



Village Council Regular Meeting

December 11, 2025 at 7:00 PM
2829 Minerva Lake Rd.

Minutes

Roll Call/Vote to Excuse any Absent Member

PRESENT: Councilpersons Pinter, Paessun, Martin, Grant, Camara ABSENT: Councilperson Koss

ALSO IN ATTENDANCE: Mayor Southard, Chief Delp, Fiscal Officer Wilcheck, Law Director Shamp and Planning Director Fischer

Motion made by Paessun, Seconded by Camara to approve the absence of Councilperson Koss.

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

Swearing in of re-elected Council Members

Council members Jason Camara, Anastasia Koss, JP Martin, and Tony Pinter were re-elected on November 4, 2025.

Pledge of Allegiance

Minutes

MOTION TO APPROVE 11/20/25 Committee as a Whole Minutes

Motion made by Council President Camara, Seconded by Paessun.

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

MOTION TO APPROVE 11/20/25 Council Meeting Minutes

Motion made by Council President Camara, Seconded by Paessun.

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

MOTION TO APPROVE 12/4/25 Council Work Session Minutes

Motion made by Council President Camara, Seconded by Paessun.

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

Village Official Reports

Police - Chief Matt Delp

Report in packet; nothing to add.

Fiscal Officer - Jeffrey Wilcheck

November Financial report should be out Friday or Monday; Income tax collections are up 3.5%.

Engineer - Mike Flickinger - Report in Packet.

Legal - Jesse Shamp

Brief explanation of RES 2025-23 (Charter Commission); request for motion to enter into a brief executive session at the end of the meeting.

Village Official Reports (continued)

Village Planning - Eric Fischer

AEP meter at amphitheater should be installed within the next few weeks; LinkUS grant agreement is on the agenda-future agreements are forthcoming.

Zoning Officer - John Canty - Report in Packet.

Planning & Zoning - Tommy Grant

Commission will reconvene in January (tentatively 1/21 @ 7PM) for an organizational meeting.

MPCA - Jason Camara

Met 12/10: concerns expressed that membership is down; 2026 event schedule has been created and will be shared with the Village; newsletter deadline 12/28; Holiday Events: Trolley Rides 12/13, Kids Holiday Party 12/14.

MinervaFlora shared that they would only be maintaining the Mary Yost Garden in 2026, and will continue their work to remove invasive plants from greenspaces.

Committee as a Whole Report

Legislation - Tommy Grant

10 items on agenda including budget and charter legislation.

Finance-Tony Pinter

2 fiscal ordinances are on the agenda (Compensation & Appropriations); will likely meet in Feb. (date to be determined); Councilperson Pinter expressed thanks to Fiscal Officer Wilcheck for his hard work during 2025.

Streets - Stacey Koss

Covered by Mayor Southard during the Engineer Report; committee to work with safety and finance regarding safety signage in the Village.

Services - J.P. Martin

Groundmaster has extended leaf pick-up by one week as a courtesy due to weather; scheduling of food trucks for 2026 has begun.

Recreation & Parks - Jason Camara

Committee just met: discussed RES 2025-36, safety signage, and the request to wear reflective clothing when out in the morning/evening.

Safety - Cathy Paessun

Just met prior to Committee as a Whole meeting: reviewed RES 2025-36, discussed safety signage, and encourages everyone to wear lighted/reflective gear when out early/late.

Mayor's Report

Mayor Southard shared her thanks to Village Staff, Council, MPCA and MinervaFlora for a great 2025, and is looking forward to an even better 2026! She wished Happy Holidays and safe travels to all!

Citizen Comments - None

Legislation

MOTION TO APPROVE ORDINANCE 2025-19 Annual Compensation

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

Motion made by Council President Camara, Seconded by Paessun.

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

MOTION TO APPROVE ORDINANCE 2025-22 Annual Appropriations

AN ORDINANCE TO MAKE APPROPRIATIONS FOR THE CURRENT EXPENDITURES OF THE VILLAGE OF MINERVA PARK FOR THE YEAR 2026 (3rd Reading)

Motion made by Council President Camara, Seconded by Pinter.

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

ORDINANCE 2025-23 - Charter Commission

AN ORDINANCE PURSUANT TO ARTICLE XVIII §8 OF THE OHIO CONSTITUTION SUBMITTING TO THE ELECTORS OF THE VILLAGE OF MINERVA PARK THE QUESTIONS OF WHETHER A COMMISSION SHAL BE CHOSEN TO FRAME A MUNICIPAL CHARTER AND WHO SHALL BE THE COMMISSION MEMBERS FOR THE VILLAGE OF MINERVA PARK (1st reading - intent to pass as an emergency upon the 3rd reading to meet filing deadlines)

MOTION TO SUSPEND THE RULES THAT REQUIRE 3 READINGS for ORD2025-24

Motion made by Grant, Seconded by Council President Camara.

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

MOTION TO APPROVE ORDINANCE 2025-24- Transfer of Appropriations

AN ORDINANCE TO TRANSFER/REALLOCATE APPROPRIATIONS FOR CURRENT EXPENSES OF THE VILLAGE OF MINERVA PARK FOR THE YEAR 2025 (1st reading - intent to suspend the rules requiring 3 readings)

Motion made by Council President Camara, Seconded by Paessun.

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

MOTION TO APPROVE RESOLUTION 2025-29 Property Tax Advances

A RESOLUTION REQUESTING THE COUNTY TREASURER TO PROVIDE ADVANCE PAYMENTS OF TAXES AND OTHER SOURCES PAYABLE TO THE VILLAGE AS THEY BECOME AVAILABLE DURING 2026 (3rd Reading)

Motion to amend section 1 of RES 2025-29 to revise the year from 2024 to 2026 made by Grant, Seconded by Pinter.

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

Motion to approve as amended made by Camara, Seconded by Pinter.

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

Legislation (continued)

MOTION TO APPROVE RESOLUTION 2025-31 3.2 Mill Levy Estimate Request

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 THREE POINT TWO (3.2) MILL 5-YEAR RENEWAL TAX LEVY AND TO DECLARE AN EMERGENCY (3rd Reading-intent to pass as an emergency)

Motion made by Council President Camara, Seconded by Paessun.

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

MOTION TO APPROVE RESOLUTION 2025-32 LinkUS Agreement

A RESOLUTION AUTHORIZING THE MAYOR EXECUTE A GRANT AGREEMENT WITH THE CENTRAL OHIO TRANSIT AUTHORITY FOR THE LINKUS TRANSIT SUPPORTIVE INFRASTRUCTURE PROGRAM AND DECLARING AN EMERGENCY (3rd Reading-intent to pass as an emergency)

Motion made by Council President Camara, Seconded by Grant.

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

RESOLUTION 2025-35 Pool Renovations

A RESOLUTION AUTHORIZING THE MAYOR AND FISCAL OFFICER TO ENTER INTO CONTRACT FOR DESIGN, BID DOCUMENTS AND CONSTRUCTION OVERSIGHT FOR THE POOL RENOVATION/IMPROVEMENT PROJECT AND DECLARING AN EMERGENCY (2nd Reading-intent to pass as an emergency upon 3rd Reading)

RESOLUTION 2025-36 Police Officer Appointment

A RESOLUTION ESTABLISHING VILLAGE COUNCIL OVERSIGHT REQUIREMENTS FOR POLICE DEPARTMENT HIRING AND PERSONNEL DECISIONS IN THE VILLAGE OF MINERVA PARK (2nd Reading)

MOTION TO SUSPEND THE RULES THAT REQUIRE 3 READINGS for RESOLUTION 2025-37

Reason for emergency passage request: to secure the 2025 price for the next 10 years.

Motion made by Council President Camara, Seconded by Paessun.

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

MOTION TO APPROVE RESOLUTION 2025-37 - Taser Replacement Program

A RESOLUTION AUTHORIZING THE MAYOR AND FISCAL OFFICER TO ENTER INTO CONTRACT FOR ACQUISITION OF TASERS FOR THE POLICE DEPARTMENT AND DECLARING IT AN EMERGENCY (1st reading - intent to suspend the rules requiring 3 readings and pass as an emergency)

Motion made by Grant, Seconded by Paessun.

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

Old Business

Pool Maintenance Building Roadway Project

Each of these topics were covered during the earlier portions of the meeting.

Request to approve recommendation to enter into a contract with Miller Landscaping Services for 2026

Motion made by Council President Camara, Seconded by Pinter to approve the staff recommendation to enter into a contract with Miller Landscaping of Westerville for services in 2026. Voting Yea: Council President Camara, Martin, Paessun, Grant, Pinter

New Business

Council President Camara expressed thanks to fellow council members and staff for a great year, and wished Happy Holidays to all.

Motion made by Council President Camara, Seconded by Paessun to enter into executive session to discuss the employment of a public employee.

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

Adjourn

The meeting was adjourned after council returned from executive session.

Jeffrey Wilcheck, Fiscal Officer

Tiffany Southard, Mayor