



COUNCIL NEWSLETTER

April 3, 2026

UPCOMING MEETINGS

Joint Rec Board	April 15	8:00 AM	Council Chambers
Zoning Commission – Zoning Code Discussion	April 21	1:00 PM	Council Chambers
Zoning Commission	April 21	5:00 PM	Council Chambers

Council Meeting April 6, 2026

A motion will be needed to appoint April McDonald as Acting Clerk/Treasurer for the meeting.

Approval of Attorney Invoices

We will need approval, via motion, to pay Attorney invoice for the month of February in the amount of \$1,505.

Approval of Cardinal Staffing Invoice

We will need approval, via motion, to approve a December 2025 Cardinal staffing invoice in the amount of \$1,549.44. This invoice arrived in March 2026 and there was no open purchase order for it, so it needs Council approval due to the date. This is a rare occurrence when an invoice is sent so much later than a service date. Any open purchase orders would have been closed in January 2026 when financials were closed.

Health Insurance (Resolution 2026-9)

Resolution 2026-9 authorizes a contract with Medical Mutual for employee health insurance. The village will offer two plans under the HSA program. The current plan with a \$3,500 single/\$7,000 family deductible will be offered with the village paying 90% of the premium for eligible employees who elect this plan. A second plan with \$5,000 single/\$10,000 family deductible will be offered with the village paying 100% of the premium for eligible employees who elect this coverage. The third plan is the non-HSA option with a \$2,000 single/\$4,000 family deductible with contribution based on 90% of the lower HSA plan.

Salt Contract (Resolution 2026-10)

Resolution 2026-10 is the annual authorization to purchase salt under the State purchasing process. Based on our prior year usage, we are requesting 600 tons under the contract. We are required to purchase a minimum of 85%, and a maximum of 115% of our request.

Amending January 13, 2026 Council Minutes (Resolution 2026-11)

Mrs. Tharp has introduced a resolution to amend the January 13, 2026, Council meeting minutes to more accurately reflect Mrs. Afjeh's statement made during that meeting.

I wanted to let you know that I have vacation time planned from April 7–14. I will be available by phone April 7–10. From April 11–13, I will have limited service and may not be readily reachable. The department heads and staff are fully capable of handling administrative decisions in my absence. I appreciate their continued professionalism and judgment while I am away.

FUTURE MEETINGS

- **Zoning Commission (April 21)**
 - Zoning Code Discussion
- **Zoning Commission (April 21)**
 - 3439 Indian (Fence Variance)
 - 3720 Brookside (Fence Variance)
 - 2506 Evergreen (Second Accessory Structure Variance)

FUTURE LEGISLATION

- 2026 Road Project
- Shade Tree
- Street Light

VILLAGE OF OTTAWA HILLS
COUNCIL MEETING
April 6, 2026 – 7:00 P.M.
AGENDA

- I. Motion to Appoint Acting Clerk/Treasurer
- II. Roll Call
- III. Pledge of Allegiance
- IV. Approval of Minutes
 - a) March 2, 2026
- V. Citizen Comments
- VI. Committee reports:
 - Finance and Future Planning - Mark Mockensturm
 - Human Resources - Heather Phillips
 - Safety - Darren Moore
 - Services and Environment - Wendy Greeley
 - Streets and Bridges - Edward Shimborske III
 - Utilities, Equipment, Buildings & Grounds - Dan Wimmers
- VII. Solicitor’s Report
- VIII. Manager’s Report
- IX. Mayor’s Report
- X. Old Business
- XI. New Business
 - a) Motion to approve attorney fees
 - Tharp
 - b) Motion to approve December Cardinal Staffing Invoice
- XII. Ordinances and Resolutions
 - Resolution 2026-9 Authorizing an agreement with Medical Mutual to provide health insurance benefits for village employees, establishing the amount of employee premium share, and declaring an emergency.
 - Resolution 2026-10 Authorizing a contract with the Ohio Department of

Transportation for Salt for the 2026/2027 Winter, and declaring an emergency.

Resolution 2026-11 A resolution amending the minutes of the January 13, 2026 regular meeting of council.

XIII. Citizen Comments

XIV. Executive Session

- a) Pursuant to the ORC §121.22(G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee.
- b) Pursuant to ORC §121.22(G)(2) for the purpose of discussing the potential purchase and/or sale of real property.
- c) Pursuant to Section 121.22(G)(3) of the Ohio Revised Code for the purpose of conferring with the Village solicitor in regard to pending or imminent court action.

XV. Adjournment

Public comments are limited to three (3) minutes per speaker, unless extended by the Mayor or Council. Comment is permitted only during designated citizen comment periods on the agenda.

Individuals wishing to speak must sign in prior to the meeting, providing: Name; Address; Affiliation (if applicable); Topic of comment

Council and staff will generally not respond during public comments, but limited responses may be given at the Presiding Officer's discretion. The Presiding Officer may limit repetitive comments on a single topic after 30 minutes, provided viewpoints are not restricted based on content.

The full and complete public comment policy is set forth in Section IV of the Rules of Council.

**OTTAWA HILLS VILLAGE COUNCIL
MEETING MINUTES
March 2, 2026 7:00 PM**

Call to Order – Mayor Thompson

7:00 PM

Village Representatives in Attendance

Mayor Thompson
Councilwoman Wendy Greeley
Councilman Mark Mockensturm
Councilman Darren Moore
Councilwoman Heather Phillips

Councilman Edward Shimborske III
Councilman Dan Wimmers
Village Administrator April McDonald
Solicitor Kati Tharp

Citizen Attendees

Nasrin Afjeh
Yarko Kuk
Lori Tomblin
Gabiella Tomblin
Dennis Sherry
Linda Sherry
Sherri Kennedy
Karen Ranney Wolkins
Ric Wolkins
Laura Randall
Tim Cummins
Jennifer Cowley
David Cowley
Sarah Puffenberger
Katie Timmers
Phil Runyan
Liza Halloran
Kevin Daley

Ann Heckler
Jenn McCullough
Tim Heckler
John D. McBride
Andon Chambers
Barbara Chambers
Kyle Randall
John Arnold
Allison Arnold
Jaelie Cummins
Chad Niemann
Michele Myerholtz
Larry Nameche
Kristin Kirschbaum
Maria Ellingson
Shelia Carter
Michael Veh
Zach Hubbell

Acting Clerk

A motion was made by Mr. Wimmers and seconded by Mr. Mockensturm to appoint Ms. McDonald as acting clerk for the meeting. The motion passed unanimously.

Proclamation

Mayor Thompson presented a proclamation to Michele Myerholtz recognizing March as Developmental Disabilities Awareness Month.

Minutes

A motion was made by Ms. Phillips and seconded by Mr. Greeley to approve the minutes from February 2, 2026, Council meeting. The motion passed unanimously.

OTTAWA HILLS VILLAGE COUNCIL
MEETING MINUTES
March 2, 2026 7:00 PM

Citizen Comments

Several residents addressed Council regarding concerns about potential cooperation between Village officials and federal immigration enforcement. Speakers expressed a desire for the Village to maintain community trust, safety, and inclusiveness, and requested that Council consider clarifying or limiting the role of Village resources, including police personnel, in federal immigration enforcement activities related to civil immigration matters.

Residents emphasized the importance of preserving positive relationships between the Ottawa Hills Police Department and community members, noting that many families view local law enforcement as a trusted source of safety. Several speakers referenced the Village's diversity and expressed concern that immigration enforcement actions could create fear among residents, particularly those from immigrant backgrounds.

Speakers also encouraged Council to proactively consider policies or an ordinance establishing clear guidelines for cooperation with federal immigration authorities while maintaining cooperation in serious criminal matters such as terrorism, human trafficking, or violent felonies. Some residents noted that other local governments in the region are exploring similar approaches.

Additional comments referenced personal experiences, concerns about national immigration enforcement practices, and a desire to ensure Village resources remain focused on local services and community safety.

Council Action

A motion was made by Mr. Shimborske and seconded by Mr. Mockensturm to approve the adoption of Council rules. The motion passed unanimously.

Finance & Future Planning – Mr. Mockensturm

Mr. Mockensturm reported that although it is still early in the fiscal year, revenues are currently running ahead of budget projections. Total tax collections for the month were \$350,655, with \$608,000 collected to date toward the projected \$4,534,117 in annual tax revenue. He noted that the majority of revenue came from real estate tax advances totaling approximately \$330,000, along with \$8,000 from Village Life and \$17,000 from the gas excise tax.

Human Resources – Ms. Phillips

No report

Safety – Mr. Moore

Mr. Moore reported that the committee held its first meeting of the year on February 10, during which several items were discussed. Topics included a no-parking request on Boshart Way, which the Police Department will review for possible solutions; a discussion regarding Flock cameras, noting that the cameras belong to the schools and any inquiries should be directed to the school district; and traffic flow considerations for Ashborne/Osborne/Bexford, including the potential for converting the streets from two-way to one-way traffic, which would require a traffic engineering study.

OTTAWA HILLS VILLAGE COUNCIL
MEETING MINUTES
March 2, 2026 7:00 PM

Additional discussion included speed concerns on Exmoor and Central, with the possibility of pursuing a speed study through the Lake Erie West Regional Council; road painting on Exmoor, which the Exmoor HOA will review and report back to Council; and Village school delays and closures, including the communication process and decision-making matrix so Village resources can be appropriately allocated depending on whether school is in session.

Services & Environment – Mrs. Greeley

Mrs. Greeley reported that the committee did not meet. She asked about options for residents to place leaves at the curb following the late leaf fall and early snowfall this season.

Ms. McDonald responded that the Village plans to conduct a spring leaf pickup, likely in early April, due to the unusual weather conditions that delayed fall collection. She asks residents to avoid placing large piles in the roadway in case additional snow removal is required. She noted that the season was particularly challenging due to equipment freezing and other weather-related delays, and that the spring pickup period may last longer than usual. She stated that the spring pickup will be advertised in the resident newsletter and on social media.

Streets & Bridges – Mr. Shimborske.

No report

Equipment, Utilities, Building & Grounds – Mr. Wimmers

Mr. Wimmers reported that the committee has not met. He stated that the soil sample results were received for White Field, and a meeting will be scheduled with Mr. Hull and Verdantas to review the findings. He also noted that future discussions will include Hardman Field, cybersecurity, and building maintenance at the Municipal Service Building.

Solicitors Report – Mrs. Tharp

Mrs. Tharp reported that during the previous meeting Mrs. Afjeh raised concerns that the citizen comments recorded in the minutes may not have accurately reflected the statements made. She stated that the meeting video is being reviewed to determine whether a proposed resolution or correction may be necessary.

Administrator's Report

Ms. McDonald reported that the Ohio financial reports were submitted to the Hinkle System and will be posted on the Village website as unaudited financial statements. She noted that 2024 and 2025 are scheduled audit years and explained that the audit process will be largely digital, allowing auditors to review materials remotely through the Village's software system.

Ms. McDonald also reported that requests for health insurance proposals have been sent to providers and that a Human Resources Committee meeting will be scheduled once proposals are received.

Ms. McDonald announced the Pedestrian Safety Walk is scheduled for March 10 at 7:00 p.m. at the flagpole. Council briefly discussed the event and potential weather considerations.

**OTTAWA HILLS VILLAGE COUNCIL
MEETING MINUTES
March 2, 2026 7:00 PM**

Mayor's Report

Mayor Thompson stated that the condition and future of the Village buildings have been discussed for many years. He noted the buildings are approximately 100 years old and no longer efficiently meet the operational needs of the Village. He noted the location of the buildings limits the Village's ability to utilize the remainder of the property, limiting its potential value to the Village.

He asked the Finance Committee to investigate the Village's long-term facility needs and develop a plan considering operational needs and potential use of the property. He noted the process may involve professional consultants, possible budget amendments, and input from Village staff, Council committees, the community, and potentially the local school district.

Old Business

Mayor Thompson requested advance notice for any old business items so staff can prepare appropriately. Ms. McDonald noted that this is especially important for financial documents, and she is willing to gather historical records as needed.

New Business

A motion was made by Mr. Mockensturm and seconded by Mr. Shimborske to approve the payments to Kati Tharp in the amount of \$1,161 for the period of January 2026. The motion passed unanimously.

Resolutions

Mayor Thompson read Resolution 2026-5:

Resolution 2026-5:	Authorizing the purchase of property, casualty, and liability insurance for the Village of Ottawa Hills, and declaring an emergency.
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Motion to waive three readings:

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

Motion to declare an emergency:

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

Motion to adopt legislation:

Motion –	Mr. Wimmers
Second –	Mrs. Greeley

Yeas (6) –	Mrs. Greeley, Mr. Mockensturm Mr. Moore, Ms. Phillips, Mr. Shimborske, Mr. Wimmers
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Nays (0) –

**OTTAWA HILLS VILLAGE COUNCIL
MEETING MINUTES
March 2, 2026 7:00 PM**

Mayor Thompson read Resolution 2026-6:

Resolution 2026-6: Authorizing the transfer of \$630,000 from the General Fund of the Village of Ottawa Hills, with \$530,000 to the Capital Projects Fund, and \$100,000 to the Police Pension Fund.

Motion to waive three readings:

Motion – Mr. Mockensturm
Second – Ms. Phillips
Unanimous Approval

Motion to adopt legislation:

Motion – Mr. Wimmers
Second – Ms. Phillips

Yeas (6) – Mrs. Greeley, Mr. Mockensturm
 Mr. Moore, Ms. Phillips,
 Mr. Shimborske, Mr. Wimmers

Nays (0) –

Mayor Thompson read Resolution 2026-7:

Resolution 2026-7: Resolution declaring the official intent and reasonable expectation of the Village of Ottawa Hills on behalf of the State of Ohio to reimburse its capital grant fund, street repair fund, and/or road levy fund for the Edgevale, OPWC Project No. CL26AC/CL27AC, with the proceeds of tax exempt debt from the State of Ohio.

Motion to waive three readings:

Motion – Mr. Shimborske
Second – Mr. Wimmers
Unanimous Approval

Motion to adopt legislation:

Motion – Mr. Shimborske
Second – Mr. Wimmers

Yeas (6) – Mrs. Greeley, Mr. Mockensturm
 Mr. Moore, Ms. Phillips,

**OTTAWA HILLS VILLAGE COUNCIL
MEETING MINUTES
March 2, 2026 7:00 PM**

Mr. Shimborske, Mr. Wimmers

Nays (0) –

Mayor Thompson read Resolution 2026-8:

Resolution 2026-8:

Accepting the proposal of Archer Energy, LLC. to extend an agreement providing natural gas supplies through opt-out aggregation to eligible residential and small businesses in the Village of Ottawa Hills, and declaring an emergency.

Motion to waive three readings:

Motion – Mr. Wimmers
Second – Mr. Mockensturm
Unanimous Approval

Motion to declare an emergency:

Motion – Mr. Wimmers
Second – Mr. Mockensturm
Unanimous Approval

Motion to adopt legislation:

Motion – Mr. Wimmers
Second – Mr. Mockensturm

Yeas (6) – Mrs. Greeley, Mr. Mockensturm
Mr. Moore, Ms. Phillips,
Mr. Shimborske, Mr. Wimmers

Nays (0) –

Next Meeting Date
April 6, 2026

Adjournment
8:04 PM

Mayor Thompson

VILLAGE OF OTTAWA HILLS
MARCH FINANCIAL RECAP
As of 4/2/2026

REVENUE *

Operating:

March income tax collections totaled \$321,672 and the revenue budget for 2026 is \$4,534,117. Our ytd income tax collections total: \$930,106 (21%) As a reminder, we have a one-month lag for tax deposits from RITA.

Other revenues in March include \$53,787 from Village Life & Yard waste, \$20,499 in gas excise tax, first half real estate settlement in the amount of \$492,806 and rollback in the amount of \$63,616.

EXPENDITURES *

Operating:

We have expended 14% of our operating budget. In addition to normal and OT payroll costs, other expenses included \$29,969 for Ten Mile Creek assessment, \$21,147 for Village Life instructors and \$67,257 for property/liability insurance.

CAPITAL

Expenditures included \$ 9,175 for the inspection camera system needed in the service department.

**monthly reports have not been finalized, and these figures will change.*

Kati E. Tharp, Attorney at Law
420 Madison Avenue, Suite 1101
Toledo, OH 43604
United States
419-255-6070

Kati E. Tharp, Attorney at Law

Village of Ottawa Hills
2125 Richards Road
Toledo, OH 43606

Balance \$1,505.00
Invoice # 00916
Invoice Date March 16, 2026
Payment Terms
Due Date

OH_February 2026

Securely pay online



<https://kati-e-tharp-attorney-at-law.mycase.com/xhqkafsp>

Time Entries

DATE	ACTIVITY	DESCRIPTION	RATE	HOURS	LINE TOTAL
02/01/2026	Communication	Speaking with Mayor, reviewing council rules	\$215.00	0.6	\$129.00
02/02/2026	Out of Court	Email	\$215.00	0.2	\$43.00
02/02/2026	Document Review	Reviewing Packet	\$215.00	0.2	\$43.00
02/02/2026	Meeting	Meeting	\$215.00	2.0	\$430.00
02/06/2026	Communication	Email	\$215.00	0.1	\$21.50
02/09/2026	Document Review	Reviewing Contract	\$215.00	0.5	\$107.50
02/10/2026	Document Preparation	Drafting Contract	\$215.00	0.6	\$129.00
02/25/2026	Out of Court	Email	\$215.00	0.4	\$86.00
02/25/2026	Document Preparation	Council Rules	\$215.00	0.6	\$129.00
02/25/2026	Out of Court	Council Rules; discussion with counsel; discussion with Administrator	\$215.00	1.3	\$279.50
02/27/2026	Out of Court	Email	\$215.00	0.2	\$43.00
02/27/2026	Out of Court	email	\$215.00	0.3	\$64.50
			Totals:	7.0	\$1,505.00

Time Entry Sub-Total:	\$1,505.00
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Sub-Total:	\$1,505.00
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Total:	\$1,505.00
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Amount Paid:	\$0.00
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BALANCE DUE:	\$1,505.00
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Cardinal On-Site Staffing Services LLC
 1688 Woodlands Dr.
 Maumee, OH 43537

Village of Ottawa Hills
 2125 Richards
 Ottawa Hills, OH 43606

Attn:
 Email:
 Phone:

INVOICE

Invoice Amount
\$1,549.44

Payment Terms	Invoice Date
Due On Receipt	12/07/2025
Invoice No.	Customer No.
342504	14

Make Check Payable to Cardinal Staffing Services, LLC

Remit To:
 Cardinal Staffing Services LLC
 PO BOX: 632192
 CINCINNATI, OH 45263- 2192
 Billing Inquiries: Billing@sure-staff.com
 Payment Remittance: Remittance@sure-staff.com

Customer Name	Department	Customer No.	Payment Terms
Village of Ottawa Hills	Corporate	14	Due On Receipt

Description	Asg. ID	Type	Units	Rate	Amount
WeekWorked: 12/07/2025					
Cahill, Christopher b General Groundskeeper	802469	Reg	16.00	\$22.72	\$363.52
Vanderhorst, Matthew W Landscaper	136183	Reg	40.00	\$24.72	\$988.80
Zam, Michael Allen Groundskeeper	802191	Reg	8.00	\$22.72	\$181.76
Total This WeekWorked: Reg: 64.00 Bill Reg: \$1534.08					\$1,534.08

Sales Tax Name	Sales Tax Am'nt.
Ohio Sales Tax Exempt (0%)	\$0.00
Total - Sales Tax	\$0.00

ACAAdminFee	\$15.36
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Reg: 64.00 OT: 0.00 DT: 0.00	Total - This Invoice:	\$1,549.44
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Village of Ottawa Hills 2026 MEWA Options	Medical Mutual COSE MEWA HSA 3500 w/PD Rx		Medical Mutual COSE MEWA HSA 5000 w/PD Rx		Medical Mutual COSE MEWA 3020-2000 w/Rx	
	network	non-network	network	non-network	network	non-network
<u>Deductible</u>						
Single	\$3,500	\$6,000	\$5,000	\$10,000	\$2,000	\$4,000
Family	\$7,000 (Embedded)	\$12,000	\$10,000 (Embedded)	\$20,000	\$4,000	\$8,000
<u>Coinsurance</u>	0%	50%	0%	50%	20%	50%
<u>Out-Of-Pocket Maximum</u>						
Single	\$7,500	\$11,000	\$7,500	\$15,000	\$7,500	\$14,000
Family	\$15,000	\$22,000	\$15,000	\$30,000	\$15,000	\$28,000
<u>Physician/Office Services</u>						
Primary - Office Visits	0%	50%	0%	50%	\$30 copay	50%
Specialist - Office Visits	0%	50%	0%	50%	\$60 copay	50%
Urgent Care	0%	50%	0%	50%	\$75 copay	50%
Preventive Care Services	0%, ded waived	50%	0%, ded waived	50%	0%, ded waived	50%
<u>Inpatient Services</u>						
Semi- Private Room & Board	0%	50%	0%	50%	20%	50%
Physician Services	0%	50%	0%	50%	20%	50%
<u>Outpatient Services</u>						
Emergency Room		0%		0%		deductible then \$500 copay
Surgical Services	0%	50%	0%	50%	20%	50%
X-Ray/Lab	0%	50%	0%	50%	20%	50%
Advanced Imaging (CT/PET/MRI)	0%	50%	0%	50%	20%	50%
Chiropractic Services	0%	50%	0%	50%	\$30 copay	50%
	12 visits per benefit period		12 visits per benefit period		12 visits per benefit period	
<u>Prescription Drugs</u>						
Prescription Drug Deductible	Medical deductible applies first		Medical deductible applies first			
Retail Pharmacy	\$10/\$45/\$95		\$10/\$45/\$95		\$10/\$45/\$95	
Mail Order Pharmacy	\$30/\$113/\$238		\$30/\$113/\$238		\$30/\$113/\$238	
Specialty Medications	\$350 copay <i>generic incentive applies</i>		\$350 copay <i>generic incentive applies</i>		\$350 copay <i>generic incentive applies</i>	
<u>Mental Health/Substance Abuse</u>						
Inpatient	0%	50%	0%	50%	20%	50%
Outpatient	0%	50%	0%	50%	**	50%
<u>Miscellaneous</u>						
Pre-Certification	Required		Required		Required	
Provider Network	SuperMed PPO		SuperMed PPO		SuperMed PPO	
Website Address	www.medmutual.com		www.medmutual.com		www.medmutual.com	
<u>Employee Pays</u>						
	<u>Per Pay Deduction</u>		<u>Per Pay Deduction</u>		<u>Per Pay Deduction</u>	
Employee Only	\$32.46		\$0.00		\$58.97	
EE/Spouse	\$71.29		\$0.00		\$130.66	
EE/Child(ren)	\$58.35		\$0.00		\$106.76	
Family	\$97.19		\$0.00		\$178.45	

\$1500 per eligible employee annual employer HSA funding provided 1/1 annually on both HSA plans regardless of coverage level.

VILLAGE OF OTTAWA HILLS, OHIO

RESOLUTION No. 2026-11

A RESOLUTION AMENDING THE MINUTES OF THE
JANUARY 13, 2026 REGULAR MEETING OF COUNCIL.

WHEREAS, the Village of Ottawa Hills conducted a regular meeting on January 13, 2026; and

WHEREAS, the minutes of the January 13, 2026 regular meeting were approved by council at its February 2, 2026 meeting; and

WHEREAS, during the February 2, 2026 meeting, during citizen comment, Mrs. Nasrin Afjeh raised concerns regarding the accuracy of the summary of her comments as reflected in the January 13, 2026 meeting minutes and requested that such minutes be corrected; and

WHEREAS, the Village thereafter reviewed the video recording of the January 13, 2026 meeting, including the audio portion of Mrs. Afjeh's comments; and

WHEREAS, upon review of said recording, Council has determined that a correction to the summary of Mrs. Afjeh's comments is appropriate to more accurately reflect the substance of her statements; and

WHEREAS, Council desires to amend the previously approved minutes solely for the purpose of ensuring the accuracy of the official record of its proceedings.

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF OTTAWA HILLS, THAT:

SECTION 1. That the minutes of the January 13, 2026 regular meeting of Council, as approved on February 2, 2026, are hereby amended as follows:

The portion of the minutes summarizing the citizen comments of Mrs. Nasrin Afjeh regarding Ms. Phillips is revised from:

"Mrs. Afjeh stated that Ms. Phillips would be impartial during her swearing-in. She expressed hope that Ms. Phillips would remain impartial in the future."

to:

"Mrs. Afjeh expressed that Ms. Phillips was not impartial in the past and expressed hope she would remain impartial in the future."

SECTION 2. Except as specifically amended herein, all other portions of the minutes of the January 13, 2026 regular meeting, as previously approved on February 2, 2026, shall remain in full force and effect.

SECTION 3. The Clerk-Treasurer or Acting Clerk-Treasurer is hereby authorized and directed to update the official record of the January 13, 2026 meeting minutes to reflect the amendment set forth in this Resolution and to note that such amendment was approved by Council on the date of passage of this Resolution.

SECTION 4. This legislation shall be in full force and effect from and after the earliest period allowed by law.

Vote on measure

Yeas _____ Nays _____

Date of passage

Attest:

President of Council

Clerk of Council

**OTTAWA HILLS VILLAGE COUNCIL
SPECIAL MEETING MINUTES**

January 13, 2026 7:00 PM

Call to Order – Mayor Thompson

7:00 PM

Village Representatives in Attendance

Mayor Thompson
Councilwoman Wendy Greeley
Councilman Mark Mockensturm
Councilman Darren Moore
Councilwoman Heather Phillips

Councilman Edward Shimborske III
Councilman Dan Wimmers
Village Administrator April McDonald
Solicitor Kati Tharp

Citizen Attendees

Nasrin Afjeh
Elena Stelmaszak
Phillip Runyan

Yarko Kuk
Jason Stelmaszak
Yasmeen Moore

Ms. Afjeh expressed that Ms. Phillips was not impartial in the past and expressed hope she would remain impartial in the future.”

Swearing In of Council Members

Judge Puffenberger swore in Councilwoman Heather Phillips, Councilwoman Wendy Greeley, Councilman Mark Mockensturm, Councilman Darren Moore, and Councilman Edward Shimborske III.

Acting Clerk

A motion was made by Mr. Shimborske and seconded by Ms. Phillips to appoint Ms. McDonald as acting clerk for the meeting. The motion passed unanimously.

Minutes

A motion was made by Ms. Phillips and seconded by Mr. Shimborske to approve the minutes from December 1, 2025, Council meeting. The motion passed unanimously.

Citizen Comments

Mrs. Afjeh expressed that Ms. Phillips was not impartial in the past and expressed hope she would remain impartial in the future. Mrs. Afjeh also noted that she asked Mayor Thompson to resign at the previous meeting and stated that she hopes he will do so.

Mr. Runyan welcomed and congratulated Mr. Moore on his appointment. He reminded council that they represent the community as a whole and encouraged members to consider the impact of their decisions on neighbors, emphasizing the importance of due diligence even when difficult. He again welcomed Mr. Moore and noted his interest in future discussions should a position become available.

Mrs. Stelmaszak noted that council’s effort to include citizen comments at the beginning and end of meetings is a positive step toward incorporating resident perspectives. She stated that following the defeat of Issue 2, 2026 should focus on optimizing spending and cost allocation. She referenced resolutions submitted by the Ottawa Hills Civic Excellence Collaborative regarding

**OTTAWA HILLS VILLAGE COUNCIL
SPECIAL MEETING MINUTES**

January 13, 2026 7:00 PM

rescinding the bucket truck purchase and improving due diligence in capital spending, emphasizing the importance of considering long-term impacts rather than short-term considerations. She noted upcoming financial pressures, including a potential school levy in 2027, and urged prudent spending given the village's tax constraints.

Mrs. Stelmaszak suggested adhering to the three required readings for legislation to allow time for discussion and evaluation. She expressed concern about the consolidation of financial responsibilities including the Finance Director, Village Administrator, and Clerk-Treasurer roles highlighting the importance of checks and balances, particularly given past audit issues. She encouraged council to consider whether additional oversight or support is needed.

Mayoral and Council Action

A motion was made by Mr. Mockensturm and seconded by Mrs. Greeley to nominate Mr. Shimborske as Vice Mayor. The motion passed unanimously.

Mayor Thompson reported that a draft of the Rules of Council had been distributed to Council members, noting that the review typically occurs every two years with the start of a new council, though amendments may be made at any time. Ms. McDonald explained that the proposed changes, shown in blue, were drafted by Solicitor Tharp. She reviewed proposed revisions to the order of business, including the addition of a second citizen comment period at the end of each regular council meeting. Ms. Phillips expressed support for the change, and Mr. Mockensturm stated it would provide residents the opportunity to comment after council discussion. Ms. McDonald also reviewed minor spelling corrections and clarifications, including those related to special meeting agendas.

Ms. McDonald then reviewed a new section titled Hearing of the Public, which would establish two designated citizen comment periods at each regular council meeting, with comments limited to three minutes per speaker per period unless extended by the Mayor or Council. A new speaker registration process was discussed, requiring speakers to sign in at the beginning of the meeting with their name, affiliated organization, and intended subject. Mr. Wimmers supported listing a subject for recordkeeping purposes, and Solicitor Tharp clarified that listing a subject would not restrict a speaker to that topic. Mayor Thompson stated the subject field should be optional, and Council agreed. Ms. Phillips also requested that a summary of the citizen comment rules be included on meeting agendas, which Solicitor Tharp confirmed could be done.

Ms. McDonald reviewed proposed decorum language for council meetings, including requirements that comments be addressed to the public body as a whole, prohibitions on personal attacks and disruptive or disorderly conduct, and a request that cell phones be silenced during meetings. Ms. Phillips stated she supported the language and suggested signage be posted at the meeting entrance.

Council discussed meeting schedule language. Council generally agreed to continue meeting monthly, with flexibility to schedule additional meetings when necessary, while remaining mindful of staff workload.

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Ms. Phillips identified several technical corrections to the draft. Mayor Thompson concluded that the draft Rules of Council would be revised based on Council feedback and returned for consideration and adoption at the next council meeting, and Council members were asked to submit any additional comments to Ms. McDonald for compilation and review by Solicitor Tharp.

A motion was made by Mr. Shimborske and seconded by Mr. Wimmers to table the adoption or re-adoption of Council rules. The motion passed unanimously.

Mayor Thompson stated that the Zoning Commission is established by separate ordinance and consists of five members. One member is appointed from Council, a position currently held by Ms. Phillips, with the remaining members being village residents. He noted that the Zoning Commission meets approximately every six weeks and that Ms. Phillips has served on the Commission for the past two years. Mayor Thompson further stated that Ms. Phillips' appointment to the Zoning Commission expired when her prior council term ended, and a motion is required to appoint a council member to fill the position.

A motion was made by Mr. Shimborske and seconded by Mrs. Greeley to nominate Ms. Phillips as Zoning Commission member. The motion passed unanimously.

Mayor Thompson stated that, similar to the Zoning Commission, the Joint Recreation Board consists of seven members, with appointments made by both the Village Council and the Board of Education. The Board includes one Council member and one Board of Education member, with the remaining members appointed by the respective bodies. He noted that Mr. Lewis previously held the Council-appointed seat and that the position is now vacant. Mayor Thompson stated that the Joint Recreation Board meets quarterly and that one of the six Council members needs to be appointed to fill the vacancy.

Ms. Phillips stated that she believes the Joint Recreation Board would benefit from a reassessment, noting that she has spoken with members of the Board of Education who have also expressed interest in reviewing and updating the Board's structure and operations to ensure it continues to meet the needs of the community.

Ms. Phillips stated she would be willing to serve on the Joint Recreation Board but noted that she is already serving on the Zoning Commission and would defer if another Council member wished to serve. Mr. Wimmers suggested Mr. Moore due to his involvement with the school district. A motion was made by Ms. Phillips and seconded by Mr. Mockensturm to nominate Mr. Moore as board member for the Joint Recreation Board. The motion passed unanimously.

Ms. McDonald stated that each elected official is required to complete public records training and that a designee may be appointed to complete the training on behalf of the official. She explained that Mrs. Holdren has historically served as the designee and will be taking the approximately three-hour training course in February. Ms. McDonald noted that elected officials must either complete the training themselves or designate a representative. Mayor Thompson stated that those beginning a new term are required to comply with this requirement. Ms. McDonald added that Mrs. Holdren, who handles the majority of public records requests in the administrative office, and

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Mrs. Chester, who handles police-related public records requests, both complete the training annually.

Solicitor Tharp recommended that any officials unfamiliar with Ohio Sunshine Laws take the training themselves or, at minimum, review the materials available on the Ohio Attorney General's website, emphasizing the importance of understanding open meetings requirements. Mayor Thompson stated that Council members may either complete the training and obtain certification or designate Mrs. Holdren to do so on their behalf. He recommended designating Mrs. Holdren while also encouraging all Council members to take the training to better familiarize themselves with the requirements.

A motion was made by Mr. Shimborske and seconded by Mr. Moore to appoint Mrs. Holdren as designee for newly elected officials public records training. The motion passed unanimously

Finance & Future Planning – Mr. Mockensturm

Ms. McDonald stated that year-end reports are currently in process and that January is a particularly demanding month due to the preparation of W-2s, the annual audit, and completion of the Certificate of Resources. She noted that once all items are finalized, the information will be distributed to Council. Ms. McDonald reported that income tax revenue is currently over projections. As of the prior Friday, operating expenditure was 73% of the operating budget and 66% of the overall budget. She explained that while the overall percentage appears favorable, the Village recently received a \$200,000 invoice for a road project that has been encumbered for 2025 and will be expended in 2026, with purchase orders carrying over accordingly. Ms. McDonald also noted that the evening's legislation includes engineering services for the Fishbeck project planned for 2027, which will be discussed further.

Human Resources – Ms. Phillips

Ms. Phillips stated that the committee has not yet met and that work will be undertaken to update the Employee Handbook, with the goal of moving the update forward and completing it during the current year.

Safety – Mr. Moore

Mr. Moore shared there is nothing to report and he will be getting together with Ms. McDonald to determine what the major safety items are for the village.

Mrs. Greeley asked for an update on the status of the Exmoor Road painting. Mr. Moore stated that, as of October, residents on Exmoor had requested the painting. He noted that concerns from neighbors appear to have subsided somewhat, possibly due to the winter season.

Services & Environment – Mrs. Greeley

Mrs. Greeley provided an update on the deer cull, noting that the Village had originally approved a cull of 30 deer and that the season ends on February 1st. She reported that, unlike last year when 15 deer were culled within about two weeks, this season has been more spread out. To date, 29 deer have been culled, including six bucks, and six deer have been donated. She noted there are three weeks remaining to cull one more deer.

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Streets & Bridges – Mr. Shimborske

Mr. Shimborske asked for an update on Indian Road. Ms. McDonald stated that she received an email on Friday indicating that Lucas County is still reviewing purchase orders and quotes related to the project. Mayor Thompson added that he has contacted county officials and that Ms. McDonald has been in communication with them. He noted that a sewer issue exists at the site.

Ms. McDonald shared an example at Talmadge and Central, where the Police and Service Departments were notified only 20 minutes before a street closure due to a watermain leak coordinated with the City of Toledo, leaving limited time to post information on social media. She stated that she will do her best to provide timely updates if a similar situation occurs on Indian Road. Mr. Mockensturm confirmed that the Talmadge incident involved a watermain leak, which Ms. McDonald affirmed. Mayor Thompson explained that the Village's sanitary sewer system is managed by the County and the water system by the City of Toledo, which has both advantages and disadvantages, particularly regarding responsiveness.

Ms. Phillips suggested that the Village explore additional communication methods, such as a text alert system, to quickly notify residents of emergencies like watermain breaks.

Equipment, Utilities, Building & Grounds – Mr. Wimmers

Ms. McDonald provided an update on White Field, stating that Verdantas completed soil sampling on Friday. Ms. McDonald will schedule a Building & Grounds meeting and invite Verdantas once they complete their finding and issue a report.

Solicitors Report – Mrs. Tharp

No Report

Administrator's Report

Ms. McDonald reported that The Nature Conservancy (TNC) had reached out regarding a Tree of Heaven removal grant and noted that Mrs. Stelmaszak had also tagged the Village about the opportunity. She stated that TNC is willing to prepare the grant application on behalf of the Village at no additional cost. The grant would provide up to \$15,000 with a required 10 percent in-kind match and would fund the removal and treatment of problematic Tree of Heaven locations, including areas near the sled hill and behind the administration building. Mr. Wimmers asked how many trees would be addressed, and Ms. McDonald responded that the grant is capped by dollar amount rather than a specific number of trees. She noted that Tree of Heaven is closely associated with the spotted lanternfly, which has been a significant issue, and that the grant would cover removal, treatment to prevent resprouting, and chemical or pesticide applications. Ms. McDonald stated the grant application is due January 31 and that she will be meeting next week with TNC, Mr. Pelland, and herself to discuss the application.

Ms. McDonald also shared that on January 19, the Toledo Zoo and the school will again partner for a bamboo harvest at Epworth Church. She described the event as an educational experience in which students harvest bamboo with zoo staff, transport it to the zoo, and observe the red pandas consuming what was harvested.

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Regarding road projects, Ms. McDonald stated she spoke with Mr. Drummond of Fishbeck and noted that Council will need to consider a motion at either the next meeting or in March to authorize bidding for the 2026 Edgevale Road project. She explained that the Village is coordinating with Lucas County on underground work and is hopeful construction can begin shortly after the Glass City Marathon at the end of April. She stated additional details regarding bidding and the anticipated start date should be available in the coming weeks, noting that the contractor will determine the actual start date but must meet a required completion deadline. Ms. Phillips asked whether a finish date had been determined, and Ms. McDonald stated it had not. Mayor Thompson clarified that the project includes the reconstruction of Edgevale Road from Secor to Bancroft, along with installation of a new water line. He noted the road is approximately 100 years old and in poor condition, that the County will cover the water line portion, and that the Village has secured an OPWC grant to offset costs, making it a significant project.

Ms. McDonald then provided background on the Evergreen Road Bridge project, noting it is another major undertaking. She explained that in July 2024, Fishbeck was contracted to prepare an ODOT Municipal Bridge Program grant application, which was approved by Resolution 2024-14. In September 2024, she and Mr. Drummond presented the proposal in Columbus, and in October 2024 the Village was selected for funding for fiscal year 2027. The maximum ODOT grant award is \$2.5 million, with the Village's share estimated at \$542,000. She added that the former Finance Director also submitted an OPWC grant and loan application totaling \$122,000, and Ms. McDonald recently followed up to determine whether awards were finalized, with an update expected soon. Ms. McDonald explained that the engineering contract, that was received last Friday is placed on the agenda for discussion. Mayor Thompson clarified that the project is scheduled for 2027 construction, with engineering work occurring this year and bidding expected next year. Ms. McDonald noted that significant preparatory work is required, including surveying, right-of-way coordination, and environmental considerations, and emphasized that ODOT requires frequent progress updates to avoid delays or loss of funding. Ms. Phillips noted the compressed timeline due to habitat life cycles associated with the bridge area, and Ms. McDonald confirmed that ODOT closely monitors project progress to ensure compliance with grant requirements.

Mayor's Report

Mayor Thompson reported that a march took place on Saturday at the elementary school, noting that the Village became aware of the event on Friday. He stated the march was peaceful, with approximately 75 to 100 participants, including both residents and non-residents. Mayor Thompson attended to ensure the event proceeded smoothly and noted that he recognized several attendees and participated in the march. Mr. Mockensturm asked what the march was regarding, and Mayor Thompson explained it was related to ICE-related events in Minneapolis. Mr. Moore asked whether it was connected to another march near Central Avenue; Ms. Phillips clarified that the Central Avenue march occurred later the same day and that this event took place within the Village. It was also noted that Representative Michele Grim attended the march.

Mayor Thompson then stated that Mr. Mockensturm had submitted his resignation from the position of Clerk-Treasurer, resulting in a vacancy. He explained that, pursuant to the Ohio

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Revised Code, Council has 30 days to appoint a replacement, and if Council does not act within that timeframe, he is authorized to make the appointment.

Mayor Thompson also addressed the previously discussed action related to the purchase of a bucket truck. He stated that no contracts have been executed and that, following further discussion, he would like to pause and review the matter. He asked Mr. Mockensturm to lead the review, either through the Finance Committee or with involvement from other Council members as he sees fit. Mayor Thompson noted there is no immediate urgency, as the purchase would be made through a state purchasing program that utilizes state bidding processes, and there is no required bid deadline for making the decision.

Old Business

Ms. Phillips stated that the running projects list has been posted on the Village website and that community members are now able to view the list and follow the progress of ongoing projects.

New Business

A motion was made by Mr. Mockensturm and seconded by Mr. Shimborske to approve the payments to Kati Tharp in the amount of \$2,646 for the period of November 2025, and \$3,045 for the period December 2025. The motion passed unanimously.

Ordinances & Resolutions

Mayor Thompson stated that the bridge had been identified as an issue prior to July 2024, which led to the Village applying for the ODOT grant. He noted that construction is anticipated to occur in 2027, with engineering work to begin in the near future. Mr. Shimborske asked whether additional authorization was required given the existing contract with Fishbeck. Ms. McDonald explained that while the Village has a five-year contract authorizing Fishbeck to serve as the Village engineer, the cost of this project exceeds her authorization limit and therefore requires Council approval.

Mayor Thompson read Resolution 2026-1:

Resolution 2026-1:	Authorizing a contract with Fishbeck for engineering services related to the 2027 replacement of the Evergreen Road Bridge.
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Motion to waive three readings:

Motion –	Mr. Shimborske
Second –	Ms. Phillips
	Unanimous Approval

Motion to adopt legislation:

Motion –	Mr. Shimborske
Second –	Ms. Phillips

Yeas (6) – Mrs. Greeley, Mr. Mockensturm

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Mr. Moore, Ms. Phillips,
Mr. Shimborske, Mr. Wimmers

Nays (0) –

Executive Session

At 8:25 PM Mr. Shimborske made a motion to move into an executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee. Mr. Mockensturm seconded the motion. The motion passed unanimously.

At 9:09 PM Mr. Mockensturm made a motion to return to regular session and Ms. Phillips seconded the motion. The motion passed unanimously.

Next Meeting Date

February 2, 2026

Adjournment

9:09 PM

Mayor Thompson