



Village Council Regular Meeting

May 22, 2025 at 7:00 PM
2829 Minerva Lake Rd.

Agenda

Roll Call/Vote to Excuse any Absent Member

Pledge of Allegiance

Minutes

- 1. MOTION TO APPROVE** 5/8/25 Committee as a Whole Minutes
- 2. MOTION TO APPROVE** 5/8/25 Council Meeting Minutes

Village Committee Reports

3. Streets - Stacey Koss
4. Services - J.P. Martin
5. Recreation & Parks - Jason Camara

Citizen Comments

Legislation

6. **MOTION TO SUSPEND THE RULES THAT REQUIRE 3 READINGS** for RESOLUTION 2025-12
7. **MOTION TO APPROVE RESOLUTION 2025-12** Certifying Tax Renewal to Board of Elections

A RESOLUTION SUBMITTING THE QUESTION OF A RENEWAL TAX LEVY FOR PURPOSES OF PROVIDING FOR THE CURRENT EXPENSES OF THE GENERAL FUND OF THE VILLAGE OF MINERVA PARK TO THE FRANKLIN COUNTY BOARD OF ELECTIONS AND TO DECLARE AN EMERGENCY (2nd reading-intent to suspend the rules that require 3 readings and pass as an emergency)

Old Business

New Business

Adjourn

Attendance and Opening

- The meeting began at 6:34 PM with roll call.
 - Present: Council members Martin, Paessun, Koss, Grant, Council President Camara, Mayor Southard, Village Attorney Jesse Shamp, Jeff Wilcheck (Finance Director), and the Chief Delp.
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Finance Committee Report Presented by Jeff Wilcheck:

- **April Financial Report:** Income tax revenue is currently 6.7% higher than the previous year.
 - **Emergency Resolution:** Council was asked to approve an emergency payment to T&J Excavating for waterline repair. The invoice lacked certification initially but is now being "vetted" retroactively.
 - **Levy Language Update:** Two updated resolutions were discussed related to a 4-mil levy. Language was adjusted per the county prosecutor's guidance.
 - **Council Salary Comparison:**
 - Council salaries are on the high end for villages of similar size (~2,000 residents).
 - Discussion on possible future changes included benchmarking salaries to external measures (like judges' salaries) to avoid conflicts of interest in setting pay.
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Safety Committee

- **Speeding Concerns:** Maplewood and Minerva Lake Road were flagged for traffic issues.
 - **Traffic Studies:** A recent study on Minerva Lake near Valley Road showed over 11,000 cars in 9 days, but only 43 vehicles exceeded 35 mph—likely delivery drivers or emergency vehicles.
 - **Speed Sign Deployment:** New speed signs will be installed at key locations based on the traffic data.
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Legislation Overview

- **Key Resolutions Discussed:**
 - 2025-09: Capital salary ordinance (council compensation).
 - 2025-11: Fuel levy language (tweaked multiple times for ballot compliance).
 - 2025-12: Certifying tax renewal for the fall ballot.
 - 2025-13: Payment authorization to T&J Excavating.

- Intent to suspend three readings for some ordinances due to timing and minor changes.
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Council Vacancy Process

- Public candidate introductions (3 minutes each) before executive session interviews.
 - Council will return from executive session to nominate and vote on a new member (majority of 3 votes needed). If no decision, the Mayor steps in.
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Infrastructure and Planning

- **Pool Renovation Committee:** Council decided not to form a formal committee but to vet architects internally.
 - **Tree Survey:** Reviewed three new bids for a shoreline/tree bank survey.
 - **Road Repairs:**
 - Potholes have been filled.
 - Crack sealing is scheduled (cost estimate ~\$15,000).
 - Bids for Northland Plaza/Minerva Lake Rd. projects to open May 16.
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Alcohol Sales Petition

- The council confirmed that the prior approved resolution remains valid, allowing signature collection for a fall ballot initiative.
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Interview Questions & Misc.

- A standard set of interview questions was prepared for council vacancy applicants.
 - Updates were given on engineering contacts for local drainage/low spot issues.
 - Pool grant application has been fully submitted and is pending a decision by late May.
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This was a packed and productive meeting focused on **finance, legislative housekeeping, traffic safety, and infrastructure planning**, with a side of thoughtful conversation on **council compensation philosophy**. 



Village Council Regular Meeting

May 08, 2025 at 7:00 PM

2829 Minerva Lake Rd.

Minutes

Roll Call/Vote to Excuse any Absent Member

PRESENT: Councilpersons Camara, Koss, Martin, Paessun, Grant

ALSO IN ATTENDANCE: Mayor Southard, Chief Delp, Attorney Shamp, Planner Fischer

Pledge of Allegiance

COUNCIL VACANCY INTERVIEWS/SELECTION

BRIEF REVIEW OF PROCEDURE FOR SELECTING A MEMBER TO FILL THE OPEN COUNCIL SEAT

CANDIDATES FOR OPEN COUNCIL SEAT MAY CHOOSE AT THIS TIME TO SPEAK BEFORE COUNCIL BEFORE UPCOMING EXECUTIVE SESSION (3 minute limit)

Council candidates Hannah Botkin Doty, Eddie Bell, Tony Pinter, And Evan Harker each shared briefly their backgrounds, and interest in serving on Council.

Minutes

2. MOTION TO APPROVE 4/24/25 Committee as a Whole Minutes

Motion made by Council President Camara, Seconded by Paessun.

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

3. MOTION TO APPROVE 4/24/25 Council Meeting Minutes

Motion made by Council President Camara, Seconded by Paessun.

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

4. MOTION TO APPROVE 5/1/25 Work Session Minutes

Motion made by Koss, Seconded by Grant.

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

Voting Abstaining: Koss

Village Official Reports

5. **Police** - Chief Matt Delp

Report in packet; new radar sign has been installed on Maplewood Dr.; working to fill open positions

6. **Fiscal Officer** - Jeffrey Wilcheck - excused

7. **Engineer** - Mike Flickinger

Mayor reviewed report sent by Engineer Flickinger: Task Orders reviewed include Minerva Lake Road and Northland Plaza Drive Road Improvements, Maintenance Building, Lakes, and Storm Sewers

8. **Legal** - Jesse Shamp - nothing new to report

9. **Village Planning** - Eric Fischer

- 1) Electricity at the Amphitheater should be operational by the end of May
- 2) Funding that had previously been awarded for the lake project has been suspended; the Village has had to reapply
- 3) Getting a quote to reinstall/repair electricity at Farview entrance (was cut during Middle School construction)
- 4) Linkus-working on agreements regarding pathways

10. **Zoning Officer** - John Canty - Report in packet

11. **Planning & Zoning** - Tommy Grant

Met in April at Elementary School Disc Golf Course to review possibility of adding 2 holes; next meeting 5/21.

12. **MPCA** - Jason Camara

Meeting will be held 5/21 at 7PM.

Village Committee Reports

13. **Finance** - Tommy Grant

Fiscal Officer Wilcheck reviewed income tax collections and finance legislation on the agenda.

14. **Safety** - Cathy Paessun

15. **Legislation** - no report

Mayor's Report

- 1) Parking: don't park covering sidewalks! parking is permitted on one side of street only.
- 2) Grass: Do not blow grass into the street-this can damage storm sewers; do not dump grass into the reserves; landscaping the reserves is prohibited without express permission from the Village
- 3) Tree Survey: all trees within 10 feet of lake shore will be surveyed; notice will be posted and affected residents will be noticed directly.

Citizen Comments

Pam Park-Curry of Lakewood Drive shared her concern about traffic on Cleveland Ave. and Jordan Rd. She requests that council take steps to have a data driven conversation with Phantom Fireworks when the time comes to review the impact they have on traffic in the area.

Legislation

16. ORDINANCE 2025-09 Council Salary

AN ORDINANCE TO INCREASE THE SALARY OF THE COUNCIL MEMBERS OF THE VILLAGE OF MINERVA PARK (2nd reading)

Motion to table Ordinance 2025-09 made by Martin, Seconded by Grant.

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

17. MOTION TO APPROVE RESOLUTION 2025-09 Transfer of Funds
A RESOLUTION AUTHORIZING THE TRANSFERS OF FUNDS (3rd reading)

Motion made by Council President Camara, Seconded by Koss.

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

18. MOTION TO SUSPEND THE RULES THAT REQUIRE 3 READINGS FOR
RESOLUTION 2025-11

Motion made by Council President Camara, Seconded by Grant.

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

19. MOTION TO APPROVE RESOLUTION 2025-11 Amended 4.0 Mill Levy Estimate
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 FOUR POINT ZERO
(4.0) MILL 5-YEAR RENEWAL TAX LEVY AND TO DECLARE AN EMERGENCY (1st
reading-intent to suspend the rules that require 3 readings and pass as an emergency)

Motion made by Council President Camara, Seconded by Grant.

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

20. RESOLUTION 2025-12 Certifying Tax Renewal
A RESOLUTION SUBMITTING THE QUESTION OF A RENEWAL TAX LEVY FOR
PURPOSES OF PROVIDING FOR THE CURRENT EXPENSES OF THE GENERAL
FUND OF THE VILLAGE OF MINERVA PARK TO THE FRANKLIN COUNTY BOARD
OF ELECTIONS AND TO DECLARE AN EMERGENCY (1st reading-intent to waive the
3rd reading and pass as an emergency)

21. MOTION TO SUSPEND THE RULES THAT REQUIRE 3 READINGS for RESOLUTION
2025-13

Motion made by Council President Camara, Seconded by Grant.

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

22. MOTION TO APPROVE RESOLUTION 2025-13
A RESOLUTION AUTHORIZING THE FISCAL OFFICER TO PAY T&J EXCAVATING
FOR WORK COMPLETED AND DECLARING AN EMERGENCY (1st reading-intent to
suspend the rules that require 3 readings and pass as an emergency)

Motion made by Council President Camara, Seconded by Grant.

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

Old Business

1) Still waiting for response regarding 5 seasons regarding adding the Green Line beds to their program; next time courts are worked on, request is to remove the islands.

2) project for sewer at North Shore Ct. at Kerrwood being developed

New Business

- 1) Signs at the strip malls on Cleveland Ave. to be discussed starting May 21 in Planning & Zoning.

MOTION TO ENTER EXECUTIVE SESSION

COUNCIL WILL ENTER EXECUTIVE SESSION UNDER OHIO REVISED CODE 121.22 (G)(1) TO CONSIDER THE APPOINTMENT OF A PUBLIC OFFICIAL (requires 2nd and roll call vote-council may invite whoever they would like to attend the executive session)

Motion to enter executive session under Ohio revised code 121.22 (G)(1) to consider the appointment of a public official made by Paessun, Seconded by Koss.

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

UPON RETURN FROM EXECUTIVE SESSION:

Motion to appoint Tony Pinter to the open seat on the Council of the Village of Minerva Park made by Camara, Seconded by Paessun

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

Adjourn

Motion made by Council President Camara, Seconded by Koss.

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

Meeting Adjourned at 9:28 PM

Jeffrey Wilcheck, Fiscal Officer

Tiffany Southard, Mayor

RESOLUTION 2025-12

**A RESOLUTION SUBMITTING THE QUESTION OF A RENEWAL TAX
LEVY FOR PURPOSES OF PROVIDING FOR THE CURRENT
EXPENSES OF THE GENERAL FUND OF THE VILLAGE OF MINERVA
PARK TO THE FRANKLIN COUNTY BOARD OF ELECTIONS AND TO
DECLARE AN EMERGENCY**

WHEREAS, the amount of taxes that may be raised within the 10-mill limitation by levies on the current tax duplicate will be insufficient to provide adequate amounts for the necessary requirements of the Village of Minerva Park and it is necessary to renew an existing tax levy for the purpose hereinafter set forth; and

WHEREAS, Village voters approved a four (4.0) mill tax levy on November 3, 2020, for a period of five (5) years for the purposes contained in Ohio Revised Code Section 5705.19(A) and the Council of the Village of Minerva Park believes it is necessary and in the best interests of Village residents to renew said levy at the November 4, 2025 general election; and

WHEREAS, the Village Council passed Resolution 2025-11 on May 8, 2025, which declared the necessity of the renewal tax levy and requested certification and specific information from the Franklin County Auditor as required by Ohio law; and

WHEREAS, on May 15, 2025, the Franklin County Auditor certified to the Village that the tax revenue that would be generated by a 4.0 mill renewal tax levy is \$143,636 based on the assessed valuation of the Village of \$63,507,580.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF MINERVA PARK, FRANKLIN COUNTY, OHIO, THAT:

Section 1. The Village Council finds it necessary to submit to all of the electors of the Village the question of whether to renew a tax levy in excess of the 10-mill limitation for the benefit of the Village of Minerva Park pursuant to R.C. 5705.19(A) for the purpose of providing for the current expenses of the Village, at a rate not exceeding 4.0 mills for each one dollar of valuation, which amounts to \$73 for each \$100,000 of the county auditor's appraised value, for a period of time of five (5) years, such levy being a renewal of an existing 4.0 mill levy, which is currently in effect.

Section 2. The question of approving a renewal levy shall be submitted to all of the electors of the Village of Minerva Park, which is wholly located in Franklin County, Ohio, and shall be levied upon the entire territory.

Section 3. The election for said levy shall be held at the usual voting places for the Village of Minerva Park on November 4, 2025.

Section 4. Said renewal levy be extended on the tax list and duplicate of the Village of Minerva Park beginning in tax year 2025 for collection in 2026 and for the next 5 tax years if the majority of electors voting thereon vote in favor of the levy.

Section 5. The Fiscal Officer of the Village of Minerva Park is hereby directed to certify, not less than 90 days prior to the election, a copy of this Resolution, a copy of the Resolution declaring it necessary to levy a tax in excess of the ten-mill limitation, and a copy of the Certification of the Franklin County Auditor to the Board of Elections of Franklin County, Ohio and the Franklin County Auditor, Ohio, as provided by law, and to notify the Board of Elections to cause notice of election on the question of approving the renewal levy to be given as required by law.

RESOLUTION 2025-12
(Continued)

Item # 7.

Section 6. It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that any and all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements of the laws of the State of Ohio.

Section 7. The Village Council hereby declares this to be an emergency measure necessary for the public peace, health, safety, and welfare of the residents of the Village of Minerva Park and arises out of the need for the Fiscal Officer to file with the Franklin County Board of Elections so that the levy appears on the November 4, 2025 general election ballot. Wherefore, this resolution shall take effect and shall be in force from and after its passage and pursuant to Chapter 5705 of the Revised Code.

Tiffany Southard, Mayor

First Reading: May 8, 2025
Second Reading: May 22, 2025
Third Reading: Waived
Passed: May 22, 2025

ATTEST

APPROVED AS TO FORM

Jeffrey Wilcheck, Fiscal Officer

Jesse Shamp, Solicitor

I hereby certify that this is a true and accurate copy of Resolution 2025-12 of the Minerva Park Village Council, which was passed on May 22, 2025, and recorded in the permanent minutes and records of the Village of Minerva Park, Ohio.

Jeffrey Wilcheck, Fiscal Officer