



Village Council Regular Meeting

November 14, 2024 at 7:00 PM
2829 Minerva Lake Rd.

Minutes

Roll Call/Vote to Excuse any Absent Member

Motion to approve absence of Councilperson Koss made by Camara, Seconded by Paessun.
Voting Yea: Council President Camara, McNamara, Martin, Paessun, Grant

Pledge of Allegiance

Minutes 00:01:15 of Video Recording

- 1. MOTION TO APPROVE** 10.24.24 Committee as a Whole Minutes
Motion made by Paessun, Seconded by Grant.
Voting Yea: Council President Camara, Martin, Paessun, Grant
Voting Abstaining: McNamara
- 2. MOTION TO APPROVE** 10.24.24 Council Meeting Minutes
Motion made by Paessun, Seconded by Grant.
Voting Yea: Council President Camara, Martin, Paessun, Grant
Voting Abstaining: McNamara
- 3. MOTION TO APPROVE** 11.7.24 Council Work Session Minutes
Motion made by McNamara, Seconded by Paessun.
Voting Yea: Council President Camara, McNamara, Martin, Paessun, Grant

Village Official Reports 00:02:12 of Video Recording

4. Police - Chief Matt Delp
Report in packet-vendor is working on glitch in police reporting software
5. Fiscal Officer - Jeffrey Wilcheck
October financial report should be out next week; November income tax collection is up 11%
6. Engineer - Mike Flickinger, Reported by Mayor Southard:
Updates given on Task Orders regarding Minerva Lake Rd. Project, Maintenance Facility, Lake Improvements
7. Legal - Jesse Shamp
absent
8. Village Planning - Eric Fischer
Nothing new to report-next P & Z meeting 12/4 to review application for lot split
9. Zoning Officer - John Canty
Report in Packet
10. Planning & Zoning - Tommy Grant
Brief discussion held on P & Z recommendation for disc golf holes-Planner & Fiscal Officer will review

11. MPCA - Jason Camara

Met 11/13: Fall Festival deemed to be success; working w/admin on gift wrapping fundraiser; Trolley Rides 12/14, Kids Holiday Party 12/15; Festival of Lights 12/14-22; possibly adding Festival of Frights for 2025

Village Committee Reports 00:18:58 of Video Recording

12. Finance - Tommy Grant

Budget Work Session was held 11/7; several pieces of finance legislation on this agenda

13. Safety - Cathy Paessun

Everyone is encouraged to wear reflective clothing while out walking/cycling now that the hours of daylight are shorter!

14. Legislation - David McNamara

Several pieces of "end -of-year" legislation on this agenda.

Mayor's Report 00:21:19 of Video Recording

Mayor would like to thank staff for their hard work in getting all of the end-of-year legislation together and for their work on the revision of the employee handbook.

Citizen Comments 00:22:00 of Video Recording

Angela Stoller Zervas of Green Line Way shared her concerns about the Black Alder Trees that are overtaking the area near the amphitheater. She would like to see action taken to preserve the area.

Barbara Sutton of Minerva Lake Rd. made the announcement that the Minerva Park Holiday Donation Drive will begin 11/18. The drive will be a little different this year-visit minervapark.gov to learn more.

Legislation 00:27:12 of Video Recording

15. ORDINANCE 26-2024 - Updates to Traffic Code

AN ORDINANCE AMENDING THE VILLAGE OF MINERVA PARK CODIFIED ORDINANCES TO PROVIDE UPDATES TO SECTIONS 402.01, 434.10, 436.14, 452.05 OF THE VILLAGE CODE, TO PROVIDE FOR PENALTIES, TO PROVIDE FOR CODIFICATION, TO PROVIDE FOR SEVERABILITY, AND TO REPEAL CONFLICTING ORDINANCES (2nd reading)

16. ORDINANCE 27-2024 - Updates to General Offenses Code

AN ORDINANCE AMENDING THE VILLAGE OF MINERVA PARK CODIFIED ORDINANCES TO PROVIDE UPDATES TO SECTIONS 608.09, 624.01, 666.02, 666.03, 678.14, AND 698.05 OF THE VILLAGE CODE, TO PROVIDE FOR PENALTIES, TO PROVIDE FOR CODIFICATION, TO PROVIDE FOR SEVERABILITY, AND TO REPEAL CONFLICTING ORDINANCES (2nd reading)

17. ORDINANCE 28-2024 - Noise Ordinance

AN ORDINANCE ADOPTING CHAPTER 348.12 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MINERVA PARK AS A GENERAL NOISE CODE INTENDED TO PROTECT THE PUBLIC SAFETY AND WELFARE (2nd reading)

18. ORDINANCE 29-2024 - Canine Unit

AN ORDINANCE ADOPTING AN OFFICIAL CANINE UNIT POLICY AND INCLUDING THE POLICY IN THE POLICE DEPARTMENT GENERAL MANUAL (POLICIES AND PROCEDURES) (1st reading)

19. 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 (1st reading)

20. ORDINANCE 31-2024 - Street Improvement/Equipment Replacement Fund

AN ORDINANCE APPROVING STREET IMPROVEMENT FUND AND EQUIPMENT REPLACEMENT AND DECLARING AN EMERGENCY (1st reading)

21. 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 (1st reading)

22. MOTION TO SUSPEND THE RULES THAT REQUIRE 3 READINGS FOR ORDINANCE 33-2024

Motion made by McNamara, Seconded by Council President Camara.

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

23. ORDINANCE 33-2024 - Supplemental Appropriations

AN ORDINANCE TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR THE CURRENT EXPENSES OF THE VILLAGE OF MINERVA PARK FOR THE YEAR 2024 (1st reading-intent to suspend the rules that require 3 readings)

Motion made by McNamara, Seconded by Paessun.

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

24. ORDINANCE 34-2024 - Equipment Replacement

AN ORDINANCE AUTHORIZING THE ALLOCATION OF INCOME TAX REVENUES FOR EQUIPMENT REPLACEMENT (1st reading)

25. ORDINANCE 35-2024 - Annual Appropriations

AN ORDINANCE TO MAKE APPROPRIATIONS FOR THE CURRENT EXPENSES OF THE VILLAGE OF MINERVA PARK FOR THE YEAR 2025 (1st reading)

26. ORDINANCE 36-2024 - Employee Handbook

AN ORDINANCE UPDATING THE EMPLOYEE HANDBOOK (1st reading)

27. ORDINANCE 37-2024 - Bonus

AN ORDINANCE AUTHORIZING A ONE-TIME BONUS TO ALL VILLAGE EMPLOYEES IN RECOGNITION OF SERVICE (1st reading)

28. MOTION TO BRING BACK FROM THE TABLE RESOLUTION 2024-28

Motion made by McNamara, Seconded by Grant.

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

29. MOTION TO APPROVE RESOLUTION 2024-28 - Recurring Contracts

A RESOLUTION AUTHORIZING THE MAYOR AND FISCAL OFFICE TO ENTER INTO VARIOUS RECURRING CONTRACTS NECESSARY FOR THE CONTINUOUS OPERATION OF THE VILLAGE AND TO DECLARE AN EMERGENCY (3rd reading)

Motion made by McNamara, Seconded by Grant.
Voting Yea: Council President Camara, McNamara, Martin, Paessun, Grant

30. RESOLUTION 2024-32 - Pool Fees

A RESOLUTION ESTABLISHING FEES FOR MEMBERSHIP FOR THE MINERVA PARK POOL FOR THE 2025 SUMMER SEASON (1st reading)

31. RESOLUTION 2024-33 - Funds Transfer

A RESOLUTION AUTHORIZING THE TRANSFERS OF FUNDS AND DECLARING AN EMERGENCY (1st reading)

32. MOTION TO SUSPEND THE RULES THAT REQUIRE 3 READINGS FOR RESOLUTION 2024-34

Motion made by McNamara, Seconded by Paessun.

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

33. MOTION TO APPROVE RESOLUTION 2024-34 - Funding Commitment

A RESOLUTION AUTHORIZING THE FISCAL OFFICER TO SIGN A FUNDING COMMITMENT FOR POOL IMPROVEMENTS IN ORDER TO COMPLETE A GRANT APPLICATION 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 Grant.

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

34. RESOLUTION 2024-35 - Rules of Council

A RESOLUTION ADOPTING THE RULES OF COUNCIL FOR THE COUNCIL FOR THE VILLAGE OF MINERVA PARK FOR 2025 (1st reading)

Old Business 00:39:42 of Video Recording

Council President Camara brought up recent request by MinervaFlora regarding removal of invasives-Mayor to respond

New Business 00:40:26 of Video Recording

The week of December 11 is the last week of Leaf Pick Up; final day is weather dependent.

Adjourn

Motion made by McNamara, Seconded by Grant.

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

Meeting adjourned at 7:47 PM

Jeffrey Wilcheck, Fiscal Officer

Tiffany Southard, Mayor