Village of Shawnee Hills Council Meeting Minutes

October 26, 2026

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

Council in Attendance: Mary Gates, Kathy Isern, Michael Koren, Justin LaRosa, Robert Thatcher and Todd Zimmerman

Also Present: Fiscal Officer Shirley Roskoski, Administrator Russell Baron and Solicitor Brian Zets

Minutes
It was moved by Gates, seconded by Isern to approve the minutes of October 13, 2026 with the following amendment: change the date of the meeting to October 13, 2026
Following vote on the motion is recorded; yea, 5; Gates, Isern, Koren, Thatcher and Zimmerman. Abstain one; Larosa. Nay, none.

Agenda
It was moved by Thatcher, seconded by Koren to add Resolution 15-2026 to the agenda.
Following vote on the motion is recorded; yea, 6; Gates, Isern, Koren, LaRosa, Thatcher and Zimmerman. Nay, none.

Solicitor
Brian said he worked on the legislation that is on the agenda tonight.

Administrator
Russ – Ohio Edison will be coming back to complete the tree trimming. This time there will be some power outages.

Main Street project – Worked with Chris to shore up the Main Street Project Submission to OPWC. This will be for phase one, which is Parkside south.

Tree Lighting – Will be held on December 4. Festivities will start at 5 p.m. and the tree lighting will be at 6:30 p.m.

Budget – Worked with Shirley on the budget and employee pay raises. There is legislation on the agenda tonight for that.

Winter – Zach and Richard are starting to winterize everything and setting up to plow.

Code Enforcement – Notices have been sent out to Shawnee Square for the state of their parking lot.

R&H- Their construction entrance is going away since they are done with their site work.

Gas Station/Projects in General – As of today the village has no formal application submitted for such a project. We have people contact us all the time and ask about different things. About 99.9% do not come to fruition.

Regardless of who proposes a project or the nature of that project, we believe prospective applicants should have an opportunity to discuss their ideas with Village staff. Our Planner and I are appropriate starting points for those conversations, with the Mayor typically included when available. Our role is to explain the applicable zoning regulations, adopted plans, submission requirements, and review processes. We also work with prospective applicants early in the planning process to identify opportunities to improve their concepts in ways that benefit the Village and the community. This may include recommendations regarding sidewalks and pedestrian safety, site lighting, traffic flow, or other considerations based on Village planning and community input.

The board designated by our code is responsible for making the final decision on whether an application is approved or denied. Village staff review the submitted materials and provide recommendations based on the applicable requirements. Our code also requires us to prepare a staff report comparing the proposed project with the Village's zoning regulations, adopted plans, and other applicable requirements. This report helps to explain how the proposal aligns with those requirements, identifies any areas of concern, and highlights potential improvements so the board has the most complete and accurate information available to make an informed decision.

We have taken appropriate steps to improve the completeness and accuracy of materials submitted for review, ensure that applicable Village-adopted plans are considered, and identify outstanding issues before an application reaches a public meeting. Our goal is to make the process fair, consistent, and efficient, providing the decision-making body with the information it needs to evaluate each proposal under the applicable standards and minimizing time spent addressing avoidable deficiencies.
Our approach is consistent with best practices in municipal planning and administration, which emphasize early coordination with prospective applicants, clear communication of applicable requirements, and constructive recommendations to address potential concerns before a formal proposal reaches the appropriate final decision-making board. Staff does not unilaterally approve or deny a project, that is done by ABR / P&Z / Council.

Pro tem Report
Council member Thatcher - Veterans Day will be held November 7, 2026 at 11:00 a.m.

Committee Report
Council member Zimmerman – PAC met and will have Christmas tree ornaments for the kids to paint at the tree lighting. They thought the Fall Festival went very well.

Legislative Actions
Second Reading – Resolution 12-2026 - A Resolution that the Village of Shawnee Hills host an employee and volunteer appreciation dinner.

Second Reading – Resolution 14-2026 – A Resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor and declaring an emergency.
I was moved by Zimmerman, seconded by Isern to suspend with the second and third readings and declare Resolution 14-2026 an emergency. Following vote on the motion is recorded; yea, 6; Gates, Isern, Koren, LaRosa, Thatcher and Zimmerman. Nay, none.
It was moved by Isern, seconded by Zimmerman to adopt Resolution 14-2026 as an emergency. Following vote on the motion is recorded; yea, 6; Gates, Isern, Koren, LaRosa, Thatcher and Zimmerman. Nay, none.

First Reading – Ordinance 20-2026 – An Ordinance to appropriate funds for current expenses and other expenditures of the Village of Shawnee Hills, State of Ohio, during the fiscal year ending December 31, 2027.

First Reading – Ordinance 21-2026 – An Ordinance establishing a new compensation and pay schedule within the Village of Shawnee Hills.

First Reading – Ordinance 22-2026 – An Ordinance amending the Village of Shawnee Hills Police Department Staffing Matrix and declaring an emergency.

First Reading – Resolution 15-2026 – A Resolution authorizing the Village Administrator to prepare and submit an application to participate in the Ohio Public Works Commission (OPWC) State Capital Improvement Program (SCIP) and /or Local Transportation Improvement Program (LTIP) and execute contracts as required and declaring an emergency.
It was moved by LaRosa, seconded by Zimmerman to suspend with the second and third readings and declare Resolution 14-2026 an emergency. Following vote on the motion is recorded; yea, 6; Gates, Isern, Koren, LaRosa, Thatcher and Zimmerman. Nay, none.
It was moved by Thatcher, seconded by Zimmerman to adopt Resolution 15-2026 as an emergency. Following vote on the motion is recorded; yea, 6; Gates, Isern, Koren, LaRosa, Thatcher and Zimmerman. Nay, none.

Bills
It was moved by Zimmerman, seconded by Gates to pay the bills in the amount of $78,078.42. Following vote on the motion is recorded; yea, 6; Gates, Isern, Koren, LaRosa, Thatcher and Zimmerman. Nay, none.

Treasurer's Report
It was moved by Thatcher, seconded by Zimmerman to approve the following treasurer's report:

General Fund	412,148.58	Fire Fund	138,674.93
Street Fund	93,621.40	Weed Fund	258.33
State Hwy.	56,602.71	TIF	49,814.20
PD Body Armor	2,057.83	TIF 2	78,574.38
Cont. Prof. Training	16,434.07	Police Dist. Fund	75,897.00
Drug Law Enfct.	534.31	Veteran's Memorial	298.97
Indigent Drivers	385.84	Sewer Operating	71,578.56

Law Enforcement Trust	3,852.20	Sewer Replacement	1,910.00
Enfct. & Education	1,930.98	Storm Sewer Fund	42,428.17
OneOhio	800.11	Enterprise Improv.	16,910.08
Evans Farm JEDD	9,084.80	Debt Service Fund	97,561.01

For a total of $1,171,358.56.
Following vote on the motion is recorded; yea, 6; Gates, Isern, Koren, LaRosa, Thatcher and Zimmerman. Nay, none.

Miscellaneous
Council member Isern said there is one more step to complete on the final development plan for R&H. We have already approved the plan, but this one is the larger plat. It is the same as the smaller plat. It was moved by Isern, seconded by LaRosa to approve the final development plat. Following vote on the motion is recorded; yea, 6; Gates, Isern, Koren, LaRosa, Thatcher and Zimmerman. Nay, none.

Adjournment
There being no further business, it was moved by Thatcher, seconded by Koren to adjourn. Following vote on the motion is recorded; yea, 6; Gates, Isern, Koren, LaRosa, Thatcher and Zimmerman. Nay, none. Meeting adjourned at 7:34 p.m.