



Village Council Regular Meeting

August 28, 2025 at 7:30 PM
2829 Minerva Lake Rd.

Agenda

Roll Call/Vote to Excuse any Absent Member

Pledge of Allegiance

Minutes

- 1. MOTION TO APPROVE** 8/14/25 Committee as a Whole Minutes
- 2. MOTION TO APPROVE** 8/14/25 Council Meeting Minutes

Swearing in of Officer Frank Rhodes

Guest Speaker

3. Kevin Hoffman: Representative of the Westerville City Schools Tax Levy Campaign Organization

Village Committee Reports

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

Citizen Comments

Legislation

- 7. ORDINANCE 2025-16** Shortcutting
AN ORDINANCE AMENDING SECTION 432.38 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MINERVA PARK (2nd reading)
8. **MOTION TO SUSPEND THE RULES THAT REQUIRE 3 READINGS** for
ORDINANCE 2025-17
- 9. MOTION TO APPROVE ORDINANCE** 2025-17 Supplemental Appropriations
AN ORDINANCE TO REALLOCATE APPROPRIATIONS AND MAKE
SUPPLEMENTAL APPROPRIATIONS FOR THE CURRENT EXPENSES OF THE
VILLAGE OF MINERVA PARK FOR THE YEAR 2025 (1st reading-intent to suspend
the rules that require 3 readings)
10. **MOTION TO SUSPEND THE RULES THAT REQUIRE 3 READINGS** for
RESOLUTION 2025-18
- 11. MOTION TO APPROVE** RESOLUTION 2025-18
A RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENT OF FRANK
RHODES II AS A FULL-TIME POLICE OFFICER FOR THE VILLAGE OF MINERVA

PARK, OHIO AND DECLARING AN EMERGENCY (1st reading-intent to suspend the rules that require 3 readings and pass as an emergency)

Old Business

12. Pool

Maintenance Building

Roadway Project

New Business

13. Resident concern regarding 2025 Roadway Project

Adjourn

Minerva Park Council – Committee of the Whole Meeting 8/14/25

1. Construction & Infrastructure Updates

- Ongoing road and sewer work continues to affect traffic patterns.
- Residents were advised to park inside the community since roads may soon be unusable for outside parking.
- Concerns were raised about service vehicles (e.g., lawn and leaf trucks) blocking traffic during construction. Suggestions included Saturday pickups or better coordination with contractors and residents.
- Upcoming sewer equipment deliveries and lane closures were discussed, with emphasis on minimizing disruptions.
- Officials are coordinating with **mail carriers, schools, businesses, first responders, and navigation apps** (Google Maps, Waze) to ensure detours and closures are properly communicated.

2. Traffic & Safety Issues

- **Phantom Fireworks traffic study:**
 - Radar tracking was used to measure car counts and speeds, but results were mixed due to possible equipment issues.
 - This year saw limited traffic impact due to construction and a late/soft opening.
 - Anticipation that **next year's traffic will be heavier**, requiring more monitoring.
 - Possibility of involving ODOT with more accurate tube counters.
 - Security staffing and police officer presence may need adjustment during holiday periods.
- **School traffic:**
 - New pick-up loops and traffic control measures were introduced, easing congestion in some areas but still causing backups at certain schools (notably Hawthorne Elementary).
 - Officials emphasized this will be an ongoing process of testing and adjusting each year.

- With staggered school openings, the **real test of traffic flow will be on the first full-attendance Monday**. Afternoon congestion lasts about 15–20 minutes, then clears. Residents are asked to plan around this.

3. Legislation & Facility Use

- Council discussed **rental policies and deposits**:
 - Clarified that damage repair is pursued at full cost, not capped at the deposit.
 - Limited facility rentals to **one per weekend** due to high demand.
 - Addressed questions about repair vs. replacement value coverage.
- **MPCA (Minerva Park Community Association)**:
 - Council agreed MPCA should have **priority use** for community events (e.g., Christmas party).
 - Concerns raised about fairness versus groups like scout troops.
 - Proposal for a **formal memorandum of understanding (MOU)** granting MPCA right of first refusal, with limitations to avoid monopolizing weekends.
 - Discussion acknowledged tension between private parties vs. true community events.
 - Suggested requiring MPCA to formally submit dates in advance (usually done in November).
 - Recognized the need to protect the mayor from discretionary rental decisions by creating clearer policies.

4. Strategic Planning (Long-Term Vision)

- Council members proposed a **Saturday work session in September** to begin developing a **long-term master plan** (potentially “Minerva 2030/2035”).
- Key priorities identified:
 - **Streets** – large costs and limited annual funding make prioritization critical.
 - **Pool and Lake projects** – multi-million-dollar needs that must be balanced against road improvements.
 - **Erosion and stormwater issues.**

- Goal is to create a **guiding document** to prioritize investments, guide staff, and clearly communicate to residents why certain projects are chosen.
 - Plan would not tie firm dates to projects but set **priority tiers**, always subject to available funding and grants.
 - Emphasis placed on transparency so residents see the “big picture” (e.g., why sidewalks appear disconnected, or why certain streets are prioritized).
 - Strategic planning will connect with results of the **resident survey** to align community feedback with capital project decisions.
 - First session tentatively scheduled for **September 20 at 7:00 a.m.** (work session, public meeting). Staff reports and input will be prepared in advance.
-

Key Action Items

- Continue **coordination on construction logistics** with service providers and navigation apps.
- Explore **ODOT traffic monitoring** options for future fireworks traffic impact studies.
- Refine **school traffic flow management** after full attendance begins.
- Draft or formalize a **MOU with MPCA** to clarify facility use priority for community events.
- Begin **strategic planning work sessions** in September to establish a long-term vision and master plan for streets, pool, lake, and erosion projects.

Minerva Park Council – Committee of the Whole Meeting 8/14/25

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ORDINANCE 2025-16**AN ORDINANCE AMENDING SECTION 432.38 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MINERVA PARK.**

WHEREAS, the Village of Minerva Park desires to amend the language in Section 432.38 of the Codified Ordinances to provide greater clarity about the purpose of the shortcutting prohibition;

WHEREAS, the Village Council desires to implement these changes to the Codified Ordinances and Zoning Map of the Village.

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

Section 1. That Section 432.38 of the Codified Ordinances of the Village of Minerva Park is hereby repealed in its entirety and replaced with the language included in the attached and incorporated **Exhibit A**.

Section 2. That it is found that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council that resulted in this formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code

Section 3. That this ordinance shall be in full force and effect from the earliest period allowed by law.

First Reading: August 14, 2025
 Second Reading: August 28, 2025
 Third Reading: September 11, 2025
 Passed: September 11, 2025

 Tiffany Southard, Mayor

ATTEST

 Jeffrey Wilcheck, Fiscal Officer

APPROVED AS TO FORM

 Jesse Shamp, Solicitor

ORD 2025-16
EX. A

Exhibit A

432.38 – Shortcutting across private property.

(a) No person shall operate a vehicle across public or private property marked with signs “No Through Traffic” or words of similar import for the purpose of passing from one roadway to another.

(b) No person shall operate a vehicle across public or private property for the purpose of avoiding compliance with a traffic control device.

(c) It shall be prima-facie evidence of a violation of this section for the operator of a vehicle to cross public or private property as provided herein without using the service of such property, stopping the engine or both.

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ORDINANCE 2025-17

AN ORDINANCE TO REALLOCATE APPROPRIATIONS AND MAKE SUPPLEMENTAL APPROPRIATIONS FOR THE CURRENT EXPENSES OF THE VILLAGE OF MINERVA PARK FOR THE YEAR 2025

WHEREAS, it is necessary to supplement the appropriations in Ordinance 35-2024 for the year ending December 31, 2025; and

WHEREAS, the appropriations herein are to be effective for the year ending December 31, 2025.

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF MINERVA PARK, OHIO THAT:

Section 1. The Annual Appropriations in Ordinance 35-2024 is supplemented as presented below:

	<u>Current Amount</u>	<u>Increase/ (Decrease)</u>	<u>Revised Amount</u>
<u>General Fund(1000)</u>			
<u>Leisure Time Activities</u>			
<u>Swimming Pool (340)</u>			
Personal Services	\$64,900	\$14,000	\$78,900
Other Expenditures	63,700	6,000	69,700
Total Swimming Pool	<u>128,600</u>	<u>20,000</u>	<u>148,600</u>
<u>Other Financing Uses</u>			
Transfers - Out	<u>310,000</u>	<u>85,000</u>	<u>395,000</u>
<u>MP TIF Tax Equivalent Fund (2901)</u>			
<u>General Government</u>			
<u>Property Tax Collection Fees (740)</u>			
Other Expenditures	<u>180,000</u>	<u>26,000</u>	<u>206,000</u>
<u>Other Financing Uses</u>			
Advances - Out	<u>75,000</u>	<u>(20,000)</u>	<u>55,000</u>
Total MP TIF Tax Equivalent Fund (2901)		<u>6,000</u>	
<u>Sewer Maintenance Fund (2910)</u>			
<u>Basic Utility Services</u>			
<u>Capital Outlay</u>			
Other Capital Outlay	<u>15,000</u>	<u>32,000</u>	<u>47,000</u>
Total		<u><u>\$143,000</u></u>	

Section 2. The Fiscal Officer is authorized to reallocation appropriations as presented below:

ORDINANCE 2025-17 (Continued)

From	To	Amount
Mayor's Court - Other Expenditures	Mayor's Court - Personal Services	\$600
Clerk-Treasurer - Other Expenditures	Clerk-Treasurer - Personal Services	2,400
Lands and Buildings - Other Expenditures	Lands and Buildings - Personal Services	11,000
Auditor of State Fees - Other Expenditures	Solicitor - Other Expenditures	10,000
		\$24,000

Section 3. It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance 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 4. This Ordinance shall be in full force and effect upon its passage.

Tiffany Southard, Mayor

First Reading: August 28, 2025
Second Reading: Waived
Third Reading: Waived
Passed: August 28, 2025

ATTEST

Jeffrey Wilcheck, Fiscal Officer

APPROVED AS TO FORM

Jesse Shamp, Solicitor

RESOLUTION 2025-18

Item # 11.

A RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENT OF FRANK RHODES II AS A FULL-TIME POLICE OFFICER FOR THE VILLAGE OF MINERVA PARK, OHIO AND DECLARING AN EMERGENCY

WHEREAS, there is a vacancy in the Village of Minerva Park Police Department for a full-time Police Officer; and,

WHEREAS, the Mayor and Council for the Village of Minerva Park wish to fill the full-time Police Officer position; and,

WHEREAS, Frank Rhodes II began serving as a full-time Police Officer in the Minerva Park Police Department on August 26, and has the necessary qualifications to fill this position; and,

WHEREAS, pursuant to Section 737.16, Ohio Revised Code, the Mayor appointed Frank Rhodes II as a full-time Police Officer for the Village of Minerva Park to begin on August 26, 2025, and Council for the Village of Minerva Park now wishes to confirm this appointment.

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

Section 1. Pursuant to Section 737.16, Ohio Revised Code, Council for the Village of Minerva Park hereby confirms the Mayor's appointment of Frank Rhodes II as a Full-Time Police Officer beginning March 24, 2025.

Section 2. Pursuant to Section 737.16, Ohio Revised Code, this appointment and confirmation shall be for a probationary period of six months consecutive service, and shall not be finally made until Frank Rhodes II has satisfactorily served the probationary period and the Mayor, with the concurrence of Council, have finally appointed Frank Rhodes II.

Section 3. 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 4. All prior legislation, or any parts thereof, which is/are inconsistent with this Resolution is/are hereby repealed as to the inconsistent parts thereof.

Section 5. That this resolution is hereby declared to be an emergency measure, necessary for the preservation of the public health, safety, and welfare and specifically so that the above-named Officer may immediately begin serving to his/her full capacity Wherefore, this Resolution shall take effect and be in force from and after its passage.

First Reading: August 28, 2025
Second Reading: Waived
Third Reading: Waived
Passed: August 28, 2025

Tiffany Southard, Mayor

ATTESTS

APPROVED AS TO FORM

Jeffrey Wilcheck, Fiscal Officer

Jesse Shamp, Solicitor