

**OTTAWA HILLS VILLAGE COUNCIL
MEETING MINUTES**

September 8, 2025 7:00 PM

Call to Order – Mayor Thompson

7:00 PM

Village Representatives in Attendance

Mayor Thompson

Councilwoman Heather Phillips

Councilman Edward Shimborske

Councilwoman Wendy Greeley

Clerk/Treasurer Mark Mockensturm

Councilwoman Dana Dunbar

Councilman John Lewis

Village Administrator April McDonald

Citizen Attendees

Nasrin Afjeh

Yarko Kuk

Livia Koopmans

Larry Nameche

Chris Hardman

Minutes

A motion was made by Ms. Phillips and seconded by Mrs. Dunbar to approve the minutes, as amended from the August 4, 2025, Council meeting. The motion passed unanimously.

Citizen Comments

No comments

Hardman Field – Coach Hardman

Mayor Thompson opened the discussion regarding proposed improvements to the baseball field at Geresy Field, also known as Hardman Field. He stated that this matter has been previously discussed in both Village Council and Building and Grounds Committee meetings and that a substantial amount of fundraising has taken place. Approximately \$200,000 is currently held by the Ottawa Hills Foundation, designated specifically for improvements to Hardman Field. Mayor Thompson invited Coach Hardman to speak to Council to further explain the project's scope, answer questions, and provide clarity on the direction being proposed. Coach Hardman expressed his long-term commitment to maintaining the field and stated that while his original goal was to install turf, he has accepted that turf will not be pursued at this time. Instead, the current request is to remove the existing grass and replace it with new, high-quality sod, regrade the field, rebuild home plate, and bring in proper infield dirt. Coach Hardman noted that the grass has not been replaced in 25 years, and he emphasized the urgency of completing the project before the end of October to ensure proper rooting of the sod.

Coach Hardman confirmed that he is in the process of securing three quotes for the project, and he anticipates having all quotes by the end of the week. The initial quote received indicates the project will be under \$75,000, which allows the Village to proceed with three quotes rather than requiring a formal competitive bidding process. Mayor Thompson clarified that quotes, not estimates, are required and must be addressed to the Village of Ottawa Hills rather than to Coach Hardman, as the Village will be the contracting entity. All quotes must reflect a consistent scope of work in order to ensure comparability. Coach Hardman acknowledged this requirement and stated

**OTTAWA HILLS VILLAGE COUNCIL
MEETING MINUTES**

September 8, 2025 7:00 PM

that the first quote uses the term “scope” and he will ensure all three quotes cover the same project parameters. Mayor Thompson reiterated the importance of adhering to the Village's purchasing policies and noted that any contractor must provide proof of liability insurance, which is often not included in initial quotes. He encouraged Coach Hardman to work closely with Village Administrator Ms. McDonald to ensure the quotes are complete and compliant.

Mrs. Dunbar questioned why Coach Hardman, a private citizen, is responsible for gathering quotes and handling much of the maintenance work. She expressed concern that the Village should be taking the lead on such matters. Coach Hardman responded that he has the necessary contacts within the industry and is simply trying to move the project forward. Mrs. Dunbar and Mrs. Tharp further suggested that Ms. McDonald should be included in communications with the contractors and perhaps take over the formal outreach to ensure transparency and consistency. Mayor Thompson agreed and confirmed that all quotes should be sent directly to Ms. McDonald, who will ensure proper documentation and compliance with Village procedures.

Coach Hardman stated that there are approximately seven and a half weeks left until the end of October, which provides a limited window for sod installation. Mr. Shimborske asked whether a motion was needed at this time. Mayor Thompson responded that Council will need to authorize the expenditure once the quotes are received and reviewed. If necessary, a special meeting may be called to meet the project timeline. Ms. Phillips raised a concern regarding community access to the field, referencing a fence that had remained up throughout the summer, limiting the use of the space for non-baseball activities. Coach Hardman acknowledged the concern and stated that he and other staff members are aware of the need to balance team use with community access.

Additional facility concerns were also raised. Mrs. Dunbar inquired about the status of other proposed improvements, such as foul ball netting, seating conditions, and restroom maintenance. Coach Hardman confirmed that additional improvements, such as raising the foul netting and replacing or refurbishing seating, will be delayed to focus on the immediate sod project. Ms. McDonald noted that some seats show signs of wear and that one restroom has a water leak. Mrs. Dunbar suggested these may be maintenance items rather than capital improvements and requested that they be addressed. Ms. McDonald reported that \$150,000 is currently budgeted for capital improvement and that such funds could be used to address issues such as cracked seats and concrete work under the stands. She also mentioned that the Village had previously employed a cleaning person without transportation, which made it difficult to service the ball field. Coach Hardman currently stocks and cleans the restrooms voluntarily. Mrs. Dunbar and Ms. Phillips expressed concern that the Village should not rely on a citizen to handle such responsibilities, and Mayor Thompson agreed to revisit the matter with staff.

Mayor Thompson reiterated that Coach Hardman will finalize the front-end work by gathering company information and project details, which will then be shared with Ms. McDonald. She will coordinate the formal request for quotes. Once the quotes are received and reviewed for consistency, the Council will be asked to authorize the expenditure. If necessary, a special meeting will be scheduled to ensure the project remains on track for fall implementation.

**OTTAWA HILLS VILLAGE COUNCIL
MEETING MINUTES**

September 8, 2025 7:00 PM

Finance & Future Planning – Mr. Lewis

Mr. Lewis reported that income for the month of August was approximately \$265,000. Year-to-date income stands at about \$3,458,000, which represents 79% of the projected annual revenue of just over \$4.4 million. We also received a \$90,000 payment from TARTA this month. On the expenditure side, year-to-date spending is approximately 54% of the projected total for the year, indicating that expenditure is well-controlled relative to revenue. Overall, the financial position for the year remains strong, with revenues tracking ahead of pace and expenditures well-managed.

Human Resources – Ms. Phillips

Ms. Phillips shared that a meeting was held the day after the last Council meeting. During the meeting, the employee handbook was discussed. Mr. Dowling and Ms. McDonald will work on updating the document and comparing different versions once they have addressed other current priorities. After their review, the matter will return to the committee to determine whether any decisions need to be made before forwarding it back to the company.

An idea was also proposed to collaborate with University of Toledo interns to assist with various small projects. This initiative would provide valuable municipal experience for students while supporting our ongoing tasks. Regarding resident communication, the first postcard mailing will be going out soon. Ms. McDonald confirmed that updates were finalized today, and we expect to know the mailing date by tomorrow. The postcard includes updates about the village website, directs residents to key web pages, and provides information about the police department and permits.

On the events front, efforts are focused on encouraging resident participation in already-scheduled activities. Additionally, planning is underway for next year's events so that appropriate funds can be included in the upcoming budget if we decide on more events.

Safety – Mrs. Dunbar

Mrs. Dunbar reported that the committee has not met recently, but a joint meeting with the Safety and Streets Committees is scheduled for September 16. Mayor Thompson noted that the meeting will primarily focus on issues related to Exmoor and Brookside.

Mrs. Dunbar also mentioned that, with the change in seasons and residents preparing to use their fireplaces, and with October being Fire Safety Month, it may be beneficial to include fire safety tips and best practices in the upcoming community newsletter.

Mayor Thompson added that earlier this summer, a speed survey was conducted on the 3600 block of Brookside in response to resident concerns about traffic in that area. A resident had previously brought this issue to the Council's attention. He also shared a personal observation that he and his wife frequently walk that section of Brookside and that a positive aspect of the neighborhood is the presence of many young residents riding bicycles, reflecting active community engagement.

Services & Environment – Mrs. Greeley

Mrs. Greeley shared that the committee recently met with the primary focus on the upcoming deer cull. During the meeting, they reviewed historical data dating back to 2016, including information

**OTTAWA HILLS VILLAGE COUNCIL
MEETING MINUTES**

September 8, 2025 7:00 PM

on deer population counts (where available), the number of deer authorized for culling each year, and how many were actually taken. In several years, no formal counts were conducted, and in most cases, the number of deer taken was significantly less than what had been authorized. For example, in 2019 and 2020, 50 deer were authorized, but only 31 were taken; in 2021, 50 were authorized and 25 taken; and in 2022, 40 were authorized and only 21 taken. In more recent years, the numbers have aligned more closely, with 20 deer authorized and taken in 2023, and 15 authorized and taken in 2024. Mr. Lewis explained that the reduction in the number of authorized deer in recent years reflected observed changes in the local deer population. Mr. Shimborske added that the committee also compared the figures to the park-to-deer ratio for additional context. After reviewing all the data, the committee agreed to move forward with authorizing the culling of 30 deer for this year and to defer conducting an aerial count at this time. Instead, they plan to partner with the Toledo Nature Conservancy to conduct a floristic plant study, which can help assess the impact of the deer population through analysis of local vegetation.

A motion was made by Mrs. Greeley to authorize the deer cull with a limit of 30 deer, and Mr. Shimborske seconded the motion. The motion passed unanimously.

Mayor Thompson shared that he received a call from the former mayor regarding the low deer cull numbers in recent years. Mrs. Greeley noted that the last time the village culled around 30 deer was in 2019–2020, when 31 deer were taken, and we have not reached that level since. Mayor Thompson added that due to the smaller number authorized last year, some of the hunters the village relies on didn't even have the opportunity to participate. Mr. Shimborske stated that the committee will revisit the cull numbers as needed, depending on future circumstances. Mayor Thompson emphasized that one of the reasons the program has been so successful is the quality and reliability of the hunters involved. He highlighted the strong relationships the village has built with them over the years and noted that they understand what is expected when hunting in this community.

Streets & Bridges – Mr. Shimborske

Mr. Shimborske shared that there was no committee meeting held recently; however, a joint meeting of the Safety and Streets Committees is scheduled for September 16th.

Utilities, Equipment, Buildings & Grounds – Mr. Wimmers

Ms. McDonald provided an update on the walk path project, noting that the paths are still not complete and expressing her frustration with the ongoing delays, as she continues to receive phone calls and emails from concerned residents. As of today, the electrical work is expected to be completed, after which the final grading will be done. If all goes according to plan, concrete pouring should begin by Wednesday. In addition to timeline setbacks, there was a section of fencing damaged by construction equipment. Fortunately, the damage was caused by the fencing company, so the replacement is covered under warranty. The damaged section is located along a garage and does not create any access through private property. The replacement fencing has been ordered and is expected to arrive within three to four weeks. She is hopeful that substantial completion will be reached by the end of this week. Mr. Lewis added that the installation of temporary fencing at the path entrances has been effective in discouraging pedestrian access. Mayor Thompson remarked that while some projects go smoothly and others do not, the difference

**OTTAWA HILLS VILLAGE COUNCIL
MEETING MINUTES
September 8, 2025 7:00 PM**

is that public projects are visible to everyone. He acknowledged the frustration but noted that, in the end, the path will be completed and will be a great addition to the community.

Solicitors Report – Mrs. Tharp
No Report

Administrator’s Report

Ms. McDonald reminded Council that the Tennis Court Ribbon Cutting Ceremony is scheduled for September 15th at 4:00 PM. Mr. Wimmers will be offering brief remarks on behalf of the village and the Brown family. While it is not expected that the Brown family will attend, they were invited and have asked that a few words be shared in memory of Mr. Brown. Additionally, Ms. McDonald reminded everyone that the Fall Festival is coming up on September 20th. The village will have a police department booth. Extra copies of the new resident postcards will also be available at the booth to help share updated information with attendees.

Mayor’s Report
No Report

Old Business
No Old Business

New Business

A motion was made by Mr. Shimborske and seconded by Ms. Phillips to approve the payment to Kati Tharp in the amount of \$1,932, for the period of July 2025. The motion passed unanimously.

Ordinances & Resolutions

Mayor Thompson read Ordinance 2025-5:

Ordinance 2025-5:	Making appropriations and deductions from previous appropriations, amending ordinance 2024-13, and declaring an emergency.
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Motion to waive three readings:

Motion –	Mr. Lewis
Second –	Mrs. Dunbar
	Unanimous Approval

Motion to declare an emergency:

Motion –	Mr. Lewis
Second –	Mrs. Dunbar
	Unanimous Approval

Motion to adopt legislation:

Motion –	Mr. Lewis
Second –	Mrs. Dunbar

**OTTAWA HILLS VILLAGE COUNCIL
MEETING MINUTES**

September 8, 2025 7:00 PM

Yeas (5) – Ms. Phillips, Mr. Shimborske,
Mrs. Dunbar, Mrs. Greeley,
Mr. Lewis

Nays (0) –

Mayor Thompson read Ordinance 2025-6:

Ordinance 2025-6:

Providing for the deposit of active and interim public monies and declaring an emergency.

Motion to waive three readings:

Motion – Mr. Lewis
Second – Mrs. Dunbar
Unanimous Approval

Motion to declare an emergency:

Motion – Mr. Lewis
Second – Mrs. Dunbar
Unanimous Approval

Motion to adopt legislation:

Motion – Mr. Lewis
Second – Mrs. Dunbar

Yeas (5) – Ms. Phillips, Mr. Shimborske,
Mrs. Dunbar, Mrs. Greeley,
Mr. Lewis

Nays (0) –

Mayor Thompson read Resolution 2025-18:

Resolution 2025-18:

Accepting the amounts and rates determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the county auditor, and declaring an emergency.

Motion to waive three readings:

Motion – Mr. Lewis
Second – Mrs. Greeley

September 8, 2025 7:00 PM

Motion to declare an emergency:	Motion –	Mr. Lewis
	Second –	Mrs. Greeley
		Unanimous Approval

Resolution 2025-19: Authorizing the clerk treasurer to draw on the county treasury for advances against tax settlement, and declaring an emergency.

Motion – Mr. Lewis
Second – Mrs. Greeley
Unanimous Approval

Motion to declare an emergency:

Motion –	Mr. Lewis
Second –	Mrs. Greeley
	Unanimous Approval

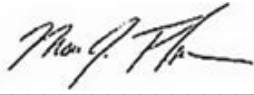
Motion –	Mr. Lewis
Second –	Mrs. Greeley
Yeas (5) –	Ms. Phillips, Mr. Shimborske, Mrs. Dunbar, Mrs. Greeley, Mr. Lewis
Nays (0) –	

7

**OTTAWA HILLS VILLAGE COUNCIL
MEETING MINUTES**

September 8, 2025 7:00 PM

Adjournment
7:55 PM

A handwritten signature in black ink, appearing to read "Mayor J. Thompson", written over a horizontal line.

Mayor Thompson