

Curtis Community Center

March 21, 2023
Tuesday- 6:30 p.m.
Village of Minster Council Chambers

- 1) Call to Order
- 2) Approval of March 7, 2023 meeting minutes *CO/CA*
- 3) Introduction of Visitors:
 - a)
- 4) Ordinances and Resolutions:
 - a) Resolution 23-03-01: Discussion, and second reading of a resolution declaring it necessary to improve certain streets within the Village of Minster, such improvements will include the installation of concrete sidewalks. *NC/CA*
 - b) Ordinance 23-03-01: Discussion, and second reading of an ordinance authorizing the execution of an annexation agreement by the Village of Minster with Jackson Township, Auglaize County, Ohio. *CO/TW*
 - c) Ordinance 23-03-02: Discussion, and second reading of an ordinance amending Ordinance 12-03-01 and establishing new rates for activities conducted at the Village of Minster swimming pool. *CO/TH*
 - d) Resolution 23-03-02: Discussion, suspend, pass and adopt a resolution authorizing the Mayor to enter into an agreement with the Ohio Department of Natural Resources for a Land and Water Conservation Grant and to declare an emergency. *Suspension - NC/CA*
Pass - CO/TW
- 5) Committee Reports and Discussion Items:

~~Streets~~ : Nicole, Craig S., Craig O. ~~Safety~~ : Nicole, Craig O., Travis ~~Parks~~ : Craig O., Curt, Tom ~~Personnel~~ : Curt, Nicole, Craig S.	~~Finance/Audit~~ : Tom, Nicole, Travis ~~Utilities~~ : Travis, Curt, Tom ~~Econ. Development~~ : Tom, Curt, Craig S. ~~Community Engagement and Development~~ : Craig S., Craig O., Curt
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- 6) Old Business:
 - a) Discussion on improvements to Paris Street Park by installing new playground equipment and a splash pad. *CO/CA*
- 7) New Business:
 - a) Discussion and motion to contract with Choice One Engineering for engineering the extension of utilities on West Seventh Street. *TW/TH*
 - b) Discussion and motion to approve invoices over \$3,000.00. *NC/CA*
 - c) Discussion and motion to contract with Choice One Engineering on engineering the SR 119 sidewalk improvements. *TH/TW*
 - d) Discussion and motion to seek bids for the purchase of a 1500 KVA Three Phase Pad Mount Transformer. *NC/CO*
 - e) Discussion and motion to remove Carter Mescher from probationary status to permanent full time status. *TH/NC*
- 8) Administrator's Report
- 9) Receipts: \$ 1,253,007.67 *CS/TW*
- 10) Invoices: \$ 3,606,097.99 *TH/CO*
- 11) Motion to adjourn *CO/CA*

VILLAGE OF MINSTER, OHIO
COUNCIL MEETING MINUTES
Tuesday, March 7, 2023

Council Meeting: Council convened at 6:30 p.m. in Council Chambers with six council members present: Curt Albers, Tom Herkenhoff, Travis Wilges, Craig Sherman, and Nicole Clune. Also, present were Dennis Kitzmiller (Mayor), Don Harrod (Administrator), Jim Hearn (Village Solicitor), and Brittany Hemmelgarn (Fiscal Officer).

Attendance: Tom Millhouse (Daily Standard) and Skylar Mitchell (Community Post/Evening Leader)

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

Approval of Minutes: Herkenhoff and Albers motioned to approve the minutes from the regular meeting of February 7, 2023. Motion passed on four aye votes and one abstention from Sherman. Wilges and Sherman motioned to approve the minutes from the special meeting of February 28, 2023. Motion passed on five aye votes.

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

ORDINANCES & RESOLUTIONS:

Discussion and first reading of a resolution declaring it necessary to improve certain streets by adding sidewalks within the Village: This resolution declares it necessary to install sidewalks on the north side on State Route 119 from State Route 66 to Miami-Erie Drive. In addition, sidewalks will be installed on the property on the south side of State Route 119 between Miami-Erie Drive and the canal. The resolution goes on to say that upon installation of the sidewalks, the costs of those sidewalks will be assessed to the property owners abutting the project.

As reviewed at the last meeting, the sidewalks would go on the north side of the road and end prior to the Thobe property. A crosswalk with warning lights would be installed at this point to take pedestrians to the sidewalks on the south side at Miami Erie Drive. Sidewalks are then to be extended west on the south side, so that the sidewalks would link up with the canal path. At the canal path crossing another crosswalk will be installed as part of the project.

All the properties along this route, except for a forty-foot section, are inside the village corporation limits.

Clune and Sherman motioned to motioned to pass the first reading of **Resolution 23-03-01** declaring it necessary to improve certain streets with the installation of sidewalks.

Discussion and first reading of an ordinance authorizing the execution of an annexation agreement by the Village of Minster with Jackson Township, Auglaize County, Ohio: This is an Ordinance authorizing the execution of an annexation agreement between the Village and Jackson Township for a parcel of land containing 15.719 acres which is owned by Todd Realty and is located on East Seventh Street. This property is for the next phase of Stonegate Subdivision.

Ohio annexation laws provide for a special property annexation procedure when all parties involved consent. Under these special procedures an annexation agreement between the municipal corporation and any township involved must be approved. These annexation agreements may provide for the territory to be annexed; the provision of services and improvements to the property and who is responsible; payment of services fees; payment in lieu of taxes; and changes in township boundaries among other items. In some instances, where the township and the community do not have a good working relationship getting both parties to agree can be challenging. In our situation, where we have a good relationship with Jackson Township, the agreement can be simple such as the one that is included in the packet.

This agreement is a mirror copy of the agreements approved previously. As with those agreements, this agreement simply states that both the Village and the Township consent to the annexation; that the Village will provide services to the property upon annexation; that the Village is responsible for zoning the property; and that the Township will continue to receive the real estate tax revenue, as in the case with the other areas of the village. Under this agreement everything proceeds along the normal annexation process, but does so at an expedited pace. Jackson Township Trustees has been provided with this agreement for consideration and they have agreed to it.

Herkenhoff and Sherman motioned to pass the first reading of **Ordinance 23-03-01** authorizing the execution of an annexation agreement by the Village of Minster with Jackson Township, Auglaize County, Ohio.

Discussion and first reading of an ordinance amending Ordinance 12-03-01 and establishing new rates for activities conducted at the Village of Minster Swimming Pool: The Parks Committee met and reviewed the current rates charged at the swimming pool. These rates have been in effect since 2012. In addition, the committee looked at what other communities were charging for the use of their pools. After some discussion, the parks committee recommended that the pool rates be adjusted to the following:

	Current Rates	Proposed Rates
Family Pass	\$80.00	\$100.00
Single Pass	\$50.00	\$50.00
Daily Adult Pass	\$3.00	\$4.00
Daily Child Pass	\$2.00	\$3.00
Swimming Lessons	\$30.00 per student	\$30.00 per student
Kinder Kamp	\$45.00	\$75.00 for first student; \$50.00 for all others
Private Pool Parties		
0 -150 people	\$100.00	\$100.00
150 people plus	\$200.00	\$200.00
Use of Pool Slide	\$25.00	\$25.00

In Councils packets is a copy of an ordinance and information on rates that are being charged by other communities. Last year, receipts for the pool were as follows:

Daily Admissions	\$9,153.25
Family Passes	\$18,080.00
Individual Passes	\$1,250.00
Swimming Lessons	\$7,260.00
Pool Parties	\$1,275.00
TOTAL:	<u>\$37,018.25</u>

Clune and Albers motioned to pass the first reading of **Ordinance 23-03-02** amending Ordinance 12-03-01 and establishing new rates for activities conducted at the Village swimming pool. Motion passed on five aye votes.

Discuss, suspend, pass and adopt an ordinance authorizing the Mayor to negotiate and enter into a power purchase agreement, easements, and taking other action in connection therewith regarding solar electric generation and to declare an emergency: As discussed with the utility committee, we have been working with Jim Hearn and John Coyle to develop a set of contract documents that would allow us to contract with Eitri Foundry to construct another solar field out at the Luedeke Farm. This solar field which would only be 1 MW and could either be adopted into the village's electric portfolio or be used as a community solar field. Under a community solar program residents or businesses could subscribe to a level of output from the solar field and receive a credit on their utility bill for the amount they subscribe to. We are still working out the details of such a program with John Courtney but such a program would allow residents or businesses to opt to participate in the program rather than put solar panels on their own roofs.

Eitri Foundry has given us a fixed price of .0825 cents per kW at a fixed price for thirty years. This price is a little higher than our last contract, but with the field only being 1 MW we do not get the economies of scale that we get with a larger field. A 1 MW field would utilize all the land that remains at the Luedeke farm that can be used. We will need to move the mounding on Minster-Egypt Road out towards the road to make enough room for the solar field, but this cost is figured into the price.

There are four agreements that need to be approved to move forward with the project. These include an easement agreement, an interconnection agreement, a memorandum of easement and a power purchase agreement. These documents have been thoroughly reviewed by Jim Hearn and John Coyle with a considerable amount of discussion between Eitri Foundry/Madison Energy and our legal team over the documents.

Herkenhoff and Wilges motioned to suspend the rule of three readings. Motion passed on five aye votes. Albers and Clune motioned to pass and adopt **Ordinance 23-03-03** authorizing the Mayor to negotiate and enter into a power

purchase agreement, easements, and taking other action in connection therewith regarding solar electric generation and to declare an emergency. Motion passed on five aye votes.

COMMITTEE REPORTS:

Safety: Sherman reported that they met to discuss the next 7th Street Phase. The Committee had made a recommendation for an alignment adjustment that they feel will solve the issues that were discussed in 2022 but were told from the County Engineer that putting a stop sign up would cause a safety issue so the stop sign is being taken out of the alignment adjustments.

Parks: Curt reported that they met last week to discuss some adjustments with the Paris Street Park and completing the project in phases.

OLD BUSINESS:

Discussion and motion to contract with National Water Service to conduct test borings and sediment sampling for the TDS Study: The Ohio EPA has given us the go ahead to utilize dilution to address our TDS issue at the waste water treatment plant. In order to use dilution, the village needs to develop additional water wells that could provide the water for dilution. The ideal spot for these wells is near the waste water treatment facility and late last year, we had National Water Service drill in a couple of spots in the Route 66 Industrial Park near the waste water plant to determine if a water source was in the area. What they encountered was that there was an underground source of water at this site.

The next step in this process is to conduct test borings and sediment sampling of these locations to determine if they could become viable wells. In this process, the well driller would install three 2-inch test borings approximately 140 feet deep and collect sediment samples. These test borings and sediment samples will be evaluated to determine if these sites can be developed into full wells in the future.

We went out for quotes to provide this service and National Water Service appears to be the best and lowest proposal that we received. They quoted a price of \$9,126.00 per well for a total of \$27,378.00. National Water Service is able to move quickly and get these test borings done within the next couple of weeks.

Wilges and Clune motioned to enter into a contract with National Water Service to conduct test borings and sediment sampling. Motion passed on five aye votes.

NEW BUSINESS:

Discussion and motion to purchase a used roller for the Public Works Department: In this year's appropriations, we budgeted \$20,000.00 for the purchase of a double drum roller for the public works department. The department currently has a 1960's model roller that needs to be repaired every time it is used. The roller is used to compact stone and is also used heavily by the parks department to roll out lawns and the fields during the spring.

Given that these units are extremely expensive new, Gary Meyer has been looking at used units. He has found a 2014 model that has 920 hours on it in Dayton, Ohio. The unit is a Dynapac unit with a Kubota diesel engine and a hydrostatic transmission. Other than normal wear and tear, the unit looks to be in good shape. The asking price is \$20,000.00.

In looking at other sites on the internet, the price for a used roller ranges anywhere from \$17,000 to \$57,000 depending on the number of hours and age of the machine. A new machine would cost upward of \$65,000.00.

Albers and Sherman motioned to purchase a used double drum roller for the Public Works Department. Motion passed on five aye votes.

Invoices 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. Herkenhoff and Clune motioned to approve the payment of invoices over \$3,000. Motion passed on five aye votes.

Discussion on requesting a hearing on the issuance of a liquor license for Family Dollar Stores of Ohio: We have received a letter from the Division of Liquor Control regarding a new permit application from the Family Dollar Stores

of Ohio. Family Dollar is requesting a permit to sell alcohol from the store in Minster. The Division of Liquor Control wants to know if we want to request a hearing on this matter.

In years past, council has decided that no hearing was necessary and it is noted in the minutes. If a hearing is requested, we have until March 13th to do so.

All five Council Members agreed that a hearing was not necessary.

Discussion and motion to deposit \$1,000,000.00 in to a United States Treasury Bill: Based upon discussions at an earlier council meeting, Brittany has invested \$1,000,000.00 of our reserve funds into a one-year treasury bill. The treasury bill has an interest rate of 4.394% and matures on 01/25/2024. Wilges and Sherman motioned to authorize the investment into a United States Treasury Bill. Motion passed on five aye votes.

Approval of the February 2023 Income Tax Reports: Council reviewed the February Income Tax Report of \$270,560.98 as distributed by the City of St. Mary's Income Tax Department. Clune and Albers motioned to approve the monthly income tax report. Motion passed on five aye votes.

ADMINISTRATOR REPORT:

- 1) Peterson Construction continues to work at the water treatment facility on the sand filters. To date, they have completed work on two of the three filters. Both of those filters have been tested and placed back on line. Work on the third and final filter has started.
- 2) Crews from Landmark have been installing some of the piping that goes inside the water tower in preparation of pouring the concrete structure at the top of the column that holds the steel bowl.
- 3) Electric Department crews have changed out a series of poles in the alley between the two hundred block of North Frankfort and North Hanover. Some of these poles were rotten and others were leaning, so crews set new poles, switched services over to them, and removed the old poles.

Receipts: Wilges and Sherman motioned to approve the cash receipt ledger of \$2,034,011.89. Motion passed on five aye votes.

Invoices: Herkenhoff and Clune motioned to approve the invoices totaling \$1,889,365.73. Motion passed on five aye votes

COMMENTS & CORRESPONDENCE: None.

Herkenhoff and Albers motioned to enter into Executive Session at 7:02 p.m to discuss the sale of land with no action anticipated. Motion passed on five aye votes. Sherman and Albers motioned to return to regular session at 8:07 p.m. Motion passed on five aye votes.

Albers and Wilges motioned to adjourn at 8:20 p.m. Motion passed on five aye votes.

Dennis Kitzmiller, Mayor

Brittany Hemmelgarn, Clerk

Recorded & typed by Brittany Hemmelgarn

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

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Resolution 23-03-01: Discussion and second reading of a resolution declaring it necessary to improve certain streets by adding sidewalks within the Village of Minster.

Based upon our discussion from a previous meeting, I have prepared a resolution of necessity for the installation of the sidewalks along State Route 119. A copy of which is in your packet.

This resolution declares it necessary to install sidewalks on the north side on State Route 119 from State Route 66 to Miami-Erie Drive. In addition, sidewalks will be installed on the property on the south side of State Route 119 between Miami-Erie Drive and the canal. The resolution goes on to say that upon installation of the sidewalks, the costs of those sidewalks will be assessed to the property owners abutting the project.

As we reviewed at the last meeting, the sidewalks would go on the north side of the road and end prior to the Thobe property. A crosswalk with warning lights would be installed at this point to take pedestrians to the sidewalks on the south side at Miami Erie Drive. Sidewalks are then to be extended west on the south side, so that the sidewalks would link up with the canal path. At the canal path crossing another crosswalk will be installed as part of the project.

All the properties along this route, except for a forty-foot section, are inside the village corporation limits.

I would suggest that council give this ordinance the full three readings, which this will be the second reading. Once the resolution is passed, we will send out preliminary assessment letters to the property owners and will be setting up a public hearing on the project.

Ordinance 23-03-01: Discussion and second reading of an ordinance authorizing the execution of an annexation agreement by the Village of Minster with Jackson Township, Auglaize County, Ohio

Included in your packet is a copy of an Ordinance authorizing the execution of an annexation agreement between the Village and Jackson Township for a parcel of land containing 15.719 acres which is owned by Todd Realty and is located on East Seventh Street. This property is for the next phase of Stonegate Subdivision.

Ohio annexation laws provide for a special property annexation procedure when all parties involved consent. Under these special procedures an annexation agreement between the municipal corporation and any township involved must be approved. These annexation agreements may provide for the territory to be annexed; the provision of services and improvements to the property and who is responsible; payment of services fees; payment in lieu of taxes; and changes in township boundaries among other items. In some instances, where the township and the community do not have a good working relationship getting both parties to agree can be challenging. In our situation, where we have a good relationship with Jackson Township, the agreement can be simple such as the one that is included in the packet.

This agreement is a mirror copy of the agreements approved previously. As with those agreements, this agreement simply states that both the Village and the Township consent to the annexation; that the Village will provide services to the property upon annexation; that the Village is responsible for zoning the property; and that the Township will continue to receive the real estate tax revenue, as in the case with the other areas of the village. Under this agreement everything proceeds along the normal annexation process, but does so at an expedited pace.

I have provided the Jackson Township Trustees this agreement for consideration and they have agreed to it. If Council wants to allow the annexation, then they would need to approve the agreement as well. It is my recommendation that since nothing will be different under this agreement than what normally occurs during a property annexation that the agreement be approved. Council has usually given this type of ordinance three readings.

Ordinance 23-03-02: Discussion and second reading of an ordinance amending Ordinance 12-03-01 and establishing new rates for activities conducted at the Village of Minster Swimming Pool.

A couple weeks ago, the Park Committee met and reviewed the current rates charged at the swimming pool. These rates have been in effect since 2012. In addition, the committee looked at what other communities were charging for the use of their pools. After some discussion, the park committee recommended that the pool rates be adjusted to the following:

	Current Rates	Proposed Rates
Family Pass	\$80.00	\$100.00
Single Pass	\$50.00	\$50.00
Daily Adult Pass	\$3.00	\$4.00
Daily Child Pass	\$2.00	\$3.00
Swimming Lessons	\$30.00 per student	\$30.00 per student
Kinder Kamp	~~\$45.00~~ \$75.00	\$75.00 for first student; \$50.00 for all others
Private Pool Parties		
0 -150 people	\$100.00	\$100.00
150 people plus	\$200.00	\$200.00
Use of Pool Slide	\$25.00	\$25.00

Enclosed in your packet is a copy of an ordinance and information on rates that are being charged by other communities. Last year, receipts for the pool were as follows:

Daily Admissions	\$9,153.25
Family Passes	\$18,080.00
Individual Passes	\$1,250.00
Swimming Lessons	\$7,260.00
Pool Parties	\$1,275.00
TOTAL:	<u>\$37,018.25</u>

If Council wants to approve the recommendation of the park committee, an ordinance should be passed. This would be the second reading of the Ordinance.

Resolution 23-03-02: Discussion, suspend, pass and adopt a resolution authorizing the Mayor to enter into an agreement with the Ohio Department of Natural Resources for a Land and Water Conservation Grant and to declare an emergency.

We have received confirmation from the Ohio Department of Natural Resources that we are the recipient of a \$500,000.00 Land and Water Conservation Grant from the Department of Interior. This is something that we have known for a while, but have never received final confirmation from the Department of Interior. The grant is to be used for the construction of new playground equipment and a splash pad at the Paris Street Park.

In order to accept the grant, Council needs to pass a resolution stating that the Mayor has the authorization to enter into an agreement and that the village will abide by the terms and conditions of the agreement. I have prepared a resolution which is included in your packet for your consideration.

If we could suspend, pass and adopt this resolution at this meeting, I can then forward it on to the Department of Natural Resources.

Discussion on improvements to Paris Street Park by installing new playground equipment and a splash pad.

The park committee has met several times over the past couple of weeks to discuss the installation of new playground equipment and a splash pad at the Paris Street Park. During these meetings we have met with the ladies collecting donations and have reviewed the proposals submitted by Gametime.

In the latest proposal from Gametime, we have reduced the price of the equipment, installation of both the playground equipment and splash pad, and rubberized surface down to \$1,169,457.11. There are also some other costs that will be incurred. These costs are for curbing, sidewalks, a building to house the equipment for the splash pad, and for the extension of utilities.

Funds committed to this project are a \$500,000.00 grant from the Department of Interior; a \$86,097.00 grant from ODNR; approximately \$272,695.00 in donations (information obtain from the Troy Foundation's website) and \$200,000.00 appropriated by the Village in this year's budget. That leaves us with a deficit based on Gametime's quote of approximately \$110,665.11. This number may be reduced in the future as the ladies are still collecting donations.

It is the park committee recommendation that we move forward with the project, but do so over a two year period. Where in 2023 we install the playground equipment and in 2024 we install the splash pad. This will allow not only more donations to come in but also allow the village to break their contribution to the project over two years.

Gametime's proposal is based upon us purchasing the equipment and installation through our participation in OMNIA Partners, which is a national cooperative purchasing group, similar to the State of Ohio cooperative purchasing program. We are already a participant in OMNIA Partners purchasing group, so council could purchase the equipment and installation to complete the project by passage of a motion.

Discussion and motion to contract with Choice One Engineering for engineering the extension of utilities on West Seventh Street.

In your packet is a proposal from Choice One Engineering to develop plans for the extension of utilities on west Seventh Street. There are three property owners on west Seventh Street who are in the process of annexing their properties into the village (the annexation agreement legislation should be presented to you at the next meeting). These three property owners are Zeke Tebbe, Dave Tebbe and Orval Homan. Upon their annexation the village would be responsible to provide utilities to serve these properties. In order to do that, we must extend water, storm and sanitary approximately 700 feet down west Seventh Street.

Choice One has put together a proposal to engineer this project. Choice One has quoted a price of \$28,600.00 to provide the engineering. This price includes engineering for not only the utility extension but would also develop plans for a full street reconstruction of the portion of Seventh Street that lies west of Line Drive. If in the future we would decide to do the reconstruction of that portion of Seventh Street the plans would already be developed.

In this year's appropriations, we budgeted \$300,000.00 in anticipation of the annexation and project occurring. If council would want to move forward with the design work, they would need to pass a motion authorizing the village to contract with Choice One for this work.

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:

C & S Solutions	\$7,075.23	Substation Batteries and Wire for Electric Dept.
Encompass	\$25,997.37	Engineering for Electrical Department
Environmental Mgmt. & Dev.	\$11,134.53	WTP and WWTP Chemicals
Garmann and Miller	\$33,600.00	Design Fee for Police Department Renovations
Landmark Services	\$764,393.89	Water Tower Construction
Quinter Well Drilling	\$11,009.13	Repairs to Well #6
Utilities Instrumentation Services	\$28,800.00	Annual Inspection and Testing of Substations
Beacon Athletics	\$4,500.00	Nets for Batting Cages
Harris Computer	\$25,453.78	Software Renewals
Minster Are Life Squad	\$24,125.00	Quarterly Payment for Services
Tawa Tree Services	\$3,146.00	Dinotefuran Application for Fourth Street Trees

Discussion and motion to contract with Choice One Engineering for engineering the SR 119 sidewalk improvements.

In your packet is a proposal from Choice One Engineering to develop plans for the installation of sidewalks along State Route 119. Choice One has given us a price of \$33,000.00 to engineer the sidewalks, crosswalks and drainage.

Sidewalks would be installed on the north side on State Route 119 from State Route 66 to Miami-Erie Drive. In addition, sidewalks will be installed on the property on the south side of State Route 119 between Miami-Erie Drive and the canal. Two crosswalks with rapid flashing beacons would be installed at the intersection of State Route 119 and Miami Erie Drive and at the canal path crossing.

I expressed some concern to Allan Heitbrink about the cost of the proposal. I thought the proposal is a little bit steep to just design sidewalks. He indicated that the original drawing that he completed a few years ago did not include topo work and that those sidewalks were just super imposed in the road right-of-way. He also indicated that designing sidewalk projects are harder to design than roadway projects because when they do a complete street reconstruction, they can manipulate the height of the sidewalks to match the elevation of the road, but when the road is already installed, they cannot do this.

The proposal is all inclusive in that it also includes handling the bidding process, construction staking and the assessment process for the village.

If council wants to move forward with the engineering, they could do so with the passage of a motion authorizing the Administrator to enter into an engineering agreement with Choice One.

Discussion and motion to seek bids for the purchase of a 1500 KVA Three Phase Pad Mount Transformer.

With the expansion of Nidec Minster set to begin shortly, the village will need to supply a new electrical service to their expanded building. This new 2000-amp service will necessitate a 1500 KVA Three Phase Pad Mount Transformer.

Because a 1500 KVA transformer is commonly used to provide service to many industrial customers, the village keeps two of these transformers in stock as spares. Given this, the village can use one of these transformers to serve Nidec Minster's new service. However, this depletes our inventory down to one spare transformer and we like to keep two on hand. Therefore, the electric department is requesting that they be able to purchase an additional 1500 KVA transformer.

Because the estimated price of a new 1500 KVA transformer is roughly \$80,000.00, the village would need to seek bids for the purchase of the transformer. If council would want to move forward with the purchase, they would need to authorize the Administrator to seek bids. This can be done with the passage of a motion.

Discussion and motion to move Carter Mesher from probationary status to permanent full time status.

Carter Mescher has reached the end of his six-month introductory period with the Village. Carter is currently paid \$18.00 per hour.

I have spoken with Gary Meyer and he believes that Carter has met or exceeded the job requirements for the position in the Public Works Department and should be appointed to a full-time position. Carter seems to have adapted very well into the Public Works Department staff, and has easily picked up on new tasks. He also seems to be a very hard worker who is not afraid to tackle projects.

It would be both Gary's and my recommendation that Carter be removed from introductory status and be appointed as a full-time employee with the Village. With the appointment to full time status, I would also recommend that Carter be given a step increase as well. His new pay would be \$18.58.

As we have done in the past, Dennis would need to make a recommendation and Council would need to confirm the recommendation with the 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 23-03-01

A RESOLUTION DECLARING IT NECESSARY TO IMPROVE CERTAIN STREETS WITHIN THE VILLAGE OF MINSTER. SUCH IMPROVEMENTS WILL INCLUDE THE INSTALLATION OF CONCRETE SIDEWALKS

BE IT RESOLVED BY THE COUNCIL of the Village of Minster, Auglaize County, Ohio,
with three-fourths of all members elected thereto occurring:

SECTION 1: That it is necessary to improve various streets within the Village of Minster, Ohio, by installing concrete sidewalks throughout the village.

SECTION 2: It is hereby determined and declared that said improvements are conducive to the public health, convenience and welfare of said Village and the inhabitants thereof; and

SECTION 3: That plans, specifications and estimates of the proposed improvement are now on file in the office of the Clerk of Council and are hereby approved by this Resolution.

SECTION 4: That the village will pay for the following:

All lots and lands bounding and abutting upon the proposed improvement (see Exhibit "A") which said lots and lands are hereby determined to be specifically benefited by said improvement and the cost of said improvements shall include the cost of plans, specifications, estimates, printing, serving, and publishing notices, resolutions and ordinances, the amount of damages resulting from the improvement and the interest thereon, the costs incurred in connection with the preparations and levying of assessment, obtaining legal opinion, bond council, bond printing costs, cost of labor and material and interest of bonds and notes issued in anticipation of the levy collection of the sidewalk assessments together with all other necessary expenditures.

SECTION 5: The following improvements will be paid for by sidewalk assessment:

All concrete sidewalks on properties within the village on the north side along State Route 119 West between State Route 66 and the canal and on the south side between Miami Erie Drive and Canal Road.

SECTION 7: That the Administrator of the Village of Minster be and is hereby authorized and directed to prepare and file in the Office of the Clerk of this Council the estimated assessments of the cost of the improvements described in this resolution. Such estimated assessments shall be based upon the cost of said improvement now on file in the Office of the Clerk of this Council and shall be prepared pursuant to the provisions of this resolution and filing of said estimated assessments to be served on the owners of the all lots and lands to be assessed as provided in the Ohio Revised Code Section 727.13.

SECTION 8: That the assessments to be levied shall be paid in ten (10) semi-annual installments, with interest on deferred payments at the same rate as shall be borne by the bonds to be issued in anticipation of the collection thereof, provided, that the owners of any property assessed may, at their option, pay such assessment in cash within thirty days after passage of the assessing ordinance.

SECTION 9: That the bonds of the Village shall be issued in anticipation of the collection of assessments by installments and in amounts equal thereto and notes of said Village shall be issued in anticipation of the issuance of such bonds and the levy of such assessments.

SECTION 10: This Ordinance shall be effective at the earliest time permitted by law.

ADOPTED: April 4, 2023

Dennis Kitzmiller, Mayor

Attest:

Brittany Hemmelgarn, Fiscal Officer

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

ORDINANCE 23-03-01

AN ORDINANCE AUTHORIZING THE EXECUTION OF AN ANNEXATION AGREEMENT BY THE VILLAGE OF MINSTER WITH JACKSON TOWNSHIP, AUGLAIZE COUNTY, OHIO

WHEREAS, Section 709.022 of the Ohio Revised Code grants the filing of a petition for annexation under a special procedure when all parties provide consent; and

WHEREAS, under these special procedures the petition for annexation must be accompanied by a certified copy of an annexation agreement that is entered into by the municipal corporation and each township any portion of which is included within the territory proposed for annexation; and

WHEREAS, Todd Realty, LTD, (Petitioner), owner of the real estate depicted by the site map in Exhibit A, attached hereto and further described on Exhibit B (the Property), desires to annex the Property into the Village, per the expedited process of annexation stated in Ohio Revised Code Section 709.022; and

WHEREAS, an annexation agreement as outlined in Ohio Revised Code Section 709.192 has been presented for consideration to both the Village of Minster and Jackson Township; and

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

SECTION 1: The Village of Minster has determined that it is in the best interest of the Petitioner and the Village to enter into an Agreement as provided for by Ohio Revised Code Section 709.192

SECTION 2: That the form of the Annexation Agreement attached hereto as Exhibit C is hereby approved, subject to and with any and all changes therein provided.

SECTION 3: That the Mayor is hereby authorized and directed to execute an Annexation Agreement substantially in the form of Exhibit C between the Village of Minster and the Jackson Township Trustees for the property petitioned to be annexed by the Petitioners.

SECTION 4: This Council finds and determines that all formal actions of this Council concerning and relating to the adoption of this Ordinance were taken in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in those formal actions were in compliance with the Law.

SECTION 5: That this Ordinance shall be in effect from and after the earliest period allowed.

PASSED AND ADOPTED by the legislative Authority of the Village of Minster on this the 4th day of April 2023.

Dennis Kitzmiller, Mayor

ATTEST:

Brittany Hemmelgarn, Clerk/Fiscal Officer

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

ORDINANCE 23-03-02

AN ORDINANCE AMENDING ORDINANCE 12-03-01 AND ESTABLISHING NEW RATES FOR ACTIVITIES CONDUCTED AT THE VILLAGE OF MINSTER SWIMMING POOL

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

SECTION 1:

That Ordinance 12-03-01 is hereby amended and the following rates are adopted for activities conducted at the Village of Minster Swimming Pool for the 2023 season and beyond:

	RATE
Family Pass	\$100.00
Single Pass	\$50.00
Daily Adult Pass	\$4.00
Daily Child Pass	\$3.00
Swimming Lessons	\$30.00 per student
KinderKamp	\$75.00 for first student; \$50.00 for all others
Private Pool Parties	
0-150 people	\$100.00
150 people plus	\$200.00
Use of Pool Slide	\$25.00

SECTION 2:

This Ordinance shall be in effect from and after the earliest period allowed by law.

ADOPTED: April 4, 2023

Dennis Kitzmiller, Mayor

Attest:

Brittany Hemmelgam, Fiscal Officer

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

RESOLUTION 23-03-02

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE OHIO DEPARTMENT OF NATURAL RESOURCES FOR A LAND AND WATER CONSERVATION GRANT AND TO DECLARE AN EMERGENCY

WHEREAS, the Ohio Department of Natural Resources administers the Land and Water Conservation Grants for the Department of Interior, and

WHEREAS, the Village of Minster applied for grant funding to the Department of Interior for the development of the Paris Street Park playground equipment and splash pad, and

WHEREAS, the Department of Interior through the Ohio Department of Natural Resources awarded a Land and Water Conservation Grant to the Village of Minster for the development of the Paris Street Park playground equipment and splash pad.

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

SECTION I: That the Mayor is hereby authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

SECTION II: That the Village of Minster will fulfill all obligations and terms in the agreement.

SECTION III: Because of the need to fulfill the terms of the agreement, this Resolution is declared an emergency ordinance and shall take immediate effect.

ADOPTED: March 21, 2023

Dennis Kitzmiller, Mayor

Attest:

Brittany Hemmelgarn, Clerk

ChoiceOne

Engineering



Date

February 6, 2023

Attention

Don Harrod
dharrod@minsteroh.com

Address

Village of Minster
5 West Fourth Street
P.O. Box 1
Minster, OH 45865

Subject

Agreement for Professional Services
West Seventh Street Reconstruction
AUG-MIN-2302

Dear Mr. Harrod:

Choice One Engineering Corporation appreciates the opportunity to provide services for the West Seventh Street Reconstruction Project.

This Agreement is by and between the Village of Minster, hereinafter referred to as Client, and Choice One Engineering Corporation, hereinafter referred to as Choice One. If everything is acceptable, please execute and return to Choice One. Choice One will not start work on this Project until the Agreement is signed and received in our office via email or hard copy.

This Agreement is subject to the provisions of the following which are attached to and made a part of this Agreement: Scope of Services, Compensation, and Schedule, consisting of four pages and Choice One Engineering Corporation Standard Terms & Conditions consisting of three pages.

Authorization by the Client to proceed, whether oral or written, constitutes acceptance of the terms and conditions of this Agreement, without modification, addition, or deletion. Client and Choice One each bind itself and its partners, successors, executors, administrators of this executed Agreement.

Village of Minster

Authorized Signature

Date

Choice One Engineering Corporation


Allan J. Heitbrink, P.E., Project Manager

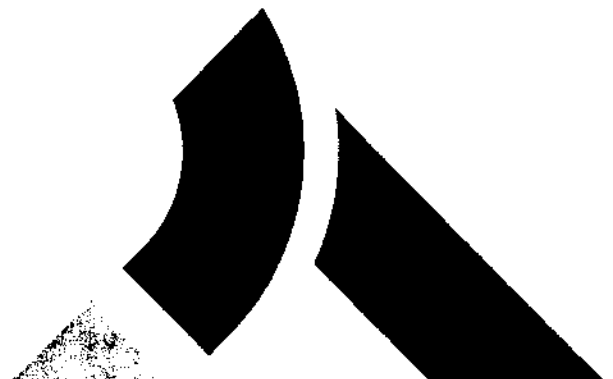
2-6-23

Date

W. Central Ohio/E. Indiana
440 E. Hoewisher Rd
Sidney, OH 45366
937.497.0200 Phone

S. Ohio/N. Kentucky
8956 Glendale Millford Rd. Suite 1
Loveland, OH 45140
513.239.8554 Phone

www.CHOICEONEENGINEERING.com



Scope of Services

Project Snapshot

Choice One intends to provide construction plans for the reconstruction of West Seventh Street near Oak Creek Road in the Village.

Project Details

- Residents in the area are going through the annexation process and as a result the Village needs to provide utilities to these residents.
- The project will include extending water main and sanitary sewer down West Seventh Street.
- The utility extensions will result in the street being completely reconstructed starting near Line Drive and extending to the west approximately 700 feet.
- The street width and pavement composition will be discussed during the design phase; however, it is anticipated that it will follow the Village standards.
- It is anticipated that the reconstruction will include small roadside ditches, however, there is a potential for curb & gutter and sidewalk to be included. This will be discussed and determined during the design phase.
- Seventh Street will be extended to the corporation limits (dead-end). No cul-de-sac design is included.
- The existing right-of-way width is 45 feet wide and will likely need to be increased to 60' wide to match Seventh Street going east.
- No formal right-of-way exhibits, or legal descriptions are included. This work will be handled under a separate agreement.
- The existing drainage swale on the south side of Seventh Street will be rerouted and placed in a culvert under the roadway or outside the roadway. Some coordination with Auglaize County Engineer is anticipated.
- Filling in or re-routing the existing swale behind Orval & Mary Homan's property is not included. If necessary, a separate scope and fee will be provided.
- Utility extensions along Oak Creek Drive are not included. A separate scope and fee will be provided if this additional work is needed.
- Plans will be designed to the Village of Minster and Ohio Department of Transportation (ODOT) standards and specifications.
- It is anticipated that the total project disturbed area will remain under 1 acre so no formal storm water pollution prevention plan will be required.
- Material and construction standards will be covered by general notes.
- Any utility coordination will be completed by Choice One during the design process.
- No formal assessment schedule or attendance at a public meeting is included. If it is determined that curb and gutter and sidewalks will be included in the project the assessment phase listed below will need to be approved.
- Choice One will review any shop drawing submittals under the construction administration phase.
- Choice One will work with the Village to develop a schedule.

Project Services

1. Topographic Survey

- a. Contact Ohio Utilities Protection Service (OUPS) for underground utility locations.
- b. Perform necessary deed and plat research.
- c. Establish horizontal and vertical survey control for the project area based on State Plane coordinates and NAVD 88.
- d. Field reconnaissance and traverse of existing monumentation.
- e. Identify visible features from 10' beyond right-of-way for both sides including utilities and drainage.
- f. Provide roadway cross sections every 50', at driveways, and other critical areas.
- g. Inventory manholes and catch basins including type of construction, depth, pipe size, and condition.

- h. Locate underground utilities as marked by the appropriate utility companies.
- i. The location of existing right-of-way lines is anticipated to be a factor for the project design. Boundary resolution of the properties along the route will be completed to show location of existing right-of-way lines and adjacent property lines based on existing monumentation, plats, deeds, and other readily-available information.
- j. Provide one (1) foot contour intervals.
- k. Completed topographic survey shall be provided in AutoCAD format.

2. Construction Plans

- a. Design construction plans to include:
 - i. Title Sheet
 - ii. Typical Sections
 - iii. General Notes and Details
 - iv. Intersection Details
 - v. Quantity Summary and Engineer's Estimate
 - vi. Plan and Profile (scale 1" = 20' horizontal, 1" = 5' vertical)
 - vii. Cross-Sections (scale 1" = 5' horizontal, 1" = 5' vertical)
 - viii. Sanitary Sewer Plan
 - ix. Water Main Plan
 - x. Storm Sewer Plan
 - xi. Maintenance of Traffic Notes and Details
 - xii. Pavement Markings and Signage Plan
 - xiii. Driveway Details
 - xiv. Quantity Splits
- b. A sanitary sewer Permit to Install (PTI) in a Public Water System (PWS) water main, submitted, as well as a Storm Water Notice of Intent (NOI), will need to be submitted to the Ohio Environmental Protection Agency (OEPA) for review and approval.

3. Construction Bidding Procedures

- a. Prepare bidding documents for the bidding process to be sold online, for free, or at Choice One's office with the cost to be reimbursed to Choice One by contractor's purchase of plans and documents.
- b. Provide assistance in the bidding process including answering questions during the bidding phase from the Client, contractor, and suppliers, including material alternatives and intent of the plans, general notes, and specifications.
- c. Process addenda, if necessary.
- d. Attend bid opening.
- e. Review bids and contractor qualifications.
- f. Prepare bid tabulations.
- g. Check System for Award Management (SAM) database prior to award to ensure contractor is not suspended or debarred.
- h. Check Ohio Auditor of State's website for unresolved findings.
- i. Prepare contracts for successful bidder.

4. Construction Layout Staking

- a. Sanitary Sewer
 - i. Provide stakes for sanitary manholes graded to the invert or a 15" offset with approximate top elevation.
 - ii. Provide stakes for the end of the proposed sanitary sewer laterals (tees).
- b. Storm Sewer
 - i. Provide stakes for manholes graded to the invert or a 15" offset.
 - ii. Provide stakes for storm manholes graded to the invert or a 15" offset with approximate top elevation.
 - iii. Provide stakes for catch basins graded to the invert or a 15" offset with top of curb/grate elevation and alignment.
 - iv. Provide stakes for the end of the proposed storm sewer laterals.

- c. Water Main
 - i. Provide stakes for tees, bends, and valves along the proposed water main.
 - ii. Provide stakes and finished elevation for fire hydrants.
 - iii. Provide stakes and cuts to top of water main every 100'.
 - iv. Provide stakes for water service lines.
 - d. We will coordinate with the construction contractor on scheduling of the layout staking and will work with the contractor as best as possible but cannot re-stake any of the above items without proper compensation from either the contractor or Client as mutually agreed upon prior to construction commencing.
 - e. Staking will be performed per construction plans and will not be field adjusted.
- 5. Construction Administration Services**
- a. *Construction Administration services listed below will be provided upon request on an hourly basis according to our current Standard Hourly Rate Schedule.*
 - i. Produce additional plans for successful contractor and Client.
 - ii. Attend preconstruction meeting and provide minutes to attendees.
 - iii. Respond to Contractor's questions.
 - iv. Administrate plan interpretation for contractor and Client during construction, as required.
 - v. Attend meetings at the request of the Client with contractor.
 - vi. Review and approve pay requests.
 - vii. Process necessary change orders.
 - viii. Conduct final inspection and provide a punch list.
 - ix. Review site/civil shop drawings.
 - x. Attend final walkthrough with Client and contractor.
 - xi.

Additional Services (if requested)

1. Assessment Procedures (if requested)

- a. Prepare an Assessment Schedule to include:
 - i. Full name as shown on deeds
 - ii. Assessed frontage
 - iii. Assessed dollar amount
 - iv. Tax parcel auditor number
 - v. Tax map identification
 - vi. Address from Auditor's Office
 - vii. Deed frontage
- b. Final Assessment Schedule
- c. Attendance at one public meeting

2. Construction Layout Staking (if requested)

- a. Curb and Gutter
 - i. Provide curb and gutter stakes left and right at a 4' offset to the back of curb at 25' intervals and additional stakes at radii and curves with cuts marked to top back of curb.

Additional Services

We have the skill, experience, and knowledge to provide additional services as listed below. Additional services will be approved by the Client prior to commencement and will be performed on an hourly basis according to our current Standard Hourly Rate Schedule or a mutually negotiated lump sum fee.

1. Landscape Architecture
2. Easement and Right-of-Way Plats or Descriptions
3. Record Drawings
4. Construction Observation

Client Responsibilities

- Execute necessary Work Agreements and Easements.
- Provide timely decisions to keep design work on schedule.
- Assist in utility company coordination.

Compensation & Schedule

Compensation

Lump Sum Fee Schedule	
Topographic Survey	\$3,450.00
Construction Plans	\$18,950.00
Construction Bidding Procedures	\$4,000.00
Construction Layout staking	\$2,200.00
Total	\$28,600.00
Assessment Procedures (if requested)	\$2,000.00
Additional Construction Layout Staking (if requested)	\$1,800.00
Construction Administration Services	Hourly Upon Request

Schedule

Choice One will work with the Village to develop a schedule after receipt of an executed Agreement.

March 21, 2023 Meeting
INVOICES OVER \$3,000.00
Motion to Allow Purchases

<u>Check #</u>	<u>Amount</u>	<u>Vendor</u>	<u>Description</u>
1 169989	\$7,075.23	C & S Solutions	Electric Dept Batteries and Wire
2 169995	\$25,997.37	Encompass	Electric Professional Services
3 169996	\$11,134.53	Environmental Mgmt & Dev	WP & WWTP Chemicals
4 170000	\$33,600.00	Garmann & Miller	Police Dept Reno Designs
5 170005	\$764,393.89	Landmark Structures	Water Tower Construction
6 170014	\$11,009.13	Quinter Well Drilling	Well #6 Repairs
7 170016	\$28,800.00	Utilities Instrumentation Serv	Work on Substations
8 170025	\$4,500.00	Beacon Athletics	Nets for Batting Cages
9 170035	\$25,453.78	Harris Computer	Software Renewals
10 170041	\$24,125.00	Minster Life Squad	Quarterly Payment
11 170048	\$3,146.00	Tawa Tree Service	Dinotefuran Applications

ChoiceOne Engineering



Date
March 15, 2023

Attention
Dan Harrod
danharrod@minsterohio.com

Address
Village of Minster
5 West Fourth Street
P.O. Box 1
Minster, OH 45865

Subject
Agreement for Professional Services
SR 119 Sidewalk Improvements
AUG-MIN 2023

Dear Mr. Harrod:

Choice One Engineering Corporation appreciates the opportunity to provide services for the SR 119 Sidewalk Improvement Project.

This Agreement is by and between the Village of Minster, hereafter referred to as Client, and Choice One Engineering Corporation, hereinafter referred to as Choice One. If everything is acceptable, please execute and return to Choice One. Choice One will not start work on this project until the Agreement is signed and received in our office via email or hard copy.

This Agreement is subject to the provisions of the following which are attached to and made a part of this Agreement: Scope of Services, Compensation, and Schedule, consisting of three pages and Choice One Engineering Corporation Standard Terms & Conditions, consisting of three pages.

Authorization by the Client to proceed, whether oral or written, constitutes acceptance of the terms and conditions of this Agreement, without modification, addition, or deletion. Client and Choice One each bind itself and its partners, successors, executors, administrators of this executed Agreement.

Village of Minster

Authorized Signature

Date

Choice One Engineering Corporation

Allan J. Heitbrink

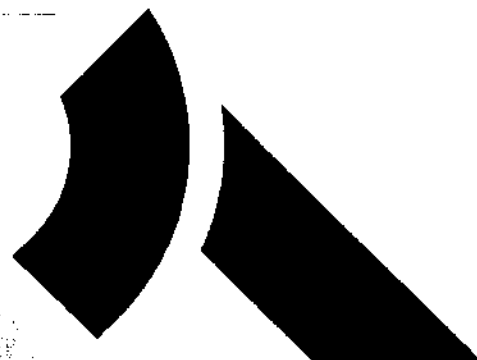
Allan J. Heitbrink, P.E., Project Manager

3-15-23
Date

Choice One Engineering Corporation
4101 Eisenhower Rd.
Dayton, OH 45424
937.296.9400, Fax 937.296.9401

Choice One Engineering Corporation
2166 Crandall Village Rd., Suite 100
Lexington, OH 44505
330.296.9400, Fax 330.296.9401

CHOICEONEENGINEERING.COM



Scope of Services

Project Snapshot

Choice One intends to provide construction plans for the sidewalk improvements along SR 119 in the Village of Amster.

Project Details

- Sidewalk will be installed along SR 119 from Main Street (SR 66) to Canal 2 Road approximately 2,000 ft.
- Sidewalk will be 5' wide and will be installed on the north side of SR 119 from Main Street to Miami Erie Drive. At Miami Erie Drive a crosswalk and rectangular rapid flashing beacon (RRFB) will be installed and the sidewalk will continue on the south side of SR 119 to Canal 2 Road. At Canal 2 Road another RRFB will be installed to connect pedestrians to the Miami & Erie Trail.
- There is a small portion that will be outside of the Village corporation limits so the plans will need to be reviewed/approved through ODOT's MR-505 permit process.
- Design will attempt to keep work in the right of way. This will be determined during the engineering phase. If needed the Village will be responsible for obtaining any necessary work agreements or easements.
- If any right of way/easement owners and legal certifications are needed a separate scope and fee will be provided.
- Plans will be designed to the Ohio Department of Transportation (ODOT) and Village of Amster standards and specifications.
- Material and construction standards will be covered by general notes.
- Electric, telephone, cable and gas will be relocated by the appropriate utility company if necessary. Choice One will coordinate any relocations.
- It is anticipated that some storm sewer and void or wastewater basins will be needed.
- All curbs/cuts will be designed or upgraded to meet or current ADA standards.
- There is potential that small retaining walls may be needed for the construction of the sidewalks. This will be determined during the design phase.
- Choice One will prepare the preliminary and final estimates. Also included is one public meeting.
- Choice One will review any shop drawing submittals under the construction administration phase.
- Choice One will work with the Village to develop an appropriate schedule.

Project Services

1. Topographic Survey

- a. Contact Ohio utility Transmission Service (OUES) for underground utility locations.
- b. Perform necessary aerial and map research.
- c. Establish horizontal and vertical curves suitable for the project and use Ohio State Plane coordinates and NAVD 88.
- d. Field reconnaissance and traverse of existing monumentation.
- e. Identify visible features from 10' beyond right-of-way for both sides including utilities and drainage.
- f. Provide roadway cross sections every 50' at driveways and other critical areas.
- g. Inventory manholes and catch basins including type of construction, depth, pipe size, and condition.
- h. Locate underground utilities as marked by the appropriate utility companies.
- i. The location of existing right-of-way lines is identified to be a factor for the project design. A vector description of the properties along the route will be completed to provide location of existing right-of-way lines and adjacent property lines and existing monumentation, plots, deeds, and other readily available information.
- j. Provide one (1) foot contour intervals.
- k. Completed topographic survey shall be provided in AutoCAD format.

2. Construction Plans

- a. Design construction plans to include:
 - i. Title Sheet
 - ii. Typical Sections
 - iii. Site Plan to Exclude Storm Water Pollution Prevention Plan
 - iv. General Notes and Details
 - v. Intersection Details
 - vi. Quantity Summary and Engineer's Estimate
 - vii. Plan and Profile (scale: 1" = 20' horizontal, 1" = 5' vertical)
 - viii. Cross-Sections (scale: 1" = 5' horizontal, 1" = 5' vertical)
 - ix. Maintenance of Traffic Notes, Details and Plans
 - x. Traffic Control Notes, Details and Plans
- b. A Storm Water Notice of Intent (NOI) will need to be submitted to the Ohio Environmental Protection Agency (OEPA) for review and approval.

3. Assessment Procedures

- a. Prepare an Assessment Schedule to include:
 - i. Full name as shown on deed
 - ii. Assessed frontage
 - iii. Assessed dollar amount
 - iv. Tax parcel auditor number
 - v. Tax map identification
 - vi. Address from Auditor's Office
 - vii. Deed frontage
- b. Final Assessment Schedule

4. Construction Bidding Procedures

- a. Prepare bidding document is for the bidding process to be sold online, for free, or at Choice One's office with the cost to be reimbursed to Choice One by contractor's purchase of plans and documents.
- b. Provide assistance in the bidding process including answering questions during the bidding phase from the Client, contractor, and suppliers including material deliveries and intent of the plans, general notes, and specifications.
- c. Process addenda, if necessary.
- d. Attend bid opening.
- e. Review bids and contractor qualifications.
- f. Prepare bid tabulations.
- g. Check System for Award Management (SAM) database prior to award to ensure contractor is not suspended or debarred.
- h. Check Ohio Auditor of State's website for unresolved finding.
- i. Execute contract, for public works.

5. Construction Layout Staking

- a. Sidewalk:
 - i. Provide edge of sidewalk stakes at a 4' offset to the edge of sidewalk at 50' intervals and additional stakes at radii and curves with cuts marked to finished pavement.
- b. We will coordinate with the construction contractor on scheduling of the layout staking and will work with the contractor as best as possible but cannot re-stake any of the above items without proper compensation from either the contractor or Client as mutually agreed upon prior to construction commencing.
- c. Staking will be performed per construction plans and all of that is field adjusted.

6. Construction Administration Services

- a. Communicate Administration services with local water utility, Ohio Department of Transportation, and other agencies and departments of the local municipality.
 - i. Provide additional plans for supplemental information and Client.
 - ii. Attend preconstruction meeting and provide minutes to attendees.

- iii. Respond to Contractor's questions.
- iv. Administrate plan interpretation for contractor and Client during construction as required.
- v. Attend meetings at the request of the Client with contractor.
- vi. Review and authorize any requests.
- vii. Process necessary change orders.
- viii. Conduct final inspection and provide a punch list.
- ix. Review site/civil shop drawings.
- x. Attend final walkthrough with Client and contractor.

Additional Services

We have the skill, experience, and knowledge to provide additional services as listed below. Additional services will be approved by the Client prior to commencement and will be performed on an hourly basis according to our current Standard Hourly Rate Schedule or a mutually negotiated lump sum fee.

1. Storm Sewer, Sanitary Sewer, and Waterline Design
2. Traffic Signal Design
3. Detailed Maintenance of Traffic Plans
4. Landmark Architecture

Client Responsibilities

- Execute necessary Work Agreements and Easements.
- Provide timely decisions to keep design work on schedule.
- Provide property access and owner notification along the project route.
- Assist in utility company coordination.

Compensation & Schedule

Compensation

Lump Sum Fee Schedule	
Topographic Survey	\$3,800.00
Construction Plans	\$19,500.00
Assement Easement	\$2,000.00
Construction Bidding Procedures	\$4,000.00
Construction Layout Staking	\$3,700.00
Total	\$33,000.00
Construction Administration Services	Hourly Rates Request

Schedule

Construction will start with the design to develop and to take after receipt of an approved Agreement.

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

+++++

- 1) Peterson Construction has finished work at the water treatment facility on the sand filters. Peterson finished early last week and the last filter was disinfected, tested and put back on line.
- 2) The concrete crews from Landmark are beginning to move their equipment off the site of the new water tower, as work on the concrete tower has been completed. As this phase of the construction wraps up, the next phase, which is the construction of the steel bowl will begin. The crew that will construct the steel bowl started moving their equipment in last week.
- 3) AES continues to make good progress on the transmission line between the Amsterdam Substation and the Village. Most of the poles have been set and crews have begun to pull in the wire.
- 4) In anticipation of installing new playground equipment at the Paris Street Park, we have advertised the existing equipment for sale on GovDeals.com.
- 5) There were a couple of bags of sand left over from the filter media replacement project at the water treatment facility. We will be using that sand to refurbish the volleyball courts at the Paris Street Park.
- 6) All of the contracts have been signed between Eitri Foundry and the Village on the next phase in the development of the next phase of the solar field. We expect crews to begin working on moving the mound of dirt that is on the south end of the solar field out closer to Minster-Egypt Road within the next couple of weeks. Once this is completed work on installing the solar field can begin.

Date: 03/09/2023
Time: 11:00:26AM

Posted Cash Receipt Report

User: BRITTA
Page: 1

VILLAGE OF MINSTER

PERIOD	BATCH	ACCOUNT NO	AMOUNT	TRANS NO	TRANS. DATE	DESCRIPTION
3/2023	12620	213-0000-192-0	-50.00	CR 00011146-001	03/09/2023	AUGLAIZE COUNTY MUNICIPAL COURT
Batch 12620 Total:			-50.00			
Report Total:			-50.00			

Date: 03/09/2023

Time: 10:53:30AM

Posted Cash Receipt Report

User: BRITTA

Page: 12

VILLAGE OF MINSTER

PERIOD	BATCH	ACCOUNT NO.	AMOUNT	TRANS. NO.	TRANS. DATE	DESCRIPTION
3/2023	12619	101-0000-185-3	-89.77	CR 00011144-001	03/09/2023	FUEL
3/2023	12619	213-0000-192-0	-3.00	CR 00011145-001	03/09/2023	FINE FUND
3/2023	12619	101-0101-161-3	-15.00	CR 00011145-002	03/09/2023	FINE FUND
3/2023	12619	218-0000-128-0	-30.00	CR 00011145-003	03/09/2023	FINE FUND
3/2023	12619	101-0101-161-2	-165.00	CR 00011145-004	03/09/2023	FINE FUND
		Batch 12619 Total:	-302.77			
		Report Total:	-302.77			

Date: 03/09/2023

Time: 10:45:10AM

Posted Cash Receipt Report

User: BRITTA

Page: 13

VILLAGE OF MINSTER

PERIOD	BATCH	ACCOUNT NO	AMOUNT	TRANS. NO.	TRANS DATE	DESCRIPTION
3/2023	12618	101-0104-151-0	-60.00	IR 00007243-001	03/06/2023	[31] SHELTER HOUSE DEPOSIT
3/2023	12618	101-0104-151-1	-50.00	IR 00007243-002	03/06/2023	[41] SH DEPOSIT REFUND
3/2023	12618	503-0000-157-2	-30.00	IR 00007244-001	03/06/2023	[17] RECONNECT FEE
3/2023	12618	101-0000-185-3	-3.00	IR 00007244-002	03/06/2023	[30] TRANSACTION FEE
		Batch 12618 Total:	-143.00			
		Report Total:	-143.00			

Date: 03/09/2023
Time: 10:44:58AM

Posted Cash Receipt Report

User: BRITTA
Page: 14

VILLAGE OF MINSTER

PERIOD	BATCH	ACCOUNT NO	AMOUNT	TRANS NO	TRANS DATE	DESCRIPTION
3/2023	12614	101-0000-185-3	-3.00	IR 00007239-001	03/02/2023 [30]	TRANSACTION FEE
3/2023	12614	101-0000-185-3	-3.00	IR 00007240-001	03/02/2023 [30]	TRANSACTION FEE
3/2023	12614	101-0000-185-3	-3.00	IR 00007241-001	03/02/2023 [30]	TRANSACTION FEE
3/2023	12614	503-0000-157-8	-1,000.00	IR 00007242-001	03/02/2023 [35]	HALF MOON ENERGY STORAGE RENTAL
Batch 12614 Total:			-1,009.00			
Report Total:			-1,009.00			

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PERIOD	BATCH	ACCOUNT NO.	AMOUNT	TRANS. NO.	TRANS. DATE	DESCRIPTION
3/2023	12610	101-0000-165-3	-3.00	IR 00007237-001	03/01/2023	[30] TRANSACTION FEE
3/2023	12610	101-0000-162-1	-25.00	IR 00007238-001	03/01/2023	[03] BUILDING PERMIT
Batch 12610 Total:			-28.00			
Report Total:			-28.00			

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PERIOD	BATCH	ACCOUNT NO.	AMOUNT	TRANS. NO.	TRANS. DATE	DESCRIPTION
3/2023	12609	508-0000-163-1	-300.00	IR 00007226-001	02/27/2023 [06]	DEPOSIT - RESIDENTIAL
3/2023	12609	101-0000-185-3	-3.00	IR 00007227-001	02/27/2023 [30]	TRANSACTION FEE
3/2023	12609	101-0104-151-0	-60.00	IR 00007228-001	02/27/2023 [31]	SHELTER HOUSE DEPOSIT
3/2023	12609	101-0104-151-1	-50.00	IR 00007228-002	02/27/2023 [41]	SH DEPOSIT REFUND
3/2023	12609	101-0104-151-0	-60.00	IR 00007229-001	02/27/2023 [31]	SHELTER HOUSE DEPOSIT
3/2023	12609	101-0104-151-1	-50.00	IR 00007229-002	02/27/2023 [41]	SH DEPOSIT REFUND
3/2023	12609	101-0104-151-0	-60.00	IR 00007230-001	02/27/2023 [31]	SHELTER HOUSE DEPOSIT
3/2023	12609	101-0104-151-1	-50.00	IR 00007230-002	02/27/2023 [41]	SH DEPOSIT REFUND
3/2023	12609	101-0104-151-0	-60.00	IR 00007231-001	02/27/2023 [31]	SHELTER HOUSE DEPOSIT
3/2023	12609	101-0104-151-1	-50.00	IR 00007231-002	02/27/2023 [41]	SH DEPOSIT REFUND
3/2023	12609	101-0104-151-0	-60.00	IR 00007232-001	02/27/2023 [31]	SHELTER HOUSE DEPOSIT
3/2023	12609	101-0104-151-1	-50.00	IR 00007232-002	02/27/2023 [41]	SH DEPOSIT REFUND
3/2023	12609	101-0104-151-0	-60.00	IR 00007233-001	02/27/2023 [31]	SHELTER HOUSE DEPOSIT
3/2023	12609	101-0104-151-1	-50.00	IR 00007233-002	02/27/2023 [41]	SH DEPOSIT REFUND
3/2023	12609	101-0104-151-0	-60.00	IR 00007234-001	02/27/2023 [31]	SHELTER HOUSE DEPOSIT
3/2023	12609	101-0104-151-1	-50.00	IR 00007234-002	02/27/2023 [41]	SH DEPOSIT REFUND
3/2023	12609	101-0000-185-3	-3.00	IR 00007235-001	02/27/2023 [30]	TRANSACTION FEE
3/2023	12609	101-0104-151-0	-60.00	IR 00007236-001	02/27/2023 [31]	SHELTER HOUSE DEPOSIT
3/2023	12609	101-0104-151-1	-50.00	IR 00007236-002	02/27/2023 [41]	SH DEPOSIT REFUND

Batch 12609 Total: -1,186.00

Report Total: -1,186.00

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PERIOD	BATCH	ACCOUNT NO.	AMOUNT	TRANS. NO.	TRANS. DATE	DESCRIPTION
3/2023	12611	101-0000-182-1	-300.00	CR 00011142-001	03/06/2023	AUGLAIZE COUNTY LIBRARY
3/2023	12611	101-0000-114-0	-1,249,988.90	CR 00011143-001	03/06/2023	DANONE NA - INCOME TAX CORRECTION
		Batch 12611 Total:	-1,250,288.90			
		Report Total:	-1,250,288.90			

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Trans #	CASH ID	Invoice #	Invoice Description	PO #	Line	Amount		
01	0000002399	ADAMS WINDOW WASHING		03/07/2023	169983	\$45.00		
VR-00121606	101	113777	WINDOW CLEANING		45.00			
01	0000005250	AMERICAN HERITAGE LIFE INSURANCE C		03/07/2023	169984			
IV-00040997	101		PAYROLL WE 02-12-23 -D-ALS		10.39			
IV-00041035	101		PAYROLL WE 02-19-23 -D-ALS		11.48			
IV-00041072	101		PAYROLL WE 02-26-23 -D-ALS		10.21			
IV-00040997	201		PAYROLL WE 02-12-23 -D-ALS		21.33			
IV-00041035	201		PAYROLL WE 02-19-23 -D-ALS		20.50			
IV-00041072	201		PAYROLL WE 02-26-23 -D-ALS		20.42			
IV-00040997	501		PAYROLL WE 02-12-23 -D-ALS		0.14			
IV-00041035	501		PAYROLL WE 02-19-23 -D-ALS		0.15			
IV-00040997	503		PAYROLL WE 02-12-23 -D-ALS		15.07			
IV-00041035	503		PAYROLL WE 02-19-23 -D-ALS		14.80			
01	0000005250	AMERICAN HERITAGE LIFE INSURANCE C		03/07/2023	169985	\$187.72		
IV-00041112	101		PAYROLL WE 03-05-23 -D-ALS		11.33			
IV-00041112	201		PAYROLL WE 03-05-23 -D-ALS		20.35			
IV-00041072	501		PAYROLL WE 02-26-23 -D-ALS		0.45			
IV-00041112	501		PAYROLL WE 03-05-23 -D-ALS		0.15			
IV-00041072	502		PAYROLL WE 02-26-23 -D-ALS		0.30			
IV-00041072	503		PAYROLL WE 02-26-23 -D-ALS		15.40			
IV-00041112	503		PAYROLL WE 03-05-23 -D-ALS		14.95			
IV-00041072	505		PAYROLL WE 02-26-23 -D-ALS		0.15			
IV-00041112	505		PAYROLL WE 03-05-23 -D-ALS		0.15			
01	0000005586	ASHLEY ROSTORFER		03/07/2023	169986	\$192.61		
VR-00121604	508	NW320.18 D	NW320.18 DEPOSIT REFUND		192.61			
01	0000003724	BRITTANY HEMMELGARN		03/07/2023	169987	\$49.78		
VR-00121607	101	MILEAGE REI	MILEAGE REIMBURSEMENT		49.78			
01	0000003489	BURKE PETROLEUM, INC		03/07/2023	169988	\$924.83		
VR-00121608	101	0446318-IN	FUEL		104.36			
VR-00121608	101	0446319-IN	FUEL		270.11			
VR-00121608	201	0446318-IN	FUEL		96.18			
VR-00121608	201	0446319-IN	FUEL		248.91			
VR-00121608	503	0446318-IN	FUEL		57.21			
VR-00121608	503	0446319-IN	FUEL		148.06			
01	0000003453	C & S SOLUTIONS, INC.		03/07/2023	169989	\$7,075.23		
VR-00121609	503	2192	ELECTRIC SUPPLIES		6,006.24			
VR-00121609	503	2204	ELECTRIC SUPPLIES		1,068.99			
01	0000003581	CARQUEST AUTO PARTS OF MINSTER		03/07/2023	169990			

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Trans #	CASH ID	Invoice #	Invoice Description	PO #	Line	Amount		
VR-00121610	101	383708	VEHICLE REPAIRS			42.50		
VR-00121610	201	383139	VEHICLE REPAIRS			2.97		
VR-00121610	501	383311	VEHICLE REPAIRS			3.29		
VR-00121610	503	383612	VEHICLE REPAIRS			18.99		
VR-00121610	503	383618	VEHICLE REPAIRS			23.03		
VR-00121610	503	383682	VEHICLE REPAIRS			11.99		
VR-00121610	503	383834	VEHICLE REPAIRS			4.47		
VR-00121610	503	384113	VEHICLE REPAIRS			27.77		
VR-00121610	503	384354	VEHICLE REPAIRS			74.47		
VR-00121610	503	384365	VEHICLE REPAIRS			6.99		
01	0000003581	CARQUEST AUTO PARTS OF MINSTER		03/07/2023	169991	\$243.45		
VR-00121610	503	384369	VEHICLE REPAIRS			26.98		
01	0000004521	CINTAS		03/07/2023	169992	\$273.91		
VR-00121611	101	4147929822	UNIFORMS/MATS			60.50		
VR-00121611	201	4147929822	UNIFORMS/MATS			66.96		
VR-00121611	501	4147929822	UNIFORMS/MATS			42.42		
VR-00121611	502	4147929822	UNIFORMS/MATS			34.43		
VR-00121611	503	4147929822	UNIFORMS/MATS			69.60		
01	0000000018	CITY OF ST. MARYS		03/07/2023	169993	\$105.00		
VR-00121612	502	9515	BACTERIA TESTS			105.00		
01	0000000119	CULLIGAN LIMA		03/07/2023	169994	\$16.50		
VR-00121613	101	0904366	ADMIN WATER			16.50		
01	0000002575	ENCOMPASS		03/07/2023	169995	\$25,997.37		
VR-00121614	503	4672	PROFESSIONAL SERVICES THROUG			440.00		
VR-00121614	503	4676	PROFESSIONAL SERVICES THROUG			6,661.87		
VR-00121614	503	4680	PROFESSIONAL SERVICES THROUG			4,890.00		
VR-00121636	503	4517	PEOFESSONAL SERVICES			14,005.50		
01	0000001907	ENVIRONMENTAL MGMT & DEVEL		03/07/2023	169996	\$11,134.53		
VR-00121615	501	21444	WP & WWTP CHEMICALS AND SUPPI			2,046.00		
VR-00121615	502	21278	WP & WWTP CHEMICALS AND SUPPI			532.13		
VR-00121615	502	21464	WP & WWTP CHEMICALS AND SUPPI			8,556.40		
01	0000000085	EVENING LEADER		03/07/2023	169997	\$89.84		
VR-00121616	101	30987	NOTICE OF HEARING			89.84		
01	0000000079	FOUR U OFFICE SUPPLIES		03/07/2023	169998	\$44.10		
VR-00121617	101	503194-00	SUPPLIES			44.10		
01	0000001948	GALETON		03/07/2023	169999	\$1,402.05		
VR-00121637	503	2677778	SAFETY GLASSES			1,402.05		
01	0000001101	GARMANN & MILLER		03/07/2023	170000	\$33,600.00		
VR-00121618	408	20256	POLICE DEPT DESIGNS			33,600.00		
01	0000000835	GEHRET NURSERY		03/07/2023	170001	\$1,204.00		
VR-00121619	201	43953	PWD SUPPLIES			54.00		
VR-00121619	201	43954	PWD SUPPLIES			1,150.00		
01	0000005089	GREENVILLE TWP RESCUE		03/07/2023	170002	\$192.00		

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Trans #	CASH ID	Invoice #	Invoice Description	PO #	Line Amount		
VR-00121620	101	FD CPR TRAI	CPR TRAINING		192.00		
01	0000005627	KAREN SCHULZE		03/07/2023	170003	\$97.96	
VR-00121605	508	SE116.13 DE	SW116.13 DEPOSIT REFUND		97.96		
01	0000000879	KLEEM, INC.		03/07/2023	170004	\$287.15	
VR-00121622	101	95511	PARKS SIGNS		287.15		
01	0000003629	LANDMARK STRUCTURES		03/07/2023	170005	\$764,393.89	
VR-00121623	509	INVOICE #6	WATER TOWER		670,908.80		
VR-00121623	512	INVOICE #6	WATER TOWER		93,485.09		
01	0000000048	MESCO ELECTRICAL SUPPLY		03/07/2023	170006	\$894.46	
VR-00121624	503	S511152737.0	SUPPLIES		610.02		
VR-00121624	503	S511164868.0	SUPPLIES		58.86		
VR-00121624	503	S511183846.0	SUPPLIES		53.54		
VR-00121624	503	S511183846.0	SUPPLIES		16.58		
VR-00121624	503	S511195663.0	SUPPLIES		155.46		
01	0000003847	MIDNET MEDIA		03/07/2023	170007	\$450.00	
VR-00121625	101	19388	QUARTERLY HOSTING/MAINT		450.00		
01	0000000947	MINSTER GARDEN CLUB		03/07/2023	170008	\$1,500.00	
VR-00121626	101	ANNUAL	ANNUAL DONATION		1,500.00		
01	0000005533	OHIO CAT - TROY		03/07/2023	170009	\$7.11	
VR-00121627	503	PS080313424	SUPPLIES		7.11		
01	0000000567	OHIO CHILD SUPPORT PAYMENT CENTER (		03/07/2023	170010	\$83.70	
IV-00041120	101		PAYROLL WE 03-05-23 -D-SUP		83.70		
01	0000004877	OHIO DEPARTMENT OF AGRICULTURE		03/07/2023	170011	\$35.00	
VR-00121629	201	LAZIER PESTI	LUKE LAZIER PESTICIDE LICENSE		35.00		
01	0000003315	OHIO INSURANCE SERVICES AGENCY INC		03/07/2023	170012	\$455.00	
VR-00121628	101	2022ACA040	2022 ACA 1095 REPORTING		455.00		
01	0000000920	PROFESSIONAL ELECTRIC PRODUCTS CO		03/07/2023	170013	\$4,536.00	
VR-00121630	503	S101344821.0	SUPPLIES		4,536.00		
01	0000004978	QUINTER WELL DRILLING LLC		03/07/2023	170014	\$11,009.13	
VR-00121631	501	6355	WELL #6 REPAIRS		11,009.13		
01	0000001728	THE DAILY STANDARD		03/07/2023	170015	\$169.00	
VR-00121632	101	CUST #10 YE	ANNUAL SUBSCRIPTION		169.00		
01	0000004928	UTILITIES INSTRUMENTATION SERVICE		03/07/2023	170016	\$28,800.00	
VR-00121633	503	530370014A	SUBSTATIONS		13,250.00		
VR-00121633	503	530370014B	SUBSTATIONS		15,550.00		
01	0000005584	VICTOR WHITING		03/07/2023	170017	\$99.79	
VR-00121603	508	NW1890.06 D	NW1890.06 DEPOSIT REFUND		99.79		
01	0000000131	WASHINGTON NATIONAL INS CO.		03/07/2023	170018	\$145.70	

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Trans #	CASH ID	Invoice #	Invoice Description	PO #	Line	Amount		
IV-00041095	101		PAYROLL WE 02-26-23 -D-CAN		60.14			
IV-00041095	501		PAYROLL WE 02-26-23 -D-CAN		7.15			
IV-00041095	502		PAYROLL WE 02-26-23 -D-CAN		7.18			
IV-00041095	503		PAYROLL WE 02-26-23 -D-CAN		70.47			
IV-00041095	505		PAYROLL WE 02-26-23 -D-CAN		0.76			
01	0000000076	WESTERN OHIO TRUE VALUE		03/07/2023	170019	\$594.68		
VR-00121634	101	560708	SUPPLIES		97.98			
VR-00121634	101	560718	SUPPLIES		38.47			
VR-00121634	201	560746	SUPPLIES		49.27			
VR-00121634	201	K60562	SUPPLIES		10.99			
VR-00121634	501	560620	SUPPLIES		41.97			
VR-00121634	503	560719	SUPPLIES		356.00			
01	0000002318	WESTERN-SOUTHERN LIFE		03/07/2023	170020			
IV-00040949	101		Payroll WE 01-29-23 -D-WSL		12.21			
IV-00040982	101		Payroll WE 02-05-23 -D-WSL		10.14			
IV-00040606	201		PAYROLL WE 11-27-22 -D-WSL		0.11			
IV-00040949	201		Payroll WE 01-29-23 -D-WSL		0.36			
IV-00040982	201		Payroll WE 02-05-23 -D-WSL		0.61			
IV-00040606	501		PAYROLL WE 11-27-22 -D-WSL		0.03			
IV-00040866	501		PAYROLL WE 01-15-23 -D-WSL		0.04			
IV-00040949	501		Payroll WE 01-29-23 -D-WSL		0.17			
IV-00040949	502		Payroll WE 01-29-23 -D-WSL		0.03			
IV-00040949	503		Payroll WE 01-29-23 -D-WSL		1.05			
01	0000002318	WESTERN-SOUTHERN LIFE		03/07/2023	170021			
IV-00041015	101		PAYROLL WE 02-12-23 -D-WSL		10.64			
IV-00041052	101		PAYROLL WE 02-19-23 -D-WSL		11.52			
IV-00041015	201		PAYROLL WE 02-12-23 -D-WSL		0.79			
IV-00040982	501		Payroll WE 02-05-23 -D-WSL		0.35			
IV-00041015	501		PAYROLL WE 02-12-23 -D-WSL		0.57			
IV-00040982	502		Payroll WE 02-05-23 -D-WSL		0.28			
IV-00041052	502		PAYROLL WE 02-19-23 -D-WSL		0.05			
IV-00040982	503		Payroll WE 02-05-23 -D-WSL		2.44			
IV-00041015	503		PAYROLL WE 02-12-23 -D-WSL		1.80			
IV-00041052	503		PAYROLL WE 02-19-23 -D-WSL		1.31			
01	0000002318	WESTERN-SOUTHERN LIFE		03/07/2023	170022	\$55.26		
IV-00041097	201		PAYROLL WE 02-26-23 -D-WSL		0.52			
IV-00041097	501		PAYROLL WE 02-26-23 -D-WSL		0.12			
IV-00041097	502		PAYROLL WE 02-26-23 -D-WSL		0.12			
01	0000002801	ANTHEM BCBS OH GROUP	EFT	03/07/2023	E00542			X

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Trans #	CASH ID	Invoice #	Invoice Description	PO #	Line	Amount		
IV-00040505	101		PAYROLL WE 11-13-22 -D-MBS			14.32		
IV-00040568	101		PAYROLL WE 11-27-22 -D-MBF			346.21		
IV-00040586	101		PAYROLL WE 11-27-22 -B-GSS			515.57		
IV-00040517	201		PAYROLL WE 11-13-22 -D-MBE			0.45		
IV-00040596	201		PAYROLL WE 11-27-22 -D-MBE			0.24		
IV-00040517	501		PAYROLL WE 11-13-22 -D-MBE			0.75		
IV-00040536	502		Payroll WE 11-20-22 -D-MBF			123.07		
IV-00040334	503		PAYROLL WE 10-09-22 -D-MBE			5.38		
IV-00040367	505		Payroll WE 10-16-22 -D-MBE			0.07		
IV-00040517	505		PAYROLL WE 11-13-22 -D-MBE			0.04		
01	0000002801	ANTHEM BCBS OH GROUP	EFT	03/07/2023	E00543			X
IV-00040614	101		Payroll WE 12-04-22 -D-MBF			350.64		
IV-00040622	101		Payroll WE 12-04-22 -D-MBS			14.32		
IV-00040634	101		Payroll WE 12-04-22 -D-MBE			50.35		
IV-00040614	201		Payroll WE 12-04-22 -D-MBF			88.70		
IV-00040622	201		Payroll WE 12-04-22 -D-MBS			28.64		
IV-00040634	201		Payroll WE 12-04-22 -D-MBE			3.56		
IV-00040614	501		Payroll WE 12-04-22 -D-MBF			62.98		
IV-00040634	501		Payroll WE 12-04-22 -D-MBE			0.71		
IV-00040614	502		Payroll WE 12-04-22 -D-MBF			114.96		
IV-00040614	503		Payroll WE 12-04-22 -D-MBF			222.71		
01	0000002801	ANTHEM BCBS OH GROUP	EFT	03/07/2023	E00544			X
IV-00040664	101		PAYROLL WE 12-11-22 -D-MBF			351.28		
IV-00040672	101		PAYROLL WE 12-11-22 -D-MBS			14.32		
IV-00040684	101		PAYROLL WE 12-11-22 -D-MBE			57.66		
IV-00040664	201		PAYROLL WE 12-11-22 -D-MBF			88.42		
IV-00040672	201		PAYROLL WE 12-11-22 -D-MBS			28.64		
IV-00040684	201		PAYROLL WE 12-11-22 -D-MBE			0.20		
IV-00040664	501		PAYROLL WE 12-11-22 -D-MBF			49.51		
IV-00040664	502		PAYROLL WE 12-11-22 -D-MBF			128.99		
IV-00040634	503		Payroll WE 12-04-22 -D-MBE			8.27		
IV-00040664	503		PAYROLL WE 12-11-22 -D-MBF			221.79		
01	0000002801	ANTHEM BCBS OH GROUP	EFT	03/07/2023	E00545			X
IV-00040698	101		PAYROLL WE 12-18-22 -D-MBF			346.23		
IV-00040707	101		PAYROLL WE 12-18-22 -D-MBS			14.32		
IV-00040698	201		PAYROLL WE 12-18-22 -D-MBF			90.08		
IV-00040684	501		PAYROLL WE 12-11-22 -D-MBE			2.09		
IV-00040698	501		PAYROLL WE 12-18-22 -D-MBF			46.67		
IV-00040684	502		PAYROLL WE 12-11-22 -D-MBE			0.16		
IV-00040698	502		PAYROLL WE 12-18-22 -D-MBF			131.55		
IV-00040684	503		PAYROLL WE 12-11-22 -D-MBE			2.85		
IV-00040698	503		PAYROLL WE 12-18-22 -D-MBF			222.71		
IV-00040698	505		PAYROLL WE 12-18-22 -D-MBF			2.75		
01	0000002801	ANTHEM BCBS OH GROUP	EFT	03/07/2023	E00546			X

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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-00040719	101		PAYROLL WE 12-18-22 -D-MBE			55.87			
IV-00040759	101		PAYROLL WE 01-01-23 -D-MBF			382.56			
IV-00040707	201		PAYROLL WE 12-18-22 -D-MBS			28.64			
IV-00040719	201		PAYROLL WE 12-18-22 -D-MBE			2.39			
IV-00040759	201		PAYROLL WE 01-01-23 -D-MBF			96.30			
IV-00040719	501		PAYROLL WE 12-18-22 -D-MBE			0.21			
IV-00040759	501		PAYROLL WE 01-01-23 -D-MBF			63.17			
IV-00040719	502		PAYROLL WE 12-18-22 -D-MBE			0.80			
IV-00040759	502		PAYROLL WE 01-01-23 -D-MBF			130.63			
IV-00040719	503		PAYROLL WE 12-18-22 -D-MBE			3.69			
01	0000002801	ANTHEM BCBS OH GROUP	EFT	03/07/2023	E00547				X
IV-00040767	101		PAYROLL WE 01-01-23 -B-GSF			13,770.93			
IV-00040772	101		PAYROLL WE 01-01-23 -D-MBS			15.60			
IV-00040767	201		PAYROLL WE 01-01-23 -B-GSF			3,466.56			
IV-00040772	201		PAYROLL WE 01-01-23 -D-MBS			31.20			
IV-00040767	501		PAYROLL WE 01-01-23 -B-GSF			2,274.13			
IV-00040767	502		PAYROLL WE 01-01-23 -B-GSF			4,702.32			
IV-00040759	503		PAYROLL WE 01-01-23 -D-MBF			241.65			
IV-00040767	503		PAYROLL WE 01-01-23 -B-GSF			8,698.90			
IV-00040759	505		PAYROLL WE 01-01-23 -D-MBF			0.54			
IV-00040767	505		PAYROLL WE 01-01-23 -B-GSF			19.48			
01	0000002801	ANTHEM BCBS OH GROUP	EFT	03/07/2023	E00548				X
IV-00040777	101		PAYROLL WE 01-01-23 -B-GSS			561.24			
IV-00040787	101		PAYROLL WE 01-01-23 -D-MBE			68.56			
IV-00040792	101		PAYROLL WE 01-01-23 -B-GSE			2,468.24			
IV-00040806	101		PAYROLL WE 01-08-23 -D-MBF			380.70			
IV-00040777	201		PAYROLL WE 01-01-23 -B-GSS			1,122.48			
IV-00040806	201		PAYROLL WE 01-08-23 -D-MBF			98.70			
IV-00040806	501		PAYROLL WE 01-08-23 -D-MBF			61.87			
IV-00040806	502		PAYROLL WE 01-08-23 -D-MBF			131.03			
IV-00040806	503		PAYROLL WE 01-08-23 -D-MBF			241.95			
IV-00040806	505		PAYROLL WE 01-08-23 -D-MBF			0.60			
01	0000002801	ANTHEM BCBS OH GROUP	EFT	03/07/2023	E00549		\$42,973.12		X
VR-00121635	101		ADMIN FEE			62.50			
IV-00040814	201		PAYROLL WE 01-08-23 -D-MBS			31.20			
IV-00040826	201		PAYROLL WE 01-08-23 -D-MBE			5.88			
IV-00040826	501		PAYROLL WE 01-08-23 -D-MBE			0.44			
01	0000005553	INVOICE CLOUD INC	EFT	03/07/2023	E00550		\$138.60		X
VR-00121621	101	1412-2023-2	MONTHLY SUPPORT			138.60			
01	0000000704	OHIO PUBLIC EMPL DEFERRED	EFT	03/07/2023	E00551		\$1,130.00		X
IV-00041111	101		PAYROLL WE 03-05-23 -D-ODC			775.24			
IV-00041111	201		PAYROLL WE 03-05-23 -D-ODC			46.46			
IV-00041111	501		PAYROLL WE 03-05-23 -D-ODC			6.08			
IV-00041111	503		PAYROLL WE 03-05-23 -D-ODC			301.78			
IV-00041111	505		PAYROLL WE 03-05-23 -D-ODC			0.44			
01	0000000001	US TREASURY FIT	EFT	03/07/2023	E00552		\$2,317.83		X

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IV-00041100	101		PAYROLL WE 03-05-23 -T-FIT			968.76		
IV-00041100	201		PAYROLL WE 03-05-23 -T-FIT			307.01		
IV-00041100	501		PAYROLL WE 03-05-23 -T-FIT			128.23		
IV-00041100	502		PAYROLL WE 03-05-23 -T-FIT			273.13		
IV-00041100	503		PAYROLL WE 03-05-23 -T-FIT			640.59		
IV-00041100	505		PAYROLL WE 03-05-23 -T-FIT			0.11		
01	0000000135	VILLAGE OF MINSTER-B MED	EFT	03/07/2023	E00553	\$456.82	X	
IV-00041110	101		PAYROLL WE 03-05-23 -B-MED			209.70		
IV-00041110	201		PAYROLL WE 03-05-23 -B-MED			69.63		
IV-00041110	501		PAYROLL WE 03-05-23 -B-MED			25.95		
IV-00041110	502		PAYROLL WE 03-05-23 -B-MED			54.31		
IV-00041110	503		PAYROLL WE 03-05-23 -B-MED			97.08		
IV-00041110	505		PAYROLL WE 03-05-23 -B-MED			0.15		
01	0000000136	VILLAGE OF MINSTER-D MED	EFT	03/07/2023	E00554	\$456.82	X	
IV-00041104	101		PAYROLL WE 03-05-23 -D-MED			209.70		
IV-00041104	201		PAYROLL WE 03-05-23 -D-MED			69.63		
IV-00041104	501		PAYROLL WE 03-05-23 -D-MED			25.95		
IV-00041104	502		PAYROLL WE 03-05-23 -D-MED			54.31		
IV-00041104	503		PAYROLL WE 03-05-23 -D-MED			97.08		
IV-00041104	505		PAYROLL WE 03-05-23 -D-MED			0.15		

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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	0000003350	ALLOWAY		03/14/2023	170023	\$44.00	
VR-00121649	501	234665	WP ANALYSIS		44.00		
01	0000000267	AMERICAN MUNICIPAL POWER, INC.		03/14/2023	170024	\$742,886.83	
VR-00121650	503	1005166	MONTHLY POWER		742,886.83		
01	0000003513	BEACON ATHLETICS		03/14/2023	170025	\$4,500.00	
VR-00121638	101	0564855-IN	BATTING CAGES NETS		4,500.00		
01	0000003489	BURKE PETROLEUM, INC		03/14/2023	170026	\$1,672.50	
VR-00121651	101	0446644-IN	FUEL		256.18		
VR-00121652	101	0446645-IN	FUEL		398.05		
VR-00121651	201	0446644-IN	FUEL		190.59		
VR-00121652	201	0446645-IN	FUEL		296.15		
VR-00121651	501	0446644-IN	FUEL		45.62		
VR-00121652	501	0446645-IN	FUEL		70.88		
VR-00121651	503	0446644-IN	FUEL		162.51		
VR-00121652	503	0446645-IN	FUEL		252.52		
01	0000000017	BUSCHUR ELECTRIC INC.		03/14/2023	170027	\$1,876.25	
VR-00121653	502	18200	GENERATOR REPAIRS		1,153.25		
VR-00121653	502	18208	GENERATOR REPAIRS		723.00		
01	0000004521	CINTAS		03/14/2023	170028	\$273.91	
VR-00121654	101	4148606216	UNIFORMS/MATS		60.50		
VR-00121654	201	4148606216	UNIFORMS/MATS		66.96		
VR-00121654	501	4148606216	UNIFORMS/MATS		42.42		
VR-00121654	502	4148606216	UNIFORMS/MATS		34.43		
VR-00121654	503	4148606216	UNIFORMS/MATS		69.60		
01	0000003239	CORE & MAIN		03/14/2023	170029	\$729.60	
VR-00121655	201	S407075	PWD SUPPLIES		729.60		
01	0000000799	DICKMAN SUPPLY		03/14/2023	170030	\$326.66	
VR-00121656	503	496389-01	ELECTRIC SUPPLIES		326.66		
01	0000003777	DUNCAN & ALLEN LLP		03/14/2023	170031	\$18,687.00	
VR-00121639	503	45135	PROFESSIONAL SERVICES		885.00		
VR-00121639	503	45136	PROFESSIONAL SERVICES		1,334.00		
VR-00121639	503	45144	PROFESSIONAL SERVICES		16,468.00		
01	0000002325	FIRST NATIONAL BANK OF OMAHA		03/14/2023	170032	\$843.88	
VR-00121657	101	441822644221	CREDIT CARD CHARGES		583.80		
VR-00121657	201	441822644221	CREDIT CARD CHARGES		224.00		
VR-00121657	503	441822644221	CREDIT CARD CHARGES		36.08		
01	0000000079	FOUR U OFFICE SUPPLIES		03/14/2023	170033	\$557.11	
VR-00121658	101	028461-01	SUPPLIES		70.61		
VR-00121658	101	028523-00	SUPPLIES		30.38		
VR-00121658	101	028548-00	SUPPLIES		131.61		
VR-00121658	101	503520-00	SUPPLIES		223.62		
VR-00121668	101	503671-00	FIRE SUPPLIES		100.89		
01	0000004613	HALF MOON VENTURES, LLC		03/14/2023	170034	\$31,663.22	

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Trans #	CASH ID	Invoice #	Invoice Description	PO #	Line	Amount	
VR-00121659	503	1249	POWER BILL		31,663.22		
01	0000001828	HARRIS COMPUTER SYSTEM		03/14/2023	170035	\$25,453.78	
VR-00121640	101	MCSMN00010	SOFTWARE RENEWAL		25,253.78		
VR-00121640	503	MCSXT00009	SOFTWARE RENEWAL		200.00		
01	0000002614	HEITKAMP ELECTRIC, INC.		03/14/2023	170036	\$590.78	
VR-00121641	101	9743	REPAIR FD PAGERS		590.78		
01	0000000315	JOINT TOWNSHIP DISTRICT MEMORIAL HO		03/14/2023	170037	\$1,381.00	
VR-00121660	201	128879	WELLNESS AND HEP B VACCINE		81.00		
VR-00121660	215	128910	WELLNESS AND HEP B VACCINE		1,300.00		
01	0000003120	LOWE'S BUSINESS ACCOUNT		03/14/2023	170038	\$169.44	
VR-00121642	101	821313605118	PARKS SUPPLIES		169.44		
01	0000005426	MADISON ENERGY INVESTMENTS III LLC		03/14/2023	170039	\$39,883.10	
VR-00121661	503	SP-077-00002	POWER BILL		39,883.10		
01	0000000048	MESCO ELECTRICAL SUPPLY		03/14/2023	170040	\$3,083.13	
VR-00121669	101	S511217284.0	SUPPLIES		23.07		
VR-00121662	503	S511172678.0	SUPPLIES		2,835.16		
VR-00121662	503	S511204451.0	SUPPLIES		56.55		
VR-00121662	503	S511204513.0	SUPPLIES		94.03		
VR-00121662	503	S511204721.0	SUPPLIES		51.94		
VR-00121662	503	S511206007.0	SUPPLIES		22.38		
01	0000000183	MINSTER AREA LIFE SQUAD		03/14/2023	170041	\$24,125.00	
VR-00121643	205	QTRLY PAYM	QUARTERLY PAYMENT		24,125.00		
01	0000004935	MINSTER SERVICE CLUB		03/14/2023	170042	\$100.00	
VR-00121644	101	BREAKFAST I	BREAKFAST DONATION		100.00		
01	0000002143	NKTELCO INC.		03/14/2023	170043	\$1,339.50	
VR-00121663	101	0423002410	PHONE CHARGES		1,000.48		
VR-00121663	201	0423002410	PHONE CHARGES		81.23		
VR-00121663	502	0423002410	PHONE CHARGES		130.35		
VR-00121663	503	0423002410	PHONE CHARGES		90.93		
VR-00121663	505	0423002410	PHONE CHARGES		36.51		
01	0000000567	OHIO CHILD SUPPORT PAYMENT CENTER I		03/14/2023	170044	\$83.70	
IV-00041153	101		Payroll WE 03-12-23 -D-SUP		83.70		
01	0000003697	RD JONES EXCAVATING		03/14/2023	170045	\$465,023.89	
VR-00121664	402	RE-ISSUED A	RE-ISSUED APP #2		465,023.89		
01	0000003411	RYAN GEISE		03/14/2023	170046	\$50.00	
VR-00121645	101	BOOT REIMB	BOOTS REIMBURSEMENT		50.00		
01	0000005427	SEDGWICK		03/14/2023	170047	\$580.00	
VR-00121646	101	1419527	ANNUAL CONTRACT		580.00		
01	0000005575	TAWA TREE SERVICE, INC		03/14/2023	170048	\$3,146.00	
VR-00121647	101	20221027	DINOTEFURAN APPLICATIONS		3,146.00		
01	0000002890	TRI-STATE FERTILIZER EQUIPMENT		03/14/2023	170049	\$50.58	

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Trans #	CASH ID	Invoice #	Invoice Description	PO #	Line	Amount		
VR-00121648	101	18212	PARKS SUPPLIES			50.58		
01	0000001278	USA BLUE BOOK		03/14/2023	170050	\$414.43		
VR-00121665	201	282377	SUPPLIES			279.88		
VR-00121665	502	283720	SUPPLIES			134.55		
01	0000000076	WESTERN OHIO TRUE VALUE		03/14/2023	170051	\$818.50		
VR-00121667	101	561070	SUPPLIES			95.45		
VR-00121667	101	561283	SUPPLIES			116.68		
VR-00121667	201	561286	SUPPLIES			34.99		
VR-00121667	503	561092	SUPPLIES			4.29		
VR-00121667	503	561098	SUPPLIES			47.12		
VR-00121667	503	561343	SUPPLIES			299.98		
VR-00121670	503	561579	SUPPLIES			219.99		
01	0000003735	WINNER'S COMPUTER, LLC		03/14/2023	170052	\$35.38		
VR-00121671	101	31270	FIRE MOUSE			35.38		
01	0000000704	OHIO PUBLIC EMPL DEFERRED	EFT	03/14/2023	E00555	\$1,130.00	X	
IV-00041144	101		Payroll WE 03-12-23 -D-ODC			754.33		
IV-00041144	201		Payroll WE 03-12-23 -D-ODC			49.23		
IV-00041144	501		Payroll WE 03-12-23 -D-ODC			7.10		
IV-00041144	502		Payroll WE 03-12-23 -D-ODC			2.42		
IV-00041144	503		Payroll WE 03-12-23 -D-ODC			316.70		
IV-00041144	505		Payroll WE 03-12-23 -D-ODC			0.22		
01	0000000001	US TREASURY FIT	EFT	03/14/2023	E00556	\$2,390.48	X	
IV-00041133	101		Payroll WE 03-12-23 -T-FIT			964.98		
IV-00041133	201		Payroll WE 03-12-23 -T-FIT			336.33		
IV-00041133	501		Payroll WE 03-12-23 -T-FIT			118.83		
IV-00041133	502		Payroll WE 03-12-23 -T-FIT			296.68		
IV-00041133	503		Payroll WE 03-12-23 -T-FIT			673.60		
IV-00041133	505		Payroll WE 03-12-23 -T-FIT			0.06		
01	0000000026	VECTREN ENERGY DELIVERY	EFT	03/14/2023	E00557	\$2,622.56	X	
VR-00121666	101	F41630034	MONTHLY CHARGES			773.85		
VR-00121666	201	F41630034	MONTHLY CHARGES			350.08		
VR-00121666	501	F41630034	MONTHLY CHARGES			900.86		
VR-00121666	502	F41630034	MONTHLY CHARGES			247.69		
VR-00121666	503	F41630034	MONTHLY CHARGES			350.08		
01	0000000135	VILLAGE OF MINSTER-B MED	EFT	03/14/2023	E00558	\$463.50	X	
IV-00041143	101		Payroll WE 03-12-23 -B-MED			208.00		
IV-00041143	201		Payroll WE 03-12-23 -B-MED			73.27		
IV-00041143	501		Payroll WE 03-12-23 -B-MED			26.05		
IV-00041143	502		Payroll WE 03-12-23 -B-MED			57.84		
IV-00041143	503		Payroll WE 03-12-23 -B-MED			98.26		
IV-00041143	505		Payroll WE 03-12-23 -B-MED			0.08		
01	0000000136	VILLAGE OF MINSTER-D MED	EFT	03/14/2023	E00559	\$463.50	X	

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IV-00041137	101		Payroll WE 03-12-23 -D-MED			208.00		
IV-00041137	201		Payroll WE 03-12-23 -D-MED			73.27		
IV-00041137	501		Payroll WE 03-12-23 -D-MED			26.05		
IV-00041137	502		Payroll WE 03-12-23 -D-MED			57.84		
IV-00041137	503		Payroll WE 03-12-23 -D-MED			98.26		
IV-00041137	505		Payroll WE 03-12-23 -D-MED			0.08		

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Trans #	CASH ID	Invoice #	Invoice Description	PO #	Line Amount	
01	0000005276			03/15/2023	170053	\$1,293.70
VR-00121699	101		INCOME TAX F INCOME TAX REFUND		1,293.70	
01	0000005275			03/15/2023	170054	\$1,202.30
VR-00121698	101		INCOME TAX F INCOME TAX REFUND		1,202.30	
01	0000003613			03/15/2023	170055	\$1,214.86
VR-00121684	101		INCOME TAX F INCOME TAX REFUND		1,214.86	
01	0000005101			03/15/2023	170056	\$1,060.77
VR-00121696	101		INCOME TAX F INCOME TAX REFUND		1,060.77	
01	0000004925			03/15/2023	170057	\$997.92
VR-00121691	101		INCOME TAX F INCOME TAX REFUND		997.92	
01	0000000309			03/15/2023	170058	\$1,377.86
VR-00121672	101		INCOME TAX F INCOME TAX REFUND		1,377.86	
01	0000005278			03/15/2023	170059	\$1,143.58
VR-00121700	101		INCOME TAX F INCOME TAX REFUND		1,143.58	
01	0000002222			03/15/2023	170060	\$1,165.34
VR-00121679	101		INCOME TAX F INCOME TAX REFUND		1,165.34	
01	0000005633			03/15/2023	170061	\$419.00
VR-00121708	101		INCOME TAX F INCOME TAX REFUND		419.00	
01	0000000703			03/15/2023	170062	\$1,134.66
VR-00121677	101		INCOME TAX F INCOME TAX REFUND		1,134.66	
01	0000004464			03/15/2023	170063	\$794.60
VR-00121685	101		INCOME TAX F INCOME TAX REFUND		794.60	
01	0000001377			03/15/2023	170064	\$1,097.62
VR-00121681	101		INCOME TAX F INCOME TAX REFUND		1,097.62	
01	0000004798			03/15/2023	170065	\$935.89
VR-00121687	101		INCOME TAX F INCOME TAX REFUND		935.89	
01	0000000381			03/15/2023	170066	\$1,321.08
VR-00121676	101		INCOME TAX F INCOME TAX REFUND		1,321.08	
01	0000003433			03/15/2023	170067	\$1,250.90
VR-00121682	101		INCOME TAX F INCOME TAX REFUND		1,250.90	
01	0000005425			03/15/2023	170068	\$1,177.30
VR-00121702	101		INCOME TAX F INCOME TAX REFUND		1,177.30	
01	0000005424			03/15/2023	170069	\$726.14
VR-00121701	101		INCOME TAX F INCOME TAX REFUND		726.14	
01	0000005569			03/15/2023	170070	\$88.79
VR-00121703	101		INCOME TAX F INCOME TAX REFUND		88.79	
01	0000004924			03/15/2023	170071	\$1,075.26
VR-00121690	101		INCOME TAX F INCOME TAX REFUND		1,075.26	
01	0000002642			03/15/2023	170072	\$1,150.89
VR-00121675	101		INCOME TAX F INCOME TAX REFUND		1,150.89	

Date: 03/15/2023
Time: 11:03:30AM

Unposted Check\Warrant Register

VILLAGE OF MINSTER

User: BRITTA
Page: 314

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:						\$34,784.94

Date: 03/06/2023
Time: 11:07:40AM

Unposted Check\Warrant Register

VILLAGE OF MINSTER

User: BRITTA
Page: 15

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	0000005567	OHIO DEPARTMENT OF TAXATION		03/06/2023	169982	\$1,249,988.90
VR-00121602	101	DANONE INC	DANONE INCOME TAX REFUND COR		1,249,988.90	

Bank ID 01 Total: \$1,249,988.90

Report Total: \$1,249,988.90