

Village of Minerva Park
Council Meeting: December 10, 2018
AGENDA

Pledge of Allegiance

Roll Call

Invocation Councilwoman Hughes

Green Cards Council President Schrimpf

Minutes November 12, 2019
November 19, 2019

Code Enforcement Officer's Report November 2018

Village Official Reports

EMS/Fire – Chief Rick Hoehstetter
Police – Chief Matt Delp
Engineer – Mike Flickinger
Fiscal Officer – Kim Pulley

Legal Counsel – Gene Hollins
Planning & Zoning – Councilman Tony Benedetti
Village Planning Director – Eric Fischer
MPCA- Councilman Tony Benedetti

Mayor's Report & NCC

Council Committee Reports

Community – Councilman Tony Benedetti
Finance – Councilwoman Lori Howard
Streets – Councilwoman Tiffany Hughes
Service – Councilman Joseph Curl

Safety –
Facilities – Council President Diane Schrimpf
Legislation – Council President Diane Schrimpf

Legislation

Resolution 2018-24 Fund Transfer

3rd Reading

Resolution 2018-26 Purchase of 2019 Police Vehicle

1st Reading

Resolution 2018-27 2019 Rules of Council

1st Reading

Ordinance 20-2018 Annual Appropriations for 2019

3rd Reading

Ordinance 21-2018 Salary Ranges and Positions

3rd Reading

Ordinance 23-2018 Supplemental Appropriations

2nd Reading

Ordinance 24-2018 Connector ROW

1st Reading (Intent is to waive 3 readings and pass as emergency)

New Business

Old Business

Citizens' Comments

Adjourn

RECORD OF PROCEEDINGS
VILLAGE OF MINERVA PARK

Council Meeting Minutes

November 11, 2018

Mayor Eisentrout called the meeting to order at 7:00 p.m.

Pledge of Allegiance

Roll Call: Councilwoman Schrimpf, Councilman Benedetti, Councilman Curl, Councilwoman Bellomy, Councilwoman Howard, Councilman Hughes

Mayor Lynn Eisentrout
Village Planner Eric Fisher

Police Chief Matt Delp
Fiscal Officer Kim Pulley

Code Enforcement Vacant
Fire Chief Rick Hoechstetter

Invocation Councilwoman Bellomy

Green Cards Council President (pro tempore) Schrimpf

Approved Council Meeting Minutes – All approved, no abstentions, all Ayes

- July 23, 2018 Council Meeting August 13, 2018 Council Meeting August 18, 2018 Special Council Meeting August 20, 2018 Special Council Meeting August 21, 2018 Special Council Meeting August 27, 2018 Council Meeting September 10, 2018 Council Meeting September 24, 2018 Council Meeting October 8, 2018 Council Meeting October 22, 2018 Council Meeting

Mayor's Report & NCC

- Code Enforcement officer – Starts 11/26/2018
- **NCC meeting** – Bob Gayle represented the Village. Group reported 281 had helped with seasonal 161 road clean up in the neighborhood.
- The trees at Carleton Court and the pool have been removed and the stumps ground.

Village Official Reports

EMS/Fire – Chief Rick Hoechstetter

- Hydrants report. Did not flush in the Spring, suspected some were leaking. Recent inspection confirmed 1 broken and 11 leaking – but usable. Will be getting estimate on broken hydrant.

Legal Counsel – Gene Hollins

- Mentioned participation in Saturday work session.
- Sent email regarding statues and opinions on separated duties and powers of administration versus council.
- Some members of council are interested in testing assumptions on duties and powers of the administration.

Police – Chief Matt Delp

- No news to report.

Planning & Zoning

- Eric discussed planning and zoning meeting presentation on Green Space by consultant who will be back in December to help solidify priorities for next year. Will write a scope for 2019 based on Villages' decisions. This document will then be presented to council for review and funds request.
- Eric stated that build out of MI would be finished in 2019 and follow up by saying MI would finish up sometime in 2020.
- Question from Howard – will MI give us an operation manual as they wrap up the project -for example – explaining mowing, dredging - land management? Hollins stated this does typically happen.
- Regarding possible basketball court – Schrimpf asked if the surrounding residents would have a chance to speak about the location? Eric answered in the affirmative.
- Schrimpf asked about Alder Vista connector to MI – resident thought it did not match the specification. Eric confirmed that it did match the specification and it would not be a perfect cross – more curvy.

RECORD OF PROCEEDINGS
VILLAGE OF MINERVA PARK

Council Meeting Minutes November 11, 2018

Engineer – Mike Flickinger Village Planning Director

- Excused

Fiscal Officer – Kim Pulley

- Financial statement for October ready for review and appropriation ordinance for temporary help needed to be an emergency please.

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MPCA- Councilman Tony Benedetti

- Halloween party was well attended.

Council Committee Reports

Community – Councilman Tony Benedetti

- Vets Memorial – waiting to hear when contractor is coming
- Solar lights installed at courts – Carleton Court is not working
- Trees at Carleton Court have been removed and the stumps ground

Safety – Councilwoman Beth Bellomy

- No report

Finance – Councilwoman Lori Howard

- Meeting scheduled for 16th Nov.

Facilities – Council President Diane Schrimpf

- Completed two resident meetings to update people on findings to date. Both meetings went well.
- Waiting for completion of gas line markings and title search to complete topographic survey.

Streets – Councilwoman Tiffany Hughes

- East Shore – cannot be completed for less than \$50,000. Must prepare bid document. Benedetti stated he still did not think it was best to do this project before the sewer mapping report was completed.
- Sanitary – Flowline is in the south side of MP –
- Traffic study will cost \$1,200 dollars and there is an ordinance in tonight's legislation – hoping for passage.
- Local Waste – discussed the continued random missing of resident trash – Tiffany wants to work on that.
- Setting up next Streets meeting soon – checking with Mike F.

Legislation – Council President Diane Schrimpf

- Discussed next meeting – will be November 26th.

Service – Councilman Joseph Curl

- New committee assignment for new council member

Legislation:

RESOLUTION 2018-21

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

RESOLUTION 2018-24

A RESOLUTION AUTHORIZING THE TRANSFER OF THE RESIDUAL BALANCE OF THE EMS VEHICLE ACQUISITION BOND (First Reading)

RESOLUTION 2018-25

A RESOLUTION AUTHORIZING AND APPROVING THE EXECUTION OF A CONTRACT WITH TRANS ASSOCIATES FOR TRAFFIC ENGINEERING SERVICES AND DECLARING AN EMERGENCY

Moved to waive the three readings and suspend the rules for resolution 2018-25.

RECORD OF PROCEEDINGS
VILLAGE OF MINERVA PARK

Council Meeting Minutes
Seconded by Benedetti

November 11, 2018

Aye: Councilwoman Schrimpf, Councilman Benedetti, Councilman Curl, Councilwoman Bellomy, Councilwoman Howard, Councilwoman Hughes

Nays: none

Abstentions: none

Motion to pass Resolution 2018-25 and declaring an emergency such emergency arising out of a need to remedy a potential safety concern for the village.

Seconded by Benedetti.

Aye: Councilwoman Schrimpf, Councilman Benedetti, Councilman Curl, Councilwoman Bellomy, Councilwoman Howard, Councilwoman Hughes

Nays: none

Abstentions: none

ORDINANCE 19 -2018

AN ORDINANCE TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR THE CURRENT EXPENSES OF THE VILLAGE OF MINERVA PARK FOR THE YEAR 2018

Moved to waive the three readings and suspend the rules for Ordinance 19-2018.

Seconded by Benedetti

Aye: Councilwoman Schrimpf, Councilman Benedetti, Councilman Curl, Councilwoman Bellomy, Councilwoman Howard, Councilwoman Hughes

Nays: none

Abstentions: none

Schrimpf moved for passage of Ordinance 19-2018.

Seconded by Benedetti

Aye: Councilwoman Schrimpf, Councilman Benedetti, Councilman Curl, Councilwoman Bellomy, Councilwoman Howard, Councilwoman Hughes

Nays: none

Abstentions: none

ORDINANCE 20-2018

AN ORDINANCE TO MAKE APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE VILLAGE OF MINERVA PARK FOR THE YEAR ENDING DECEMBER 31, 2019 (first reading)

ORDINANCE 21-2018

AN ORDINANCE UPDATING THE WAGE AND SALARY RANGES, THE NUMBER OF EMPLOYEES AND POSITIONS FOR THE VILLAGE OF MINERVA PARK (first reading)

ORDINANCE 22-2018

AN ORDINANCE ACCEPTING THE PUBLIC IMPROVEMENTS SITUATED IN MINERVA PARK SUBDIVISION PHASE IV AS RECORDED IN PLAT BOOK 123 PAGE 32 FRANKLIN COUNTY, OHIO RECORDS INCLUDING THE STREETS AND IMPROVEMENTS SITUATED IN THE RIGHT OF WAY AND DECLARING AN EMERGENCY (first reading)

RECORD OF PROCEEDINGS
VILLAGE OF MINERVA PARK

Council Meeting Minutes

November 11, 2018

- Green Card – Brian Wolf believes it is a mistake to sign off on an unimproved plat. Eric feels their relationship with MI is such and contract protects the Village – so that MI would be required to comply should a job need to be fixed or redone. Wolf still thinks it is a mistake.

New Business:

- Councilwomen Beth Bellomy resigned from council effective immediately.
- Hughes asked about the Village Update versus the Villager as the main paper to post legislation and official Village information. The conversation was tabled until the next work session.
- Curl – has an interest in the East Shore project as his property is close by. Suggested while the equipment was there it might make sense to replace a drain pipe near his property with a larger capacity pipe. Conversation tabled till next service/streets meeting.

Old Business:

Citizen's Comments:

Meeting adjourned 8:35 p.m.

Tasks Identified:

1. EMS – getting estimate on broken hydrant
2. EMS – finishing inspection – 22 more - will have update for December Meeting
3. Community – Mayor will notify maintenance that Carlton Court solar light is not working
4. Waiting for completion of gas line markings and title search to complete topographic survey. (will check with Mayor on needed items.)
5. Schedule next Safety meeting
6. Schedule next Streets meeting
7. Schedule next Community Meeting – discuss benches

RECORD OF PROCEEDINGS
VILLAGE OF MINERVA PARK

Council Meeting Minutes

November 19, 2018

Mayor Eisentrout called the meeting to order at 7:00 p.m.

Pledge of Allegiance

Roll Call: Councilwoman Schrimpf, Councilman Benedetti, Councilman Curl, Councilwoman Howard, Councilman Hughes

Mayor Lynn Eisentrout
Village Planner Eric Fisher

Police Chief Matt Delp
Fiscal Officer Kim Pulley

Code Enforcement Vacant
Fire Chief Rick Hoechstetter

Green Cards Council President (pro tempore) Schrimpf

Legislation:

RESOLUTION 2018-21

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

Schrimpf moved for passage of Ordinance 19-2018.

Seconded by Benedetti

Aye: Councilwoman Schrimpf, Councilman Benedetti, Councilman Curl, Councilwoman Howard, Councilwoman Hughes

Nays: none

Abstentions: none

RESOLUTION 2018-24

A RESOLUTION AUTHORIZING THE TRANSFER OF THE RESIDUAL BALANCE OF THE EMS VEHICLE ACQUISITION BOND (Second Reading)

ORDINANCE 20-2018

AN ORDINANCE TO MAKE APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE VILLAGE OF MINERVA PARK FOR THE YEAR ENDING DECEMBER 31, 2019 (Second reading)

ORDINANCE 21-2018

AN ORDINANCE UPDATING THE WAGE AND SALARY RANGES, THE NUMBER OF EMPLOYEES AND POSITIONS FOR THE VILLAGE OF MINERVA PARK (Second reading)

ORDINANCE 22-2018

AN ORDINANCE ACCEPTING THE PUBLIC IMPROVEMENTS SITUATED IN MINERVA PARK SUBDIVISION PHASE IV AS RECORDED IN PLAT BOOK 123 PAGE 32 FRANKLIN COUNTY, OHIO RECORDS INCLUDING THE STREETS AND IMPROVEMENTS SITUATED IN THE RIGHT OF WAY AND DECLARING AN EMERGENCY (Second reading)

Schrimpf declared emergency and moved to suspend the rules and waive the third reading of Ordinance 22-2018

RECORD OF PROCEEDINGS
VILLAGE OF MINERVA PARK

Council Meeting Minutes

November 19, 2018

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 immediate need to allow for the orderly transition of development from Phase IV to Phase V.

Seconded by

Aye: Councilwoman Schrimpf, Councilman Benedetti, Councilman Curl, Councilwoman Howard, Councilwoman Hughes

Nays: none

Abstentions: none

Schrimpf moved for passage of Ordinance 22-2018.

Seconded by

Aye: Councilwoman Schrimpf, Councilman Benedetti, Councilman Curl, Councilwoman Howard, Councilwoman Hughes

Nays: none

Abstentions: none

ORDINANCE 23-2018

AN ORDINANCE TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR THE CURRENT EXPENSES OF THE VILLAGE OF MINERVA PARK FOR THE YEAR 2018 (first reading)

New Business:

Old Business:

Mayor commented that code enforcer starting on Monday.

Hughes asked about contract for traffic study. Mayor and Fiscal officer prepared paperwork during break between meetings this evening.

Benedetti opened a discussion about having a say in if and what merit increase an employee should get – related to Ordinance 22-2018. The discussion then proceeded regarding the sharing of administrative responsibilities between the Mayor/administrative and the Legislative branch. Benedetti felt council should decide on priorities for the employees of the village who report to the Mayor – and then the Mayor would manage to those priorities.

Howard talked about not knowing and not getting information from the Mayor – having to ask and feeling that asking questions are not welcomed. Mayor disagreed with assessments, felt Gene's explanation of duties of council versus administration was clear.

No conclusions were reached, or tasks assigned.

Citizen's Comments: None

Meeting adjourned at 7:40 PM

Tasks Identified:

1. Continue discussion of administration versus legislative responsibilities in next work session

RESOLUTION 2018-24

A RESOLUTUION AUTHORIZING THE TRANSFER OF THE RESIDUAL BALANCE OF THE EMS VEHICLE ACQUISITION BOND FUND

WHEREAS, the Village of Minerva Park has an inactive fund with a balance to be transferred and closed;
and,

WHEREAS, Sections 5705.14(A), Ohio Revised Code, provides for the unexpended balance in a bond fund that is no longer needed for the purpose for which such fund was created shall be transferred to the sinking fund or bond retirement fund from which such bonds are payable; and,

WHEREAS, the Fiscal Officer seeks permission to transfer the remaining cash balance in accordance with Section 5705.14(A) of the Ohio Revised Code.

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

Section 1. The balance of \$483.15 in the EMS Vehicle Acquisition Bond Fund (4101), consisting of a residual balance from the note issue for the upgrade of the old EMS vehicle shall be transferred to the EMS Vehicle Bond Retirement Fund (3101) pursuant to Section 5705.14(A), Ohio Revised Code. The original purpose of the fund was terminated with the purchase of the 2015 EMS vehicle.

Section 2. The Fiscal Officer hereby is authorized and directed to make the transfer described in section 1.

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 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 4. This Resolution shall take effect at the earliest period provided by law.

Lynn Eisentrout, Mayor

First Reading: November 12, 2018
Second Reading: November 19, 2018
Third Reading: December 10, 2018
Passed: December 10, 2018

ATTEST

APPROVED AS TO FORM

Kim Pulley, Fiscal Officer

Solicitor

RESOLUTION 2018-26

A RESOLUTION AUTHORIZING THE MAYOR AND FISCAL OFFICER TO ENTER INTO CONTRACT TO PURCHASE A 2019 POLICE VEHICLE

WHEREAS, the Village of Minerva Park maintains a Police Department for the safety of its residents; and,

WHEREAS, one of the existing police cruisers should be replaced in the first half of 2019; and,

WHEREAS, the purchase of the 2019 Ford Utility Interceptor is subject to appropriations for 2019.

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

Section 1. The Council of the Village of Minerva Park hereby expresses its intent to purchase a 2019 Ford Utility Interceptor from StateWide Emergency Products at a cost not to exceed \$42,500 including the transfer of any existing equipment necessary to place the cruiser into service.

Section 2. The appropriations for the purchase of the Ford Utility Interceptor were included in the ordinance to be passed setting the 2019 Annual Appropriations.

Section 3. The Mayor and Fiscal Officer are authorized to execute a contract for the purchase of a 2019 Ford Utility Interceptor upon passage of the 2019 Annual Appropriations.

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 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 5. This resolution shall take effect at the earliest period allowed by law.

Lynn Eisentrout, Mayor

First Reading: December 10, 2018
Second Reading: December 17, 2018
Third Reading: January 14, 2019
Passed: January 14, 2019

ATTEST

APPROVED AS TO FORM

Kim Pulley, Fiscal Officer

Solicitor

Resolution 2018 - 27

A RESOLUTION ADOPTING THE RULES OF COUNCIL FOR THE COUNCIL OF THE VILLAGE OF MINERVA PARK FOR 2019

WHEREAS, the Council of Minerva Park meets to consider matters of the Village; and

WHEREAS, it is necessary for the Council of Minerva Park to adopt the Rules of Council each year to help govern the proceedings of Council;

NOW, THEREFORE, be it resolved by the Council of the Village of Minerva Park, Franklin County, State of Ohio, that:

- Section 1. The Council of Village of Minerva Park hereby adopts the rules to govern the meetings and proceedings of the Council of the Village of Minerva Park for the calendar year 2019.
- Section 2. The Rules of Council 2019 for the Village of Minerva Park, attached as Exhibit A, are made a part hereof as if fully rewritten herein.
- 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 shall take effect and be in full force from the earliest period allowed by law.

Lynn Eisentrout, Mayor, Village of Minerva
Park

First Reading: December 10, 2018
Second Reading: December 17, 2018
Third Reading: January 14, 2019
Passed: January 14, 2019

ATTEST

APPROVED AS TO FORM

Kimberly Pulley, Fiscal Officer

Solicitor

ORDINANCE 20-2018

AN ORDINANCE TO MAKE APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE VILLAGE OF MINERVA PARK FOR THE YEAR ENDING DECEMBER 31, 2019

WHEREAS, it is necessary to provide for the for current expenses and expenditures of the Village for the year ending December 31, 2019; and,

WHEREAS, the Annual Appropriations are effective from January 1, 2019 thru December 31, 2019;

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

Section 1. The Annual Appropriations of all funds for the current expenses and expenditures of the Village for the year ending December 31, 2019, which appropriations are attached hereto as Exhibit A and incorporated herein by reference, are hereby approved.

Section .2 The Fiscal Officer is hereby authorized to draw warrants/checks or effect electronic funds transfers on the Village Treasury for payment from any of the foregoing appropriations upon receiving proper certificates and invoices therefore, approved by the department head or an ordinance or resolution of the Council to make the expenditures. Warrants shall be drawn or electronic funds transfers effected for the payment of salaries or wages to persons employed by the Village and in accordance with law or ordinance.

Section 3. The Fiscal Officer is hereby authorized to allocate or reallocate funds to accounts that are within the fund, department, and major objects of expenditure established by the appropriations approved in this Ordinance or in any other ordinance approved by Council.

Section 4. 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 5. The Fiscal Officer shall certify this ordinance to the Franklin County Budget Commission.

Section 6. This ordinance shall take effect at the earliest period allowed by law.

Lynn Eisentrout, Mayor

First Reading: November 12, 2018
Second Reading: November 19, 2018
Third Reading: December 10, 2018
Passed: December 10, 2018

ATTEST

APPROVED AS TO FORM

Kimberly Pulley, Fiscal Officer

Solicitor

Village of Minerva Park, Ohio

2019 Annual Appropriations

General Fund

Security of Persons and Property

Police Department (110)

100	Personal Services	\$556,400
200	Employee Fringe Benefits	\$282,000
300	Contractual Services	\$40,700
400	Supplies and Materials	\$59,000
500	Capital Outlay	\$67,700
Total Police Department		<u>1,005,800</u>

Fire/Emergency Medical Services (120)

100	Personal Services	57,000
200	Employee Fringe Benefits	11,400
300	Contractual Services	17,600
400	Supplies and Materials	13,900
500	Capital Outlay	4,900
Total Emergency Medical Services		<u>104,800</u>

Street Lighting (130)

300	Contractual Services	<u>4,000</u>
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Civil Defense - Siren (140)

300	Contractual Services	<u>2,800</u>
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Total Security of Persons and Property

1,117,400

Public Health and Welfare

County Health District (210)

600	Other	10,500
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Other Assistance to Needy (230)

300	Contractual Services	600
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Other Public Health Services (290)

300	Contractual Services (Mosquito Spraying)	2,000
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Total Public Health and Welfare

13,100

Village of Minerva Park, Ohio

2019 Annual Appropriations

Leisure Time Activities

<u>Provide and Maintain Parks (320)</u>		
100	Personal Services	19,500
200	Employee Fringe Benefits	3,900
300	Contractual Services	200
400	Supplies and Materials	2,500
Total Provide and Maintain Parks		<u>26,100</u>
<u>Swimming Pool (340)</u>		
100	Personal Services	48,000
200	Employee Fringe Benefits	9,300
300	Contractual Services	16,800
400	Supplies and Materials	18,000
500	Capital Outlay	25,000
Total Swimming Pool		<u>117,100</u>
Total Leisure Time Activities		<u>143,200</u>

Community Environment

<u>Community Planning and Zoning (410)</u>		
100	Personal Services	87,500
200	Employee Fringe Benefits	22,100
300	Contractual Services	55,700
400	Supplies and Materials	500
500	Capital Outlay	3,000
Total Community Planning and Zoning		<u>168,800</u>
<u>Other Community Environment (490)</u>		
300	Contractual Services	<u>75,500</u>
Total Community Environment		<u>244,300</u>

Basic Utility Services

<u>Storm Sewers and Drains (559)</u>		
400	Supplies and Materials	30,000
500	Capital Outlay	20,000
Total Storm Sewers and Drains		<u>50,000</u>
Total Basic Utility Services		<u>50,000</u>

Village of Minerva Park, Ohio

2019 Annual Appropriations

General Government

Mayor's Office (710)

100	Personal Services	45,800
200	Employee Fringe Benefits	21,800
300	Contractual Services	7,900
400	Supplies and Materials	200
500	Capital Outlay	1,000
Total Mayor's Office		<u>76,700</u>

Legislative (715)

100	Personal Services	3,600
200	Employee Fringe Benefits	700
300	Contractual Services	3,000
Total Legislative		<u>7,300</u>

Mayor's Court (720)

100	Personal Services	21,800
200	Employee Fringe Benefits	16,900
300	Contractual Services	22,700
400	Supplies and Materials	600
Total Mayor's Court		<u>62,000</u>

Fiscal Officer/Finance (725)

100	Personal Services	70,200
200	Employee Fringe Benefits	12,700
300	Contractual Services	12,600
400	Supplies and Materials	1,000
Total Fiscal Officer/Finance		<u>96,500</u>

Lands and Buildings (730)

100	Personal Services	18,500
200	Employee Fringe Benefits	3,700
300	Contractual Services	46,300
400	Supplies and Materials	8,700
500	Capital Outlay	7,500
Total Lands and Buildings		<u>84,700</u>

Property Tax Collection Fees (740)

300	Contractual Services	<u>10,000</u>
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Auditor of State Fees (745)

300	Contractual Services (Audit)	<u>8,000</u>
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Village of Minerva Park, Ohio

2019 Annual Appropriations

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<u>Village Solicitor (750)</u>		
300	Contractual Services	\$98,000
<u>Income Tax Administration (755)</u>		
300	Contractual Services	36,000
<u>Other General Government (790)</u>		
300	Contractual Services	35,900
400	Supplies and Materials	2,500
600	Other	500
Total Other General Government		38,900
 Total General Government		 518,100
Capital Outlay		
	Capital Outlay	20,000
 Total General Fund		 \$2,106,100

Village of Minerva Park, Ohio

2019 Annual Appropriations

Special Revenue Funds

Street Construction Maintenance and Repair Fund (2011)

Transportation

Street Maintenance and Repair (620)

300	Contractual Services	\$25,000
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Capital Outlay (500)

500	Capital Outlay	\$127,000
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Debt Service (850)

700	Debt Service	18,800
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Total Street Construction Maintenance and Repair Fund	170,800
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Mayor's Court Computer Fund "B" (2902)

General Government

Mayor's Court (720)

300	Contractual Services	2,500
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Mayor's Court Computer Fund "A" (2908)

General Government

Mayor's Court (720)

300	Contractual Services	500
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Waterline Maintenance Fund (2909)

Basic Utility Services

Other Water (539)

300	Contractual Services	10,000
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Sewer Maintenance Fund (2910)

Basic Utility Services

Other Sanitary Sewers (549)

300	Contractual Services	25,000
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Total Sewer Maintenance Fund	25,000
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Total Special Revenue Funds	\$208,800
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Village of Minerva Park, Ohio

2019 Annual Appropriations

Debt Service Funds

G.O. EMS Vehicle Bond Retirement (3101)

Debt Service

Debt Service		
700	Debt Service	<u>\$23,400</u>

Waterline Phase III (3903)

Debt Service

Debt Service		
700	Debt Service	<u>25,800</u>

Waterline Phase IV (3904)

Debt Service

Debt Service		
700	Debt Service	<u>28,700</u>

Total Debt Service Funds		<u>\$77,900</u>
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Total All Funds		<u><u>\$2,392,800</u></u>
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ORDINANCE 21-2018

AN ORDINANCE UPDATING THE WAGE AND SALARY RANGES, THE NUMBER OF EMPLOYEES AND POSITIONS FOR THE VILLAGE OF MINERVA PARK

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

WHEREAS, pursuant to Section 731.13, 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, as part of the budget for 2019, the authorized positions and compensation rates need adjusted.

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

Section 1. The number of hourly full-time, part-time, and seasonal employees, positions, and related pay ranges shall be as follows:

<u>Positions/Job Title</u>	<u>Authorized Number</u>	<u>Full-Time/ Part-time/ Seasonal</u>	<u>Compensation Ranges Effective January 1, 2019</u>			
			<u>Hourly Rates</u>		<u>Annual Compensation**</u>	
			<u>From</u>	<u>To</u>	<u>From</u>	<u>To</u>
<u>Police Department ##</u>						
Lieutenant	1	Full-Time	27.00	33.00	56,160	68,640
Sergeant	1	Full-Time	25.00	31.00	52,000	64,480
Detective	1	Full-Time	24.00	30.00	49,920	62,400
Patrol Officer	7	Full-Time	23.00	28.00	47,840	58,240
Police Officer	3	Part-Time	17.00	22.00	17,680	22,880
<u>Fire/EMS Department</u>						
Paramedic In Charge	10	Part-Time	15.00	18.00	15,600	18,720
Paramedic	10	Part-Time	14.00	17.00	14,560	17,680
EMT	15	Volunteer	---	---	---	---
<u>Parks</u>						
Maintenance Worker	1	Part-Time	12.00	20.00	12,480	20,800
Maintenance Worker	3	Seasonal	12.00	15.00	5,760	7,200
<u>Swimming Pool</u>						
Office Staff	4	Seasonal	8.50	11.00	4,080	5,280
Lifeguards	12	Seasonal	8.50	11.00	4,080	5,280
Maintenance Worker	2	Seasonal	12.00	15.00	5,760	7,200

ORDINANCE 21-2018
(Continued)

Positions/Job Title	Authorized Number	Full-Time/ Part-time/ Seasonal	Hourly Rates		Annual Compensation **	
			From	To	From	To
<u>Planning and Zoning</u>						
Code Enforcement Officer	1	Part-Time	16.00	22.00	33,280	45,760
Village Planner	1	Part-Time	30.00	40.00	31,200	41,600
<u>Mayor/Administration</u>						
Administrative Assistant	1	Full-Time	10.00	18.00	20,800	37,440
<u>Mayor's Court</u>						
Clerk of Court	1	Full-Time	17.00	23.00	35,360	47,840
<u>Lands and Buildings</u>						
Maintenance Worker	1	Part-Time	12.00	20.00	12,480	20,800

** Annual Compensation is presented for information only and is calculated based on 2080 hours for full-time employees, 1040 hours for part-time employees and 480 hours for seasonal employees.

Police department is authorized to have 9 full-time and 3 part-time positions in total, allocated between position levels at the discretion of the Chief of Police.

Section 2. The full-time salaried positions and related pay ranges shall be as follows:

Positions/Job Title			Annual Compensation	
			From	To
Chief of Police	1	Full-time	\$65,000	\$75,000
Pool Manager (15 Weeks)	1	Seasonal	9,000	12,000
Fiscal Officer	1	Full-time	55,000	67,000
Fire/EMS Chief	1	Part-Time	15,000	18,000

Section 3. 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 4. Compensation changes for a job title or position changes are available based on performance and attendance, at the discretion of the Mayor and must stay within the hourly rates and/or annual compensation as outline in this ordinance.

ORDINANCE 21-2018
(Continued)

- Section 5.** Merit increases may be awarded to exempt and non-exempt full-time and part-time employees upon an annual review, at the discretion of the Mayor and must stay within the hourly rates and/or annual compensation ranges as outlined in this ordinance. The budget for 2019 allows for an average of 3%. Seasonal employees may receive a merit increase upon returning to work for another new season.
- Section 6.** Upon successful completion of the probationary period, a bonus may be paid out to the employee in the pay period immediately following the completion in an amount not to exceed \$600.
- Section 7.** 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 8.** All prior legislation, or any parts thereof, which is/are inconsistent with this Ordinance is/are hereby repealed as to the inconsistent parts thereof.
- Section 9.** This Ordinance shall take effect and be in force from and after the earliest period allowed by law.

Lynn Eisentrout, Mayor

First Reading: November 12, 2019
Second Reading: November 19, 2018
Third Reading: December 10, 2018
Passed: December 10, 2018

ATTEST

APPROVED AS TO FORM

Kimberly Pulley, Fiscal Officer

Solicitor

ORDINANCE 23-2018

AN ORDINANCE TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR THE CURRENT EXPENSES OF THE VILLAGE OF MINERVA PARK FOR THE YEAR 2018

WHEREAS, it is necessary to supplement the appropriations in Ordinance 29-2017 for the year ending December 31, 2018; and

WHEREAS, the appropriations herein are to be effective for the year ending December 31, 2018.

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

Section 1. The Annual Appropriations in Ordinance 29-2017 are supplemented as follows:

<u>Fund/Account No.</u>	<u>Account Name</u>	<u>Current Amount</u>	<u>Increase</u>	<u>Revised Amount</u>
<u>General Fund</u>				
<u>Mayor's Court</u>				
1000-720-200	Employee Fringe Benefits	15,400	500	15,900

Section 2. The Fiscal Officer shall certify these additional appropriations to the Franklin County Budget Commission.

Section 3. This Ordinance shall be in full force and effect upon its passage.

Lynn Eisentrout, Mayor

First Reading: November 19, 2018
Second Reading: December 10, 2018
Third Reading: December 17, 2018
Passed: December 17, 2018

ATTEST

APPROVED AS TO FORM

Kimberly Pulley, Fiscal Officer

Solicitor

ORDINANCE 24-2018

AN ORDINANCE TO ACCEPT FARVIEW ROAD EXTENSION ROAD IMPROVEMENTS AND DECLARING AN EMERGENCY

WHEREAS, the Village of Minerva Park has identified 0.071 acre of Village property in Quarter Township 3, Township 2, Range 17, as recorded in Franklin County Plat Book 20, Page 60 and conveyed to the Village by deed of record in Franklin County Deed Book 1758, Page 482; and,

WHEREAS, the Village desires to dedicate the 0.071 acre +/- acre parcel of land for right-of-way purposes; and,

WHEREAS, the Village Engineer recommends acceptance of the dedication.

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

- Section 1.** That Council does hereby accept and dedicate the 0.071 +/- acre parcel of land described in Exhibit A and depicted in Exhibit B for road right-of-way purposes.
- Section 2.** That Council hereby authorizes and directs the Law Director to record an appropriate Limited Warranty Deed, evidencing the acceptance of the road right-of-way dedication as authorized herein.
- Section 3.** 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 immediate need to have chlorinated water sent through this parcel. Wherefore, this Ordinance shall take effect and shall be in force immediately upon passage by Council.

Lynn Eisentrout, Mayor

First Reading: December 10, 2018
Second Reading: Waived
Third Reading: Waived
Passed: December 10, 2018

ATTEST

APPROVED AS TO FORM

Kim Pulley, Fiscal Officer

Solicitor

0.071 ACRE

Situated in the State of Ohio, County of Franklin, Village of Minerva Park, in Quarter Township 3, Township 2, Range 17, United States Military Lands, being part of Reserve "D" of the subdivision entitled "Minerva Park", of record in Plat Book 20, Page 60, said Reserve "D" being conveyed to The Village of Minerva Park by deed of record in Deed Book 1758, Page 482, (all references are to the records of the Recorder's Office, Franklin County, Ohio) and more particularly bounded and described as follows:

BEGINNING at an iron pin set at the southwesterly terminus of the right-of-way of Alder Vista Drive (Plat Book 125, 50 feet wide) the northwesterly corner of Reserve "J" of the subdivision entitled "Minerva Park Phase 7", of record in Plat Book 125, Page 19;

Thence crossing said Reserve "D" the following courses and distances:

North 78° 36' 33" West, a distance of 34.62 feet to and iron pin set at a point of curvature to the left; and

With the arc of said curve, having a central angle of 86° 08' 43", a radius of 25.00 feet, an arc length of 37.59 feet, a chord bearing of South 58° 19' 05" West and chord distance of 34.15 feet to an iron pin set in the easterly right-of-way line of Maplewood Drive (Plat Book 20, Page 60, 50 feet wide);

Thence North 15° 14' 44" East, with said easterly right-of-way line, a distance of 100.23 feet to an iron pin set;

Thence crossing said Reserve "D", the following courses and distances:

With the arc of a curve to the left, having a central angle of 93° 51' 17", a radius of 25.00 feet, an arc length of 40.95 feet, a chord bearing of South 31° 40' 55" East and chord distance of 36.52 feet to an iron pin set; and

South 78° 36' 33" East, a distance of 27.88 feet to an iron pin set at the northwesterly terminus of the right-of-way of said Alder Vista Drive, the southwesterly corner of Reserve "H" of said Minerva Park Phase 7;

Thence South 11° 23' 27" West, with the westerly line of said Minerva Park Phase 7, a distance of 50.00 feet to the POINT OF BEGINNING, containing 0.071 acre of land, more or less.

Subject, however, to all legal rights-of-way and/or easements, if any, of previous record.

Iron pins set, where indicated, are iron pipes, thirteen sixteenths (13/16) inch inside diameter, thirty (30) inches long with a plastic plug placed in the top bearing the initials EMHT INC.

The bearings shown hereon are based on the Ohio State Plane Coordinate System, South Zone, as per NAD 83 (1986). Said bearings originated from a field traverse which was tied (referenced) to said coordinate system by GPS observations of Franklin County Engineering Department monuments FRANK 85 and WEST 17. The bearing of South 11° 23' 27" West assigned to the westerly line of Minerva Park Section 7 is designated the basis of bearings for this description.

This description is based on an actual field survey performed by, or under the direct supervision of, Matthew A. Kirk, Professional Surveyor Number 7865 in December of 2018.

EVANS, MECHWART, HAMBLETON & TILTON, INC.

Matthew A. Kirk
Professional Surveyor No. 7865

Date



Evans, Mechwart, Hambleton & Tilton, Inc.
 Engineers • Surveyors • Planners • Scientists
 5500 New Albany Road, Columbus, OH 43054
 Phone: 614.775.4500 Toll Free: 888.775.3648
 emht.com

SURVEY OF ACREAGE PARCEL

QUARTER TOWNSHIP 3, TOWNSHIP 2, RANGE 17

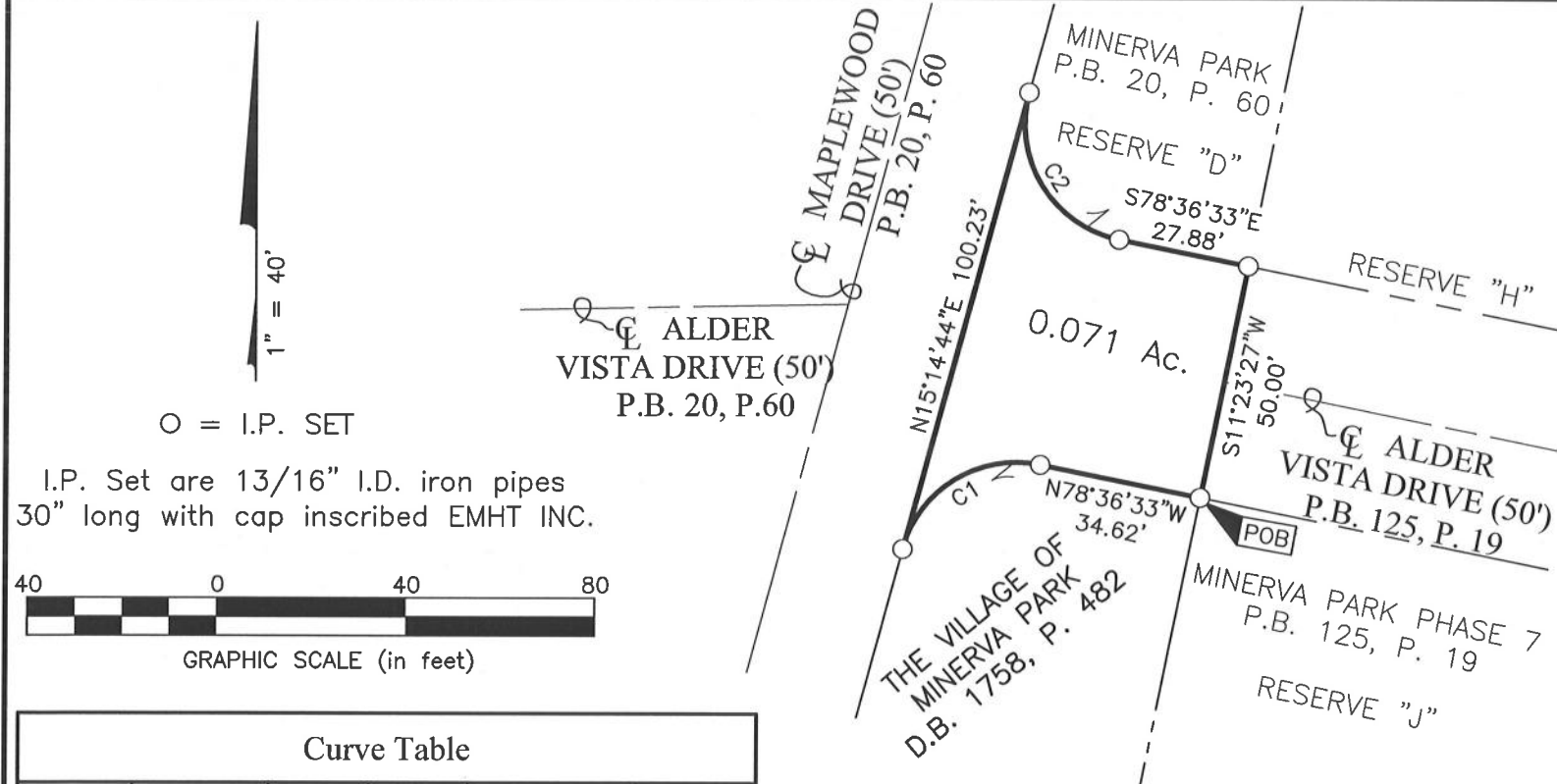
UNITED STATES MILITARY LANDS

VILLAGE OF MINERVA PARK, COUNTY OF FRANKLIN, STATE OF OHIO

Date: December 5, 2018

Scale: 1" = 40'

Job No: 20170823



BASIS OF BEARINGS:

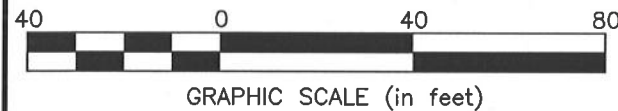
The bearings shown hereon are based on the Ohio State Plane Coordinate System, South Zone, as per NAD83 (1986). Said bearings originated from a field traverse which was tied (referenced) to said coordinate system by GPS observations of Franklin County Engineering Department monuments FRANK 85, and WEST 17. The bearing of South 11° 23' 27" West assigned to the westerly line of Minerva Park Phase 7 is designated the basis of bearings for this survey.

SURVEY NOTE:

This survey was prepared using documents of record, prior plats of survey, and observed evidence located by an actual field survey prepared in December, 2018.

○ = I.P. SET

I.P. Set are 13/16" I.D. iron pipes 30" long with cap inscribed EMHT INC.



Curve Table

Curve Number	Delta	Radius	Length	Chord Bearing	Chord Distance
C1	86°08'43"	25.00'	37.59'	S58°19'05"W	34.15'
C2	93°51'17"	25.00'	40.95'	S31°40'55"E	36.52'

By _____
 Matthew A. Kirk
 Professional Surveyor No. 7865
 Date _____