



Village Council Regular Meeting

October 09, 2025 at 7:30 PM
2829 Minerva Lake Rd.

Agenda

Roll Call/Vote to Excuse any Absent Member

Pledge of Allegiance

Nicole Marshall, Treasurer/CFO-Westerville City Schools

Minutes

- 1. MOTION TO APPROVE** 9/20/25 Work Session Minutes
- 2. MOTION TO APPROVE** 9/25/25 Committee as a Whole Minutes
- 3. MOTION TO APPROVE** 9/25/25 Council Meeting Minutes
- 4. MOTION TO APPROVE** 10/2/25 Council Work Session Minutes

Village Official Reports

- 5.** Police - Chief Matt Delp
- 6.** Fiscal Officer - Jeffrey Wilcheck
- 7.** Engineer - Mike Flickinger
- 8.** Legal - Jesse Shamp
- 9.** Village Planning - Eric Fischer
- 10.** Zoning Officer - John Canty
- 11.** Planning & Zoning - Tommy Grant
- 12.** MPCA - Jason Camara

Village Committee Reports

- 13.** Finance - Tony Pinter
- 14.** Safety - Cathy Paessun
- 15.** Legislation - Tommy Grant

Mayor's Report

Citizen Comments

Legislation

- 16. MOTION TO APPROVE** RESOLUTION 2025-21 Valley Road Project
A RESOLUTION AUTHORIZING THE MAYOR AND FISCAL OFFICER TO
ADVERTISE FOR BIDS AND ENTER INTO CONTRACT FOR THE VALLEY ROAD
IMPROVEMENTS AND DECLARING IT AN EMERGENCY (3rd reading)
- 17. RESOLUTION 2025-24** TIRC Recommendations

A RESOLUTION ACCEPTING, APPROVING, AND RATIFYING THE SUBMITTED RECOMMENDATIONS OF THE TAX INCENTIVE REVIEW COUNCILS, AND DECLARING AN EMERGENCY (1st reading-intent to suspend the rules that require the 3rd readings and pass as an emergency)

Old Business

18. Pool Maintenance Building Roadway Project

New Business

Adjourn

Council Strategic Session Report-September 20, 2025

Executive Summary

The Council's strategic session focused on aligning long-term community priorities with immediate infrastructure and facilities needs. Major discussions centered on traffic improvements, parking strategies, pool and community facilities, bridge replacements, and the lakes' deferred maintenance challenges. The central theme was the urgent need for proactive funding strategies, as the scale of projects exceeds the village's internal financial capacity. Cross-cutting issues included balancing vision with realism, maintaining community identity through facilities, and ensuring governance structures support future initiatives. The session concluded with clear next steps, including future meeting scheduling, communication protocols, and establishing priorities for 2026.

Section Summaries

1. Meeting Opening & Project Overview

- Council recognized the strain of managing ~100 ongoing projects simultaneously.
- Emphasis placed on aligning council's vision with staff capacity and resource constraints.
- Agreement that prioritization and phasing of projects is essential.
- Reminder of an additional work session scheduled for **7 a.m. Saturday**.
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2. Traffic & School Zone Updates

- Middle school traffic loop improvements have significantly reduced backups on **Green Line and Lake Road**.
- Afternoon congestion remains, lasting **15–20 minutes daily**, though described as "controlled chaos."
- Traffic management directly tied to safety, quality of life, and coordination with future infrastructure projects.

3. Parking & Ownership Issues

- Council reviewed shared parking models, comparing them to **campus and downtown approaches** rather than large retail centers.
- Consideration given to **village ownership** of parking for consistency and flexibility.
- Tension identified between supporting local business vitality and avoiding conflicts with residential parking.
- Policy and zoning tools may be required to scale parking solutions alongside community growth.

4. Facilities & Pool Planning

- Pool design exploration stressed **simplicity, practicality, and cost control**.

- Technical focus included **airflow, durability, and efficient operations**.
- Facilities framed as **anchors of community identity** and sources of resident pride.
- Acknowledgment of budget limitations and potential need for phased implementation.

5. Bridges & Infrastructure Planning

- Several bridges are approaching end-of-life and require replacement planning.
- Bridges recognized as some of the **highest-cost infrastructure items**.
- Funding must be tied to **grants and larger regional programs** to avoid overwhelming the local budget.
- Proactive replacement scheduling is preferred over costly emergency responses.

6. Bridge Costs, Lakes, & Wrap-Up

- **Bridge Costs:** True replacement costs estimated at **\$360,000 each**, factoring in demolition, engineering, foundations, and installation. Funding must leverage external programs (e.g., **LinkUS, Jordan Road projects**).
 - **Lakes:**
 - 25 years of deferred maintenance has created a backlog of **\$4–5 million**.
 - Short-term actions include **tree removal, forebays, culvert repairs**, and coordination with **Minerva Lake Road**.
 - Long-term planning requires balancing **engineering-driven comprehensive dredging** with **contractor-driven cost savings**.
 - Lakes identified as the **village's single biggest long-term challenge**.
 - **Meeting Wrap-Up:**
 - Parking lot items captured: visitor attraction, charter vs. home rule, MPCA relationship, tree removal, quick dredging options.
 - Communication process established: recordings → transcripts → AI summaries → council review before public release.
 - Next meeting scheduled for **Sunday, October 19, 12:30–2:30 PM**.
 - Council considering a **weekend retreat** for deeper strategic work.
 - 2026 priorities highlighted: charter reform, pool project, financial strategy development.
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Cross-Cutting Themes & Takeaways

- **Funding as the linchpin:** Large-scale projects (bridges, lakes) are unattainable without aggressive pursuit of external grants.

- **Infrastructure resilience:** Roads, bridges, lakes, and drainage must be managed holistically to avoid cascading emergencies.
 - **Community assets:** Pools and public facilities enhance identity but compete for limited funding against infrastructure needs.
 - **Governance structures:** Charter reform and clarifying MPCA roles may redefine village capacity to act.
 - **Strategic process evolution:** Council is adopting **longer, more structured sessions**, with possible retreats to deepen alignment.
 - **Urgency vs. realism:** Council must deliver short-term wins (traffic, culverts, forebays) while planning for long-term megaprojects.
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Action Items

Immediate (0–2 years)

- Finalize and pursue external funding applications for bridges and major infrastructure.
- Begin **forebay construction, culvert repairs, and tree removal** to reduce lake sedimentation.
- Implement clear communication protocols for transcripts and summaries.
- Prepare for October 19 meeting with condensed two-hour agenda.

Medium-Term (2–5 years)

- Advance phased **pool and facilities improvements** with cost-control measures.
- Explore parking ownership models and zoning policies for scalable growth.
- Integrate **lake maintenance projects** into road reconstruction plans (e.g., Minerva Lake Road).

Long-Term (5–20 years)

- Execute comprehensive lake dredging and develop a **sustainable 25-year maintenance cycle**.
 - Plan and implement bridge replacements in coordination with regional projects.
 - Address broader governance reforms, including **charter review and MPCA relationship clarification**.
 - Position community for strategic visitor attraction and growth management.
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Next Steps

- Council will review this report before public release.
- Further direction to be set at the **October 19 session**.
- Exploration of a **weekend retreat** to establish deeper long-term strategic priorities.

Meeting Overview

- **Date & Time:** September 25, 2025, 6:30 p.m.
 - **Format:** Committee as a Whole work session.
 - **Attendees:** Councilpersons Martin, Grant, Passeun, Camara, Koss, Pinter, Mr. Wilchek, and Chief Delp.
 - **Focus Areas:** Streets, Services, Recreation & Parks, and pending legislation.
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Key Discussion Topics

1. Streets & Construction Updates

- **Current Projects:**
 - Roadway under reconstruction; currently closed to through traffic but open for residents.
 - Work plan:
 - South side concrete aprons → North side aprons → Sidewalks → Full paving.
 - Estimated completion: **~4 weeks, weather permitting.**
 - **Resident Impact:**
 - Double inconvenience due to simultaneous construction at West River Road (new roundabout).
 - Apartments affected: entranceways done in halves so residents can still access.
 - **Traffic Control:**
 - Chief Delp explained traffic patterns and clarified access for residents.
 - Signs to be posted to improve communication.
 - **Contractor Proposal:**
 - Option for **quick-drying concrete** (3-day vs. 7-day cure time).
 - Cost: **\$22,000**, within \$25,000 contingency budget.
 - Potential benefit: residents regain driveway access faster; possible 8-day reduction.
 - Debate:
 - **Supporters:** Worthwhile for resident convenience and reduced complaints.
 - **Skeptics:** Weather risks, uncertain time savings, cost-benefit questioned.
 - **Future Projects:**
 - Valley Road: Engineering completed; legislation moving forward for RFP.
 - East Court Water Line: Awaiting engineering estimate (~\$83,000); overall project may cost ~\$100,000.
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2. Services

- **Groundmaster Landscaping:**
 - Continued contract for leaf pickup in Fall 2025.
 - Start date: mid-October (week of the 13th).
 - **Explorers' Food Truck:**
 - Scheduled for upcoming Friday.
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3. Recreation & Parks

- **Landscaping RFP:**
 - Proposal for village-wide landscaping being reviewed, expected out by end of next week.
 - **Committee Planning:**
 - October meeting planned with Councilpersons Martin and Cox.
 - Goal: Approve pricing early to begin selling **pool passes Jan. 1, 2026.**
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4. Conditional Use Hearings (Preview)

- **First Property (near Steak and Shake):**
 - Request to add garage for vehicle servicing.
 - Employees mostly remote; ~80 employees total, ~8 on site.
 - Concerns:
 - Tax revenue applicability (remote workers vs. on-site staff).
 - Noise mitigation, hours of operation, proper waste oil disposal.
 - **Second Property (5100 Cleveland Ave.):**
 - Recently remodeled; potential for future parking lot expansion.
 - Applicant open to screening to minimize neighbor impact.
 - **Council Notes:**
 - Need clarity on employee tax obligations.
 - Requested written conditions and input from legal/tax advisor.
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5. Scheduling

- **Special Session with Mike:**
 - Comprehensive financial review set for **Oct. 9, 2025, 6:00 p.m.**, before council meeting.
 - Mike to send presentation deck in advance.
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6. Legislation Discussion

- **Ordinance 2025-18: Supplemental Appropriations**
 - Total increase: **\$55,000.**

- Breakdown:
 - \$13,000 – Fire/EMS contract with Columbus.
 - \$4,000 – Street lighting (including monument lights).
 - \$15,000 – Sidewalk width expansion (Lake Road).
 - \$23,000 – Water line engineering (Kerwood/East Shore area).
 - **Resolution 2519:**
 - Budget Commission tax levy rates.
 - Emergency passage required by end of month.
 - **Ordinance 2025-20:**
 - Confirmation of Officer **Jay DeJesus**.
 - Chief praised his strong performance and attitude.
 - **Ordinance 2025-21:**
 - Valley Road Improvement Project, second reading.
 - **Pool Bath House:**
 - Second reading, third waived, passed as emergency.
 - **Sewer Transfer Funds:**
 - Second reading, emergency passage to cover storm sewer improvements.
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Closing

- Meeting adjourned at **7:01 p.m.**



Village Council Regular Meeting

September 25, 2025 at 7:00 PM
2829 Minerva Lake Rd.

Minutes

Roll Call/Vote to Excuse any Absent Member

Pledge of Allegiance

Conditional Use Hearing

Motion to approve Conditional Use for 5474 Cleveland Ave. made by Camara, Seconded by Paessun.

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

Motion to approve Conditional Use for r5100 Cleveland Ave. made by Camara, Seconded by Paessun.

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

Minutes

MOTION TO APPROVE 9/18/2025 Committee as a Whole Minutes

Motion made by Grant, Seconded by Paessun.

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

MOTION TO APPROVE 9/18/2025 Council Meeting Minutes

Motion made by Grant, Seconded by Paessun.

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

Committee as a Whole Report

Streets - Stacey Koss: Contractor may use fast-set concrete (cures faster, could shorten project); next step of project moved up-local access only; signs with qr to website to be displayed-residents are asked to be patient and expect changes.

Services - J.P. Martin: Groundmaster has been selected for Leaf PickUp 2025; Explorer's Club Food Truck this Friday.

Recreation & Parks - Jason Camara: No formal update-working to schedule meeting in October to begin review of pool fees and other projects.

Citizen Comments – None

Legislation

MOTION TO SUSPEND THE RULES THAT REQUIRE 3 READINGS for ORD 2025-18

Motion made by Grant, Seconded by Pinter.

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

MOTION TO APPROVE ORDINANCE 2025-18 Supplemental Appropriations
 AN ORDINANCE TO 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)

Motion made by Grant, Seconded by Pinter.

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

Voting Nay: Grant

MOTION TO SUSPEND THE RULES THAT REQUIRE 3 READINGS for RES 2025-19

Motion made by Grant, Seconded by Paessun.

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

MOTION TO APPROVE RESOLUTION 2025-19 Accepting Amounts and Rates
 A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY
 THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES
 AND CERTIFYING THEM TO THE COUNTY AUDITOR AND DECLARING AN
 EMERGENCY (2nd reading-intent to suspend the rules that require 3 readings and
 pass as an emergency)

Motion made by Grant, Seconded by Paessun.

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

MOTION TO SUSPEND THE RULES THAT REQUIRE 3 READINGS for RES 2025-20

Motion made by Grant, Seconded by Paessun.

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

MOTION TO APPROVE RESOLUTION 2025-20 Confirmation of J. deJesus
 A RESOLUTION AFFIRMING THE APPOINTMENT OF JOSUE DEJESUS 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 and emergency)

Motion made by Grant, Seconded by Paessun.

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

RESOLUTION 2025-21 Valley Road Improvement Project

A RESOLUTION AUTHORIZING THE MAYOR AND FISCAL OFFICER TO
 ADVERTISE FOR BIDS AND ENTER INTO CONTRACT FOR THE VALLEY ROAD
 IMPROVEMENTS AND DECLARING IT AN EMERGENCY (2nd reading-intent to
 pass as an emergency on 3rd reading)

MOTION TO SUSPEND THE RULES THAT REQUIRE 3 READINGS for RES 2025-22

Motion made by Grant, Seconded by Pinter.

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

MOTION TO APPROVE RESOLUTION 2025-22 Pool Bath House

A RESOLUTION AUTHORIZING THE MAYOR AND FISCAL OFFICER TO ENTER INTO CONTRACT FOR DESIGN, BID DOCUMENTS AND CONSTRUCTION OVERSIGHT FOR THE POOL BATH HOUSE PROJECT AND DECLARING IT AN EMERGENCY (2nd reading-intent to suspend the rules that require 3 readings and pass as an emergency)

Motion made by Grant, Seconded by Pinter.

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

MOTION TO SUSPEND THE RULES THAT REQUIRE 3 READINGS for RES 2025-23

Motion made by Grant, Seconded by Paessun.

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

MOTION TO APPROVE RESOLUTION 2025-23 Transfer of Funds

A RESOLUTION AUTHORIZING THE TRANSFERS OF FUNDS AND DECLARE AN EMERGENCY (2nd reading-intent to suspend the rules that require 3 readings and pass as an emergency)

Motion made by Grant, Seconded by Paessun.

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

Old Business

Pool was discussed during legislation part of agenda; roadway project was discussed during streets part of agenda; no updates available on maintenance building.

Councilperson Pinter shared commitment to more positive, clear communication with staff.

New Business

A proposal was presented to use fast-curing concrete in the MLR Construction project. This could shorten the project, and would add just over \$22,000 to the cost of the project.

Motion made by Council President Camara.

Voting Yea: Council President Camara, Koss, Paessun

Voting Nay: Martin, Grant, Pinter

Proposal was not approved

Councilperson Koss would like to revisit the Noise Ordinance-specifically for decibel levels.

Adjourn

Meeting adjourned at 8:10 PM

Motion made by Council President Camara, Seconded by Martin.

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

Meeting Overview: Council Work Session 10/2/2025

- **Attendees:** Mayor Southard, Councilpersons Passeun, Koss, Pinter, Martin, Grant, Camara, and Village Attorney Jesse Shamp.
 - **Format:** No formal agenda; open work session discussion.
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Key Topics Discussed

1. Noise Ordinance Review

- **Concern Raised:** With a new automobile-related business moving in, council members worried that the existing noise ordinance may be too vague and unenforceable.
 - **Current Ordinance:**
 - Defines noise as unreasonably loud if:
 - *Plainly audible* at a residential property >50 feet away, **or**
 - *Exceeds 85 decibels* outside the property line.
 - **Challenges Identified:**
 - Difficult to enforce (police must stay on-site to measure).
 - Lack of time-based standards (e.g., how long noise must persist).
 - Potential loopholes for repeat offenders.
 - **Comparisons to Columbus/Dublin:**
 - Columbus uses zone-specific limits and decibel averages (hourly or 15-minute).
 - Their code is more detailed but often not enforced.
 - **Council Opinions:**
 - Some members advocated proactive tightening to prevent future issues.
 - Others argued current rules are already stricter than Columbus, and no actual complaints exist yet.
 - Proposal to conduct **data collection & sound experiments** (using decibel readers, trucks, and distance tests) before making changes.
 - **Consensus:** Do more research and testing before amending the ordinance.
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2. Village Vision & Long-Term Planning

- **Themes for Future Planning (5–10 year horizon):**
 - **Charter Adoption:** Discussing whether to pursue a municipal charter for more local control (past attempt failed).
 - **Governance Structure:** Clarify job descriptions, performance measures, and explore creating a **Village Administrator** role.
 - **Infrastructure:** Roads, sewers, and funding mechanisms.
 - **Funding & Communications:** Improve transparency, branding, and engagement while managing realistic expectations.

- **Community Engagement:** Control how the village attracts visitors—structured events vs. open access.

3. Communications Strategy

- **Current Tools:** Email blasts, social media, limited text messaging (via Textedly).
- **Challenges:**
 - Few residents subscribe to text alerts (≈250 people).
 - Limited text quotas due to budget.
 - Social media reach is weak compared to resident-led groups (algorithm issues).
- **Feedback:**
 - Residents expect more frequent updates (especially for road projects).
 - Concern that over-communication raises unrealistic expectations for a small village.
 - Calls for a more professional communications approach (marketing expertise, better equipment/software).
- **Council Direction:** Balance transparency with capacity; possibly upgrade tools and refine message strategy.

4. Permit & Event Regulations

- Discussion of whether to enforce existing code requiring permits for public events (concerts, amphitheater use).
- Current practice: permits not always issued, though code requires them.
- Idea: formalize a permit process and fees while allowing initial flexibility.

5. Next Steps – Charter Focus

- **Decision:** Next work session (Nov. 6, 2025) will focus on the **Charter**.
- **Preparation:**
 - Review past charter commission work and why it failed.
 - Gather staff reports, legal input, and lessons learned.
 - Ensure communication to residents is clear, simple, and emphasizes benefits.
- **Goal:** Draft a simplified charter framework to strengthen local governance without overwhelming changes.

Overall Tone & Outcomes

- **Noise Ordinance:** No immediate changes; pursue research and sound testing.
- **Vision & Charter:** Agreement to prioritize charter discussions as the foundation for future governance.

- **Communications:** Acknowledgement that improvements are needed, but budget and capacity are limiting factors.
- **Event Permits:** Need for consistency and compliance with existing code.



DIVISION OF POLICE

VILLAGE OF MINERVA PARK



Chief Matt Delp

Monday, October 6, 2025

TO: Mayor, Council

FR: Chief Matt Delp

RE: **Chief's Report for September 2025**

Madame Mayor and Members of Council,

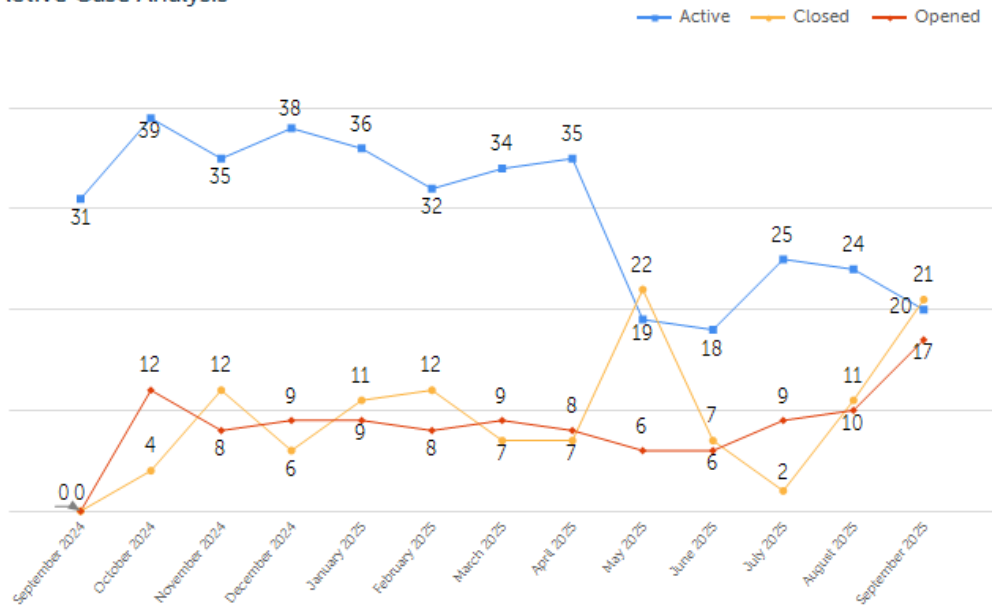
On September 10th, we hosted our third annual First Responders Night. The event was once again a strong success, due in large part to the dedication of Officer Sean Corley and Police Clerk Leah Cline. Representatives from twelve neighboring agencies participated, including the Columbus Police helicopter and mounted units. This event continues to serve as an excellent opportunity to foster positive relationships between the community and local law enforcement in an enjoyable setting.

The Minerva Lake Road project has encountered a number of challenges. Attempting to maintain the flow of traffic proved to be problematic. As the project progresses toward Cleveland Avenue, I recommend implementing a full closure of each section, allowing access only for residents, mail service, refuse collection, and delivery vehicles.

The following pages contain the vital statistics for police activity.

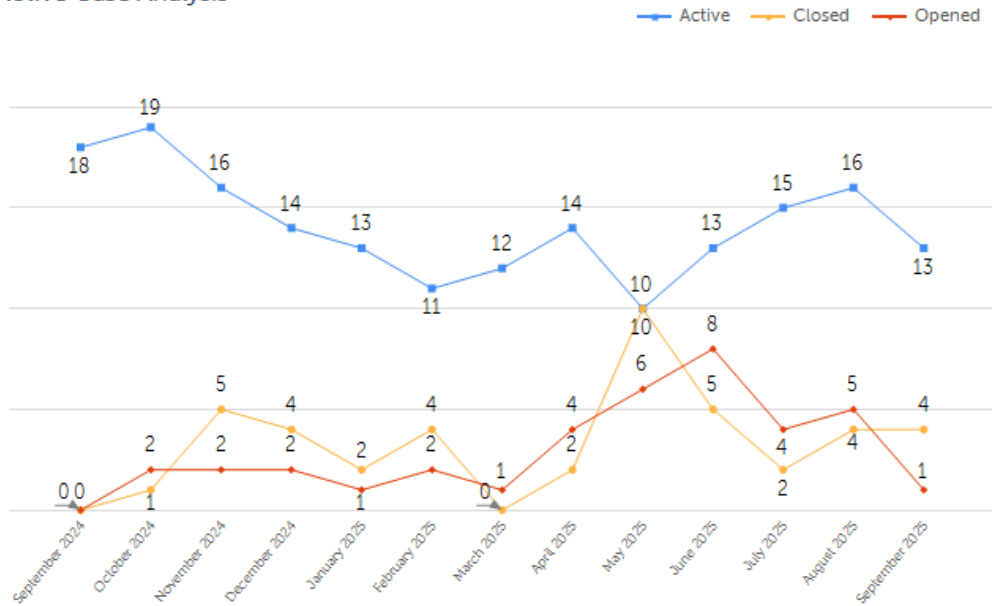
	SEP 2025	Previous Year	Difference
Traffic Stops	67	59	8
Citations Issued	21	14	7
Police Reports	17	9	6
Active Cases	21	30	-9
Calls for Service	304	294	10

Active Case Analysis



TRAFFIC STOPS

Active Case Analysis



For Cases opened between 9/1/2025 and 98/30/2025 for all case types

Case Subtype	Cases	%
Assault	3	15.79 %
Complaint	8	42.11 %
Destruction/Damage/Vandalism	1	5.26 %
Hit Skip	1	5.26 %
Larceny/Theft	2	10.53 %
Missing Person Returned	1	5.26 %
Motor Vehicle Theft	1	5.26 %
Property Impound	1	5.26 %
Sexual Assault	1	5.26 %
Total	19	100.00 %

9/30/2024 - 9/30/2025

Subtype	Active at Start	Opened Cases	Closed Cases	Active at End
Assault	2	16	17	1
Breaking and Entering	0	0	0	0
Burglary	0	3	3	0
Complaint	8	39	37	10
Counterfeiting/Forgery	0	0	0	0
Destruction/Damage/Vandalism	1	4	4	1
DOA - Unknown	0	0	0	0
DOA-Suicide	0	0	0	0
Domestic Violence	2	6	8	0
Extortion/Blackmail	0	0	0	0
Hit Skip	0	0	0	0
Larceny/Theft	5	20	19	6
Menacing	2	0	2	0
Motor Vehicle Theft	4	2	6	0
Person in Jeopardy	0	1	1	0
Pornography / Obscene Material	0	0	0	0
Property Damage	0	0	0	0
Property Impound	0	9	9	0
Property in Jeopardy	0	1	1	0
Protection Order	1	0	1	0
Rape	0	0	0	0
Request for Assistance	1	0	1	0
Robbery	1	1	2	0
Sexual Assault	0	2	1	1
Shooting	1	0	1	0

Traffic Stop	0	0	0	0
Unspecified Call	2	4	6	0
Warrant	1	3	3	1
Total	31	111	122	20

Item # 5.

Violation Report - SEPT 2025

Record Count : 34

Violation Date	Date Resolved	Subject	Mode
09/24/2025	09/29/2025	INOPERABLE VEHICLE	POSTED
09/23/2025	09/24/2025	TRAILER IN DRIVEWAY	POSTED
09/23/2025		JUNK ON DRIVEWAY	POSTED
09/22/2025	09/23/2025	CAR IN FRONT YARD	POSTED
09/22/2025	09/23/2025	TRAILER IN DRIVEWAY	POSTED
09/22/2025		TRAILER IN DRIVEWAY	POSTED
09/22/2025		FIRE HYDRANT OBSTRUCTION	MAILED
09/22/2025		PEELING PAINT ON HOUSE	MAILED
09/17/2025	09/29/2025	TRASH	POSTED
09/10/2025	09/17/2025	INOPERABLE VEHICLE	POSTED
09/09/2025	09/10/2025	JUNK ON DRIVEWAY	POSTED
09/09/2025	09/17/2025	OPEN BURNING	POSTED
09/08/2025	09/17/2025	HIGH GRASS	POSTED
09/08/2025	09/17/2025	TRAILER IN DRIVEWAY	POSTED
09/08/2025	09/09/2025	CAR IN FRONT YARD	POSTED
09/03/2025		JUNK IN FRONT YARD	MAILED
09/03/2025	09/08/2025	TRASH	POSTED
09/03/2025	09/04/2025	CAR IN FRONT YARD	POSTED
09/02/2025	09/08/2025	HIGH GRASS	POSTED
09/02/2025	09/03/2025	HIGH GRASS	POSTED
08/26/2025	09/02/2025	HIGH GRASS	POSTED
08/26/2025	09/02/2025	HIGH GRASS	POSTED
08/26/2025	09/02/2025	HIGH GRASS	POSTED
08/26/2025	09/08/2025	TREE NEEDS TRIMMING	POSTED
08/26/2025	09/08/2025	TREE NEEDS TRIMMING	POSTED
08/20/2025	09/08/2025	TREE NEEDS TRIMMING	POSTED
08/20/2025	09/09/2025	TREE NEEDS TRIMMING	POSTED
08/19/2025	09/03/2025	TRASH CANS	POSTED
08/12/2025	09/04/2025	MATERIALS STORED ON DRIVEWAY	MAILED
07/16/2025	09/30/2025	TRASH CANS	POSTED
05/12/2025		PEELING PAINT ON HOUSE	POSTED
04/15/2025		ROTTING ROOF	MAILED
03/10/2025	09/08/2025	BAD ROOF	MAILED
11/06/2024		ROTTING ROOF	MAILED

Permit Report - SEPT 2025

Record Count : 12

Permit Type	Status	Date of Application	Local Permit No.	Property Address
FENCE (1)	Approved	09/16/2025	F-09-2025	2804 LAKEWOOD DR
PLUMBING (2)	Complete	09/09/2025	P-17-2025	2790 MAPLEWOOD DR
	Complete	09/25/2025	P-18-2025	5254 CLEVELAND AV
PROPERTY IMPROVEMENT (1)	Approved	09/02/2025	PIP-14-2025	3015 GREEN LINE WY
RIGHT OF WAY (3)	Complete	09/09/2025	ROW-06-2025	2692 JORDAN RD
	Complete	09/18/2025	ROW-07-2025	3253 MINERVA LAKE RD
	Complete	09/18/2025	ROW-08-2025	3246 MINERVA LAKE RD
WATER (1)	Complete	09/05/2025	BTNB-01-2025	2692 JORDAN RD
WINDOW REPLACEMENT (4)	Approved	09/02/2025	PIP-13-2025	2573 WILDWOOD RD
	Approved	09/20/2025	PIP-15-2025	2712 MINERVA LAKE RD
	Approved	09/22/2025	PIP-16-2025	2726 ALDER VISTA DR
	Approved	09/29/2025	PIP-17-2025	2865 MAPLEWOOD DR

RESOLUTION 2025-21

A RESOLUTION AUTHORIZING THE MAYOR AND FISCAL OFFICER TO ADVERTISE FOR BIDS AND ENTER INTO CONTRACT FOR THE VALLEY ROAD IMPROVEMENTS AND DECLARING IT AN EMERGENCY

WHEREAS, there presently exists a need for improvements to Valley Road and related utilities from Minerva Lake Road north to the pool parking lot; and

WHEREAS, based on the 2022 Pavement Condition Report, Valley Road has a Pavement Condition Index (PCI) rating of 22 and was placed in the PCI Category of 22; and

WHEREAS, a PCI rating from 0 (zero) to 40 indicates the pavement has major defects indicating the need for major rehabilitation or reconstruction and the pavement is structurally inadequate; and

WHEREAS, the engineering work has been authorized; and

WHEREAS, the reconstruction of Valley Road must be completed before the opening of the 2026 pool season and the beginning of pool improvements planned for the fall of 2026.

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

Section 1. The Council hereby authorizes the Mayor and Fiscal Officer to advertise for bids upon the completion of the engineering work.

Section 2. The Council hereby authorizes Mayor and Fiscal Officer to enter into contract with the lowest and best bidder, based on the recommendation of the Village Engineer.

Section 3. The mayor shall report the engineer's recommendation for the award of a contract.

Section 4. 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 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 5. Council declares this to be an emergency measure necessary for the health, safety and welfare of the residents of Minerva Park, such emergency arising out of the need to immediately begin improvements to the road and related utilities in order to avoid conflicts planned pool improvements. Wherefore, this Resolution shall take effect and shall be in force immediately upon passage by Council

Tiffany Hughes, Mayor

First Reading: September 18, 2025
Second Reading: September 25, 2025
Third Reading: October 9, 2025
Passed: October 9, 2025

ATTEST

APPROVED AS TO FORM

Jeffrey Wilcheck, Fiscal Officer

Jesse Shamp, Solicitor

RESOLUTION NO. 2025-24

A RESOLUTION ACCEPTING, APPROVING, AND RATIFYING THE SUBMITTED RECOMMENDATIONS OF THE TAX INCENTIVE REVIEW COUNCILS, AND DECLARING AN EMERGENCY

WHEREAS, the Village of Minerva Park, Ohio has the statutory authority to create various zones that provide economic development incentives, which include Community Reinvestment Areas and Tax Increment Financing Districts; and

WHEREAS, upon their creation of such zones, the Village may consider entering into agreements with private sector entities engages in economic development, which divert or abate tax revenues as an incentive to encourage particular economic projects to occur; and

WHEREAS, in the creation of these zones, ORC 5709.85 provides that a Tax Incentive Review Council (TIRC) shall be as required to review these agreements between the Village and the private sector entities to establish compliance to the terms of the agreements, and

WHEREAS, each TIRC is mandated to review and make a formal recommendation as to the compliance of the terms of each agreement in its zone on an annual basis for the preceding year concluding on December 31st; and

WHEREAS, the recommendation of each TIRC is required to be acted on by Council

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

Section 1. That the Tax Incentive Review Council required to review agreements as of December 31, 2024 have done so and have forwarded their recommendations to Village Council.

Section 2. That Council hereby accepts, approves, and ratifies the TIRC's recommendations.

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. This Resolution is hereby declared to be an emergency measure, necessary for the preservation of the public health, safety, and welfare, to wit: to submit the TIRC report in as timely a manner as possible as required by law.

First Reading: October 9, 2025
Second Reading: October 23, 2025
Third Reading: Waived
Passed: October 23, 2025

Tiffany Southard, Mayor

ATTEST

APPROVED AS TO FORM

Jeffrey Wilcheck, Fiscal Officer

Jesse Shamp, Solicitor