 Appropriations as follows:

	New Appropriations	Change	Old Appropriations	Account #
101 General Fund	\$5,003,780.00	\$500,000.00	\$4,503,780.00	101-0000-271-0
215 BWC Grant	\$1,685.00	\$75.00	\$1,610.00	215-0000-252-0
508 Utility Deposits	\$11,600.00	\$1,500.00	\$10,100.00	508-0000-263-0
510 Refuse	\$224,000.00	\$2,000.00	\$222,000.00	510-0000-239-0

There is hereby an increase/decrease to the 2021 Estimated Resources as follows:

	New Estimated Resources	Change	Old Estimated Resources	
201 Public Works Dept	\$785,000.00	(\$20,000.00)	\$805,000.00	201-0000-192-0
215 BWC Grant	\$1,875.00	(\$75.00)	\$1,950.00	215-0000-161-0
401 Capital Improvements	\$2,250,500.00	(\$100,000.00)	\$2,350,500.00	401-0000-171-1
402 State Issue 1	\$200,000.00	(\$235,000.00)	\$435,000.00	402-0000-192-0
508 Utility Deposits	\$10,500.00	(\$2,500.00)	\$12,000.00	508-0000-163-1
510 Refuse	\$220,000.00	(\$2,000.00)	\$222,000.00	510-0000-154-1

SECTION 2:

This Resolution shall be effective from and after the date of its adoption.

ADOPTED: December 14, 2021

Mayor, Dennis Kitzmiller

Clerk, Amy Siegel

INVOICES OVER \$3,000.00

<u>Vendor</u>	<u>Amount</u>	<u>Invoice #</u>	<u>Check #</u>	<u>Description</u>
Bureau of Workers Comp	\$16,080.00	1010996459	167187	2022 Workers Comp fees
DW/A Recreation, Inc	\$17,985.00	16797	167220	7 Drinking Fountains -- CARES Act

Motion to allow purchases approved by Council on 12-14-21

TO: Mayor, Council Members, and Others

FROM: Donald W. Harrod, Administrator

RE: Administrator's Report

- +++++
- 1) Leaf pickup will officially end at the end of this week. Crews have been going out a couple of times per week to collect any remaining leaves that have fallen.
 - 2) Electrical crews and J-Crane have set the steel pole for the transmission line next to Progress Tool. Vaughn Electric and the Electrical Department will begin to switch everything over this week.
 - 3) We are still waiting on Moody's to conduct the 24-hour pump test on Well #4. Hopefully that will occur this week. Once the test is complete, we can provide the results to CDM Smith for analysis.
 - 4) The Village met with CDM Smith last week to go over the water tower plans which are sixty percent designed. CDM Smith will continue to finalize the plans and should have them for us after the first of the year.
 - 5) The Village has the opportunity to receive a \$550,000.00 zero interest loan for 20 years from the Ohio Public Works Commission to complete the reconstruction of 7th Street and Paris Street. The finance committee meet and agreed that we should pursue acquiring the loan. I will be submitting some additional paperwork into the OPWC for the funds.
 - 6) All of the shelter houses at the two parks have been closed for the winter except Shelter House #2 at Four Seasons Park. This is the shelter house with the fire pit in it. It will be left open for those using the sledding hill or the pond.
 - 7) Village offices will be closed on December 24 and 27th for the Christmas Holiday as well as on December 31st for the New Year's Day Holiday.
 - 8) Rumpke has announced that its Christmas and New Year holiday trash collection schedule will remain unchanged and continue on its regular schedule during the holidays.

9) Power Outage on Saturday

-GARBAGE ON SR 119

Date: 12/08/2021
Time: 7:20:25AM

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VILLAGE OF MINSTER

Bank ID	Vendor #	Vendor Name	Type	Chk\Warr\EFT\DP Date	Chk\Warr\EFT\DP #	Amount	EFT DP
Trans #	CASH ID	Invoice #	Invoice Description	PO #	Line	Amount	
01	0000000001			12/08/2021	167208	\$2,221.43	
IV-00038701	101		Payroll WE 12-05-21 -T-FIT		906.40		
IV-00038701	201		Payroll WE 12-05-21 -T-FIT		351.25		
IV-00038701	501		Payroll WE 12-05-21 -T-FIT		130.51		
IV-00038701	502		Payroll WE 12-05-21 -T-FIT		225.08		
IV-00038701	503		Payroll WE 12-05-21 -T-FIT		607.14		
IV-00038701	505		Payroll WE 12-05-21 -T-FIT		1.05		
01	0000003350	ALLOWAY		12/08/2021	167209	\$32.00	
VR-00118997	501	149849	ANALYSIS - WTP		32.00		
01	0000000267	AMERICAN MUNICIPAL POWER, INC.		12/08/2021	167210	\$497.00	
VR-00118998	201	6000640	SAFETY MEETING		124.25		
VR-00118998	501	6000640	SAFETY MEETING		124.25		
VR-00118998	502	6000640	SAFETY MEETING		124.25		
VR-00118998	503	6000640	SAFETY MEETING		124.25		
01	0000005541	[REDACTED]		12/08/2021	167211	\$92.00	
VR-00118999	101		INCOME TAX REFUND		92.00		
01	0000000950	BRENCO		12/08/2021	167212	\$129.97	
VR-00119006	503	109997	GLOVE TESTING		129.97		
01	0000002775	[REDACTED]		12/08/2021	167213	\$238.00	
VR-00119001	101		INCOME TAX REFUND		238.00		
01	0000000017	BUSCHUR ELECTRIC INC.		12/08/2021	167214	\$229.70	
VR-00119007	101	15599	GENERATOR WORK - FIRE DEPT		229.70		
01	0000003581	CARQUEST AUTO PARTS OF MINSTER		12/08/2021	167215	\$838.60	
VR-00119008	101		PARTS		160.78		
VR-00119008	201		PARTS		213.74		
VR-00119008	502		PARTS		123.37		
VR-00119008	503		PARTS		340.71		
01	0000005544	[REDACTED]		12/08/2021	167216	\$162.00	
VR-00119004	101		INCOME TAX REFUND		162.00		
01	0000001061	CHOICE ONE ENGINEERING		12/08/2021	167217	\$1,730.00	
VR-00119009	401	0000033	ENGINEERING - GENERAL		1,087.50		
VR-00119010	410	1616035	ENGINEERING - NORTHEAST DEVELO		642.50		
01	0000000525	[REDACTED]		12/08/2021	167218	\$121.00	
VR-00119002	101		INCOME TAX REFUND		121.00		
01	0000005545	[REDACTED]		12/08/2021	167219	\$9,954.23	
VR-00119005	101		INCOME TAX REFUND		9,954.23		
01	0000005000	DWA RECREATION, INC.		12/08/2021	167220	\$17,985.00	
VR-00119011	216	16797	DRINKING FOUNTAINS		17,985.00		
01	0000001907	ENVIRONMENTAL MGMT & DEVEL		12/08/2021	167221	\$8,735.62	
VR-00119012	502	20445	CHEMICALS		3,512.80		
VR-00119013	502	20432	CHEMICALS		5,222.82		
01	0000000028	FIRE SAFETY SERVICES INC.		12/08/2021	167222	\$2,000.00	

Date: 12/08/2021
Time: 7:20:25AM

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VILLAGE OF MINSTER

Bank ID	Vendor #	Vendor Name	Type	Chk/Warr/EFT/DP Date	Chk/Warr/EFT/DP #	Amount	EFT DP
Trans #	CASH ID	Invoice #	Invoice Description	PO #	Line	Amount	
VR-00119014	101	120394	FOAM - FIRE DEPT		2,000.00		
01	0000004745	FOUR U PACKAGING & SUPPLIES		12/08/2021	167223	\$97.69	
VR-00119016	101	036075	MEDICAL SUPPLIES		33.39		
VR-00119017	201	036074	MEDICAL SUPPLIES		39.31		
VR-00119015	502	036076	MEDICAL SUPPLIES		24.99		
01	0000000109	FOX SUPPLY		12/08/2021	167224	\$153.44	
VR-00119018	101	118622	SUPPLIES		153.44		
01	0000005543	GRAHAM PACKAGING INC		12/08/2021	167225	\$20,158.00	
VR-00119003	101		INCOME TAX REFUND		20,158.00		
01	0000005546	JOHN SCHWARTZ		12/08/2021	167226	\$100.00	
VR-00119019	101		SANTA		100.00		
01	0000005540	LUCAS LAZIER		12/08/2021	167227	\$30.25	
VR-00119020	201		CDL PERMIT		30.25		
01	0000000048	MESCO ELECTRICAL SUPPLY		12/08/2021	167228	\$1,898.96	
VR-00119021	503	S509806656.0	MATERIAL		30.02		
VR-00119022	503	S509806656.0	MATERIAL		30.02		
VR-00119023	503	S509788242.0	MATERIAL		1,838.92		
01	0000003847	MIDNET MEDIA		12/08/2021	167229	\$150.00	
VR-00119024	101	17888	MONTHLY HOSTING		150.00		
01	0000000567	OHIO CHILD SUPPORT PAYMENT CENTER		12/08/2021	167230	\$83.70	
IV-00038720	101		Payroll WE 12-05-21 -D-SUP		83.70		
01	0000000704	OHIO PUBLIC EMPL DEFERRED		12/08/2021	167231	\$1,070.00	
IV-00038711	101		Payroll WE 12-05-21 -D-ODC		695.46		
IV-00038711	201		Payroll WE 12-05-21 -D-ODC		78.63		
IV-00038711	501		Payroll WE 12-05-21 -D-ODC		15.57		
IV-00038711	502		Payroll WE 12-05-21 -D-ODC		0.38		
IV-00038711	503		Payroll WE 12-05-21 -D-ODC		279.96		
01	0000005542			12/08/2021	167232	\$27.00	
VR-00119000	101		INCOME TAX REFUND		27.00		
01	0000002544	SCOTT GUSCHING		12/08/2021	167233	\$46.25	
VR-00119025	503		CDL		46.25		
01	0000000503	THOMAS SHERMAN		12/08/2021	167234	\$50.00	
VR-00119026	502		STEEL TOED BOOTS		50.00		
01	0000005532	ULINE		12/08/2021	167235	\$1,143.48	
VR-00119027	101	141803479	BENCH		1,143.48		
01	0000003283	UNIQUE PAVING MATERIALS CORP.		12/08/2021	167236	\$141.12	
VR-00119028	201	63367	CPM COLD MIX		141.12		
01	0000005547	WESTERN OHIO ASPHALT SEALING, LLC		12/08/2021	167237	\$2,625.00	
VR-00119029	201	1206	PATCHED ROAD		2,625.00		
01	0000000076	WESTERN OHIO TRUE VALUE		12/08/2021	167238	\$56.45	

Date: 12/08/2021
Time: 7:20:25AM

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VILLAGE OF MINSTER

Bank ID	Vendor #	Vendor Name	Type	Chk\Warr\EFT\DP Date	Chk\Warr\EFT\DP #	Amount	EFT DP
Trans #	CASH ID	Invoice #	Invoice Description	PO #	Line Amount		
VR-00119030	201	K19624	SUPPLIES		39.97		
VR-00119031	201	519440	SUPPLIES		16.48		

Bank ID 01 Total: \$72,797.89

Report Total \$72,797.89

Date: 12/01/2021
Time: 11:14:32AM

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VILLAGE OF MINSTER

Bank ID	Vendor #	Vendor Name	Type	Chk\Warr\EFT\DP Date	Chk\Warr\EFT\DP #	Amount	EFT	DP
Trans #	CASH ID	Invoice #	Invoice Description	PO #	Line Amount			
01	0000005536	REINEKE		12/01/2021	167183	\$49,822.00		
VR-00118974	201	12895	2021 FORD F550		49,822.00			

Bank ID 01 Total \$49,822.00

Report Total \$49,822.00

Date: 12/02/2021
Time: 12:03:49PM

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VILLAGE OF MINSTER

Bank ID	Vendor #	Vendor Name	Type	Chk/Warr/EFT/DP Date	Chk/Warr/EFT/DP #	Amount	EFT DP
Trans #	CASH ID	Invoice #	Invoice Description	PO #	Line	Amount	
01	0000000001			12/02/2021	167184	\$2,618.16	
IV-00038661	101		Payroll Week Ending 11-28-21 -T-FIT		1,222.61		
IV-00038661	201		Payroll Week Ending 11-28-21 -T-FIT		331.41		
IV-00038661	501		Payroll Week Ending 11-28-21 -T-FIT		115.41		
IV-00038661	502		Payroll Week Ending 11-28-21 -T-FIT		308.27		
IV-00038661	503		Payroll Week Ending 11-28-21 -T-FIT		627.54		
IV-00038661	505		Payroll Week Ending 11-28-21 -T-FIT		12.92		
01	0000002399	ADAMS WINDOW WASHING		12/02/2021	167185	\$30.00	
VR-00118975	501	022696	CLEAN WTP WINDOWS		30.00		
01	0000001980	BRICKER & ECKLER LLP		12/02/2021	167186	\$402.00	
VR-00118976	101	795134	LEGAL SERVICES - TAX LEVY		402.00		
01	0000000127	BUREAU OF WORKERS' COMP.		12/02/2021	167187	\$16,080.00	
VR-00118977	101	1010996459	2022 WORKERS COMP FEE		6,592.80		
VR-00118977	201	1010996459	2022 WORKERS COMP FEE		2,572.80		
VR-00118977	501	1010996459	2022 WORKERS COMP FEE		964.80		
VR-00118977	502	1010996459	2022 WORKERS COMP FEE		1,608.00		
VR-00118977	503	1010996459	2022 WORKERS COMP FEE		3,698.40		
VR-00118977	505	1010996459	2022 WORKERS COMP FEE		643.20		
01	0000005497	COLONIAL LIFE		12/02/2021	167188	\$137.68	
IV-00038585	101		Payroll WE 11-07-21 -D-CLT		14.72		
IV-00038586	101		Payroll WE 11-07-21 -D-CLI		19.70		
IV-00038616	101		Payroll Week Ending 11-14-21 -D-CLT		14.72		
IV-00038617	101		Payroll Week Ending 11-14-21 -D-CLI		19.70		
IV-00038650	101		Payroll WE 11-21-21 -D-CLT		14.72		
IV-00038651	101		Payroll WE 11-21-21 -D-CLI		19.70		
IV-00038687	101		Payroll Week Ending 11-28-21 -D-CLT		14.72		
IV-00038688	101		Payroll Week Ending 11-28-21 -D-CLI		19.70		
01	0000000799	DICKMAN SUPPLY		12/02/2021	167189	\$962.42	
VR-00118978	503	360936-00	MATERIAL		548.90		
VR-00118979	503	107437	MATERIAL		-80.04		
VR-00118979	503	351198	MATERIAL		-14.94		
VR-00118979	503	369180	MATERIAL		508.50		
01	0000001907	ENVIRONMENTAL MGMT & DEVEL		12/02/2021	167190	\$166.09	
VR-00118980	501	20390	CHEMICALS		166.09		
01	0000001612	GARY MEYER		12/02/2021	167191	\$40.00	
VR-00118981	201		EXPENSE - GAS		40.00		
01	0000000048	MESCO ELECTRICAL SUPPLY		12/02/2021	167192	\$402.93	
VR-00118982	503	S509772174.0	MATERIAL		402.93		
01	0000000117	MILLERS TEXTILE SERVICES		12/02/2021	167193	\$2,200.28	
VR-00118983	101		CLEAN UNIFORMS/MATS		993.21		
VR-00118983	201		CLEAN UNIFORMS/MATS		411.79		
VR-00118983	501		CLEAN UNIFORMS/MATS		32.05		
VR-00118983	502		CLEAN UNIFORMS/MATS		315.64		
VR-00118983	503		CLEAN UNIFORMS/MATS		447.59		

Date: 12/02/2021
Time: 12:03:49PM

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VILLAGE OF MINSTER

Bank ID	Vendor #	Vendor Name	Type	Chk/Warr/EFT/DP Date	Chk/Warr/EFT/DP #	Amount	EFT DP
Trans #	CASH ID	Invoice #	Invoice Description	PO #	Line Amount		
01	0000000567	OHIO CHILD SUPPORT PAYMENT CENTER		12/02/2021	167194	\$83.70	
IV-00038686	101		Payroll Week Ending 11-28-21 -D-SUP		83.70		
01	0000000704	OHIO PUBLIC EMPL DEFERRED		12/02/2021	167195	\$1,070.00	
IV-00038675	101		Payroll Week Ending 11-28-21 -D-ODC		720.81		
IV-00038675	201		Payroll Week Ending 11-28-21 -D-ODC		70.00		
IV-00038675	501		Payroll Week Ending 11-28-21 -D-ODC		8.92		
IV-00038675	502		Payroll Week Ending 11-28-21 -D-ODC		4.66		
IV-00038675	503		Payroll Week Ending 11-28-21 -D-ODC		258.11		
IV-00038675	505		Payroll Week Ending 11-28-21 -D-ODC		7.50		
01	0000003844	PITNEY BOWES INC.		12/02/2021	167196	\$129.18	
VR-00118985	101	1019486375	INK CARTRIDGE & EZ SEAL		129.18		
01	0000000130	POLICE AND FIREMEN'S		12/02/2021	167197	\$10,024.15	
IV-00038582	101		Payroll WE 11-07-21 -D-POL		863.23		
IV-00038613	101		Payroll Week Ending 11-14-21 -D-POL		860.04		
IV-00038647	101		Payroll WE 11-21-21 -D-POL		904.45		
IV-00038684	101		Payroll Week Ending 11-28-21 -D-POL		1,239.87		
VR-00118984	101		VILLAGE PORTION		6,156.56		
01	0000000920	PROFESSIONAL ELECTRIC PRODUCTS CO		12/02/2021	167198	\$7,500.00	
VR-00118987	503	S101227011.0	MATERIAL - TRANSFORMER PADS		7,500.00		
01	0000000129	PUBLIC EMPLOYEES		12/02/2021	167199		
IV-00038567	101		Payroll WE 11-07-21 -D-PUP		518.82		
IV-00038576	101		Payroll WE 11-07-21 -D-PER		177.60		
IV-00038567	201		Payroll WE 11-07-21 -D-PUP		562.26		
IV-00038576	201		Payroll WE 11-07-21 -D-PER		19.10		
IV-00038567	216		Payroll WE 11-07-21 -D-PUP		19.02		
IV-00038567	501		Payroll WE 11-07-21 -D-PUP		161.59		
IV-00038567	502		Payroll WE 11-07-21 -D-PUP		338.66		
IV-00038567	503		Payroll WE 11-07-21 -D-PUP		642.42		
IV-00038576	503		Payroll WE 11-07-21 -D-PER		8.26		
IV-00038567	505		Payroll WE 11-07-21 -D-PUP		5.46		
01	0000000129	PUBLIC EMPLOYEES		12/02/2021	167200		
IV-00038598	101		Payroll Week Ending 11-14-21 -D-PUP		542.17		
IV-00038607	101		Payroll Week Ending 11-14-21 -D-PER		109.59		
IV-00038628	101		Payroll WE 11-21-21 -D-PER		908.21		
IV-00038598	201		Payroll Week Ending 11-14-21 -D-PUP		554.67		
IV-00038607	201		Payroll Week Ending 11-14-21 -D-PER		28.14		
IV-00038598	216		Payroll Week Ending 11-14-21 -D-PUP		0.54		
IV-00038598	501		Payroll Week Ending 11-14-21 -D-PUP		195.00		
IV-00038598	502		Payroll Week Ending 11-14-21 -D-PUP		332.01		
IV-00038598	503		Payroll Week Ending 11-14-21 -D-PUP		651.32		
IV-00038607	503		Payroll Week Ending 11-14-21 -D-PER		1.10		
01	0000000129	PUBLIC EMPLOYEES		12/02/2021	167201		

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VILLAGE OF MINSTER

Bank ID	Vendor #	Vendor Name	Type	Chk/Warr/EFT/DP Date	Chk/Warr/EFT/DP #	Amount	EFT DP
Trans #	CASH ID	Invoice #	Invoice Description	PO #	Line	Amount	
IV-00038636	101		Payroll WE 11-21-21 -D-PUP		557.19		
IV-00038663	101		Payroll Week Ending 11-28-21 -D-PUP		544.93		
IV-00038628	201		Payroll WE 11-21-21 -D-PER		8.81		
IV-00038636	201		Payroll WE 11-21-21 -D-PUP		557.45		
IV-00038663	201		Payroll Week Ending 11-28-21 -D-PUP		543.64		
IV-00038636	501		Payroll WE 11-21-21 -D-PUP		266.78		
IV-00038663	501		Payroll Week Ending 11-28-21 -D-PUP		170.97		
IV-00038636	502		Payroll WE 11-21-21 -D-PUP		250.90		
IV-00038628	503		Payroll WE 11-21-21 -D-PER		8.81		
IV-00038636	503		Payroll WE 11-21-21 -D-PUP		625.25		
01	0000000129	PUBLIC EMPLOYEES		12/02/2021	167202		
IV-00038676	101		Payroll Week Ending 11-28-21 -D-PER		114.95		
VR-00118986	101		VILLAGE PORTION		5,096.45		
IV-00038676	201		Payroll Week Ending 11-28-21 -D-PER		6.61		
VR-00118986	201		VILLAGE PORTION		3,188.30		
VR-00118986	501		VILLAGE PORTION		577.24		
IV-00038663	502		Payroll Week Ending 11-28-21 -D-PUP		364.52		
VR-00118986	502		VILLAGE PORTION		2,128.08		
IV-00038663	503		Payroll Week Ending 11-28-21 -D-PUP		635.61		
IV-00038676	503		Payroll Week Ending 11-28-21 -D-PER		6.61		
IV-00038663	505		Payroll Week Ending 11-28-21 -D-PUP		24.63		
01	0000000129	PUBLIC EMPLOYEES		12/02/2021	167203	\$25,112.59	
VR-00118986	503		VILLAGE PORTION		3,658.92		
01	0000001745	SECURCOM		12/02/2021	167204	\$360.00	
VR-00118988	502	15682	ANNUAL FIRE ALARM MONITORING -		360.00		
01	0000002423	ST HENRY TILE CO. INC.		12/02/2021	167205	\$95.98	
VR-00118992	101	2111-233701	SUPPLIES		12.36		
VR-00118991	201	2111-233184	SUPPLIES		6.10		
VR-00118989	503	2111-231976	SUPPLIES		49.69		
VR-00118990	503	2111-232851	SUPPLIES		27.83		
01	0000002120	VERIZON WIRELESS		12/02/2021	167206	\$1,189.45	
VR-00118993	101		CELL PHONE CHARGES		590.78		
VR-00118993	201		CELL PHONE CHARGES		318.17		
VR-00118993	501		CELL PHONE CHARGES		44.80		
VR-00118993	502		CELL PHONE CHARGES		44.78		
VR-00118993	503		CELL PHONE CHARGES		190.92		
01	0000000076	WESTERN OHIO TRUE VALUE		12/02/2021	167207	\$104.47	
VR-00118996	101	519237	SUPPLIES		17.49		
VR-00118994	201	K19104	SUPPLIES		69.99		
VR-00118995	201	K19080	SUPPLIES		16.99		

Bank ID 01 Total: \$68,709.08

Date: 12/02/2021

Time: 12:03:49PM

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VILLAGE OF MINSTER

Bank ID	Vendor #	Vendor Name	Type	Chk/Warr/EFT/DP	Date	Chk/Warr/EFT/DP #	Amount	EFT	DP
Trans #	CASH ID	Invoice #	Invoice Description	PO #	Line	Amount			
						Report Total:	\$68,709.08		

	2021 Wages	2.5%	3%	3.5%	4%	\$0.50	\$0.75	\$1.00
Shelly Kemper	\$22.31	\$22.87	\$22.98	\$23.09	\$24.01	\$22.81	\$23.06	\$23.31
John Nueman	\$37.25	\$38.18	\$38.37	\$38.55	\$40.10	\$37.75	\$38.00	\$38.25
Ben Koverman	\$31.19	\$31.97	\$32.13	\$32.28	\$33.57	\$31.69	\$31.94	\$32.19
Scott Guschung	\$27.78	\$28.47	\$28.61	\$28.75	\$29.90	\$28.28	\$28.53	\$28.78
Brian Sextro	\$23.88	\$24.48	\$24.60	\$24.72	\$25.70	\$24.38	\$24.63	\$24.88
Kyle Wuebker	\$19.98	\$20.48	\$20.58	\$20.68	\$21.51	\$20.48	\$20.73	\$20.98
Brian Drexler	\$30.23	\$30.99	\$31.14	\$31.29	\$32.54	\$30.73	\$30.98	\$31.23
Eric Morris	\$21.97	\$22.52	\$22.63	\$22.74	\$23.65	\$22.47	\$22.72	\$22.97
Bryan Koesters	\$20.83	\$21.35	\$21.45	\$21.56	\$22.42	\$21.33	\$21.58	\$21.83
Adam Bergman	\$21.56	\$22.10	\$22.21	\$22.31	\$23.21	\$22.06	\$22.31	\$22.56
Adam Krouskop	\$21.13	\$21.66	\$21.76	\$21.87	\$22.74	\$21.63	\$21.88	\$22.13
Ben Bonvillian	\$20.26	\$20.77	\$20.87	\$20.97	\$21.81	\$20.76	\$21.01	\$21.26
Rachel Ranly	\$21.83	\$22.38	\$22.48	\$22.59	\$23.50	\$22.33	\$22.58	\$22.83
Gary Meyer	\$31.08	\$31.86	\$32.01	\$32.17	\$33.45	\$31.58	\$31.83	\$32.08
Adam Olberding	\$22.21	\$22.77	\$22.88	\$22.99	\$23.91	\$22.71	\$22.96	\$23.21
Darrin Mumaw	\$20.71	\$21.23	\$21.33	\$21.43	\$22.29	\$21.21	\$21.46	\$21.71
Scott lagenkamp	\$23.56	\$24.15	\$24.27	\$24.38	\$25.36	\$24.06	\$24.31	\$24.56
Dan Schmiesing	\$18.00	\$18.45	\$18.54	\$18.63	\$19.38	\$18.50	\$18.75	\$19.00
Luke Lazier	\$16.75	\$17.17	\$17.25	\$17.34	\$18.03	\$17.25	\$17.50	\$17.75
Travis Fishbaugh	\$32.00	\$32.80	\$32.96	\$33.12	\$34.44	\$32.50	\$32.75	\$33.00
Tom Sherman	\$30.20	\$30.96	\$31.11	\$31.26	\$32.51	\$30.70	\$30.95	\$31.20
Dustin Thobe	\$19.44	\$19.93	\$20.02	\$20.12	\$20.93	\$19.94	\$20.19	\$20.44
Kyle Wildermuth	\$21.67	\$22.21	\$22.32	\$22.43	\$23.33	\$22.17	\$22.42	\$22.67
Ryan Geise	\$28.91	\$29.63	\$29.78	\$29.92	\$31.12	\$29.41	\$29.66	\$29.91
Andy Roetgerman	\$18.20	\$18.66	\$18.75	\$18.84	\$19.59	\$18.70	\$18.95	\$19.20
Thelma Huelzman								

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11/15/2020

10/15/2020
10/15/2020