

MINUTES OF THE

April 4, 2024 7:00 PM

COUNCIL WORK SESSION

Council President Camara called the Work Session to order at 7:00 pm

In Attendance: Councilpersons Paessun, Grant, Koss, Martin, Camara Mayor Tiffany Southard, Law Director Jesse Shamp, Planner Eric Fischer

Several residents were in attendance to learn more about the Maintenance Garage:

- a meeting was recently held regarding the location of the garage;
- Mayor Southard gave a brief review of the process for the building of the garage, which has not yet gone out to bid
- Council President Camara explained that Work Sessions are not typically the place for Citizen Comments; once designs are received, they will go to council; residents are welcome to speak during the Citizen Comment section of the next several council meetings.

**SAFETY (C. PAESSUN) 5:34 of audio recording**

- Crosswalks near Minerva France are complete and seem to be helping
- Flock Camera has been ordered; electricity is run, pole to be set soon
- Radar Sign is back, and is installed and running at the east end of Minerva Lake Rd.
- Chair Paessun will be reaching out to Chief for updates and possible needs

**LEGISLATION (D. MCNAMARA-reported by J. Camara) 8:32**

- ORD 07-2024: adopt State Fire Code intent to waive 3<sup>rd</sup> reading & pass as an emergency
- ORD 08-2024: logos of the Village
- ORD 09-2024: 25-year franchise to AEP for electric service
- RES 2024-09: purchase insurance policy bond for fiscal team
- RES 2024-10: CCTV sewer contract
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**SERVICES COMMITTEE (JP MARTIN) 24:55**

- Working on leaf bids for the fall

**FINANCE COMMITTEE (T. GRANT) 25:32**

- Meeting scheduled 5/1 5PM
- Mayor Southard passed out updated general fund & forecast based on 2 million for pool renovations; some concern about fund balances in the future
- A levy is up for renewal in 2025

**STREETS COMMITTEE (A. KOSS) 27:47**

- Met with Engineer Flickinger & some Jordan Rd residents to discuss sinkholes & finalization of project
- CCTV on Wildwood, Westbridge & perhaps adding one of the courts-another sewer project is pushed to 2025 due to lack of funds
- Resident reports of improper drainage on Wildwood; Village will further investigate

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**REC AND PARKS COMMITTEE (J. CAMARA) 41:55**

- 🌳 Landscapers have come back out to work on projects that were reported as unfinished
- 🌳 Pool: early bird closed-125 memberships sold
- 🌳 Pool subcommittee met with MKSK engineers re renovations of pool; more realistic budget presented; meeting scheduled for 6PM 4/18

**P & Z REQUESTS 43:57**

- 🌳 Bat houses-desire to move forward; P & Z is developing a plan
- 🌳 Possible use of Mary Yost funds to improve middle lake (just over 23K in the fund)
- 🌳 Disc Golf-looking for grants Minerva France put up 7 holes-each hole costs approx. 2400 based on information received so far; interest in adding up to 11 more holes; P & Z investigating hole location
- 🌳 Walking path Plan
- 🌳 Tunnel-pause on this for now
- 🌳 Meeting 4/17 7:00 PM

**FIVE YEAR PLAN 50:28**

- 🌳 Committee chairs are asked to start considering a plan for each committee; PD & admin are asked to do the same

**NEW BUSINESS 54:00**

- 🌳 Air B & B: current code contains nothing regarding short term rentals; then council majority were not interested in making a change; legal is asked to develop policy/code revision that requires registration, and requires that any rental of less than 30 days have a property owner present; legal will investigate fees any appropriate tax that might be collected
- 🌳 Charter: 2 ways a charter commission can be established: 1)Residents can file a petition that would be signed by at least 10% of those who voted in the last gubernatorial election 2)Council can pass ordinance by 2/3 majority “shall the Village of Minerva of Minerva Park adopt a Charter Commission?” could be placed on the November ballot (decision made by July to meet deadlines); after commission is established, guidelines can be re-established for things like form of government, # of readings required, etc.-Council would like to review our previous charter along with a few others from other municipalities-Discussion to be continued at 1<sup>st</sup> May work session.
- 🌳 Wet/dry areas of the Village: liquor sales are permitted in the MI section of the Village; is there an appetite to place an issue on the November ballot to make liquor sales permitted in the rest of the Village? This would allow retail in the Village, as well as the pool (if so desired) to sell alcohol. Legal will develop legislation in this regard.
- 🌳 Brief discussion held regarding future funding for Council Member Training
- 🌳 Changing rules of Council: interest expressed by Council members to eliminate the 6 committees; council would meet as a “Committee of the Whole” 1 hour before each regular council meeting; committee chairs would continue to be responsible for their “area.” Council will “test” this in May (Finance Committee and Pool Subcommittee will still meet in May as scheduled). Legal will draft legislation for 1<sup>st</sup> reading 4/11.

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**VILLAGE PLANNER 01:45:10**

- 🌳 Walking path bridges: asphalt bridge near tunnel is beginning to buckle due to erosion; estimates to repair all bridges are far to expensive to replace; can we remove the asphalt and level the surface? Possible temporary bridge MAY be put into place; bridge near Black Sycamore Pond is less than optimal. Possibility of poles/bollards being placed upstream to slow flow and catch debris also being considered. Might sealcoating help? Research beginning into solutions.
- 🌳 Right of Way: Planner Fischer met with Zoning Officer Canty to discuss; letters have been drafted to address Right of Way items that may be tripping/blocking hazards first.
- 🌳 Amphitheater: met with contractor-construction on pathway to stage, ADA platform etc. to begin soon; Electric service to be finalized in April/May

Council President Camara moved to adjourn; councilperson Martin 2<sup>nd</sup>; work Session ended at 8:45 PM

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Tiffany Southard, Mayor

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Jeffrey Wilcheck, Fiscal Officer