



Village of Minerva Park
Council Meeting: February 11, 2019
AGENDA

Pledge of Allegiance

Roll Call

Green Cards Council President Schrimpf

Minutes

January 14, 2019

January 28, 2019

Code Enforcement Officer's Report January 2019

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

Charter Commission Report

Mayor's Report & NCC

Council Committee Reports

Communications – Councilman Joe Curl

Community – Councilman Tony Benedetti

Finance – Councilwoman Lori Howard

Safety – Councilman Matthew Star

Streets – Councilwoman Tiffany Hughes

Legislation – Council President Schrimpf

Facilities – Council President Schrimpf

Legislation

Resolution 2019-03 Landscape Design Contract

1st Reading

Resolution 2019-04 Advance to 2019 Sanitary Sewer Project Fund

2nd Reading, intent is to waive the third reading and pass as an emergency

Resolution 2019-05 Sale of Police Cruiser

1st Reading, intent is to waive the three readings and pass as an emergency

Resolution 2019-06 Pool Fees

1st Reading

Resolution 2019-07 Ofc Pocock Resignation

1st Reading, intent is to waive the three readings and pass

Ordinance 01-2019 Creation of 2019 Sanitary Sewer Project Fund

2nd Reading, intent is to waive the third reading and pass as an emergency

Ordinance 02-2019 Supplemental Appropriations

2nd Reading, intent is to waive the third reading and pass

New Business

Old Business

Citizens' Comments

Adjourn

**RECORD OF PROCEEDINGS
VILLAGE OF MINERVA PARK**

Minutes of the

January 14, 2019

Council Meeting

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

Roll Call: Councilwoman Lori Howard, Council President Diane Schrimpf, Councilman Tony Benedetti, Councilman Joe Curl, Councilwoman Tiffany Hughes, Councilman Matthew Star

Green Cards:

- ❖ Council President Diane Schrimpf instructed the audience to fill out a green card if they wished to address council.

Swearing in Charter Commission Members:

- ❖ The members of the Charter Commission were sworn in.

Minutes:

Councilman Benedetti moved to approve the December 10, 2018 minutes; Councilwoman Hughes seconded; passed.

Councilman Benedetti moved to approve the December 17, 2018 minutes; Councilwoman Hughes seconded; passed.

Code Enforcement Officer's Report:

- ❖ The Code Enforcement Officer's December 2018 report was included in the council packet.

Fire/EMS:

- ❖ Copies of the report were included in the packet.
- ❖ The final revenue for 2018 was \$34,825. There is about a \$10,000 increase from the previous year.
- ❖ Chief Hoechstetter was happy to answer any questions.

Police:

- ❖ A copy of the report was sent out. Chief Delp was happy to answer any questions.

Engineer:

- ❖ Mr. Flickinger was sent the Ponderosa Dr. and Kerwood Dr. memo about the stop signs by Trans Associates. There were no issues with the recommendation. Mr. Flickinger recommended requesting all the paperwork (previous traffic evaluations, historical data, reviews) that was identified in the memo. That way the information will be documented all in one location for future reference.
- ❖ Mr. Flickinger went into the background of the East Shore Ct. In 2013, the Village contracted with Flowline to remove multiple large root masses in the existing pipe as well as to repair the pipe if they were leaking. In 2017 the drainage issues did not go away. A replacement project was attempted, but it never went forward due to issues with the contractor that was selected. They were not able to move at the desired pace, so the Village cancelled that contract. In late 2017, the Village

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contracted with Flowline to clean that existing sewer because it was again full of root. The second cleaning identifies that roots are going to be an ongoing problem in the larger area. In 2018, a proposal document was prepared. One proposal for that work was nearly \$86,000. That exceeded the \$50,000 threshold for public for bidding for projects. The Village then contracted with Resource International to do a Village-wide storm sewer survey. Based on the survey, there was some information that could be used to try to develop a plan for the area of East Shore Ct.

- ❖ What was not apparent before that survey was done, was that the catch basin is offline of the main sewer. The large diameter sewer extends from the head of the North Lake, north to the Minerva Park/Columbus corporate boundary. It had been assumed that it stopped at the catch basin, but it is 555 ft of sewer that goes to that boundary. The catch basin is actually east of the storm sewer. It had been assumed that the pipe that exits the head of the North Lake exits directly to the catch basin, but it is not. The problem that they were having with the catch basin is that the water level in the North Lake is generally six to twelve inches higher than the pipe invert, which floods the pipe into the catch basin. Then there's no available capacity for the catch basin to flow into the pipe, which is when it flows into the backyards.
- ❖ One of the solutions, after consulting the Columbus Stormwater Drainage Manual, is re-grading the backyards. With this option, it addresses the catch basin issue. If the backyards are regraded, they can eliminate the catch basin and the storm water would flow to the head of the North Lake and go over the wall and right into the lake. That whole catch basin would be eliminated. There would have to be a shaped channel and then regrading the backyards to raise the elevation of the properties to create a nice swale. Mr. Flickinger said that it would not be a river through the backyard, some of the water will settle into the ground, some will get filtered out. Based on how things are maintained, there might be some soggy spots. The location is a cut through so there might be some foot traffic, but there might just need some maintenance. This solution just addresses the two backyards.
- ❖ The bigger issue is that the 24inch/30inch line is not in good shape. Flowline has indicated that there might be some spots that are deteriorated and there could be gaps in the bottom of the pipe. There's the relatively easy fix to fix the ponding issue (re-grading the backyards) and there's a more substantial fix if the Village wants to tackle the larger diameter sewer.
- ❖ The catch basin is slightly east from the sewer, roughly 20 ft, and it has an 8/10/12 inch pipe that ties in the main sewer. The main sewer goes all the way north from the head of the North Lake up into the boundary of Minerva Park and Columbus. Councilman Benedetti asked when the map from the storm sewer will be completed. Mr. Flickinger said they have the data, but they are working on the GIS. They have the map roughed out and now they are cross checking it. Councilman Benedetti said that they need to figure out where the water is coming from. Mr. Flickinger said that for this particular situation, they know where the water is coming from- all the surface water that the yards themselves contribute to the system. Councilwoman Hughes asked if this should be taken back to a Streets Committee meeting. Council President Schrimpf asked if this was the final solution. Mr. Flickinger said that it depends on if they think the 30inch line needs to be replaced. There are two solutions to the catch basin: re-grading and dethatching it from the system itself or another possibility is to reconnect it to the existing pipe (or a pipe in that place), but raised up. The problem

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is that it connects to the storm sewer in the bottom, if it could be raised up similar to a sanitary lateral, it would raise it above the water that is always in the pipe. Council President Schrimpf asked if there was an advantage to the solutions. Mr. Flickinger said that there is a disadvantage to the grading route solution- if the pipe does need to be replaced, you would have to dig up everything that was just graded. Councilwoman Hughes asked how it got to this point where it is not working. Mr. Flickinger said that the two issues are that the pipe that empties into the North Lake is generally underwater but not completely submerged and that secondly the pipes are old enough and that the trees are mature enough that roots find their way into the joints. Councilwoman Hughes asked if this would be an ongoing issue of cleaning the pipes. Mr. Flickinger stated that if the pipe itself is not replaced or potentially lined, the roots would probably continue to find their way in.

- ❖ Mr. Flickinger said that to get equipment back to that area, the intent is to have some temporary easements. There will have to be coordination with the contractor to get the back there. Restoration was a part of the estimate. Mr. Hollins said that the easements are usually good for 90 days. Councilwoman Hughes said that it should go back to the Streets Committee. Mayor Eisentrout introduced a resident, Brandon, who had some questions for the engineer. The resident suggested extending the lake. Mayor Eisentrout said that the next action items should be the Streets Committee (Streets Committee to be held on January 30, 2019 at 7 p.m.). Mr. Flickinger stated that they were trying not to disturb the retaining wall that is there. Mr. Flickinger did caution that putting the ditch in someone's backyard, which is the Village's responsibility to maintain. Mayor Eisentrout had concerns about maintenance of a trench and the children that do use that area to cut through.
- ❖ The last CCTV information that they have for that pipe is from 2013. Mr. Flickinger recommended getting that line televised, with its' approximately 555 ft and the budget for televising is \$4 per linear foot for cleaning and televising. That would allow the engineers to look at the condition of the pipe. That way any places that need to be replaced can be identified. If there are deficient areas, they could excavate and replace a specific location or line the pipe. Council President Schrimpf said that she thought it was sensible to see how bad it is. In the last Streets Committee meeting, they discussed starting to televise the storm sewer system. Mr. Flickinger said there are some segments that would be worth televising in addition to the straight shot pipe, so that way the Village wouldn't have to pay for Flowline to come back if they are already planning on televising that system. He will be emailing the measurements for those branches.

Finance:

- ❖ 2018 can't be closed out yet because Kim Pulley is still waiting on information from the county, she typically receives that towards the end of January.
- ❖ Permitting and zoning and tap fees were received for 83 homes from M/I. In water and sewer and tap fees, over a million dollars was brought in. The ending cash balance total is 2.7 million. With that 2.7 million, interest for 2018 in the general fund was over \$27,000. That was an increase from 2018, which was around \$7,000.
- ❖ The lowest interest rate they have on CD's is 2.1%. Five years ago, before the income tax the interest income for the entire year was \$93. The money is really benefiting the Village and will fund

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a lot of he projects.

Legal Counsel:

- ❖ The written proposal from Bricker and Eckler was requested and it was received. Mr. Hollins said it was the standard engagement letter and there were no issues with the terms of the engagement letter. The scope was defined as it should be by the document that was drafted and they filled in the hours and costs.
- ❖ Council President Schrimpf asked if they were planning on billing on a monthly basis and to confirm that the amount was not a flat rate. Mr. Hollins said that they render the statements on a monthly basis. Mr. Hollins said they are extremely familiar with working with public bodies and that there is a level of control with the amount of the purchase order.

Planning and Zoning:

- ❖ Councilman Benedetti said they are going to be talking about the plantings around the lakes and the new development, that it is a work in progress. They have come up with a plan and there is legislation to look at approve the funding for the greenspaces.
- ❖ Mr. Fischer stated that he was not at Saturday's work session but he understands there are some concerns and there needs to be more discussion. The next work session on February 9th, Mr. Fischer recommends having a broader discussion and seeing if the landscape architect would join as well as the Planning and Zoning chair. Councilwoman Hughes asked if the \$10,000 was an overall budget for all of the pockets or if it was going to be one particular area or starting point- was it just for this year. Mr. Fischer said there were four different phases on the proposal and that they were all timed out conceptually with what M/I was doing. Mr. Fischer said the planning is done over the year of 2019 and that there are other potential zones. These particular zones were chosen by the Planning and Zoning Commission. He said that everything can't be done at once based on a planning standpoint and what it is- is a planning document. Council President Schrimpf said that it was only for her consultation and advice and that it was not for her plants and digging. Council President Schrimpf said there would be additional costs because it is for the documents, the plan, and her expertise. Council President Schrimpf stated that M/I volunteered to do some of the work themselves and for what they do not the will use volunteers or landscape company. If they bid that that out, that would be additional costs to be transparent. Mr. Fischer said that it was different time frames over different years and that beyond the hydroseed, there is a great opportunity for volunteers. He said there was a Master Gardner who will help direct that. He said there are opportunities that you wouldn't need to use a GE or landscaper for all of it. Councilwoman Hughes asked how many phases there would be. Mr. Fischer replied that there could potentially be a lot. He said that from P&Z felt this needed immediate attention and that there's a pond behind phase four that is sad.
- ❖ Mr. Flickinger got a call from M/I stating they are ready to make the last connection of the water line from the part they installed in the golf course to the existing water line along Maplewood along

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the Alder Vista connector. The issue that was raised was that the City of Columbus has a policy where they want the contractors to shut down the water lines and open up the trench. Mr. Flickinger said that it would take approximately 50 houses out of service for a few hours. The preference would be to use a tapping sleeve and a valve and not have to shut the water line down. Mr. Hollins said that if it was just a policy that was unwritten, he would recommend that the engineer approach the city because of the inconvenient to the residents to exhaust all options before having to shut the water down. Mayor Eisentrout agreed and said that also in addition to look at the agreement. Mr. Flickinger said it was an odd situation because the Village is connecting to its' own water line, but it is the fact that Columbus maintains the main breaks. Councilman Star asked if the water will have to be turned off if letters will have to be sent. Mr. Flickinger said that it is usually signage and that he would coordinate with M/I, making it clear that there would need to be some form of communication. Council President Schrimpf said that the Village should go beyond just a sign.

MPCA:

- ❖ There was no meeting last month.

Mayor's Report & NCC:

- ❖ The Lakeland tree trimming has been completed in what has been called the bird sanctuary.
- ❖ There is going to be a combined work session with Planning and Zoning, Council, the village engineer and staff from the engineering to discuss the master plan for the lakes. It will be a work session and open to the public to listen to the presentation. It will be streamed.
- ❖ There will be a meeting to discuss pool work before it opens in May. This discussion will take place during the Community Committee Meeting on Wednesday, January 30th at 7 p.m. The pool manager and resident Rick West who opens and winterizes the pool will be in attendance.

Community:

- ❖ There is nothing to report at this time.

Finance:

- ❖ The first meeting of the year was on January 11, 2019. Chief Delp was in attendance and presented cost-saving ideas for his department and also explained the reasons for the need for the fourth cruiser.
- ❖ They have been talking about the landscape architect estimate as well as maintaining the plants for years to come.
- ❖ The East Shore Ct was discussed.
- ❖ The need for job descriptions of the maintenance department was discussed.
- ❖ Councilwoman Hughes stated that they have been working well together and that finances are sensitive and that they are doing the best they can do take care of the gem of Minerva Park.

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Streets:

- ❖ Councilwoman Hughes stated that they had just gotten the storm sewer mapping and asked if they had a chance to look at the back sides and if there was anything to fill in. Mr. Fischer said that they looked at the Yasmin Market and that he had theories and that the scoping stopped at a certain point. Councilwoman Hughes asked to be kept informed if there needs to be more scoping so she can update people.
- ❖ The Ponderosa Street stop sign was discussed. Painting will not be done until Spring.

Communications:

- ❖ Mayor Eisentrout stated that the communications committee is not really a committee until it is passed within the council rules later in the meeting. Councilman Curl said there was nothing to report and that he's open for suggestions from people about communications problems.

Safety:

- ❖ Councilman Star introduced himself. He was appointed during the last Council meeting. He stated doing a personal program of doing ride-alongs. Councilman Star said he was looking forward to meeting all of the police officers.
- ❖ The Safety Committee meeting is at 7:10 p.m. on January 30, 2019.

Legislation:

Resolution 2018-26

A RESOLUTION AUTHORIZING THE MAYOR AND FISCAL OFFICER TO ENTER INTO CONTRACT TO PURCHASE A 2019 POLICE VEHICLE (3rd reading)

Council President Schrimpf moved for passage of Resolution 2018-26; Councilwoman Hughes seconded; passed.

Ayes: Hughes, Howard, Benedetti, Schrimpf, Curl

Nays: None

Abstentions: Star

Resolution 2018 - 27

A RESOLUTION ADOPTING THE RULES OF COUNCIL FOR THE COUNCIL OF THE VILLAGE OF MINERVA PARK FOR 2019 (3rd reading)

Council President Schrimpf moved for passage of Resolution 2018-27; Councilman Benedetti seconded; passed.

Ayes: Schrimpf, Benedetti, Curl, Hughes, Star, Howard

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Nays: None

Abstentions: None

Resolution 2018-28

A RESOLUTION ESTABLISHING RULES OF CONDUCT FOR VILLAGE COUNCIL OF MINERVA PARK, OHIO (3rd reading)

Council President Schrimpf moved for passage of Resolution 2018-28; Councilman Benedetti seconded; passed.

Ayes: Curl, Hughes, Benedetti, Howard, Schrimpf

Nays: None

Abstentions: None

Resolution 2019-01

A RESOLUTION AFFIRMING THE APPOINTMENT OF SARAH CONVERY AS A FULL-TIME POLICE OFFICER FOR THE VILLAGE OF MINERVA PARK, OHIO AND DECLARING AN EMERGENCY

Council President Schrimpf moved to suspend the rules and waive the three readings of Resolution 2019-01; Councilman Benedetti seconded; passed.

Ayes: Hughes, Curl, Star, Benedetti, Schrimpf, Howard

Nays: None

Abstentions: None

Council President Schrimpf move for passage of Resolution 2019-01; Councilwoman Hughes seconded;

Ayes: Howard, Schrimpf, Benedetti, Star, Curl, Hughes

Nays: None

Abstentions: None

Resolution 2019-02

A RESOLUTION AUTHORIZING THE APPOINTMENT OF LEGAL COUNSEL FOR THE CHARTER COMMISSION OF THE VILLAGE OF MINERVA PARK AND DECLARING AN EMERGENCY

Council President Schrimpf moved to suspend the rules and waive the three readings of Resolution 2019-02; Councilman Star seconded; passed.

Ayes: Howard, Schrimpf, Benedetti, Star, Curl, Hughes

Nays: None

Abstentions: None

Council President Schrimpf moved for passage of Resolution 2019-02; Councilman Star

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seconded; passed.

Ayes: Hughes, Curl, Star, Benedetti, Schrimpf, Howard

Nays: None

Abstentions: None

- ❖ The Legislative Committee meeting will be at 6:30 p.m. on January 28, 2019, prior to the next Council Meeting.

New Business:

- ❖ Mayor Eisentrout opened the floor for nominations for president pro tempore.

Councilwoman Hughes nominated Diane Schrimpf; Councilman Star seconded;

Ayes: Howard, Schrimpf, Benedetti, Star, Curl, Hughes

Nays: None

Abstentions: None

Old Business:

- ❖ Councilwoman Howard asked if Mr. Fischer had looked into the orange pylon on Minerva Lake Road just before he golf course. Mr. Fischer said that he had not the opportunity yet but he will.

Citizens' Comments:

- ❖ Jean McCall of 5361 Parklane Dr stated that January's MPCA meeting is January 23, 2019 at 7:00 p.m. at the Huntington Building. The Volunteer Appreciation party is on January 26, 2019 at the Wolf's at 7:30 p.m.
- ❖ Council President Schrimpf stated that the Facilities Meeting is at the Community Building on January 16, 2019 at 7:00 p.m.
- ❖ Council President Schrimpf stated that Councilman Star joined the meeting a little late but he was in attendance.
- ❖ Council President Schrimpf identified tasks or to/dos for Mr. Flickinger who would be sending council an email about Flowline and talking to Columbus about the pipes and the connection between the new section. Mr. Fischer will be checking on the orange pylon.

Councilman Benedetti moved to adjourn; Council President Schrimpf seconded; passed.

The meeting adjourned at 8:30 p.m.

Mayor Lynn Eisentrout

Fiscal Officer Kim Pulley

RECORD OF PROCEEDINGS
VILLAGE OF MINERVA PARK

Minutes of the

January 28, 2019

Council Meeting

Council President Schrimpf called the meeting to order at 7:03 p.m.

Pledge of Allegiance

Roll Call: Councilwoman Howard, Council President Schrimpf, Councilman Star, Councilman Curl, Councilwoman Hughes, *Councilman Benedetti is excused.*

Mayor Lynn Eisentrout is excused.

Police Chief: Matt Delp

Legal Counsel: Gene Hollins

Village Planner: Eric Fischer

Acting Fire Chief: Tina Quinn

Green Cards:

- ❖ Council President Schrimpf instructed those in the audience to fill out a green card if they wished to address Council.

Legislation:

Resolution 2019-04

A RESOLUTION TO AUTHORIZE AND ADVANCE TO THE 2019 SANITARY SEWER PROJECT FUND (1st reading)

Ordinance 01-2019

AN ORDINANCE AUTHORIZING A CAPITAL PROJECTS FUND FOR THE ACCUMULATION OF RESOURCES FOR THE OHIO PUBLIC WORKS COMMISSION SANITARY SEWER PROJECT (1st Reading)

Ordinance 02-2019

AN ORDINANCE TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR THE CURRENT EXPENSES OF THE VILLAGE OF MINERVA PARK FOR THE YEAR 2019 (1st reading)

- ❖ Council President Schrimpf stated they just had the Legislation Committee meeting where they discussed ordinances related to barnyard animals.
- ❖ They are working on updating legislation in 2018 to codify them.
- ❖ There was a Facilities Sub-Committee meeting on January 16, 2019 and the minutes are on the Village website. The architect is working on a pre-qualification document to get a pool of architects to choose from. They are hoping to be at a point at the end of March to be looking at costs.
- ❖ Safety Committee is immediately following this Council meeting.

New Business:

- ❖ Councilwoman Howard's birthday is today, so wish her a Happy Birthday.

Old Business:

- ❖ No old business was discussed.

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Council Meeting

Citizens' Comments:

- ❖ There were none.

Councilman Star moved to adjourn; Councilwoman Hughes seconded; passed.

The meeting adjourned at 7:10 p.m.

Mayor Lynn Eisentrout

Fiscal Officer Kim Pulley

1.28.19 bpr

VILLAGE OF MINERVA PARK

ZONING & CODE ENFORCEMENT REPORT – JANUARY 2019

Currently, I am making minor changes to documents and organizing the new documents and photos in both the computer and the file cabinet. Learning new systems. The Clerk and myself have created a new Excel spreadsheet for the information given in the Code Enforcements Activity Report. Thank you.

1. Remove signs.
2. Drive throughout village looking for signs.
3. Four to six properties monitoring activity at Mayors Request.
4. Follow up letters.
5. Recording photos and letters.
6. Organizing documentation.
7. Taking photos and creating and organi.
8. Monitoring ENOCAM 5216 Cleveland Ave. Daily changes and daily activity.

Approximately 8 additional letters will be sent out this week.



Village of Minerva Park Police Department

ORINUM: OH0252000

Citations By Offense - Summary

Date: 2/4/2019

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Selection Criteria

From Date: 01/01/2019

To Date: 01/31/2019

Offense : All

Offense Code	Description	Number of Citations
432.08(a)	Rules for driving in marked lanes	2
434.03B	Speed	6
436.071(a)	DUS-any suspension other than FRA	5
436.072(a)(1)	No Ops	2
436.075(a)	Failure to Reinstate License	1
436.09(E)	Expired Registration	4
436.10A1	Use of Unauthorized Plates-Fictitious	1
438.01(a)	Driving Unsafe Vehicles	1
438.03(a)(1)	Headlights on Motor Vehicles and Motorcycles	1
4510.12	No Operator's License	2

Citations By Offense - Summary

Date: 2/4/2019

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Selection Criteria

From Date: 01/01/2019

To Date: 01/31/2019

Offense : All

Offense Code	Description	Number of Citations
4510.14	Driving Under OVI Suspension	1
4511.19A1A	Driving While Under the Influence of Alcohol and/or Drugs	2
4511.21	Speed	3
4511.45(A)(1)	RIGHT OF WAY OF EMERGENCY OR CORONER'S VEHICLE	1
452.03(a)(14)	Parking Prohibiteds-w/in one foot of another parked vehicle	1
452.03(a)(7)	Parking Proh w/in 30 ft of & approach to any flashing beacon, stop sign	1



Village of Minerva Park Police Department

ORINUM: OH0252000

Calls by Geocode - Chart

Date: 2/4/2019

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Selection Criteria

From Date: 01/01/2019 To Date: 01/31/2019

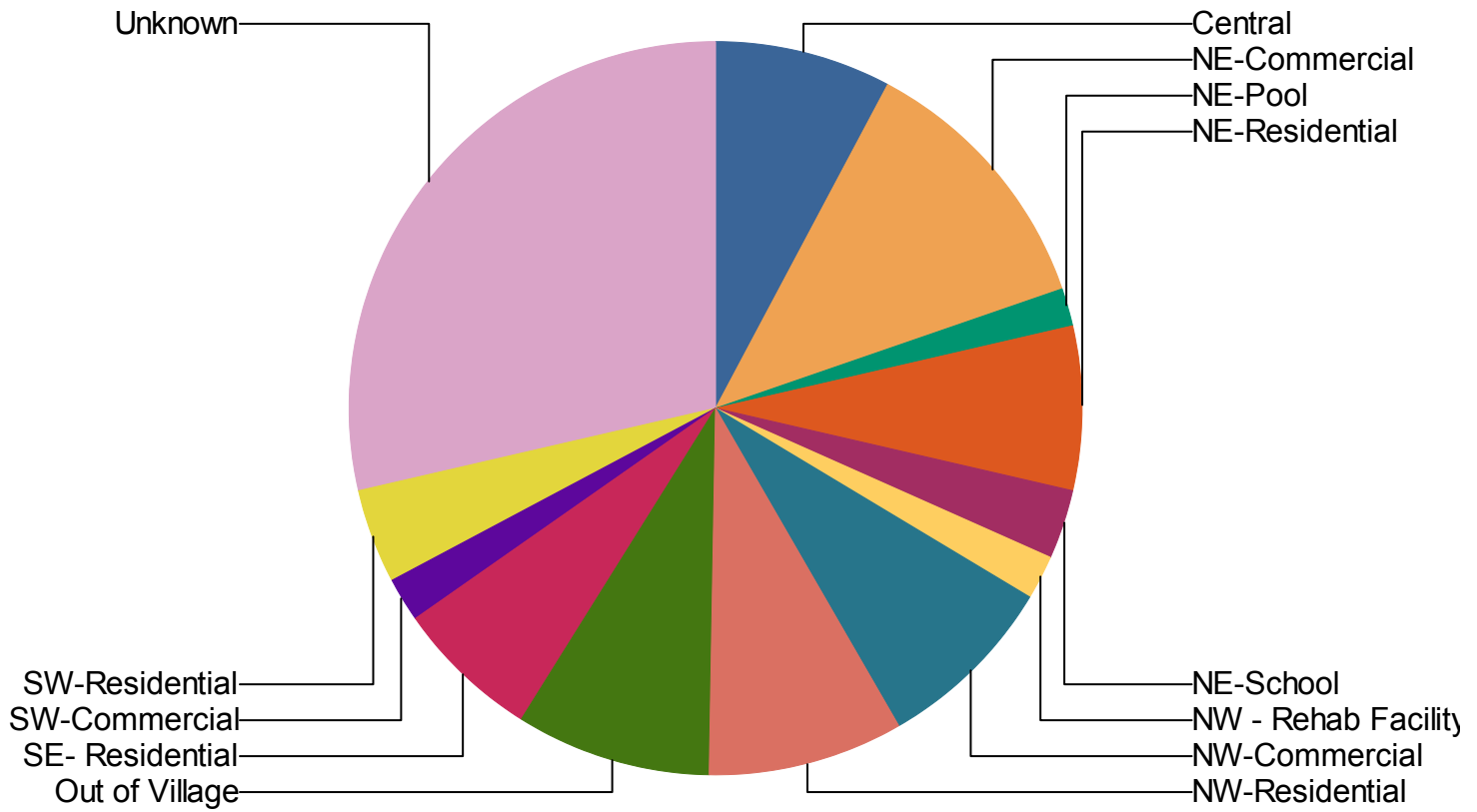
Key To Chart

Geocode	Description	Percentage
Central	Village Police Station	7.80%
NE-Commercial	Business	11.79%
NE-Pool	Swim Club	1.67%
NE-Residential	Residential	7.24%
NE-School	Hawthorne Elementary	3.16%
NW - Rehab Facility	5460 Cleveland Ave	1.95%
NW-Commercial	Business	8.17%
NW-Residential	Residential	8.45%
Out of Village	Other jurisdiction	8.64%
SE- Residential	MI Development	6.50%
SW-Commercial	Business	1.95%
SW-Residential	Residential	3.99%
Unknown	Unknown	28.69%

Selection Criteria

From Date: 01/01/2019 To Date: 01/31/2019

Calls by Geocode





Village of Minerva Park Police Department

ORINUM: OH0252000

Calls By Geocode - Summary

Date: 2/4/2019
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Selection Criteria

From Date: 01/01/2019 To Date: 01/31/2019 Geocode: All

Geocode	Central	Village Police Station	Total Calls for this Geocode	84
	Nature code	Nature Description	Calls Received	
	10	Assist other unit	1	
	15M	Misdemeanor warrant	1	
	33	In service	44	
	35T	Traffic Enforcement	2	
	37	Out of service	28	
	63	Investigation or follow up	2	
	9	Investigate complaint	4	
	LOG	Log Entry	2	

Geocode	NE-Commercial	Business	Total Calls for this Geocode	127
	Nature code	Nature Description	Calls Received	
	10	Assist other unit	3	
	35B	Business Check	73	
	35T	Traffic Enforcement	9	
	60A	Suspicious vehicle	2	
	62	Traffic detail	13	
	78	Alarm drop	3	
	80	Traffic jam/road blocked	2	
	82	Disabled vehicle	5	
	86	Traffic offense	15	
	9	Investigate complaint	1	
	Unknown	Unknown	1	

Calls By Geocode - Summary

Selection Criteria

From Date: 01/01/2019

To Date: 01/31/2019

Geocode: All

Geocode	NE-Pool	Swim Club	Total Calls for this Geocode	18
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Nature code	Nature Description	Calls Received
35	On patrol	1
35B	Business Check	15
60	Suspicious person	1
60A	Suspicious vehicle	1

Geocode	NE-Residential	Residential	Total Calls for this Geocode	78
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Nature code	Nature Description	Calls Received
10	Assist other unit	1
35R	Residence Check	3
35T	Traffic Enforcement	39
60A	Suspicious vehicle	1
62	Traffic detail	9
76	Mental	1
78	Alarm drop	2
86	Traffic offense	17
86P	Parking Violation	2
9	Investigate complaint	3

Geocode	NE-School	Hawthorne Elementary	Total Calls for this Geocode	34
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Nature code	Nature Description	Calls Received
13	Special detail	5
34	Juvenile complaint	1
35B	Business Check	12
62	Traffic detail	14
78	Alarm drop	1
LOG	Log Entry	1

Geocode	NW - Rehab Facility	5460 Cleveland Ave	Total Calls for this Geocode	21
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Nature code	Nature Description	Calls Received
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Calls By Geocode - Summary

Date: 2/4/2019

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Selection Criteria **From Date:** 01/01/2019 **To Date:** 01/31/2019 **Geocode:** All

35B	Business Check	20
60	Suspicious person	1

Geocode	NW-Commercial	Business	Total Calls for this Geocode	88
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Nature code	Nature Description	Calls Received
10	Assist other unit	3
29A	Air ambulance needed	1
33	In service	1
35B	Business Check	46
35T	Traffic Enforcement	1
36	Theft	1
42	Nature unknown	1
56A	Recovered stolen vehicle	1
60	Suspicious person	2
60A	Suspicious vehicle	1
62	Traffic detail	1
82	Disabled vehicle	1
86	Traffic offense	22
9	Investigate complaint	3
91	911 hang-up	1
Unknown	Unknown	2

Geocode	NW-Residential	Residential	Total Calls for this Geocode	91
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Nature code	Nature Description	Calls Received
10	Assist other unit	2
35B	Business Check	3
35R	Residence Check	22
35T	Traffic Enforcement	46
42	Nature unknown	1
58A	Suicide attempt	1
60	Suspicious person	1

Calls By Geocode - Summary

Selection Criteria

From Date: 01/01/2019	To Date: 01/31/2019	Geocode: All
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60A	Suspicious vehicle	1
63	Investigation or follow up	2
72	Threats or harassment	1
86	Traffic offense	9
86P	Parking Violation	1
91	911 hang-up	1

Geocode	Out of Village	Other jurisdiction	Total Calls for this Geocode	93
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Nature code	Nature Description	Calls Received
10	Assist other unit	23
13	Special detail	12
2	Property damage accident	3
20	Domestic complaint	1
20A	Neighbor complaint	1
24	Drunk	1
26	Fight	1
2A	Property damage hit-skip	1
34	Juvenile complaint	1
4	Injury accident	3
40	Person with gun	2
44	OFFICER IN TROUBLE	2
54	Stabbing or cutting	1
56	Stolen vehicle	2
58A	Suicide attempt	1
60	Suspicious person	9
60A	Suspicious vehicle	2
63	Investigation or follow up	2
78	Alarm drop	3
80	Traffic jam/road blocked	1
82	Disabled vehicle	2

Calls By Geocode - Summary

Selection Criteria

From Date: 01/01/2019	To Date: 01/31/2019	Geocode: All
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84	Open door	1
86	Traffic offense	16
9	Investigate complaint	1
91	911 hang-up	1

Geocode	SE- Residential	MI Development	Total Calls for this Geocode	70
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Nature code	Nature Description	Calls Received
10	Assist other unit	1
34	Juvenile complaint	1
35	On patrol	3
35B	Business Check	34
35R	Residence Check	4
35T	Traffic Enforcement	2
60A	Suspicious vehicle	2
62	Traffic detail	2
72	Threats or harassment	1
78	Alarm drop	1
84	Open door	3
84A	OPEN WINDOW	1
86	Traffic offense	1
86P	Parking Violation	11
9	Investigate complaint	2
91	911 hang-up	1

Geocode	SW-Commercial	Business	Total Calls for this Geocode	21
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Nature code	Nature Description	Calls Received
10	Assist other unit	1
35B	Business Check	12
60	Suspicious person	2
62	Traffic detail	2
86	Traffic offense	4

Calls By Geocode - Summary

Selection Criteria

From Date: 01/01/2019 To Date: 01/31/2019 Geocode: All

Geocode	SW-Residential	Residential	Total Calls for this Geocode	43
Nature code	Nature Description		Calls Received	
10	Assist other unit		2	
20	Domestic complaint		1	
29	Emergency squad needed		1	
35	On patrol		2	
35R	Residence Check		5	
35T	Traffic Enforcement		15	
36	Theft		1	
60	Suspicious person		1	
60A	Suspicious vehicle		3	
62	Traffic detail		2	
63	Investigation or follow up		1	
76	Mental		1	
78	Alarm drop		2	
82	Disabled vehicle		1	
86	Traffic offense		2	
86P	Parking Violation		1	
9	Investigate complaint		2	

Geocode	Unknown	Unknown	Total Calls for this Geocode	309
Nature code	Nature Description		Calls Received	
10	Assist other unit		1	
13	Special detail		5	
13A	Administrative		1	
3	Contact Chief Deputy or Supervisor		4	
33	In service		130	
35	On patrol		12	
35B	Business Check		12	
35T	Traffic Enforcement		1	

Calls By Geocode - Summary

Selection Criteria

From Date: 01/01/2019 **To Date:** 01/31/2019 **Geocode:** All

37	Out of service	133
62	Traffic detail	1
76	Mental	1
86	Traffic offense	1
91	911 hang-up	1
LOG	Log Entry	4
Unknown	Unknown	2

Total Calls Received

1,077

RESOLUTION 2019-03

A RESOLUTION AUTHORIZING AND APPROVING THE EXECUTION OF A CONTRACT WITH STUDIO 328 LLC FOR LANDSCAPE DESIGN SERVICES

WHEREAS, the Village of Minerva Park desires to have a comprehensive design for the greenspaces of the Village; and

WHEREAS, the Village Council received a proposal from Studio 328 LLC outlining a landscape design project; and

WHEREAS, the Village Planning & Zoning Commission has recommended the Village enter into an agreement with Studio 328 LLC.

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

Section 1. The Mayor and Fiscal Officer of the Village of Minerva Park are hereby authorized and directed to enter into an agreement for landscape design services related to the Village's green spaces in Exhibit A.

Section 2. The cost of the project shall not exceed \$10,200 without further approval of Council.

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 shall be in effect at the earliest period allowed by law.

Lynn Eisentrout, Mayor

First Reading: January 14, 2019
Second Reading: January 28, 2019
Third Reading: February 11, 2019
Passed: February 11, 2019

ATTEST

Kim Pulley, Fiscal Officer

APPROVED AS TO FORM

Solicitor



Landscape Design Services Contract

Date: 01-01-2019

Client Name(s): Village of Minerva Park

Project Name: Minerva Park Landscape Enhancements

Contact: Eric Fischer, Village Engineer
efischer@minervapark.org

Project Address: Minerva Park Ohio

Scope of Work

Studio 328 LLC, herein after known as the “Designer”, agrees to provide the following services to The Village of Minerva Park, herein after known as the “Owner, for the above address:

- **Planting Plans:** The designer will provide to the Owner design drawings which may be used for submittal to governmental entities for zoning or other such approvals. These drawings can be used for bid purposes. These may include plans sketches, CAD drawings, and elevations to illustrate design intent. These drawings include locations, names and quantities of plant material as well as location and dimensions of proposed elements. is responsible for proper plant materials per ANSI Standards and proper plant installation per industry standards.

The areas to be designed for this contract during calendar year 2019 include:

1. Landscape Enhancements at Reserve ‘G’ as indicated on MI Homes Plat Plan.
2. Landscape Enhancements at Pond at Area ‘D’ as indicated on MI Homes Plat Plan.
3. Landscape Enhancements along the Dam, as permitted by Government agencies (as yet to be determined).
4. Memorial Tree Plantings as requested by the Owner.

Note:

This contract does not include installation. Drawings for the purposes of permits and/or shop drawings for construction of said project are the responsibility of the contractor.

This contract does not include submittals and submittal fees to governmental entities. Owner(s) will be responsible for said submittals and fees. See Terms and Conditions herein.

Deliverables

The Designer will provide to the Owner two (2) copies of the plans and documents per design stage. If applicable, the Designer may provide the Owner with materials samples and other product information.

Design services Fee

\$10,200.00

(Billed Hourly at a rate of \$75 per hour not to Exceed)

Includes:

- Four (4) Site Visits for survey and analysis information as needed
- Twelve (12) P & Z or design meetings= One per Month for calendar year 2019
- Estimable Design Documents for the above areas on Scope of Work
- Review of Contractor Bids

Terms and Conditions

Revisions: Additional design areas as requested by the Client, beyond this scope, will incur additional fees to be paid at an hourly rate of \$75/hour. The Designer will not proceed with these additions without written consent by the Owner.



Additional design changes requested by the Owner after governing agency’s review will incur additional fees to be paid at an hourly rate of \$75/hour.

Additional design changes for value engineering as requested by the Owner will incur additional fees to be paid at an hourly rate of \$75/hour.

Consulting Supplemental Services

Upon Owner request (beyond scope defined herein), Studio 328 LLC will provide consulting hours at an hourly rate of \$75/ hour. Consulting hours may include but are not limited to the locating and shopping for materials, nursery visitations for plant selections, additional design consultation exceeding the scope of services provided herein, and value engineering of design, additional meetings beyond the (2) included in this contract.

Owner Responsibilities

Information Plats and building plans and grading plans will be provided by the Owner. As-builts drawings will be provided by the Owner. Any soils testing and or additional survey information needed will be provided by the Owner. This information is assumed to be accurate with regard to property lines, utilities, easements, etc. and Designer is not responsible for inaccuracies resulting from use of said materials.

Payments

Upon contract execution, all hours will be invoiced on a per monthly basis on the last day of the month. Invoices are due within 30 days of invoice date. Any balances unpaid after that time will accrue interest at a rate of 1% per month. Client is responsible for all collection costs incurred by Designer.

Drawings and Documentation

Plant information to be provided to client is based on Designer’s extensive plant knowledge and experience. Ultimate performance and appearance is dependent upon many environmental factors. Representation of plants in plans and sketches is based upon species at maturity.

Estimated costs are based upon the Designer’s present understanding of the proposed work. Final costs should be provided by the Contractor of the Owner(s) choosing. Owner is responsible for seeking final construction costs at time of desired installation.

The Contractor shall be responsible for contacting OUPS prior to Commencement of Construction.

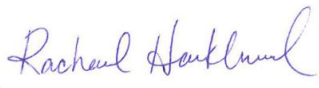
The Designer shall not be responsible for, and shall not pay, any amount of incidental, consequential or other indirect damages. Design work may be terminated at any time by either party with written notification; resulting design costs will be billed only for those services rendered up to the time of termination. In no event shall the designer’s liability hereunder exceed the amount of user fees paid by user, regardless of whether user’s claim is based on contract, tort, strict liability, product liability or otherwise.

Accepted By:

Owner
Name _____

Signature
Date _____

Designer
Name Rachael Harkleroad

Signature 
Date 01-01-2019

RESOLUTION 2019-04

A RESOLUTION TO AUTHORIZE AND ADVANCE TO THE 2019 SANITARY SEWER PROJECT FUND

WHEREAS, the Village of Minerva Park (the Village) anticipates the need to begin a construction project on the sanitary sewer system in the area of Wildwood Road; and,

WHEREAS, the Village anticipates the project to be funded in whole or part with debt proceeds issued through the Ohio Public Works Commission (OPWC);

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

Section 1. The Fiscal Officer is authorized to advance \$50,000 from the Sewer Maintenance Fund to the 2019 Sanitary Sewer Project Fund.

Section 2. The 2019 Sanitary Sewer Project Fund shall reimburse/repay the Sewer Maintenance Fund upon the receipt of loan proceeds from the OPWC and/or other resources.

Section 3. It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinances 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.

Lynn Eisentrout, Mayor

First Reading: January 28, 2019
Second Reading: February 11, 2019
Third Reading: Waived
Passed: February 11, 2019

ATTEST

APPROVED AS TO FORM

Kim Pulley, Fiscal Officer

Solicitor

RESOLUTION 2019-05

A RESOLUTION DECLARING A DECOMMISSIONED POLICE CRUISER AS SURPLUS PROPERTY AND AUTHORIZING THE MAYOR AND FISCAL OFFICER TO DISPOSE OF THE PROPERTY BY SALE, AND DECLARING AN EMERGENCY

WHEREAS, the Village of Minerva Park owns a 2015 Ford Explorer, bearing vin number 1FM5K8AR8FGC40954, that is no longer required for the operations of the Village, nor is it foreseeable that it will be used for Village purposes in the future; and

WHEREAS, Council desires to sell said surplus property for the sum of eight thousand dollars (\$8,000.00) the negotiated price with Mifflin Township, Franklin County, an Ohio political subdivision;

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

- Section 1.** The Village-owned said decommissioned police cruiser is hereby declared to be surplus property not needed for the immediate or future needs of the Village.
- Section 2.** The Village of Minerva Park, pursuant to home rule powers vested in it by the Ohio Constitution and pursuant to Ohio Revised Code 735.053, hereby waives any applicable competitive bidding provisions with regard to disposal of surplus property and declares that it is in the best interest of the Village of Minerva Park to sell said cruiser to Mifflin Township, Franklin County, an Ohio political subdivision, for the negotiated price of eight thousand dollars (\$8,000.00).
- Section 3.** The Mayor and Fiscal Officer are hereby authorized to perform all actions necessary to accomplish the sale of the cruiser to Mifflin Township, Franklin County.
- 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.** Council declares this to be an emergency measure immediately necessary for the preservation of the public peace, health, and safety of this municipality, such emergency rising from the Village's immediate need to dispose of the surplus police cruiser to retain the value of said cruiser and ceasing the monetary expenditures related to retaining the surplus property. Wherefore, this resolution shall take effect and shall be in force upon its passage.

RESOLUTION 2019-05

First Reading: February 11, 2019
Second Reading: February 26, 2019
Third Reading: Waived
Passed: February 26, 2019

Lynn Eisentrout, Mayor

ATTESTS

APPROVED AS TO FORM

Kim Pulley, Fiscal Officer

Eugene Hollins, Solicitor

RESOLUTION 2019-06

A RESOLUTION SETTING THE FEES FOR MEMBERSHIP, DAY PASSES, AND POOL RENTAL FOR THE MINERVA PARK POOL FOR THE 2019 SUMMER SEASON

WHEREAS, the Village of Minerva Park operates the Minerva Park Pool, and

WHEREAS, rates for memberships and day passes must be set for the 2019 Summer Season.

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

Section 1 The 2019 membership fees for residents of Minerva Park and for employees of the Village of Minerva Park are as follows:

<u># of Members</u>	<u>MP Resident Rates</u>
1	\$125
2	\$185
3	\$275
4	\$275
5	\$275
Each Additional	\$65 no discount
Pool Rental, Private Parties (must be a pool member or employee of Village of Minerva Park)	\$250 for 2 hours \$100 each additional hour

Section 2 The 2019 membership fees for non-residents of Minerva Park are as follows:

<u># of Members</u>	<u>Full Rate</u>
1	\$135
2	\$195
3	\$295
4	\$295
5	\$295
Each Additional	\$75
Pool Rental, Private Parties (must be a pool member)	\$300 for 2 hours \$100 each additional hour

Section 3 The 2019 membership fees for residents and non-residents of Minerva Park are as follows:

10 Guest Passes - 2017 Season	\$70 after 5pm is ½ punch
Day Pass - entire day	\$8
Day Pass - after 5:00 pm	\$6
Day Pass - Seniors (65+)	\$6
Family babysitter add	\$65
Seniors 65+	\$100 single \$150 couple
Children 2 & under	Free

RESOLUTION 2019-06
(Continued)

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

Lynn Eisentrout, Mayor

First Reading: February 11, 2019
Second Reading: February 25, 2019
Third Reading: March 11, 2019
Passed: March 11, 2019

ATTEST

APPROVED AS TO FORM

Kimberly Pulley, Fiscal Officer

Solicitor

RESOLUTION 2019-07

**A RESOLUTION ACCEPTING THE RESIGNATION OF OFFICER MICHAEL POCOCK
AND DECLARING AN EMERGENCY**

WHEREAS, Officer Michael Pocock has tendered his resignation as a full-time police officer with the Village of Minerva Park; and,

WHEREAS, Council desires to accept his resignation and authorize the Mayor to execute documents necessary to complete the resignation;

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

Section 1. That Council hereby accepts the resignation of Officer Michael Pocock as a full-time police officer with the Village of Minerva Park and hereby authorizes the Mayor to sign all documents related to Officer Pocock's resignation.

Section 2. The Fiscal Officer is hereby authorized to pay an amount not to exceed \$4,900 to or on behalf of Officer Pocock for separation pay, unused accrued vacation and sick time at his current rate, on or after February 12, 2019.

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. 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 facilitate the transition of the officer position for the safety of the Village. Wherefore, this Resolution shall take effect and shall be in force immediately upon passage by Council.

Lynn Eisentrout, Mayor

First Reading: February 11, 2019
Second Reading: Waived
Third Reading: Waived
Passed: February 11, 2019

ATTEST

APPROVED AS TO FORM

Kim Pulley, Fiscal Officer

Solicitor

ORDINANCE 01-2019

**AN ORDINANCE AUTHORIZING A CAPITAL PROJECTS FUND FOR
THE ACCUMULATION OF RESOURCES FOR THE OHIO PUBLIC WORKS
COMMISSION SANITARY SEWER PROJECT**

WHEREAS, Section 5705.13, Revised Code, allows a taxing authority of a subdivision, by ordinance, to establish a capital projects fund for the purpose of accumulating resources for the acquisition, construction, or improvement of fixed assets of the subdivision; and,

WHEREAS, the Council of the Village of Minerva Park desires to establish a fund to account for the resources and construction of a sanitary sewer project; and,

WHEREAS, the Village has been approved for a construction loan from the Ohio Public Works Commission (OPWC).

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

Section 1. The Fiscal Officer shall create the 2019 Sanitary Sewer Project Capital Projects Fund for the purpose of accounting for the OPWC loan proceeds and construction.

Section 2. 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 3. This Ordinance shall take effect and be in force from and after the earliest period allowed by law.

Lynn Eisentrout, Mayor

First Reading: January 28, 2019
Second Reading February 11, 2019
Third Reading Waived
Passed: February 11, 2019

ATTEST

APPROVED AS TO FORM

Kim Pulley, Fiscal Officer

Solicitor

ORDINANCE 02-2019

AN ORDINANCE TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR THE CURRENT EXPENSES OF THE VILLAGE OF MINERVA PARK FOR THE YEAR 2019

WHEREAS, it is necessary to supplement the appropriations in Ordinance 20-2018 for the year ending December 31, 2019; and

WHEREAS, the appropriations herein are to be effective for the year ending December 31, 2019.

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

Section 1. The Annual Appropriations in Ordinance 20-2018 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>Sewer Maintenance Fund</u>				
<u>Other Financing Sources</u>				
2910-920-920	Advances - Out	\$0	\$50,000	\$50,000
<u>2019 Sanitary Sewer Project Fund</u>				
<u>Capital Outlay</u>				
4908-800-300	Contractual Services	0	50,000	50,000

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.

First Reading: January 28, 2019
Second Reading: February 11, 2019
Third Reading: Waived
Passed: February 11, 2019

Lynn Eisentrout, Mayor

ATTEST

APPROVED AS TO FORM

Kim Pulley, Fiscal Officer

Solicitor