

Executive Summary-Village of Minerva Park – Regular Village Council Meeting

Date: August 13, 2026 **Meeting Called to Order:** 7:22 p.m.

Attendance: Councilpersons Camara, Paessun, Pinter, Grant, Martin

Motion to approve the absence of Councilperson Koss made by Grant, 2nd by Paessun; approved with unanimous aye vote

Also in attendance: Mayor Southard, Police Chief Delp, Legal Counsel Shamp, Planner Fischer

The Council also conducted a promotional ceremony recognizing Sergeant Michael Fout's promotion to Lieutenant.

Meeting Minutes

Council unanimously approved the following prior meeting minutes:

- July 15, 2026 Pool Meeting: Motion by Grant; 2nd by Pinter
- July 16, 2026 Work Session: Motion by Paessun; 2nd by Martin
- July 16, 2026 Special Council Meeting: Motion by Grant; 2nd by Paessun
- August 6, 2026 Council Work Session: Motion by Pinter; 2nd by Paessun

Key Department and Administrative Updates

Police Department

Chief Delp reported that two police applicants had received and accepted conditional offers. One additional opening remained, with one or two candidates being prepared for interviews. The Council formally recognized the promotion of Sergeant Michael Fout to Lieutenant. The promotion follows the retirement of Lieutenant Tammy Phillips, whose final day with the department was August 8.

The Police Department was also recognized for achieving Elite Status through Lexipol's Readiness Recognition Program, reflecting the department's policies, operational readiness, training, and risk-management practices.

Engineering and Infrastructure

The Village continues to work with the contractor on remaining items associated with the maintenance garage project, with completion anticipated after the final outstanding issues are resolved.

Task Order No. 34, involving roadway improvements, is nearing completion. AT&T utility-line burial work remains among the final steps, with completion anticipated within the next several weeks.

For North Lake Court, the Village expects to proceed with Strawser following the July 31 bid opening. Formal notices and project initiation were expected to follow.

The Village also received several statements of qualifications for MS-4 professional services and will review those submissions over the next several weeks.

Planning and Zoning

Village Planner Eric Fischer provided several updates:

- A draft patio ordinance, originally developed around 2020, has been located and is being reviewed for minor updates. It is expected to go before Planning & Zoning before returning to Council for possible ordinance action.
- Columbus is advancing plans associated with the Greenline, which will require consideration through Planning & Zoning and ultimately Council.
- A commercial property/transportation-related project at approximately 5474 was discussed. Due to high construction costs, the property owner is proceeding with part of the parking improvements and business operations but is not currently able to complete the proposed maintenance garage and rear improvements.
- Planning and zoning changes concerning the New York Commercial District overlay along Cleveland Avenue are expected to return to Council for consideration, following recommendations previously developed by the Board of Zoning and Appeals.
- The Village continues to receive complaints concerning high grass and is addressing those matters.

Planning & Zoning was scheduled to meet August 19 at 7:00 p.m.

Sidewalk and Pathway Project

The pathway project was one of the meeting's most substantial policy discussions.

Engineering and surveying work is progressing, although contractual language remains under final review. The surveyor is working on the right-of-way survey, which must be substantially completed before the engineers can proceed with significant design work.

The anticipated project area includes:

- Minerva Lake Road extending west; and
- Jordan Road.

Council discussed the possibility that available grant funding may not ultimately be sufficient to construct every desired component because of rising construction costs. Engineers will develop preliminary designs and identify project constraints, alternatives, estimated costs, and recommended approaches before returning to Council.

Council was advised that public meetings are contemplated as part of the engineering process. However, because the Village accepted grant funding based upon specified pathway concepts, substantial changes to the project could require discussions with MORPC and COTA.

The next major engineering/design update was anticipated in approximately **60–75 days**.

Finance

The July financial summary was reported as generally consistent with the prior year. Income-tax receipts may ultimately be lower than previously projected, although timing of collections was identified as a factor.

Council anticipates a series of budget meetings beginning near the end of September. These meetings will focus on the Village's financial outlook and preparation for year-end and future budgeting.

The pool house is expected to be among the subjects of discussion.

Council also discussed the pool concession stand, emphasizing the need to monitor operations and work toward at least breaking even. Because most inventory has already been purchased, future concession expenses were expected to be relatively limited, primarily involving employee costs, while the remaining inventory generates sales.

Safety and Traffic

Council discussed several safety and traffic matters:

Basketball Courts

Council agreed to install **one functioning basketball hoop** as a trial arrangement, while preserving the possibility of continued non-basketball recreational use of the court area. Installation was anticipated around the start of the school year.

Ponderosa/Kerrwood

The longstanding traffic issue at Ponderosa/Kerrwood remains under review. Council intends to revisit possible solutions with the traffic consultant/company and document the history, alternatives considered, and rationale for future decisions.

Briar Rose/Maplewood

A speed-monitoring device had malfunctioned, preventing collection of the intended data. The Village plans to relocate a functioning speed-feedback sign to Briar Rose for several weeks to collect updated traffic information.

A second speed-feedback sign may be deployed near the Ponderosa/Kerrwood intersection to obtain additional data.

Legislation

Resolution 2026-15 – Pathways Fund Advance

Council considered the third reading of Resolution 2026-15, authorizing an advance to the Sidewalks and Pathways Fund and declaring an emergency.

Motion to approve RES 2026-15 made by Grant; 2nd by Paessun

Voting Aye: Camara, Grant, Martin, Paessun, Pinter

Resolution 2026-16 – Meadowbrook Park Fee Schedule

Council considered the third reading of Resolution 2026-16, revising the Minerva Park Fee Schedule and declaring an emergency.

Motion to amend the fee schedule to increase the special duty hourly fee from \$65 to \$75 made by Martin; 2nd by Paessun

Voting Aye: Grant, Martin, Paessun, Pinter, Camara

Motion to approve RES 2026-15 made by Grant; 2nd by Paessun

Voting Aye: Martin, Paessun, Pinter, Camara, Grant

Citizen Comments

Resident Tony Benedetti addressed Council regarding several issues, particularly the longstanding Ponderosa traffic discussion, neighborhood parking, use of the basketball courts, and the Village's handling of public-records requests.

He expressed the view that the Ponderosa/Kerrwood intersection does not present a significant safety or speeding problem and questioned whether some of the proposed responses were necessary.

He also raised concerns regarding the volume and processing time of public-records requests, stating that his own request had remained outstanding for several weeks.

His comments contributed to the Council's broader discussion regarding traffic data, neighborhood concerns, and records-request administration.

Upcoming Events and Activities

First Responders Night

Council discussed the upcoming **First Responders Night**, scheduled for:

September 8, 2026

5:30–7:30 p.m.

Minerva Park Middle school

The event will include multiple public-safety agencies and potentially helicopters. Council members and community volunteers were encouraged to assist with setup, food, tables, chairs, and cleanup.

State Representative Community Meeting

A state representative is scheduled to appear at Village Hall the following Thursday at **7:00 p.m.** to discuss legislative priorities, recent developments at the State Capitol, community issues, local updates, and constituent outreach.

Phantom Fireworks Annual Follow-Up Meeting

A meeting with was scheduled for **August 21 at 11:00 a.m.**, with the Safety Committee invited to participate.

Overall Assessment

The August 13 meeting reflected a Village government actively managing several concurrent infrastructure, financial, public-safety, and planning initiatives. The pathway program emerged as a major long-term priority, with engineering and surveying moving forward while Council weighs design alternatives, construction costs, grant restrictions, and public input.

Public safety remains another prominent focus, with the Police Department receiving significant recognition for its Lexipol achievement and continuing recruitment efforts. Council also continued to address neighborhood traffic concerns through data collection rather than relying solely on anecdotal reports.

Financially, the Village is preparing for its next budget cycle while monitoring income-tax receipts and evaluating the financial performance of recreational operations. The approved fee-schedule revisions and pathway-fund advance provide additional administrative and financial mechanisms for supporting Village operations and infrastructure.

Overall, the meeting established several concrete follow-up actions while maintaining progress on major capital projects and community priorities.

Jeffrey Wilcheck, Fiscal Officer

Tiffany Southard, Mayor