

Village of Shawnee Hills Council Meeting Minutes

January 12, 2026

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

Council in Attendance: Mary Gates, Kathy Isern, 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 Zimmerman to approve the minutes of December 22, 2025. Following vote on the motion is recorded: yea, 5; Gates, Isern, LaRosa, Thatcher and Zimmerman. Nay, none.

Agenda

It was moved by Thatcher, seconded by Gates, to amend the agenda by adding an executive session pursuant to O.R.C. 121.22 (G) (1), to consider the appointment of a public official. This will be placed after the treasurer's report. Following vote on the motion is recorded: yea, 5; Gates, Isern, LaRosa, Thatcher and Zimmerman. Nay, none.

It was moved by Isern, seconded by Zimmerman to adopt the agenda as amended. Following vote on the motion is recorded: yea, 5; Gates, Isern, LaRosa, Thatcher and Zimmerman. Nay, none.

Election of President pro Tempore of Council

It was moved by Gates, seconded by Isern to elect Rob Thatcher as President pro Tempore of Council. Following vote on the motion is recorded: yea, 5; Gates, Isern, LaRosa, Thatcher and Zimmerman. Nay, none.

Solicitor

Brian said he drafted legislation that is on the agenda tonight. If there are any questions they can be discussed when the legislation is read.

Village Administrator

Russ gave the following report:

Russ introduced Curtis Dickess, our Planning and Zoning Manager. He has already done a phenomenal job and jumped in with both feet. There is a BZA hearing tomorrow. I've heard back from a lot of BZA members about the work product he submitted to them. It was professional. It was complete. One of the big things he will be working on is a sustainability plan for the village.

The .gov address is now complete and approved. We will start to phase that in.

Had court this morning for a zoning violation at Shawnee Square. It was continued for another 60 days to clear up some issues around the property. The Judge was very clear that in 60 days we would have some sort of resolution on this.

Tom Cory, our Code Enforcement Officer, started at the first of the year. He is preparing notices for some of our long-term blight issues.

Tree City was approved for 2025 at the State level. Waiting on the official announcement from the Arbor Day Commission.

All the hourly municipal employees have transitioned over to digital time keeping. We hope to keep more accurate time recording. Our street guys could hit three different funds in one day.

AltaFiber – They have hit water and gas lines recently. Every single hit they had was from bad maps provided to them from the gas and water company. That information came from the gas and water company. It is mostly older infrastructure. A lot of the maps that DelCo uses are hand written. It may say 2 feet from the edge of the pavement, but now the pavement is 5 feet away. Regarding oversight, we do issue a right of way permit. We can only hold them accountable for our own infrastructure. We have narrow streets. There is no way for someone to work along the side of the roadway without blocking the street.

We discussed some employee benefits in Finance tonight. One was our Military Leave Policy. We very proudly employ some members of the Ohio National Guard and we support them. Prior to the pay scale being what it was and we had employees in the Guard and it wasn't an issue. Now with having employees in the National Guard, a lot of government agencies and private employers make up the difference between the Guard pay and their hourly pay at their job. We budget for their employees to be here so the cost will be minimal.

The next thing we discussed was the Police levy. At the end of 2026 our current tax levy expires. When we first discussed this with residents, we said we would scale that or remove the levy as it would be no longer necessary for the police department to operate with that. We looked at the levy and we figured if we reduced it to 1.75 mills, it is a decent savings for our residents and it still allows us to operate and continue with the current level of funding without asking Council for more or the residents for more. There is legislation tonight requesting Shirley to get the official numbers from the County. There will be another piece of legislation authorizing the levy to be placed on the ballot for the residents to vote on this May.

Council Vacancy Discussion

Mayor Mathews said we received two resumes for the open seat on council that Renee Matney has retired from.

He asked Charles Kielkopf to come up and introduce himself.

Charles Kielkopf said I moved here in 2018. I retired from the U.S. Air Force JAG back in 2003 and then I was an attorney with TSA. I grew up in Columbus. I have lived all around the world. When I found Shawnee Hills, I thought it was very unique and interesting area that I liked.

I started calling it Camp Swampy. The crazy place that sold beer and plants was a nutsy placed. I actually liked that but I realized that not everything can stay the same. The village is eclectic and I like that. I would like to keep that sort of eclectic nature in the village. I am now retired from the Federal Government. I have time to spend to do more stuff. That is why I sent in my resume.

Council member Isern asked if he had any experience touching any of the village boards or commissions? Like participating or appearing or anything of council.

Charles said no, I do not. I went to Capital Law School a long time ago. I've been in JAG and went to West Point, then the Ohio national Guard. An Air Force installation is basically a city. We operate under the same principles as a municipality.

Council member Gates thanked him for his service.

Mayor Mathews called up Michael Koren.

Michael Koren said I have lived in the village since 2014. I have helped out with different technology projects throughout the village since 2015. I have been on ABR since 2018. I have seen the village grow, evolve and mature over the years. It has been a pleasure to help with different things. This will be an opportunity to continue that.

Council member Gates asked Michael how far have we moved in technology since you have been involved.

Michael said since I started assisting with different technology things, we have probably jumped two decades. With fiber coming in we will be close to the bleeding edge, which, for a village this size is a great thing. In the next two or three years we should be able to offer public Wi-Fi. The fact that we are now streaming our meetings and staying online with the Police Department, the CAD stuff that we have to do for dispatch.

Visitors

Steve Smith said the Shawnee Hill Chamber has new leadership team. Kudos to Carol Kender for her many years of service. The new team is:

Steve Smith – President

Lisa Radey – Vice President

Eve Hughes – Director

Their new website will launch soon: ShawneeHillsChamber.org

Communications

Mayor Mathews said he will be meeting with the Mayors of Ostrander, Ashley and Sunbury this coming Sunday. We bounce ideas off of each other. See who is dealing with something that someone may have already done. We try to meet one Sunday a month.

Pro Tem Report

Pro tem Thatcher said that Todd will be taking the position on Finance that Renee filled. That's the only adjustment we have done so far.

Committee Report

Council member Gates said Finance met earlier tonight. Shirley gave us the final RITA numbers. We ended up with \$971,931.30 which compared to the previous year is 111,000.00 more, Russ talked about the military policy, the police levy and sick time. Sick time will be adjusted to reflect all the municipalities surrounding us. We will be moving from 1.53 to 4.6 hours per pay period. We talked about the pump station operator and we will be making adjustments to his pay and hours in order to keep him.

Legislative Actions

First Reading – Resolution 01-2026 – A Resolution authorizing and directing the Village Administrator and Fiscal Officer to execute a professional Services Agreement with the City of Delaware to provide Municipal Court Prosecution Services and declaring an emergency. It was moved by Thatcher, seconded by Zimmerman to suspend with the second and third readings and declare Resolution 01-2026 an emergency. Following vote on the motion is recorded: yea, 5; Gates, Isern, LaRosa, Thatcher and Zimmerman. Nay, none.

It was moved by Gates, seconded by Isern to adopt Resolution 01-2026 as an emergency. Following vote on the motion is recorded: yea, 5; Gates, Isern, LaRosa, Thatcher and Zimmerman. Nay, none.

First Reading – Resolution 02-2026 – A Resolution authorizing the Mayor and Fiscal Officer to contract with Concord Township for Fire and Emergency Medical Protection and declaring an emergency.

It was moved by LaRosa, seconded by Thatcher to suspend with the second and third readings and declare Resolution 02-2026 an emergency. Following vote on the motion is recorded: yea, 5; Gates, Isern, LaRosa, Thatcher and Zimmerman. Nay, none.

It was moved by Isern, seconded by Thatcher to adopt Resolution 02-2026 as an emergency. Following vote on the motion is recorded: yea, 5; Gates, Isern, LaRosa, Thatcher and Zimmerman. Nay, none.

First Reading – Resolution 03-2026 – A Resolution authorizing and directing the Village Administrator and Fiscal Officer to execute a Personal Services Contract with Isaac Wiles Burkholder & Miller, LLC to perform legal services, and be the solicitor, for the Village of Shawnee Hills and declaring an emergency.

It was moved by Zimmerman, seconded by Isern to suspend with the second and third readings and declare Resolution 03-2026 an emergency. Following vote on the motion is recorded: yea, 5; Gates, Isern, LaRosa, Thatcher and Zimmerman. Nay, none.

It was moved by Zimmerman, seconded by Thatcher to adopt Resolution 03-2026 as an emergency. Following vote on the motion is recorded: yea, 5; Gates, Isern, LaRosa, Thatcher and Zimmerman. Nay, none.

Ordinance 01-2026 – An Ordinance amending the Village of Shawnee Hills Employee Handbook, Section Five (Military Leave Policy).

First Reading – Resolution 04-2026 – A Resolution declaring the necessity to levy a tax outside of the ten-mill limitation, requesting the Delaware County auditor certify to The Village of Shawnee Hills the total current valuation of the Village of Shawnee Hills and the dollar amount of revenue that will be generated by an additional (New) 1.75 mill, 5-year tax levy for providing and maintaining motor vehicles, communications, other equipment, buildings, and sites for such buildings used directly in the operation of a Police Department, for the payment of salaries of permanent or part-time police, communications, or administrative personnel to operate the same, including the payment of any employer contributions required for such personnel under R.C. 145.48 or R.C. 742.33

It was moved by Thatcher, seconded by Zimmerman to suspend with the second and third readings and declare Resolution 04-2026 an emergency. Following vote on the motion is recorded: yea, 5; Gates, Isern, LaRosa, Thatcher and Zimmerman. Nay, none.

It was moved by Thatcher, seconded by Zimmerman to adopt Resolution 04-2026 as an emergency. Following vote on the motion is recorded: yea, 5; Gates, Isern, LaRosa, Thatcher and Zimmerman. Nay, none.

Bills

It was moved by Zimmerman, seconded by Thatcher to pay the bills I the amount of \$47,063.51. Following vote on the motion is recorded: yea, 5; Gates, Isern, LaRosa, Thatcher and Zimmerman. Nay, none.

Treasurer’s Report

It was moved by Zimmerman, seconded by Isern to approve the following treasurer’s report:

General Fund	589,667.43	Fire Fund	129,201.82
Street Fund	55,388.30	Weed Fund	258.31
State Hwy.	54,812.14	TIF	100,543.41
PD Body Armor	3,561.69	TIF 2	70,053.17
Cont. Prof. Training	12,997.11	Police Dist. Fund	55,502.62
OneOhio	800.11	Veteran’s Memorial	298.97
Drug Law Enfct.	534.41	Sewer Operating	70,161.07
Indigent Drivers	385.84	Sewer Replacement	7,506.08
Law Enfct. Trust	3,852.20	Storm Sewer Fund	34,893.33
Am. Rescue Plan	0.00	Enterprise Improv.	26,569.00
Enfct, & Education	1,830.98	Debt Service Fund	113,584.46
Evans Farm JEDD	3,478.33		

For a total of \$1,336,880.80.

Following vote on the motion is recorded: yea, 5; Gates, Isern, LaRosa, Thatcher and Zimmerman. Nay, none.

Executive Session

At 7:41 p.m. it was moved by Thatcher, seconded by Isern to adjourn from regular session and move into executive session pursuant to O.R.C. 121.22 (G)(1) to consider the appointment of a public official and invite in the Mayor, Administrator and Solicitor.

Following vote on the motion is recorded: yea, 5; Gates, Isern, LaRosa, Thatcher and Zimmerman. Nay, none.

At 7:58 p.m.it was moved by Thatcher, seconded by Isern to return from executive session. Following vote on the motion is recorded: yea, 5; Gates, Isern, LaRosa, Thatcher and Zimmerman. Nay, none.

Council member Larosa moved to appoint Michael Koren to the vacant Council seat. I have worked with him for a few years on all the technology involvement as well. What he brings to the table, his knowledge of the village and everything he has done. To me is a fantastic pick. Seconded by Gates. Following vote on the motion is recorded: yea, 5; Gates, Isern, LaRosa, Thatcher and Zimmerman. Nay, none.

Adjournment

There being no further business, it was moved by Thatcher, seconded by Isern to adjourn. Following vote on the motion is recorded: yea, 5; Gates, Isern, LaRosa, Thatcher and Zimmerman. Nay, none. Meeting adjourned at 8:04 p.m.