



Village Council Regular Meeting

October 22, 2026 at 7:00 PM
2829 Minerva Lake Rd.

Agenda

Roll Call/Vote to Excuse any Absent Member

Pledge of Allegiance

Executive Session

1. MOTION TO ENTER INTO EXECUTIVE SESSION

MOTION TO ENTER INTO EXECUTIVE SESSION PURSUANT TO OHIO REVISED CODE SECTION 121.22 (G)(1), TO CONSIDER THE APPOINTMENT OF A PUBLIC EMPLOYEE.

Minutes

2. MOTION TO APPROVE 10/8/26 Committee as a Whole Minutes

3. MOTION TO APPROVE 10/8/26 Council Meeting Minutes

Committee as a Whole Report

4. Streets - Stacy Koss Services - JP Martin Rec & Parks - Jason Camara

5. Other Committee Business

Citizen Comments

Legislation

6. MOTION TO APPROVE ORDINANCE 2026-15 Bonus

AN ORDINANCE AUTHORIZING A ONE -TIME BONUS TO ALL VILLAGE EMPLOYEES IN RECOGNITION OF SERVICE (3rd reading)

7. ORDINANCE 2026-16 Police Compensation

AN ORDINANCE SETTING THE WAGE AND SALARY RANGES AND THE NUMBER OF EMPLOYEES AND POSITIONS OF THE POLICE DEPARTMENT FOR THE VILLAGE OF MINERVA PARK (2nd reading)

8. ORDINANCE 2026-19 Establishment of Administrator Position

AN ORDINANCE ESTABLISHING THE POSITION OF VILLAGE ADMINISTRATOR PURSUANT TO OHIO REVISED CODE SECTION 735.271 (2nd reading)

9. MOTION TO SUSPEND THE RULES REQUIRING 3 READINGS FOR RESOLUTION 2026-20

10. MOTION TO APPROVE ORDINANCE 2026-20 Code Enforcement Position

AN ORDINANCE ESTABLISHING THE POSITION OF CODE ENFORCEMENT OFFICER FOR THE VILLAGE OF MINERVA PARK, OHIO AND DECLARING AN

EMERGENCY (1st reading - intent to suspend the rules requiring 3 readings and pass as an emergency)

11. MOTION TO APPROVE RESOLUTION 2026-19 TIRC Approval

A RESOLUTION ACCEPTING, APPROVING, AND RATIFYING THE SUBMITTED RECOMMENDATIONS OF THE TAX INCENTIVE REVIEW COUNCILS, AND DECLARING AN EMERGENCY (3rd reading - intent to pass as an emergency)

12. MOTION TO SUSPEND THE RULES REQUIRING 3 READINGS for ORDINANCE 2026-20

13. MOTION TO APPROVE RESOLUTION 2026-20 Appointment of LC

A RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENT OF LANSINE COULIBALY AS A FULL-TIME POLICE OFFICER FOR THE VILLAGE OF MINERVA PARK, OHIO AND DECLARING AN EMERGENCY (1st reading - intent to suspend the rules requiring 3 readings and pass as an emergency)

14. RESOLUTION 2026-21 Annual Contracts

A RESOLUTION AUTHORIZING THE MAYOR AND FISCAL OFFICER TO ENTER INTO VARIOUS RECURRING CONTRACTS NECESSARY FOR THE CONTINUOUS OPERATION OF THE VILLAGE (2nd reading)

15. RESOLUTION 2026-22 Snow Removal-Blendon Township

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH BLENDON TOWNSHIP TO PROVIDE SNOW REMOVAL SERVICES FOR THE VILLAGE OF MINERVA PARK AND DECLARING AN EMERGENCY (2nd reading)

Old Business

New Business

Adjourn

EXECUTIVE SUMMARY: Committee as a Whole October 8,

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- 1. In Attendance:** Councilpersons, Pinter, Paessun, Martin, Koss, Grant & Camara; Mayor Southard, Fiscal Officer Wilcheck & Police Chief Delp
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2. Financial Management and Budget Planning**2.1 Financial reporting**

The Fiscal Officer reported that the financial report had been distributed on the day of the meeting. Council members were invited to submit questions for clarification.

The discussion reflected ongoing budget planning and the need to ensure that appropriations, projected expenses, and revenue calculations accurately reflect the municipality's obligations.

2.2 Police compensation and staffing — proposed ordinance

Council discussed proposed legislation establishing police compensation and staffing levels for the next three years.

The proposed wage schedule provides:

- **2027:** 3.5% wage increase.
- **2028:** 3% wage increase.
- **2029:** 3% wage increase.

The proposed ordinance would also establish the police department positions intended to exist at the staffing level.

Administration explained that setting compensation in advance would help answer questions from prospective applicants and provide greater clarity about future pay. The ordinance could be amended if circumstances warranted a change.

A comparison of 2026 wages at surrounding police departments had also been distributed.

According to the meeting discussion, only two departments on the comparison list had lower wages than the municipality, while most were higher.

Council members requested access to a missing legislative document or attachment that was listed on the agenda but was not available through the meeting packet link. Copies were to be provided for review, and the missing link was to be corrected.

2.3 Supplemental appropriations

Administration presented a supplemental appropriation proposal covering several operational needs. The discussion specifically addressed the following areas.

Snow and ice removal

Blendon Township requested an increase of \$1,900 for snow and ice removal, primarily because of higher salt prices. The cost cited in the meeting increased from approximately \$73 per ton in the prior year to \$105 per ton.

The original appropriation for the relevant purpose was stated as \$20,000. The transcript contains an unclear statement regarding the proposed revised appropriation amount, so the exact amended total should be confirmed against the formal legislation.

Storm sewer maintenance

Additional appropriations were requested to accommodate CCTV inspection work scheduled for the storm sewer system.

Sewer maintenance

A corresponding increase was requested for the sewer maintenance fund to accommodate CCTV work on the sanitary sewer system.

The administration indicated that proposals had been received from VZ and that purchase orders could be authorized once the relevant appropriations were approved. The contractor's anticipated schedule was approximately three to four weeks, depending on weather conditions. The transcript refers to four separate appropriation needs but does not clearly identify all four as distinct line items in the discussion.

2.4 Blendon Township payments, TIF, and tax revenue verification

Council revisited the municipality's financial arrangement with Blendon Township for snow and ice removal.

Members recalled that the original arrangement was intended, at least in part, to offset revenue Blendon Township was losing because of the TIF arrangement. Concerns were raised that payments should not become an open-ended financial obligation without a clear understanding of the underlying tax revenue calculations.

Discussion included:

- Whether the municipality's payment was intended to replace revenue associated with the TIF.
- Whether the payment arrangement should explicitly state its purpose.
- Whether property tax or income tax calculations could establish an appropriate amount.
- Whether future increases could be handled without repeated legislative amendments.
- Whether county calculations could be obtained in time to inform the immediate decision.

Administration indicated that the county auditor's office could be contacted for relevant calculations, although delays associated with a software change could affect timing.

The discussion also identified the possibility of requesting an audit through Frost Brown Todd to verify TIF and county levy calculations and ensure that the municipality was not being charged or assessed more than appropriate.

Council expressed a preference for making the purpose of the resolution explicit, including clarifying its relationship to the revenue shortfall associated with the TIF arrangement.

2.5 Employee benefits and upcoming budget work

The next Finance Committee meeting was announced for **October 13 at 8:00 a.m.**

Discussion was expected to focus particularly on wages and employee benefits. Preliminary information suggested a potential increase of approximately 7%–10% in benefits, with administration expressing hope that the increase would be closer to 7%.

Additional information was still outstanding.

3. Employee Handbook and Employment Legislation

3.1 Ordinance 2026-18 — Employee Handbook Revisions

Council reviewed proposed handbook revisions intended to address the police department's return to 10-hour shifts.

The existing handbook language addressed holiday pay based on eight-hour shifts. Under that arrangement, employees working 10-hour shifts could be required to use two hours of vacation to cover the difference.

The proposed revision would address the discrepancy so that eligible full-time employees working 10-hour shifts would receive the appropriate 10 hours of holiday pay. The language was also intended to account for other full-time employees with different schedules, rather than applying a rule exclusively to police officers.

The timing was important because Veterans Day on November 11 was identified as the first upcoming holiday affected by the issue, with additional holidays occurring in November. Council discussed whether the legislation should be advanced immediately or handled at the next meeting through an emergency procedure. The transcript does not conclusively document the final procedural outcome.

3.2 Compensation legislation for other employees

Council also discussed the need for separate legislation addressing wage increases for employees outside the police department.

Additional compensation and health care legislation would depend on receiving the necessary information.

Administration and council intended to review the remaining legislative items to ensure that nothing was omitted and that sufficient time remained for readings and enactment before year-end.

3.3 Proposed village administrator position — Ordinance 2026-16

Administration acknowledged that Ordinance 2026-16, establishing the village administrator position, had not been included in the meeting packet because of an administrative oversight. Council discussed amending the agenda to add the ordinance for a first reading. The stated objective was to introduce the measure and make it available for consideration at subsequent meetings, giving council members time to review the proposal and ask questions.

4. Snow and Ice Removal Resolution — Resolution 2026-22

Resolution 2026-22 addresses the snow and ice removal arrangement with Blendon Township. The existing resolution reportedly contained a “not to exceed \$20,000” limitation, which required an amendment when the amount needed to be increased.

The proposed revision would change the language to permit certain future increases or requests to be approved without returning to council, provided they remained under the applicable bidding threshold.

Council members also requested clearer language explaining the purpose of the arrangement and its connection to replacing revenue associated with the TIF.

Key considerations:

- Ensure that the resolution clearly documents the underlying financial purpose.
- Confirm the limits of administrative approval authority.
- Verify the applicable bidding threshold and related requirements.
- Review the financial calculations supporting the payment arrangement.

The meeting established the need to revisit the resolution language, but the transcript does not establish final adoption.

5. Budget Commission Resolution — Resolution 2026-23

Resolution 2026-23 concerns acceptance of the amounts and rates determined by the County Budget Commission.

Administration explained that the resolution had been delayed because the county was behind schedule, reportedly by approximately 30 days on various items, due to a software transition. The resolution was due back to the county by the end of October. Administration therefore requested that council consider passing it at the meeting rather than following the originally contemplated schedule.

The discussion also addressed the readings shown in the resolution and whether the document could be amended to accommodate the requested timing.

6. Public Safety and Police Department Update

6.1 Upcoming Safety Committee meeting

A Safety Committee meeting was scheduled for **October 14 at 6:00 p.m.** at the municipal building.

The meeting was expected to address:

- Road striping on Ponderosa.
- Community questions concerning Flock technology.
- An opportunity for the Police Chief to speak directly to residents about public safety and police operations.
- Any additional resident concerns submitted before the meeting.

The discussion noted that the school year had begun with few reported incidents and that the Police Chief's monthly report was positive.

6.2 Police staffing and recruitment

The Police Chief reported that a newer officer had completed the relevant MOTO program and had been released to patrol duties. The officer was reportedly performing well.

The Chief also referenced an upcoming executive session to discuss additional offers and indicated that efforts were underway to advance the rebuild as quickly as possible. The transcript does not fully define the scope of that rebuild.

7. Infrastructure and Public Works

7.1 Strawser waterline and road restoration project

The Strawser project was expected to begin around **November 2** and be completed by approximately **December 11**, according to the meeting discussion. The start had been delayed from the following week.

The project includes waterline replacement and related road restoration work.

Planned activities include:

- Abandoning the existing waterline.
- Excavating trenches at several locations throughout the cul-de-sac.

- Installing a new waterline and connecting it to homes.
- Connecting North Lake Court to the main running along Kerwood and East Shore.
- Milling and repaving affected roadway sections after the work is completed.
- Removing the island in the cul-de-sac because the trench will cross it and its presence complicates vehicle maneuvering.

The objective is to restore the affected roads and preserve pavement life while improving access for vehicles and larger equipment.

7.2 Crack sealing and roadway maintenance

Several areas between Minerva Lake Road and Maplewood were identified as needing crack sealing.

Administration had contacted A.J. Asphalt to obtain an estimate, with a response expected within the next several days. The contractor indicated that work would need to be completed before the end of October to fit its schedule.

The municipality had not yet confirmed whether additional appropriations would be necessary. For comparison, a prior project cost approximately \$21,000, although that work included pothole repairs and other work in addition to crack sealing. The current project was not expected to be as expensive, but a final estimate was outstanding.

7.3 Manhole cover replacement

The meeting reviewed the condition of deteriorated manhole covers and the potential cost of replacing them.

The contractor advised that custom-branded covers featuring the Village of Minerva Park would involve:

- A lead time of approximately 10–12 weeks.
- A significantly higher cost.
- A high minimum order quantity.

The discussion cited a potential design cost of approximately \$16,000 for custom covers and a preliminary estimate of roughly \$5,000 per cover for basic units. These figures were not presented as a finalized project estimate.

Administration favored addressing the deteriorated covers proactively rather than waiting for further deterioration or potential vehicle damage.

7.4 CCTV inspections and outstanding sewer repairs

The municipality planned to conduct CCTV inspections of storm and sanitary sewer sections to identify current conditions.

Council was reminded, however, that repairs identified in earlier CCTV work from approximately 2020–2021 had not been completed because funding was unavailable at the time.

The discussion suggested that outstanding repairs could represent a substantial future project, preliminarily estimated at approximately **\$200,000–\$400,000**. This was an early planning estimate rather than a confirmed project budget.

Important distinctions were made between:

- Current CCTV inspections, which identify and document infrastructure conditions.

- Repairs previously recommended following earlier inspections, which remain outstanding.

The earlier deficiencies had not been described as immediate failures, but participants expressed concern that conditions may have deteriorated over the intervening years.

The discussion anticipated a potentially significant storm and sanitary sewer repair program in 2027.

Residents were also advised to be mindful of their toilets and plumbing during upcoming CCTV work, based on recollections of prior inspection or lining activities. This was a precautionary suggestion rather than a formally documented instruction from the contractor.

8. Legislative Calendar and Rules of Council

Council discussed the need to review the annual meeting calendar, committee assignments, and potential changes to the Rules of Council.

Topics included:

- Whether to change the regular meeting day of the week.
- Potential adjustments to the second July meeting.
- Whether to schedule a second meeting in March on March 18 or March 25, or omit it.
- Potential scheduling conflicts involving spring break and Halloween.
- Verification of committee assignments.
- Whether members wished to change committees.
- The need to review the calendar carefully before its adoption.

The discussion noted that the municipality has two meetings in November but only one in December. This makes timely scheduling important for ordinances requiring multiple readings or a waiting period before taking effect.

Council also discussed advancing outstanding compensation legislation and other year-end measures as soon as sufficient information became available.

10. Principal Risks and Management Considerations

Financial exposure

Rising salt costs, employee benefits, police compensation, and deferred sewer repairs could place additional pressure on municipal budgets. Reliable cost estimates and revenue calculations will be necessary to avoid making commitments without a clear funding plan.

Revenue accuracy and intergovernmental payments

The discussion about Blendon Township and TIF-related revenues highlights the importance of validating tax calculations and documenting the purpose of intergovernmental payment arrangements. Delays at the county level may complicate the timing of decisions.

Deferred infrastructure maintenance

Previously identified sewer repairs remain outstanding. Updated inspections and estimates should help determine whether the preliminary \$200,000–\$400,000 range remains appropriate and how repairs should be prioritized.

Legislative timing

Several items depend on timely readings, approvals, signatures, or submission to outside agencies. Employee handbook changes, Budget Commission requirements, and year-end compensation legislation are especially sensitive to scheduling.

Construction coordination and resident communications

Roadwork, waterline installation, crack sealing, manhole cover replacement, and sewer inspections may affect residents and motorists. Clear scheduling and practical advance notice can reduce confusion and disruption.

11. Conclusion

The meeting highlighted the municipality's need to balance immediate operational requirements with long-term financial and infrastructure responsibilities. Police staffing and compensation, employee benefit costs, winter maintenance, and legislative deadlines require near-term attention. At the same time, deferred sewer repairs, deteriorated manhole covers, and roadway maintenance present longer-term capital planning challenges.

The most consequential follow-up areas are verifying tax revenue and payment calculations, securing accurate project estimates, advancing time-sensitive legislation, and developing a realistic funding plan for outstanding infrastructure work.

A coordinated approach among council, administration, the Fiscal Officer, public safety leadership, and public works will be important to ensure that decisions are financially supported, properly documented, and implemented on schedule.

Jeffrey Wilcheck, Fiscal Officer

Tiffany Southard, Mayor

Executive Summary: Village of Minerva Park Council Meeting October 8,

1. In Attendance: Councilpersons Paessun, Camara, Grant, Koss, Martin and Pinter; Mayor Southard, Police Chief Delp, Fiscal Officer Wilcheck, Attorney Shamp and Planner Fischer.

2. Motion to enter executive session pursuant to Ohio Revised Code Section 121.22(G)(1) to consider the appointment of a public employee made by Camara; 2nd by Koss-approved by unanimous aye vote. Council returned to open session – 7:22 PM

3. Minutes:

Motion to approve 9/24/26 Committee as a Whole Minutes made by Camara; 2nd by Koss-approved by unanimous aye vote

Motion to approve 9/24 Council Meeting Minutes made by Camara; 2nd by Grant-approved by unanimous aye vote

Motion to approve 9/27 Council Work/Strategy Session Minutes made by Paessun; 2nd by Grant-approved with majority aye vote (Camara abstaining)

Motion to approve 10/1 Council Works Session Minutes made by Camara; 2nd by Koss- approved with majority aye vote (Grant abstaining)

4. Village Official Reports

Police: Chief Matt Delp reported on department activities and addressed questions about a recent series of vehicle break-ins.

Key points included:

- Three vehicle break-ins had recently occurred.
- The Chief indicated that the incidents did not appear to involve the same group responsible for an earlier series.
- The suspected vehicle and individuals were not captured by the Village's Flock camera system, limiting investigative opportunities.
- Police had previously obtained a suspect vehicle's license plate in a separate incident, and that vehicle was later found to have been stolen and abandoned.
- Council encouraged residents to review the Chief's monthly report for additional information.

The Safety Committee announced a public meeting for the following Wednesday at 6:00 p.m. at the Village building. The meeting was intended to allow the Chief to respond directly, on the record, to topics previously raised with Council. The committee clarified that there would be no citizen-comment period or open discussion at that meeting; residents were encouraged to email the committee representative or Chief with questions for consideration.

A council member also praised the department's house-watch service, describing officers' visits to the member's property during a five-day absence. Residents were encouraged to take advantage of the service.

Fiscal: Fiscal Officer Jeffrey Wilczek reported that the September financial report had been distributed by email. He also discussed legislation affecting Village finances and confirmed an upcoming Finance Committee meeting.

The Finance Committee described its intention to develop a forward-looking financial perspective covering approximately five years. The objective is to help Council assess:

- Anticipated capital and infrastructure projects.
- Future budget requirements.
- Potential spending reductions if necessary.
- Financial priorities and longer-term affordability.

A Finance Committee meeting is scheduled for October 27 at 8:00 a.m. A Finance Committee meeting for the October 27 was also mentioned.

Engineer Report

North Lake Court roadway and water lines — Task Order 41

Work was anticipated to begin around November 2 and finish around December 11. The project is intended to address water lines and roadway/court-area issues affecting residents.

Storm and sanitary sewer CCTV inspections — Task Order 43

The Village discussed a two-year CCTV inspection effort involving storm and sanitary systems. Officials also discussed proactively cleaning debris from problem areas, including Park Lane, to reduce the likelihood of future blockages and service issues.

Additional road maintenance

The Mayor reported plans for street crack sealing and manhole-cover repairs. Residents were advised to watch for contractors and forthcoming Village communications about scheduled work.

The Village also discussed an upcoming MS4-related meeting concerning stormwater management and related project matters. The exact date and time were not confirmed during the meeting.

Officials noted that residents might need to close toilet seats during certain sewer-cleaning operations if the planned work could cause water to come through plumbing fixtures. Staff indicated that this possibility would be verified and communicated publicly if applicable.

Executive takeaway: Infrastructure work is moving forward across municipal facilities, roadways, and sewer systems. Clear construction schedules, resident notices, and preventative maintenance remain important to minimizing disruption and managing public expectations.

Legal, and zoning: Legal counsel Jesse Shamp reviewed the proposed code amendments and stated that the changes were primarily definitional and intended to align Village ordinances with the Ohio Revised Code. He did not identify major legal concerns with the items reviewed.

Village Planning: Planner Eric Fischer reported sever updates:

- Continued work on planning and commercial-district matters associated with the proposed replacement commercial development and rehabilitation center.
- An expectation that related material could be introduced at the next work session.

- A Planning and Zoning meeting scheduled for October 21 at 7:00 p.m.
- Recognition of Brady Oxender's resignation from Planning and Zoning and appreciation for his years of service.
- Discussion of a potential committee-member advancement or appointment, subject to confirmation and the appropriate approval process.

Zoning Officer: Report in packet

Planning and Zoning – Tommy Grant

The committee acknowledged Brady Ochsander's resignation and discussed a potential replacement or advancement within the committee structure, subject to confirmation and future Council action.

MPCA – Jason Camara

The meeting included reminders about the Village's Fall Festival:

- Date: Saturday, October 17, 2026.
- Time: 11:00 a.m.–1:00 p.m.
- Costume parade: Expected to begin at noon.
- Residents interested in judging the parade were encouraged to contact the event organizer to determine whether volunteers were still needed.

5. Committee as a Whole Report

Finance Committee – Tony Pinter

The committee reiterated the value of a multiyear financial outlook. Upcoming financial discussions are expected to help Council identify priorities, evaluate projects, and determine whether spending adjustments are necessary.

Safety Committee -Cathy Paessun announced a public meeting for the following Wednesday at 6:00 p.m. at the Village building. The meeting was intended to allow the Chief to respond directly, on the record, to topics previously raised with Council. The committee clarified that there would be no citizen-comment period or open discussion at that meeting; residents were encouraged to email the committee representative or Chief with questions for consideration.

She also praised the department's house-watch service, describing officers' visits to the member's property during a five-day absence. Residents were encouraged to take advantage of the service.

6. Mayor Report: Mayor Southard reported that the Maintenance Building is reported to be approximately 95% complete, with a potential move-in by the end of October. Remaining work included outstanding permit and water-line inspection/testing requirements. The driveway had been paved.

7. Public comment:

Tony Benedetti of Berry Lane Court shared several concerns regarding the upcoming North Lake Court project and the Village's approach to water-line repairs:

- Water-line issues had reportedly occurred at multiple locations, including Berry Lane Court, East Shore Court, and North Lake Court.
- The resident questioned whether the proposed scope accurately addressed the locations and nature of historical leaks.
- The resident referred to a prior engineering report and questioned the need for certain construction work and water-line looping.
- The resident asked whether the Village had paid for earlier repairs and suggested that available records did not clearly establish who had performed or funded them.
- The resident argued that available funds should prioritize documented, existing problems rather than work on lines the resident believed were not currently failing.

Village representatives responded that the objective was to address infrastructure proactively rather than wait for failures. They cited residents' experiences with interruptions to water service and the potential for larger problems if repairs were delayed. The discussion also referenced water-line breaks and service arrangements involving Columbus.

8. Legislation

MOTION TO APPROVE ORDINANCE 2026-13 Amending Traffic Offenses

Motion to approve made by Camara; 2nd by Koss-Approved by unanimous aye vote

MOTION TO APPROVE ORDINANCE 2026-14 Amending General Offenses

Motion to approve made by Camara; 2nd by Koss-Approved by unanimous aye vote

ORDINANCE 2026-15 Bonus 2nd reading

ORDINANCE 2026-16 Police Compensation 2nd reading

MOTION TO SUSPEND THE RULES REQUIRING 3 READINGS for ORDINANCE 2026-17

Motion to approve made by Grant; 2nd by Camara-Approved by unanimous aye vote

MOTION TO APPROVE ORDINANCE 2026-17 Supplemental Appropriations

Motion to approve made by Grant; 2nd by Pinter-Approved by unanimous aye vote

MOTION TO SUSPEND THE RULES REQUIRING 3 READINGS for ORDINANCE 2026-18

Motion to approve made by Camara; 2nd by Koss-Approved by unanimous aye vote

MOTION TO APPROVE ORDINANCE 2026-18 Employee Handbook Revisions

Motion to approve made by Grant; 2nd by Camara-Approved by unanimous aye vote

MOTION TO AMEND THE AGENDA TO INCLUDE ORDINANCE 2026-19

Motion to approve made by Koss; 2nd by Camara-Approved by unanimous aye vote

ORDINANCE 2026-19 Creation of Administrator Position 1st reading

RESOLUTION 2026-19 TIRC Recommendations 2nd reading

RESOLUTION 2026-21 Annual Contracts 1st reading

RESOLUTION 2026-22 Snow Removal-Blendon Twp 1st reading

MOTION TO SUSPEND THE RULES REQUIRING 3 READINGS for RESOLUTION 2026-23

Motion to approve made by Camara; 2nd by Grant-Approved by unanimous aye vote

MOTION TO APPROVE RESOLUTION 2026-23 Accepting Amounts and Rates

Motion to approve made by Grant; 2nd by Camara-Approved by unanimous aye vote

9. Old Business

Councilperson JP Martin reported on leaf pickup, expected to begin the following week, weather permitting. Tuesday is the likely start, rather than Monday to avoid conflict with trash/recycling pickup

Halloween trick-or-treating was announced for October 29, from 6:00 p.m. to 8:00 p.m.

10. New business: Village entrance landscaping and lighting

Council discussed two dead trees at the Farview entrance and possible replacement options. Resident Diane Schrimpf shared information about potential tree selections and associated costs.

The discussion covered:

- Reviewing replacement trees and determining an appropriate budget.
- Coordinating removal of the dead trees and replacement landscaping.
- Investigating the existing electrical infrastructure serving the entrance's uplighting.
- Considering solar-powered lighting as an alternative.
- Evaluating commercial-grade lighting options that would improve the Village's appearance and potentially allow color changes for holidays.
- Reviewing existing solar lights at Village monuments and courts, some of which may have battery-performance issues.

Motion to adjourn made by Camara; 2nd by Koss-meeting adjourned 7:46 PM

Jeffrey Wilcheck, Fiscal Officer

Tiffany Southard, Mayor

ORDINANCE 2026-15

AN ORDINANCE AUTHORIZING A ONE -TIME BONUS TO ALL VILLAGE EMPLOYEES IN RECOGNITION OF SERVICE

WHEREAS, the Council of the Village of Minerva Park wishes to recognize the efforts of the Village employees to keep Minerva Park a great place to live and play by authorizing an end of year bonus; and

WHEREAS, it is appropriate to recognize the continued dedicated service of the Village employees for 2025.

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

Section 1. It is in the Village's best interest to recognize the continued efforts of its employees during the 2026 calendar year and to enhance retention for future years.

Section 2. The Mayor and Fiscal Officer are hereby authorized to grant all current full-time and part-time employees a one-time bonus based on years of service completed with the Village as of December 2026, as follows:

Years of Service	Full-time Amount	Part-time Amount
4 through 8 years	\$850	\$425
9 through 12 years	1,100	550
13 through 16 years	1,350	675
17 through 20 years	1,600	800
20 or more years	1,850	925

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 take effect and be in force from and after the earliest period allowed by law.

Tiffany Southard, Mayor

First Reading: September 24, 2026
Second Reading: October 8, 2026
Third Reading: October 22, 2026
Passed: October 22, 2026

ATTESTS

APPROVED AS TO FORM

Jeffrey Wilcheck, Fiscal Officer

Jesse Shamp, Solicitor

ORDINANCE 2026-16

AN ORDINANCE SETTING THE WAGE AND SALARY RANGES AND THE NUMBER OF EMPLOYEES AND POSITIONS OF THE POLICE DEPARTMENT FOR THE VILLAGE OF MINERVA PARK

WHEREAS, pursuant to Section 731.10 of the Ohio Revised Code, the legislative authority may provide such employees for the Village as it determines are needed; and

WHEREAS, pursuant to Section 731.13 of the Ohio Revised Code, the legislative authority of a Village shall fix the compensation of all officers, clerks, and employees of the Village except as otherwise provided by law; and

WHEREAS, Village Council desires to proactively plan and budget for the coming years so as to provide certainty to residents and employees; and

WHEREAS, as part of the budget for 2027 through 2029, the authorized positions and compensation rates are established as set forth below.

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

Section 1. The Police Department is authorized to have 9 full-time employees. There shall be one sergeant, one lieutenant, and one chief. The Sergeant's compensation shall be six percent above the Patrol Officer's Step 5 for the assigned shift. The Lieutenant's compensation shall be six percent above that of a Sergeant on first shift. The Chief's compensation shall be ten percent above that of the Lieutenant.

Section 2. Patrol officers are assigned to a shift, annually, for a year based on a Shift Bid. Any change in the annual shift assignment is at the discretion of the Chief of Police. The Chief of Police shall notify the Fiscal Office in writing of any change.

Section 3. With the exception of the Chief, officers may work an eight hour shift five days a week or a ten hour shift four days a week. Shift duration is at the discretion of the Chief of Police. An annual split shift assignment shall have a rate assigned based on the shift where the majority of hours are worked.

Section 4. The compensation for the positions within the Police Department shall be as set forth below:

2027 Steps					
Positions	1	2	3	4	5
<u>Patrol Officers</u>					
Hourly Rates - 1st Shift	\$35.57	\$37.71	\$39.97	\$42.37	\$44.91
Annual Compensation	73,991.74	78,431.24	83,137.60	88,125.86	93,413.41
Hourly Rates - 2nd and 3rd Shift	36.57	38.77	41.09	43.56	46.17
Annual Compensation	76,071.74	80,636.04	85,467.20	90,595.23	96,030.95
				Hourly	Annual
Positions				Rate	Compensation
Sergeant, 1st Shift				\$47.60	\$99,018.21
Sergeant, 2nd and 3rd Shift				48.94	101,792.80
Lieutenant				50.46	104,959.30
Chief				55.51	115,455.23

ORDINANCE 2026-16

(Continued)

Positions	2028 Steps				
	1	2	3	4	5
<u>Patrol Officers</u>					
Hourly Rates - 1st Shift	\$36.64	\$38.84	\$41.17	\$43.64	\$46.26
Annual Compensation	76,211.49	80,784.18	85,633.60	90,771.62	96,217.91
Hourly Rates - 2nd and 3rd Shift	37.64	39.90	42.29	44.83	47.52
Annual Compensation	78,291.49	82,988.98	87,963.20	93,240.99	98,835.45

Positions	Rate	Compensation
Sergeant, 1st Shift	\$49.03	\$101,990.99
Sergeant, 2nd and 3rd Shift	50.37	104,765.58
Lieutenant	51.98	108,110.45
Chief	57.17	118,921.49

Positions	2029 Steps				
	1	2	3	4	5
<u>Patrol Officers</u>					
Hourly Rates - 1st Shift	\$37.74	\$40.00	\$42.40	\$44.94	\$47.64
Annual Compensation	78,497.83	83,207.70	88,192.00	93,483.52	99,092.53
Hourly Rates - 2nd and 3rd Shift	38.74	41.06	43.53	46.14	48.91
Annual Compensation	80,577.83	85,412.50	90,542.40	95,974.94	101,733.44

Positions	Rate	Compensation
Sergeant, 1st Shift	\$50.50	\$105,038.08
Sergeant, 2nd and 3rd Shift	51.84	107,837.45
Lieutenant	53.53	111,340.37
Chief	58.88	122,474.40

Section 5. Patrol officers in their probationary period shall be compensated \$.75 less than the hourly rate of the starting range.

Section 6. The Mayor has the authority to offer a candidate a pay rate for an existing position within the applicable range based upon Village finances, an employee's level of education, certification/licensure, knowledge, skills and abilities, variety and scope of responsibilities, physical and mental demands and other attributes the Mayor considers necessary for the position.

Section 7. In the absence of the Chief of Police, the Lieutenant may serve as the Acting Chief. In the absence of the Lieutenant, the Sergeant may serve as the Acting Lieutenant. Acting officers shall be filled only by successive ranks. An officer assigned the responsibilities of Acting Chief or Acting Lieutenant must carry out the duties of the position or rank above that which he/she holds. The Acting Chief or Acting Lieutenant shall receive an additional three and a half percent over their current rate. Absence is defined as incapacitated or unavailable or unable, as determined by the Chief, or in the case of the Chief, the Mayor, to respond to critical incidents or otherwise make decisions on behalf of the Police department.

ORDINANCE 2026-16
(Continued)

Item # 7.

Section 8. Annually, on the patrol officer's anniversary date, a patrol officer shall advance to the next available step. The Chief may, at his discretion and based on performance, retain an officer in their current step.

Section 9. The rates presented in this Ordinance shall be effective with the first pay date in January of the 2027.

Section 10. A patrol officer will remain in the same step in 2027 unless his 2026 rate plus 3.5 percent is less, which he then advances to the next step.

Section 11. 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 12. All prior legislation, or any parts thereof, which is/are inconsistent with this Ordinance is/are hereby repealed as to the inconsistent parts thereof.

First Reading: October 8, 2026
Second Reading October 22, 2026
Third Reading November 12, 2026
Passed: November 12, 2026

Tiffany Southard, Mayor

ATTEST

APPROVED AS TO FORM

Jeffrey Wilcheck, Fiscal Officer

Jesse Shamp, Solicitor

ORDINANCE 2026-19

Item # 8.

AN ORDINANCE ESTABLISHING THE POSITION OF VILLAGE ADMINISTRATOR PURSUANT TO OHIO REVISED CODE SECTION 735.271

WHEREAS, Ohio Revised Code Section 735.271 provides Village Council the authority to establish the position of village administrator by ordinance; and

WHEREAS, the Mayor is required to appoint said village administrator subject to the review and approval of Village Council by a majority vote of members elected; and

WHEREAS, the village administrator shall have those powers provided by Section 735.273 of the Revised Code and may be removed from office without cause by the mayor of the Village with the consent of a majority of the members elected to Village Council or by a three-fourths majority of Council regardless of mayoral desire; and

WHEREAS, the Village Council of Minerva Park wishes to establish the position of village administrator and requests an appointment by the Mayor within 6 months of the date of passage of this Ordinance.

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

Section 1. The Village Council hereby establishes the position of Village Administrator as authorized by Section 735.271 of the Ohio Revised Code.

Section 2. Village Council requests that the Mayor post for this position within a salary range that shall be authorized by appropriations within the annual budget and appoint a suitable candidate subject to a majority approval of the elected members of Village Council within 6 months of the passage of this Ordinance provided a suitable candidate applies for the position.

Section 3. Village Council, as permitted by Section 735.271, states that a candidate that is appointed to the position shall not be required to live within the Village during his or her employment.

Section 4. The Village Administrator shall have the powers and duties relevant to the Village outlined in Section 735.273 of the Ohio Revised Code which is attached hereto and incorporated herein as **Exhibit A**.

Section 5. 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 6. That this Ordinance shall be in full force and effect from the earliest period allowed by law.

Tiffany Southard, Mayor

First Reading: October 8, 2026
Second Reading: October 22, 2026
Third Reading: November 12, 2026
Passed: November 12, 2026

ATTEST

Jeffrey Wilcheck, Fiscal Officer

APPROVED AS TO FORM

Jesse Shamp, Solicitor

Exhibit A**Ohio R.C. Section 735.273 – Village administrator powers and duties**

The village administrator appointed under section 735.271 of the Revised Code shall manage, conduct, and control the water works, electric light plants, artificial or natural gas plants, or other similar public utilities, furnish supplies of water, electricity, or gas, and collect all water, electric, and gas rents.

The village administrator may make such bylaws and regulations as it deems necessary for the safe, economical, and efficient management and protection of such works, plants, and public utilities. Such bylaws and regulations, when not repugnant to municipal ordinances and resolutions or to the constitution of this state, shall have the same validity as ordinances.

The rates for service and charges for municipally owned utilities shall be determined by the legislative authority of the village.

The village administrator shall have the same powers and perform the same duties as are provided in sections 743.05 to 743.07, inclusive, 743.10, 743.11, 743.18, and 743.24 of the Revised Code, and all powers and duties relating to water works in any of such sections shall extend to and include electric light, power, and gas plants, and other similar public utilities.

The village administrator shall supervise the improvement and repair of streets, avenues, alleys, lands, lanes, squares, landings, market houses, bridges, viaducts, sidewalks, sewers, drains, ditches, culverts, ship channels, streams, and water courses as well as the lighting, sprinkling, and cleaning of all streets, alleys, and public buildings and places.

The village administrator shall appoint officers, employees, agents, clerks, and assistants, provided such positions are first authorized by the legislative authority of the village; but such appointments shall be subject to approval by the mayor. Such appointments and the mayor's approval thereof shall be in writing, and shall be filed with the village clerk.

The village administrator shall be under the general supervision and control of the mayor, and shall have such other powers and duties as are prescribed by ordinance or by law and which are not inconsistent herewith. The village administrator shall perform all duties and shall have all powers of boards of public affairs and street commissioners as prescribed by law, except as otherwise provided by this section and in sections 735.271 and 735.272 of the Revised Code.

ORDINANCE 2026-20

Item # 10.

AN ORDINANCE ESTABLISHING THE POSITION OF CODE ENFORCEMENT OFFICER FOR THE VILLAGE OF MINERVA PARK, OHIO AND DECLARING AN EMERGENCY.

WHEREAS, the Village Council of the Village of Minerva Park Ohio, deems it necessary for the protection of the public health, safety, and general welfare of the community to ensure strict enforcement of the Village's Zoning Code, property maintenance codes, and related municipal ordinances; and

WHEREAS, a position of Zoning Code Enforcement Officer will maximize operational efficiency and administrative clarity within the Village structure.

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

Section 1. There is hereby established a part-time position of Code Enforcement Officer (Officer) for the Village of Minerva Park, Ohio.

Section 2. The Officer shall be charged with the administration and enforcement of the Village Planning and Zoning Code, property maintenance regulations, and any and all related ordinances.

Section 3. It is 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 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.

Section 4. This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, and safety of the Village, specifically for the immediate need to manage unregulated construction and enforce active safety codes for the protection of the Village and its residents. Wherefore, this Ordinance shall take effect and be in force immediately upon its passage.

Tiffany Southard, Mayor

First Reading: October 22, 2026
Second Reading: Waived
Third Reading: Waived
Passed: October 22, 2026

ATTEST

APPROVED AS TO FORM

Jeffrey Wilcheck, Fiscal Officer

Jesse Shamp, Solicitor

RESOLUTION NO. 2026-19**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, 2025 have done so and have forwarded their recommendations to Village Council.

Section 2. hat 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: September 24, 2026
Second Reading: October 8, 2026
Third Reading: October 22, 2026
Passed: October 22, 2026

Tiffany Southard, Mayor

ATTEST

APPROVED AS TO FORM

Jeffrey Wilcheck, Fiscal Officer

Jesse Shamp, Solicitor



Village of Minerva Park

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August 6, 2026

Tax Incentive Review Commission Meeting 1:30 PM

Introductions-Mayor

Meeting called to order

Approval of 2025 meeting minutes

TIF review

Tax Incentive Review Council Adjourn

RESOLUTION NO. 2026-19

Executive Summary – Tax Incentive Review Council (TIRC) Meeting

Meeting Date: August 6, 2026 **Subject:** Tax Year 2025 TIRC Review

Attendance: The meeting was called to order by **Michael Stinziano, Franklin County Auditor**, who also confirmed that a quorum was present. Attendees identified themselves as follows:

Attendee	Representation
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Michael Stinziano	Franklin County Auditor
Lois Carson	Appointee, Franklin County Board of Commissioners
Jeff Wilicheck	Finance Officer, Village of Minerva Park
Cathy Paessun	Council Member
Tiffany Southard	Mayor
Barbara Sutton	Resident Representative
Kari Doss	Westerville City Schools

Blendon Township was also acknowledged during roll call, although the transcript does not identify the individual representative by name.

Executive Summary

The Franklin County Tax Incentive Review Council (TIRC) convened on **August 6, 2026** to conduct its annual review of the **Tax Year 2025 residential Tax Increment Financing (TIF) program**. Following confirmation of a quorum, the Council completed its required organizational business, reviewed the status of the TIF, and voted unanimously to recommend its continuation.

Organizational Actions

The Council unanimously selected **Lois Carson** to serve as Vice Chair for the meeting in accordance with Ohio Revised Code requirements. Members also reviewed and unanimously approved the minutes from the August 18, 2025 TIRC meeting without modification.

Confidentiality Reminder

Prior to beginning the annual review, the Auditor reminded members of changes to **Ohio Revised Code Section 9.66**, which prohibit public discussion or dissemination of certain information submitted by tax incentive applicants, including:

- Tenant and occupancy information
- Job creation data
- Payroll information

Members were advised that any discussion of confidential information would require an executive session. No executive session was requested during the meeting.

TIF Financial Review

Staff presented the annual report for the residential TIF, highlighting the following financial information:

- **Tax Year 2024 (Collection Year 2025) revenues: \$747,522**
- **Total expenditures: \$695,412**
 - Including **\$490,000** in debt service
- **Fund balance: \$3,316**
- **Outstanding debt: \$7,022,549**

The report also noted:

- The TIF is a **30-year residential TIF** scheduled to expire in **2047**.
- Development within the district has been completed.
- No additional development activity is anticipated.
- Bond repayment continues, including repayment of advances originally made from the General Fund following an earlier property tax collection timing issue.

RESOLUTION NO. 2026-19**Council Action**

Following discussion, staff recommended continuation of the TIF.

The Council unanimously:

- Accepted the annual report;
- Determined the TIF remains compliant; and
- Recommended continuation of the incentive program.

The motion was made by **Jeff Wilichekk** and seconded by **Kari Doss** before receiving unanimous approval.

Discussion of Revenue Trends

During other business, a concern was raised regarding fluctuations in TIF levy collections. Members discussed that:

- Levy collections had increased by approximately **\$37,000** in the previous year.
- Current-year projections appear lower.
- Continued fluctuations could affect the TIF's ability to generate sufficient revenue to meet future debt service obligations.

County staff acknowledged the concern, indicated that discussions with county personnel had already begun, and committed to working collaboratively to better understand the revenue trends and develop future forecasts.

Key Decisions

- Quorum confirmed.
- Lois Carson elected Vice Chair.
- 2025 meeting minutes approved.
- Annual TIF report accepted.
- Residential TIF found compliant.
- Continuation of the TIF unanimously recommended.
- County staff agreed to further analyze fluctuations in TIF levy revenues and their potential impact on debt service.

RESOLUTION 2026-20

Item # 13.

A RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENT OF LANSINE COULIBALY 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, Lansine Coulibaly will begin serving as a full-time Police Officer in the Minerva Park Police Department on November 30, 2026, and has the necessary qualifications to fill this position; and,

WHEREAS, pursuant to Section 737.16, Ohio Revised Code, the Mayor appointed Lansine Coulibaly as a full-time Police Officer for the Village of Minerva Park to begin on November 30, 2026, 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 Lansine Coulibaly as a Full-Time Police Officer to begin serving on November 30, 2026.

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 Lansine Coulibaly has satisfactorily served the probationary period and the Mayor, with the concurrence of Council, have finally appointed Lansine Coulibaly.

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: October 22, 2026
Second Reading: Waived
Third Reading: Waived
Passed: October 22, 2026

Tiffany Southard, Mayor

ATTESTS

APPROVED AS TO FORM

Jeffrey Wilcheck, Fiscal Officer

Jesse Shamp, Solicitor

RESOLUTION 2026-21

A RESOLUTION AUTHORIZING THE MAYOR AND FISCAL OFFICER TO ENTER INTO VARIOUS RECURRING CONTRACTS NECESSARY FOR THE CONTINUOUS OPERATION OF THE VILLAGE

WHEREAS, the Village of Minerva Park annually enters into numerous contracts with various providers for services necessary for the continuous operations of the Village; and

WHEREAS, the Mayor has authority to sign and enter contracts with vendors for services provided the amount of the contract is under the bid limit or otherwise exempt and sufficient funds are appropriated; and

WHEREAS, the Village desires to enter contracts with the same agencies for continuing services.

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

Section 1. The Mayor and the Fiscal Officer are hereby authorized, to the extent necessary and within the funds appropriated, to enter contracts with the below vendors for 2027, in a form acceptable to the Village Solicitor:

Contractor/Vendor	Services
CH2M Hill/Jacobs Engineering	Village Engineer
FBT Gibbons	Solicitor Services
Visu-Sewer	Sewer CCTV Servies
TBD	Engineering Services
Anthem Blue Cross and Blue Shield	Major Medical and Dental Insurance

Section 2. To the extent certain vendors and their related agreements fall below the bid threshold and within the power of the Mayor to sign, Village Council acknowledges that those vendors and services are provided for informational purposes. However, at the discretion of the Mayor, certain contracts may be presented to Council for their approval.

Contractor/Vendor	Services
Amick Consulting	Grant Writing
Clemans, Nelson and Associates, Inc.	HR Consultants
Eric Nordman	Magistrate
Franklin County DUI Task Force	Target Law Enforcement
Franklin County Health Department	Mosquito Spraying
Franklin County Public Defenders	Public Defender
Franklin County Public Health	Plumbing Inspections
Franklin County Sheriff	Dispatch Services
Brad Alderman, dba/Groundmaster	Landscape, hardscape and tree services
Janitorial Services	Cleaning Services
Jotform	Permit forms
Jwayyed Jwayyed Law, LLC	Legal Services-Prosecutor

RESOLUTION 2026-21

Contractor/Vendor	Services
KGT	IT Services
Miller Landscaping	Landscaping Services
Municode/CivicPlus	website/codification
Paycor	Payroll
Resource International	Streets/Surveys
Stat Integrated Technologies, Inc (Aqua Doc)	Lake and Pond Maintenance
Zoning Guru	Code Enforcement

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.

Tiffany Southard, Mayor

First Reading: October 8, 2026
Second Reading October 22, 2026
Third Reading November 12, 2026
Passed: November 12, 2026

ATTEST

APPROVED AS TO FORM

Jeffrey Wilcheck, Fiscal Officer

Jesse Shamp, Solicitor

RESOLUTION 2026-22

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH BLENDON TOWNSHIP TO PROVIDE SNOW REMOVAL SERVICES FOR THE VILLAGE OF MINERVA PARK AND DECLARING AN EMERGENCY

WHEREAS, Blendon Township historically provided snow removal and deicing services to the Village of Minerva Park; and

WHEREAS, the Village of Minerva Park, Franklin County, Ohio, does not possess the necessary equipment to remove snow and does not have access to salt to deice the streets; and

WHEREAS, the Village and the Township desire to enter an agreement for snow removal and deicing services.

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

- Section 1.** The Mayor is hereby directed and authorized to enter a contract each year with Blendon Township for snow removal and deicing services for the winter of 2026/2027 in the amount of \$21,800.
- Section 2.** The Mayor is hereby directed and authorized to arrange for snow and deicing services with Blendon Township so long as it is under the bid limit and within the amount annually appropriated for such services.
- 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.** This Resolution is hereby found to be an emergency necessary for the public welfare because Village Council and the Village administration must ensure that public roadways are plowed and salted for the general public health, safety, and welfare. It shall take effect and be in full force immediately upon passage.

Tiffany Southard, Mayor

First Reading: October 8, 2026
Second Reading: October 22, 2026
Third Reading: November 12, 2026
Passed: November 12, 2026

ATTEST

Jeffrey Wilcheck, Fiscal Officer

APPROVED AS TO FORM

Jesse Shamp, Solicitor