

RECORD OF PROCEEDINGS
VILLAGE OF MINERVA PARK

MINUTES OF THE

February 9, 2023

COUNCIL MEETING-MINERVA FRANCE ES

Mayor Tiffany Southard called the meeting to order at 7:02 PM

Roll Call: Present: Councilpersons Koss, McNamara, Camara, Wolf, Brugger, Martin

Also in attendance: Mayor Tiffany Southard, Legal Counsel Jesse Shamp, Planner Eric Fischer, Police Chief Matt Delp

Minutes:

- Councilperson Wolf moved to approve 1/26 minutes; Councilperson Koss 2nd; approved with unanimous “aye” vote
- Councilperson McNamara moved to approve 2/2 minutes; Councilperson Koss 2nd; approved with 5 ayes and 1 abstention (Councilperson Wolf was not in attendance at the 2/2 work session)
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VILLAGE OFFICIAL REPORTS 00:01:38 of Video

POLICE REPORT: Chief M. Delp 00:01:41

- Report in packet; nothing to add at this time

FISCAL OFFICER: J. Wilcheck 00:02:02

- January report sent; income tax collection is up; budget is on target
- PD received a grant to help pay for new camera system

ENGINEER: M. Flickinger (reported by T. Southard) 00:03:13

- Task Orders 20 (Jordan Rd Storm Sewer) and 26 (CCTV of sewer lines)

LEGAL COUNSEL: J. Shamp: 00:04:53

- Working on code rewrite/revision; should be prepared to come to council soon

VILLAGE PLANNER: E. Fischer 00:05:00

- P & Z will do final review of code rewrite 2/15; it then moves to legislative committee
- Framing taking place at 2829 Minerva Lake Rd

ZONING OFFICER: J. Canty 00:06:20

- Report in packet

PLANNING & ZONING: B. Wolf 00:06:40

- Working on code rewrite at meeting; plan to recommend to council at 2/15 7:00 PM meeting @ MFES

MPCA: (00:07:26)

- No report yet as no liaison has been appointed yet

VILLAGE COMMITTEE REPORTS 00:08:25

FINANCE: B. Wolf (00:08:28)

- Scheduled a meeting for 2/22/23 5:00 PM 3700 Corporate Dr Suite 130

STREETS: S. Koss (00:10:25)

- Waiting for progress on Jordan Rd. Project; will schedule committee meeting sometime after resident meeting (late Feb/early Mar)

SERVICES: JP Martin (12:35)

- No report yet as Councilperson Martin has just taken over this committee

RECREATION & PARKS: J. Camara (00:13:08)

- Pool: memberships go on sale 3/1-online apps will go through our square pmt system; slide may not happen in 2023-rules from Ohio Dept of Health limit choices and may make cost prohibitive
- Landscape proposal: Five seasons has been contacted to revise bid to include spraying clover at pool
- Waiting for update from AquaDoc re fountain/bubbler-options for ponds

SAFETY: D. McNamara 00:15:30

- Meeting scheduled 10:30 AM Feb 13 3700 Corporate Suite 130

LEGISLATION: M. Brugger 16:30

- Next meeting scheduled for 2/23 6:15 PM MFES

MAYOR'S REPORT: T. Southard 17:19

- Excited to see progress on building renovation
- Reminders about grass ordinances (height-not in street/gutters) will begin in March
- Rita has sent "reminder" letters out; Village has publicized on website, facebook, Instagram, weekly news update email and monthly newsletter

CITIZEN COMMENTS 00:19:21

- None

LEGISLATION: 00:19:23

RESOLUTION 2023-04

A RESOLUTION DIRECTING THE MAYOR TO PREPARE BID DOCUMENTS, ORGANIZE PUBLIC BIDDING, AND EVALUATE RESPONSIVE BIDS FOR CONSTRUCTION OF A MAINTENANCE BUILDING ON VILLAGE OWNED PROPERTY (3rd reading)

Council President Brugger moved to approve Resolution 2023-04; Councilperson Camara 2nd; approved

Roll Call: Ayes: McNamara, Brugger, Koss, Camara, Martin, Wolf

Nays: None **Absent:** None

LEGISLATION (continued)

RESOLUTION 2023-05

A RESOLUTION DIRECTING THE MAYOR TO PREPARE BID DOCUMENTS, ORGANIZE PUBLIC BIDDING, EVALUATE RESPONSIVE BIDS, AND ENTER AN AGREEMENT NOT TO EXCEED \$75,000 WITH THE LOWEST AND BEST BIDDER FOR CONSTRUCTION OF A SHELTER HOUSE AT PARCEL 113-002369-RESERVE H. (3rd reading)

Council President Brugger moved to approve Resolution 2023-05; Councilperson Wolf 2nd; approved

Roll Call: Ayes: Wolf, Martin, Camara, McNamara, Brugger, Koss

Nays: None **Absent:**


OLD BUSINESS: 00:22:35

 None

NEW BUSINESS: 00:22:41

 None

Councilperson Wolf moved to adjourn; councilperson Koss 2nd; meeting adjourned at 7:26 PM after unanimous “aye” vote



Tiffany Southard, Mayor



Jeffrey Wilcheck, Fiscal Officer