

Executive Summary: Committee as a Whole Meeting February 12, 2026

1. Financial Report and Audit Update

2025 Financial Close

- The 2025 Financial Report has been finalized, signed, and filed with the State Auditor.
- The 2025 accounting year is officially closed.
- The January monthly financial report has been distributed.

Upcoming Audit (FY 2024 & 2025)

- The audit will begin **February 19, 2026**.
- Auditors will be onsite for approximately **3–4 days**, with additional offsite follow-up.
- Most requested documentation has already been provided.
- The village is well-prepared, with only minor anticipated follow-up questions.

Supplemental Appropriations Adjustment

- A reduction in appropriations is required for the **Minerva Park TIF Construction Fund**.
- Initial estimates were higher than necessary.
- Adjustments are being made to remain compliant with statutory budget requirements.

Fund Balance Clarification

- A discrepancy between two financial reports was discussed.
- The difference stems from:
 - One report reflecting **unencumbered fund balance (cash minus encumbrances)**
 - Another reflecting **pure cash balance**
- Financial statements correctly reflect cash-only reporting.
- The issue was clarified and resolved without concern.

2. Legislative Matters

A. Resolution 2025-36 – Police Officer Appointment Process

Key Issues:

- Recent information prompted reconsideration of the resolution.
- The village is a statutory village; the mayor serves as appointing authority, with council providing concurrence.
- Concerns centered around:
 - Council's access to background information before concurring on appointments
 - Protecting confidential personnel and medical records
 - Clarifying council's procedural role without overstepping statutory authority

Discussion Highlights:

- Proposal to shift from a temporary resolution to a more permanent ordinance.
- Suggested creation of a **Council rule** requiring:
 - Background documentation review prior to concurrence
 - Executive session discussion before appointment vote
- Legal safeguards would prevent improper disclosure of confidential records.
- Emphasis on future-proofing the process for future councils and administrations.
- Discussion about when council should be inserted into the hiring process (before or after physical/psychological exams).
- Currently, the department is fully staffed; no urgent hires pending.

Outcome:

- Agreement to **table the resolution**.
 - Commitment to:
 - Reconcile Police Department (Lexipol) hiring policies
 - Align Village Employee Handbook provisions
 - Develop a unified, codified hiring process
 - Target timeline: March for a refined proposal.
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B. Pool Renovation Bid (Brandstetter Carroll)

- Third reading noted.
 - No substantive discussion recorded in this session.
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3. Public Safety Updates

A. Snow Emergency Enforcement

- Improved compliance compared to the previous snow event.
 - Some sidewalk obstructions remain in areas where street parking is impractical due to snow.
 - Officers verbally advised residents that sidewalk parking would not be enforced during snow emergencies.
 - Suggestion to formally amend ordinance to reflect this exception.
 - Agreement to draft legislative modification.
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B. Signage Improvements

Installed/Planned:4

- 20 “No Parking During Snow Emergency” signs purchased.
- “Do Not Block Intersection” signs installed (including Wildwood & Ours).
- Plans to prioritize entrances/exits and high-visibility areas.

Under Consideration:

- Flashing stop signs (Farview intersection)
- Flashing pedestrian crosswalk signs (especially near school)

- Solar-powered signage options
- Multilingual or symbol-based signage to accommodate diverse residents

Discussion included cost-benefit considerations, particularly regarding radar-equipped signs.

C. Flock Safety Cameras

- One camera relocated (from near apartments to South Village area).
 - New placement increases coverage of primary vehicle entry points.
 - Budgeted relocation planned to Jordan Road area.
 - Potential cost-sharing opportunity with Phantom Fireworks.
 - Solar units operating without issue.
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D. Pothole Concerns

- Significant potholes reported on East Shore and East Shore Court.
 - Cold patch not viable until ground temperatures warm.
 - Suggestion to place cones for interim warning.
 - Area damage likely linked to prior hydrant break and freeze.
 - Temporary mitigation to be addressed weather permitting.
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E. Cleveland Avenue Traffic Study

- Initial attempt disrupted by snowstorm.
 - Study will be reattempted once weather stabilizes.
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F. Community Safety Engagement

- Informal resident meeting held to discuss safety concerns.
 - Confirmed permissible so long as no quorum of council present.
 - Common theme: limited village resources; increased citizen engagement needed.
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4. Public Works / Plowing and Township Coordination

Alley Plowing Issue

- Dispute arose regarding plowing of a right-of-way alley serving Cleveland Avenue businesses.
- The alley is:
 - Dedicated right-of-way
 - Improved and accepted as part of a plat
- Township initially viewed it as a driveway based on auditor mapping.
- Clarified: it is public right-of-way and should be plowed.⁴

Broader Concerns Raised:

- Scope of township service obligations to village
- Historical service reductions (e.g., mosquito spraying)

- Annual \$20,000 reimbursement related to TIF property tax offset
- Question whether formal service agreements exist or should be documented

Action Items:

- Staff to review:
 - Township service obligations
 - Any historical agreements
 - Statutory requirements for service provision
- Aim: Clarify responsibilities and prevent future misunderstandings.

5. Governance and Strategic Themes

Several broader governance themes emerged:

- 1. Codification & Clarity**
 - Emphasis on written procedures rather than informal precedent.
 - Desire to “future-proof” policies.⁴
- 2. Transparency & Legal Compliance**
 - Careful handling of personnel confidentiality.
 - Respect for statutory village structure.
- 3. Resource Constraints**
 - Repeated acknowledgment of limited administrative and financial capacity.
 - Need for prioritization.
- 4. Collaborative Relationships**
 - Recognition of generally positive relationship with Blendon Township.
 - Desire to address issues constructively without escalation.

Key Decisions & Action Items Summary

Topic	Action
Supplemental Appropriations	Reduction to be enacted
Audit	Begins Feb 19; prepared
Police Hiring Process	Resolution tabled; permanent ordinance to be developed
Snow Emergency Sidewalk Parking	Draft ordinance amendment

Topic	Action
Signage Installation	Proceed weather permitting
Potholes	Temporary mitigation; repair when ground warms
Traffic Study	Reschedule post-weather stabilization
Alley Plowing	Clarify with township; review service obligations
Township Service Scope	Research statutory/service agreements

Overall Meeting Tone

The meeting reflected a collaborative, solution-oriented approach. While several procedural and operational issues were raised, discussions were constructive and focused on strengthening long-term governance processes.

Jeffrey Wilcheck, Fiscal Officer

Tiffany Southard, Mayor