



Village Council Regular Meeting

December 12, 2024 at 7:00 PM
2829 Minerva Lake Rd.

Minutes

Roll Call/Vote to Excuse any Absent Member

Council President Jason Camara, Councilpersons McNamara, Koss, Martin, Paessun, Grant
Mayor Southard, Chief Delp, Attorney Jesse Shamp, Fiscal Officer Jeffrey Wilcheck, Planner
Eric Fischer

Pledge of Allegiance

Minutes 00:00:55 of Audio Recording

- 1. MOTION TO APPROVE** 11.21.24 Committee as a Whole Minutes
Motion made by Council President Camara, Seconded by Paessun.
Voting Yea: Council President Camara, Koss, Martin, Paessun, Grant
Voting Abstaining: McNamara
- 2. MOTION TO APPROVE** 11.21.24 Council Meeting Minutes
Motion made by Council President Camara, Seconded by Paessun.
Voting Yea: Council President Camara, Koss, Martin, Paessun, Grant
Voting Abstaining: McNamara
- 3. MOTION TO APPROVE** 12.5.24 Work Session Minutes
Motion made by Grant, Seconded by Koss.
Voting Yea: Council President Camara, McNamara, Koss, Martin, Paessun, Grant

Village Official Reports 00:01:56 of Audio Recording

4. Police - Chief Matt Delp
Report in Packet; nothing to add
5. Fiscal Officer - Jeffrey Wilcheck
November financial report has been sent; income tax collection is up 11.25%; fiscal
working with legal on court summons for income tax non-filers (all residents must file
return or request exemption)
6. Engineer - Mike Flickinger
Mayor Southard reviewed task orders dealing with Minerva Lake Rd, Maintenance
Garage and Lakes
7. Legal - Jesse Shamp
Nothing to report-council is encouraged to reach out with questions
8. Village Planning - Eric Fischer
State money approved for lake improvements is expected in Quarter 1.
9. Zoning Officer - John Canty
Report in packet
10. Planning & Zoning - Tommy Grant
P & Z met 12/4 to review proposed lot split; approved with conditions

11. MPCA - Jason Camara

Met 12/11: Gift wrap fundraiser 12/13; Trolley Rides 12/14; Kid's Holiday Party 12/15; Festival of Lights 12/15 - 22; Gift wrap fundraiser 12/22
New for 2025: Festival of Frights!

Village Committee Reports

00:10:47 of Audio Recording

12. Finance - Tommy Grant

The committee and Fiscal Officer are working on break down of financial reports

13. Safety - Cathy Paessun

referred to Chief's report in packet; concern about pedestrian accidents along Cleveland Avenue reported

14. Legislation - David McNamara

End of year legislation on the agenda; intent to table ORD 29-2024 (Canine Unit) as staff needs more time

Mayor's Report 00:13:11 of Audio Recording

Mayor Southard thanked Council, Chief Delp & the MPPD, Law Director Shamp, Planner Fischer, Admin. Assistant, Maintenance Team, Clerk of Courts and Village Engineer for a great 2024!

Citizen Comments 00:15:19 of Audio Recording

Derrick Bell of Wildwood Rd spoke to the upcoming lot split discussion. He lives adjacent to the property, and bought his home because of the privacy of the area. He is concerned about utility issues, drainage problems in the area, and setting precedent for others to split lots, as this will reduce property values.

Beth McFarlane of Wildwood Rd also lives adjacent to the lot in question. She shared concerns about drainage in the area and lack of detail in the survey presented.

Blaine Allen of Wildwood Rd is also adjacent. He is not in favor of the lot split, as he believes it will change the character of the neighborhood and worsen drainage problems in the area.

Tony Benedetti of Berry Lane Court spoke to the longstanding drainage issues between Jordan and Wildwood Rd. He pointed out that gutters must be directed to the curb, and feels that longer term resident concerns are not being properly addressed.

15. LOT SPLIT 2575 JORDAN RD 00:28:40 of Audio Recording

Planner Fischer gave a presentation regarding the proposed lot split at 2575 Jordan Rd; Council then interacted with the applicant to learn more about the proposed project. After discussion, the applicant agreed to allow Council more time to consider the project. Council will review and discuss again in January.

Legislation 01:11:05 of Audio Recording

16. MOTION TO APPROVE ORDINANCE 29-2024 - Canine Unit

AN ORDINANCE ADOPTING AN OFFICAL CANINE UNIT POLIDY AND INCLUDING THE POLICY IN THE POLICE DEPARTMENT GENERAL MANUAL (POLICIES AND PROCEDURES) (3rd reading)

Motion to table ORD 29-2024 made by McNamara, Seconded by Grant.

Voting Yea: Council President Camara, McNamara, Koss, Martin, Paessun, Grant

17. MOTION TO APPROVE ORDINANCE 30-2024 - Health Care

AN ORDINANCE ESTABLISHING HEALTH CARE BENEFITS FOR EMPLOYEES AND THE MAYOR AND AUTHORIZING THE MAYOR AND FISCAL OFFICER TO ENTER INTO CONTRACTS FOR MAJOR MEDICAL AND OTHER INSURANCES FOR VILLAGE EMPLOYEES AND DECLARING AN EMERGENCY (3rd Reading)

Motion made by McNamara, Seconded by Grant.

Voting Yea: Council President Camara, McNamara, Koss, Martin, Paessun, Grant

18. MOTION TO APPROVE ORDINANCE 31-2024 - Street Improvement/Equipment Replacement Funds

AN ORDINANCE APPROVING STREET IMPROVEMENT FUND AND EQUIPMENT REPLACEMENT AND DECLARING AN EMERGENCY (3rd Reading)

Motion made by McNamara, Seconded by Grant.

Voting Yea: Council President Camara, McNamara, Koss, Martin, Paessun, Grant

19. MOTION TO APPROVE ORDINANCE 32-2024 - Annual Compensation

AN ORDINANCE UPDATING THE WAGE AND SALARY RANGES, THE NUMBER OF EMPLOYEES AND POSITIONS FOR THE VILLAGE OF MINERVA PARK AND DECLARING AN EMERGENCY (3rd reading)

Motion made by McNamara, Seconded by Paessun.

Voting Yea: Council President Camara, McNamara, Koss, Martin, Paessun, Grant

20. MOTION TO APPROVE ORDINANCE 34-2024 - Equipment Replacement

AN ORDINANCE AUTHORIZING THE ALLOCATION OF INCOME TAX REVENUES FOR EQUIPMENT REPLACEMENT (3rd Reading)

Motion made by McNamara, Seconded by Council President Camara.

Voting Yea: Council President Camara, McNamara, Koss, Martin, Paessun, Grant

21. MOTION TO APPROVE ORDINANCE 35-2024 - Annual Appropriations

AN ORDINANCE TO MAKE APPROPRIATIONS FOR THE CURRENT EXPENDITURES/EXPENSES OF THE VILLAGE OF MINERVA PARK FOR THE YEAR 2025 (3rd reading)

Motion made by McNamara, Seconded by Paessun.

Voting Yea: Council President Camara, McNamara, Koss, Martin, Paessun, Grant

22. MOTION TO APPROVE ORDINANCE 36-2024 - Employee Handbook
AN ORDINANCE UPDATING THE EMPLOYEE HANDBOOK AND DECLARING AN
EMERGENCY (3rd reading)

Motion made by McNamara, Seconded by Martin.

Voting Yea: Council President Camara, McNamara, Koss, Martin, Paessun, Grant

23. MOTION TO APPROVE ORDINANCE 37-2024 - Bonus
AN ORDINANCE AUTHORIZING A ONE-TIME BONUS TO ALL VILLAGE
EMPLOYEES IN RECOGNITION OF SERVICE (3rd reading)

Motion made by McNamara, Seconded by Paessun.

Voting Yea: Council President Camara, McNamara, Koss, Martin, Paessun, Grant

24. MOTION TO APPROVE RESOLUTION 2024-32 - Pool Fees
A RESOLUTION ESTABLISHING FEES FOR MEMBERSHIP FOR THE MINERVA
PARK POOL FOR THE 2025 SUMMER SEASON AND DECLARING AN
EMERGENCY(3rd reading)

Motion made by McNamara, Seconded by Grant.

Voting Yea: Council President Camara, McNamara, Koss, Martin, Paessun, Grant

25. MOTION TO APPROVE RESOLUTION 2024-33 - Funds Transfer
A RESOLUTION AUTHORIZING THE TRANSFERS OF FUNDS AND DECLARING
AN EMERGENCY (3rd reading)

Motion made by McNamara, Seconded by Council President Camara.

Voting Yea: Council President Camara, McNamara, Koss, Martin, Paessun, Grant

26. MOTION TO APPROVE RESOLUTION 2024-35 - Rules of Council
A RESOLUTION ADOPTING THE RULES OF COUNCIL FOR THE COUNCIL OF
THE VILLAGE OF MINERVA PARK FOR 2025 (3rd reading)

Motion made by McNamara, Seconded by Paessun.

Voting Yea: Council President Camara, McNamara, Koss, Martin, Paessun, Grant

27. MOTION TO SUSPEND THE RULES THAT REQUIRE 3 READINGS FOR
RESOLUTION 2024-36

Motion made by McNamara, Seconded by Koss.

Voting Yea: Council President Camara, McNamara, Koss, Martin, Paessun, Grant

28. MOTION TO APPROVE RESOLUTION 2024-36
A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT
WITH CH2M HILL ENGINEERS FOR IMPROVEMENTS TO THE NORTH AND
SOUTH LAKES AND DECLARING AN EMERGENCY (1st reading intent to suspend
the rules that require 3 readings and pass as an emergency)

Motion made by McNamara, Seconded by Koss.

Voting Yea: Council President Camara, McNamara, Koss, Martin, Paessun, Grant

29. MOTION TO SUSPEND THE RULES THAT REQUIRE 3 READINGS FOR
RESOLUTION 2024-37

Motion made by McNamara, Seconded by Paessun.

Voting Yea: Council President Camara, McNamara, Koss, Martin, Paessun, Grant

30. MOTION TO APPROVE RESOLUTION 2024-37

A RESOLUTION AUTHORIZING THE FISCAL OFFICER OF THE VILLAGE OF MINERVA PARK TO REQUEST A CERTIFICATION AND ESTIMATE OF REVENUE FROM THE FRANKLIN COUNTY AUDITOR'S OFFICE FOR A FOUR POINT ZERO (4.0) MILL 5-YEAR RENEWAL TAX LEVY AND TO DECLARE AN EMERGENCY (1st reading-intent to suspend the rules that require 3 readings and pass as an emergency)

Motion made by McNamara, Seconded by Grant.

Voting Yea: Council President Camara, McNamara, Koss, Martin, Paessun, Grant

31. RESOLUTION 2024-38

A RESOLUTION SUBMITTING THE QUESTION OF A RENEWAL TAX LEVY FOR PURPOSES OF PROVIDING FOR THE CURRENT EXPENSES OF THE GENERAL FUND OF THE VILLAGE OF MINERVA PARK TO THE FRANKLIN COUNTY BOARD OF ELECTIONS AND TO DECLARE AN EMERGENCY (1st reading)

Old Business 01:32:03 of Audio Recording

This is the last week of Leaf Pick-up; season was successful

New Business 01:32:26 of Audio Recording

HAPPY HOLIDAYS

Council President Camara reports that final work from MKSK has been received regarding pool renovation project; he would like to begin to prepare for construction to begin right after pool season ends in 2025.

Adjourn

Motion made by McNamara, Seconded by Koss.

Voting Yea: Council President Camara, McNamara, Koss, Martin, Paessun, Grant

Meeting adjourned at 8:35 PM