



## COUNCIL NEWSLETTER

January 30, 2026

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### UPCOMING MEETINGS

Safety Committee	February 10	8:30 AM	Council Chambers
Joint Rec Board	April 15	8:00 AM	Council Chambers

### Council Meeting February 2, 2026

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

Although Carl Reuther has previously taken the oath of office in service to our community, Monday marks an important new chapter as he assumes a new position of leadership. In recognition of the responsibilities and trust that accompany this role, it is appropriate that he again takes the oath of office.

#### **Legislation:**

#### **Appointment of Police Chief (Ordinance #2026-1)**

Appointing Carl Reuther as the Police Chief and waiving the residency requirement. A village Chief must become a resident within six months of appointment *unless* Council waives the requirement.

The next two pieces of legislation are for the aggregation recommendation.

**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 (Resolution #2026-2)**

**Authorizing the Mayor and/or Village Administrator to enter into a customer supply agreement for the provision of third-party electric generation for residential and small commercial aggregation participants within the Village of Ottawa Hills (Resolution #2026-3)**

As a reminder, the Northwest Ohio Aggregation Coalition (“NOAC”) was formed as a coalition of local governmental entities initially pledged to work together on issues relating to electric deregulation. The Coalition is currently comprised of the thirteen (13) member communities. Palmer Energy acts as the energy consultant for NOAC on various technical and market issues.

Last week, I received this information from Palmer Energy:

*Electric Aggregation Renewal*

*The NOAC communities have agreed to move forward with the electric aggregation recommendation for a 25-month term, running from June 2026 billing through June 2028 billing. On the refresh date, we anticipate signing with either the incumbent supplier, Dynegy Energy, or Direct Energy, depending on which provides the most competitive offer.*

*Natural Gas Aggregation Update*

*Palmer Energy recommends a 12-month extension with the current supplier, Archer Energy. This would extend the current program from June 2026 through May 2027 at a rate to be determined. Archer’s pricing remains competitive within the Columbia Gas marketplace. The potential to recover additional refunds while maintaining savings against the Columbia Gas SCO adder supports this extension.*

*To proceed, we request that each community add these items to their next meeting agenda for approval. This includes the electric and gas recommendations, authorization of signatory personnel, and approval to transact for a target date of February 18th.*

*Please note two separate resolutions/ordinances should be passed, one for electric and one for gas. Also, if you all could confirm the date these items are scheduled on your meeting agendas that will help us keep things progressing, in this volatile market.*

**Pedestrian Safety Week (Resolution #2026-4)**

Recognizing March 9<sup>th</sup> through March 13<sup>th</sup> as Pedestrian Safety Week. This week will be an initiative focused on enhancing awareness regarding the importance of pedestrian safety. This year, the Pedestrian Safety Walk will be held on March 10, Tuesday, at 7pm, meeting at the high school flag pole.

**2026 Road Project Bids**

This year’s approved road project involves the reconstruction of Edgevale Road as well as the watermain replacement, in coordination with Lucas County.

The engineer’s estimate for the project is approximately \$3 million which includes the county portion for water lines. The Village has secured grant funding from OPWC in the amount of a \$298,000 grant and a \$298,000 loan to help offset the costs. After construction, we will be reimbursed from the County for their portion of the project.

We request a motion from Council to authorize the acceptance of bids for the 2026 road project.

### **Joint Recreation Board**

Approval of Julie Kowalczyk, Jennifer Shimborske, and Meredith Douglas as Village representatives to the Recreation Board, their current term ends on March 5, 2026. These would be three-year terms.

### **Council Rules**

We will need a motion to re-adopt or adopt the Council Rules after discussion. Mrs. Tharp has drafted the Council Rules incorporating the items discussed at the last Council meeting, along with the written suggestions from Ms. Phillips.

### **FUTURE MEETINGS**

- **Safety Committee (February 10)**
- **Building and Grounds (TBD)**
- **Human Resources (TBD)**
- **Zoning Commission (TBD)**
  - 3439 Indian (Fence Variance)
  - 3720 Brookside (Fence Variance)

### **FUTURE LEGISLATION**

- Property/Liability Insurance Renewal
- Health Insurance Renewal
- Transfer Legislation

VILLAGE OF OTTAWA HILLS

COUNCIL MEETING

February 2, 2026 – 7:00 P.M.

AGENDA

I. Motion to Appoint Acting Clerk/Treasurer

II. Roll Call

III. Pledge of Allegiance

IV. Ordinances

Ordinance 2026-1      Confirming the appointment of Carl Reuther as Police Chief of the Ottawa Hills Police Department and waiving the residency requirement as described in section 737.15 of the Ohio Revised Code, and declaring an emergency.

I. Chief of Police Swearing In  
a) Carl Reuther

II. Proclamation  
a) Dana Dunbar  
b) John Lewis

III. Approval of Minutes  
a) January 13, 2026

IV. Citizen Comments

V. Council Action  
a) Motion to accept bids for 2026 road improvement project.  
b) Motion to adopt or re-adopt Council rules.

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

- a) Approving appointment of Julie Kowalczyk to Joint Recreation Board
- b) Approving appointment of Jennifer Shimborske to Joint Recreation Board
- c) Approving appointment of Meredith Douglas to Joint Recreation Board

X. Old Business

XI. New Business

XII. Resolutions

Resolution 2026-2	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.
Resolution 2026-3	A resolution authorizing the Mayor and/or Village Administrator to enter into a customer supply agreement for the provision of third-party electric generation for residential and small commercial aggregation participants within the Village of Ottawa Hills, and declaring an emergency.
Resolution 2026-4	A resolution recognizing March 9 <sup>th</sup> through March 13 <sup>th</sup> , 2026 as Pedestrian Safety Week.

XIII. Executive Session

XIV. Adjournment

**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  
Troy Greeley

Yarko Kuk  
Jason Stelmaszak  
Yasmeen Moore

Swearing In of Elected Mayor and 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 stated that Ms. Phillips would be impartial during her swearing-in. She expressed hope that Ms. Phillips 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

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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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**January 13, 2026 7:00 PM**

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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**SPECIAL MEETING MINUTES**  
**January 13, 2026 7:00 PM**

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.

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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**January 13, 2026 7:00 PM**

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

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Mayor Thompson

**VILLAGE OF OTTAWA HILLS  
JANUARY FINANCIAL RECAP  
*As of 1/29/2026***

**REVENUE \***

Operating:

January income tax collections totaled \$236,668 and the revenue budget for 2026 is \$4,534,117. (5.22%)

Other revenues in January include \$15,000 in real estate advance, \$9,091 from Village Life and \$16,410 in gas excise tax.

**EXPENDITURES \***

Operating:

We have expended 4% of our operating budget. In addition to normal and OT payroll costs, other expenses included \$2,000 for a garage heater repair, \$1,846 for Village Life instructors and \$24,385 for police pension.

**CAPITAL**

Expenditures included \$186,388 for our 2025 road project payment to the contractor.

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

LAW OFFICES  
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Memo re Council Rules

Attached are the updated Council Rules based on written suggestions from Ms. Phillips and discussion during the January 13, 2026 Meeting. The following items from Ms. Phillips suggestions are not added to the working Council Rules as I believe they necessitate Council discussion:

- 1.) Including in the footer of all Agendas a summary of the rules. (I was unsure if a statement to that affect was to be placed in the Council Rules).

RULES OF COUNCIL  
VILLAGE OF OTTAWA HILLS, OHIO

ARTICLE I – STATEMENT OF PURPOSE

The purpose of these rules is to assure efficient conduct of the business of the Village Council meetings and any of its committees. Additionally, these rules are intended to allow for effective use of the democratic process and appropriate input from members of the public.

ARTICLE II – MEETINGS

A) ~~SCHEDULE – The Council of the Village of Ottawa Hills may meet in regular meetings at 7:00 p.m. on the first and third Mondays of each month. Any meeting that is not a regular meeting will be considered a special meeting of the Council and may be called at the direction of the Mayor.~~ The Council of the Village of Ottawa Hills shall hold its regular meetings on the first Monday of each month at 7:00 p.m. The date of the next regular meeting shall be scheduled or confirmed at the conclusion of each meeting, with priority given to the availability of all Council members. Any meeting that is not a regular meeting shall be considered a special meeting of Council and may be called at the direction of the Mayor.

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B) NOTICE - Notice of meetings will be made in a manner consistent with the requirements of applicable local and state laws. Notice of regular meetings shall be posted on the Village website and on the information board outside the Council Chambers. (ORC 121.22(F)). A DRAFT AGENDA SHALL BE POSTED ON THE VILLAGE WEBSITE AT LEAST 24 HOURS IN ADVANCE OF ANY REGULAR MEETING OF THE VILLAGE COUNCIL.

Notice of a special meeting shall be posted at least 24 hrs. before the time of the meeting on the Village website and on the information board outside the Council Chambers. Notice shall also be sent to all news media that have requested notification. Such notice shall include the time, place and purpose of the special meeting.

Notice of a special meeting shall include the purpose of meeting.

C) AGENDA - The agenda for regular meetings shall be as identified in these rules. Nothing contained herein shall prohibit modification of the agenda when necessary for the efficient operation of the Village Council as determined by the Mayor.

The agenda for special meetings of Council shall be as identified in these rules. However, nothing in this section will prohibit discussion, consideration or legislative action at a special meeting.

D) QUORUM - A majority of the Council, or 4/6<sup>th</sup>, shall constitute a quorum.

E) ORGANIZATIONAL MEETING – At the first meeting held each calendar year, or as soon as practical thereafter, Council will elect one of its members to serve as Vice-Mayor for that year. Also, at the first meeting of every year, or as soon as practical thereafter, the Mayor will appoint committee members to the standing committees of Council and chairpersons to serve on each committee. If the Council or Mayor fail to do so, the Vice-Mayor and committees and chairs of the prior year shall continue. Council will also adopt rules for



Council at the organizational meeting of each new Council term.

- F) APPROVAL OF MINUTES – The Presiding Officer shall cause the minutes of the proceedings of the previous meeting to be considered for approval, unless otherwise ordered,

and if correct and approved by Council, shall sign the same. If there shall be any error in said minutes, the same shall be corrected and signed by the Presiding Officer.

- G) MEMBER ATTENDANCE – No member of Council shall leave a session once called to order without the permission of Council. In cases where Council is unable to convene a regular or special session, for lack of a quorum, the members may compel the attendance of any absent members, as a majority of the Council present shall determine.
- H) MANDATORY ATTENDANCE - The following officers of the Village shall be required to attend each council session unless excused:

Mayor  
Members of Council  
Clerk-Treasurer  
Village ~~Manager~~  
Administrator  
Village Solicitor

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All other elected and appointed officials of the Village shall be required to attend Council meetings only as required from time to time by Council.

- I) MINUTES – A written record of each meeting shall be kept. That record will become the official record when approved by Village Council and signed by the Mayor.
- J) PRESIDING OFFICER - The Presiding Officer at a Council meeting shall be the Mayor or Vice-Mayor in the absence of the Mayor, or if both are absent, a Council member designated by the Mayor. At a Committee meeting, the Committee Chair shall be the Presiding Officer.

K) SERGEANT-AT-ARMS - In order to assure that meetings of the Village Council and any committees of Council have the services of a Sergeant-At-Arms, the highest ranking member of the Ottawa Hills Police Department on duty at the time of the meeting shall be the Sergeant-At-Arms for that meeting. The Sergeant-At-Arms for any meeting of Council or Committee of Council shall not be required to attend any meeting but shall respond immediately to a request for assistance by the Presiding Officer of the meeting.

K)L) APPOINTED POSITIONS – The Mayor has the power to appoint members to several positions including, but not limited to Joint Recreation Board and Zoning.

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### ARTICLE III – DUTIES AND POWERS OF THE MAYOR

- A) PRESIDENT OF COUNCIL - The Mayor shall be considered President of the Council.
- B) ROLL CALL - The Mayor shall be responsible to call the meeting to order, request that a roll call be taken and make certain that the business of the Council proceeds in an efficient and orderly fashion.
- C) TIE VOTE - The Mayor shall have the power to vote only when there is a tie vote among the members of Council.
- D) COMMITTEES - The Mayor has sole authority to appoint members to the standing committees and to create ad-hoc committees of the Village Council.

E) **VICE-MAYOR** - The Vice-Mayor shall serve in the absence of the Mayor and will have the duties and powers of the Mayor as identified in these rules. The Vice-Mayor does not lose

the right to vote as a member of Council. However, the Council Member serving as Vice-Mayor in the absence of the Mayor shall have only one vote.

#### ARTICLE IV – COMMITTEES

There are hereby established the following standing committees of the Ottawa Hills Village Council. Each Committee shall conduct its business according to rules adopted annually by the full Council. All matters referred to a Committee shall be acted upon by the Committee and shall be reported back at the next meeting of the Council. All reports from a Committee shall be endorsed by at least a majority of the Committee.

A) Finance and Future Planning

A) 1) The Finance and Future Planning Committee oversees the Village's financial health and long-term strategic direction.

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B) Human Resources

B) 1) The Human Resources Committee addresses personnel-related policies, practices, and workforce planning for the Village.

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C) Safety

C) 1) The Safety Committee oversees matters related to public safety and emergency services.

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D) Services and Environment

D) 1) The Services and Environment Committee oversees community services and environmental stewardship initiatives.

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E) Streets

E) 1) The Streets Committee oversees the condition, maintenance and improvement of Village streets and related infrastructure.

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F) Utilities, Equipment, Buildings & Grounds

F) 1) The Utilities, Equipment, Buildings and Grounds Committee oversees Village-owned infrastructure, facilities, and physical assets.

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G) STANDING COMMITTEE - Each standing committee shall consist of three members of the Village Council, one of whom shall be appointed by the Mayor to serve as the chair of that committee. The Mayor will service as an ex-officio member of each committee.

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H) AD-HOC COMMITTEES - The Mayor may establish ad-hoc committees of the Village Council and determine the structure, membership and charge for any such ad-hoc committee.

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I) WORK SESSION – Committees will have regularly scheduled work sessions for the purpose of receiving information, engaging in discussion, and providing direction to administration on matters of Village business. No formal action, legislation, or resolutions are passed during these sessions. Discussions may include preliminary review of policies, projects, budgets, or proposals. Council members may ask questions, deliberate, and request additional information.

H) Committee meetings shall be properly noticed and minutes made available to the public in compliance with Ohio laws.

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#### ARTICLE V – ORDER OF BUSINESS

A) REGULAR MEETING AGENDA

- 1) Roll Call
- 2) Pledge of Allegiance



- 3) Approval of minutes from previous meetings
- 4) Citizen comments
- 5) Committee reports
- 6) Solicitor's report
- 7) ~~Manager's~~ Administrator's report
- 8) Mayor's report
- 9) Old Business
- 10) New Business
- ~~11)~~ 12) Ordinances and Resolutions
- ~~12)~~ 13) Citizen comments
- ~~13)~~ 14) Executive Session
- ~~14)~~ 15) Adjournment

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#### B) SPECIAL MEETING AGENDA

- 1) Roll call
- 2) Pledge of Allegiance
- 3) Citizen comments
- 4) Items for consideration at special meeting by Village Council
  - ~~a)~~ a) Ordinances and resolutions~~ss~~

- e) b)  
5) Citizen Comment  
5)6) Executive Session  
6)7) Adjournment

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C) ALTERATIONS OF ORDER OF BUSINESS – The Mayor may change the order of business at any regular or special meeting.

#### ARTICLE VI – HEARING OF THE PUBLIC

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It is the goal of Council to promote a democratic and deliberative governing process, to encourage the efficient administration of its responsibilities as directed by the Ohio Revised Code, and to provide meaningful opportunities for public input. To balance these objectives, the Rules of Council impose reasonable restrictions on the timing, length, and manner of public comment at meetings governed by these rules.

##### A) Citizen Comment Portions of the Agenda

Village Council shall provide two designated citizen comment periods during each regular Council meeting: one at the beginning of the meeting and one at the conclusion of the meeting. These comment periods provide an opportunity for members of the public to address the Village Council on any subject.

Comments shall be limited to no more than three (3) minutes per speaker at each allotted period unless an extension of that period of time is granted by the Mayor or Village Council.

Public comment shall be taken only during the designated citizen comment portions of the agenda. Public comment shall not occur during Council discussion or deliberation of agenda items.

##### B) Registration to Speak

Any person wishing to provide public comment shall, prior to the start of the regular Council meeting, register by completing a sign-in sheet indicating whether they wish to speak at the first citizen comment, the second, or both. The sign-in sheet shall require the following information:

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1. Name;
2. Property address within the Village and residence address if different;
3. The name of any governmental office, non-profit organization, or business the person represents, if applicable; and
4. The subject upon which the person intends to comment.

All registration information constitutes a public record. The Clerk of Council shall call persons to provide comment in the order in which they registered on the sign-in sheet. When called, the person shall come forward and address the Council.

As a general rule, Council and/or the staff shall not respond to questions or comments submitted under the "Citizens Comments" section of any meeting. Responses to said discussion will be considered for proper reply at an appropriate time.

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#### ARTICLE VI – HEARING OF THE PUBLIC



It is the goal of Council to promote the democratic and deliberative process of this governing body; to encourage the efficient administration of its responsibilities as directed by the Ohio Revised Code while at the same time encouraging the input of the general public. For that reason, the Council Rules impose certain restrictions on the timing, length and manner of public comments at public meetings governed by these rules. That input can occur in one of two manners:

- A) A citizen comment portion of the agenda provides an opportunity for citizens to address the Village Council on any subject. Such comments shall be limited to not more than three minutes unless an extension of that period of time is specifically granted by the Mayor or Village Council.

Citizens wishing to address specific items on the agenda may address the Council during the citizen comment portion of the meeting or, with the permission of the Mayor, may ask to defer their comments until such time as the agenda item is being considered by the Village Council and such person is introduced by the Mayor or a member of Council.

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#### ARTICLE VII – DECORUM IN COUNCIL CHAMBERS

- A) DECORUM - The Presiding Officer shall maintain decorum in Council Chambers during meetings. Persons, other than Members of Council and Village Officials, shall not be permitted upon the floor of Council or to address Council, except upon being introduced and invited by the Presiding Officer or a Member of Council. If anyone, other than a Village Official, desires to speak to a Member of Council while it is in session, the Member, if agreeable to the request, shall leave his seat and retire to the rear of the Council Chambers or elsewhere until the conversation is finished.

All comments and remarks from the audience shall be addressed to the public body as a whole and not to any single member, unless in response to a question from such member. Any person attending or participating in the public meeting shall avoid personal attacks and ill-mannered language. No persons in the audience shall engage in disorderly or boisterous conduct, including the utterance of loud, threatening or abusive language, or other acts which disturb, disrupt or otherwise impede the orderly conduct of any public meeting.

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To preserve the dignity of public meetings, cell phones of audience/residents should be silenced during the course of the meeting.

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- B) DISTURBING A LAWFUL MEETING – The Presiding Officer may require any person to leave a meeting or order the removal of any person who does any act which obstructs or interferes with the due conduct of such meeting or who makes any utterance, gesture or display which outrages the sensibilities of the Council. If the offending person refuses to leave or disobeys the order of removal, the Presiding Officer may direct the Sergeant-at-Arms to use such force as is necessary to remove the offending person from the meeting, and in such case, the offending person may be charged with a violation of Section 132.05 of the Ohio Basic Code Edition as adopted by the Council of the Village of Ottawa Hills.

#### ARTICLE VIII – ABSENCE OF RULES

In the absence of specific rules regarding meeting procedures the rules of the latest edition of

Robert's Rules of Order shall take precedence.



#### **ARTICLE IX – PROCEDURE FOR ADOPTION AND AMENDMENT**

- A) **TERM LIMITS** – Rules of Council do not carry over from one Council term to another and must be adopted by each succeeding Council.
- B) **METHOD OF ADOPTION** – Rules of Council may be adopted by Resolution, Ordinance or motion, provided it is approved by a majority of Council.
- C) **AMENDMENTS** – Amendments to these rules of Council may only occur by the same method by which they were adopted.

#### **ARTICLE X – CONFLICT WITH OHIO REVISED CODE**

To the extent that these Council Rules conflict with or are silent on a topic addressed in the Ohio Revised Code, the Ohio Revised Code will be the controlling authority.

Approved 01/06/00  
Amended 06/05/00  
Amended 01/07/02  
Amended 01/20/05  
Amended 02/05/07  
Readopted 01/14/08  
Readopted 01/25/10  
Readopted 01/16/12  
Readopted 01/27/14  
Readopted 02/08/16  
Amended 02/05/18  
Readopted 01/13/20  
Amended 12/07/20  
Readopted 01/04/21  
Amended 02/07/22  
Amended 01/09/23  
Amended 04/03/23  
Readopted 01/29/24  
Readopted 01/06/25

VILLAGE OF OTTAWA HILLS, OHIO

ORDINANCE No. 2026-1

CONFIRMING THE APPOINTMENT OF CARL REUTHER AS POLICE CHIEF OF THE OTTAWA HILLS POLICE DEPARTMENT AND WAIVING THE RESIDENCY REQUIREMENT AS DESCRIBED IN SECTION 737.15 OF THE OHIO REVISED CODE, AND DECLARING AN EMERGENCY.

WHEREAS, Section 737.15 of the Ohio Revised Code requires that each Village shall have a Marshal, designated Police Chief, appointed by the Mayor with the advice and consent of the legislative authority of the Village, and

WHEREAS, Mayor Thompson has appointed Carl Reuther as Police Chief, and

WHEREAS, Section 737.15 of the Ohio Revised Code requires that a Police Chief be a resident of the Village within six months unless such residency requirement is waived by ordinance.

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

SECTION 1. The appointment of Carl Reuther as Police Chief is hereby confirmed by the Council of the Village of Ottawa Hills, initially serving in a part-time capacity, and that the Village Administrator is hereby authorized to effectuate the transition of said appointment to full-time status within thirty (30) days, in accordance with the approved compensation schedule.

SECTION 2. The residency requirement as identified in Section 737.15 of the Ohio Revised Code is hereby waived.

SECTION 3. It is hereby found and determined that all formal actions of this Council and any of its committees concerning and relating to the passage of this Ordinance were adopted in open meetings, in compliance with all legal requirements, including Section 121.22 of the Revised Code of Ohio.

SECTION 4. This legislation is hereby declared to be an emergency made necessary for the continued peace, health, safety and welfare of the community and for the further reason that Section 737.15 requires that the Village of Ottawa Hills have a designated Police Chief. As an emergency it shall be in full force and effect immediately upon its passage.

Vote on passage Yeas \_\_\_\_\_ Nays \_\_\_\_\_

Passed as an emergency measure Yeas \_\_\_\_\_ Nays \_\_\_\_\_

\_\_\_\_\_  
Date of passage

Attest:

\_\_\_\_\_  
President of Council

\_\_\_\_\_  
Clerk of Council

# VILLAGE OF OTTAWA HILLS, OHIO

## RESOLUTION No. 2026-2

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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.

WHEREAS, the Village of Ottawa Hills is certified by the Public Utilities Commission of Ohio (PUCO) to provide Governmental Aggregation Services for its eligible residential and small businesses consuming natural gas through certification # 12-248G; and

WHEREAS, the Village of Ottawa Hills aggregation services are governed by Chapter 4901:1-27 of the Ohio Administrative Code and section 4929.20 of the Ohio Revised Code; and

WHEREAS, the Village of Ottawa Hills has historically worked cooperatively with other communities in Lucas and Northern Wood Counties as part of the Northwest Ohio Aggregation Coalition (NOAC); and

WHEREAS, through the efforts of the NOAC communities participating residential and small business consumers have saved over \$180 million on their natural gas and electricity purchases since 2001; and

WHEREAS, NOAC's energy consulting company, Palmer Energy Company, Inc., issued a Request for Proposals for natural gas opt out aggregation services to various certified natural gas suppliers; and

WHEREAS, the NOAC communities determined that the best proposal offered was for 20 months from Archer Energy, LLC.; and

WHEREAS, the Village of Ottawa Hills entered into a Master Service Agreement in March 2024 for the provision of natural gas opt out aggregation services; and

WHEREAS, the average savings for participants are expected to vary between about \$10 and \$30 over the term depending on weather and future discounts from Archer.

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

SECTION 1. That the proposal of Archer Energy, LLC, 9777 Fairway Drive, Powell, OH 43065 to extend its agreement to provide natural gas opt-out aggregation services to participants in the Village of Ottawa Hills for the billing periods of June 2026 through May 2027 is hereby accepted subject to final contract approval and recommendation on pricing from Palmer Energy.

SECTION 2. That no funds from the Village of Ottawa Hills are required to operate this program for the citizens.

SECTION 3. It is hereby found and determined that all formal actions of this Council and any of its committees concerning and relating to the passage of this Resolution were adopted in open meetings, in compliance with all legal requirements, including Section 121.22 of the Revised Code of Ohio.

SECTION 4. This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the citizens of the Village of Ottawa Hills, and to allow for all members of NOAC to sign their energy agreement at the same time and obtain the best price and shall be in full force and effect from and immediately after its passage.

Vote on passage

Yeas \_\_\_\_\_ Nays \_\_\_\_\_

Passed as an emergency measure

Yeas \_\_\_\_\_ Nays \_\_\_\_\_

\_\_\_\_\_

Date of passage

Attest:

\_\_\_\_\_  
President of Council

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Clerk of Council

## RESOLUTION No. 2026-3

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Date of passage

Attest:

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President of Council

\_\_\_\_\_  
Clerk of Council

VILLAGE OF OTTAWA HILLS, OHIO

RESOLUTION No. 2026-4

A RESOLUTION RECOGNIZING  
MARCH 9<sup>th</sup> THROUGH MARCH 13<sup>TH</sup>,  
2026 AS PEDESTRIAN SAFETY WEEK.

WHEREAS, the Village of Ottawa Hills is one of the most beautiful and enjoyable communities in the region to walk and wheel; and

WHEREAS, we can only fully enjoy the beauty of the Village if steps for pedestrian and bicycle safety are implemented, communicated, and followed; and

WHEREAS, we have the opportunity to make our roadways safer for walkers, riders, and wheelers by being courteous and aware of all users as we drive, walk, run or wheel.

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

SECTION 1. The Village of Ottawa Hills hereby recognizes March 9<sup>th</sup> through March 13<sup>th</sup>, 2026, as:

PEDESTRIAN SAFETY WEEK

urging residents and guests to follow pedestrian, bicycle, and traffic laws and guidelines for safer pedestrian travel.

SECTION 2. It is hereby found and determined that all formal actions of this Council and any of its committees concerning and relating to the passage of this Resolution were adopted in open meetings, in compliance with all legal requirements, including Section 121.22 of the Revised Code of Ohio.

Vote on passage Yeas \_\_\_\_\_ Nays \_\_\_\_\_

\_\_\_\_\_  
Date of passage

Attest: \_\_\_\_\_  
President of Council

\_\_\_\_\_  
Clerk of Council

CODE	Item	Responsible	Details	Cost Estimate	Status	Last Update / Completed
FIN-2502-001	Reconvene to establish long term plan	Council Mayor			Hold	
FIN-2506-002	Create master list of Village-owned assets/infrastructure	McDonald	Comprehensive list of assets/infrastructure that require maintenance and current status (tennis courts, Geresy field, Hardman field, roads, street lights, buildings, vehicles, etc...).		Hold	
GEN-2505-001	Identify standing community service task for HS students to complete each year in exchange for Village contribution to After Prom.	McDonald	2025 Prom received \$1000 contribution from the Village, contingent upon receiving some student assistance with community service efforts.  Mayor supported creating a clear plan stating community service requirements in exchange for donations, communicated in advance to encourage participation for the following year.	\$1,000	Hold	6/2/2025
GEN-2506-002	Residents placing boulders in right of way		Private use of Right of Way Boulders in right of way, how to address?		Hold	
GEN-2506-005	Assess zoning code versus environmental plan		Include plants that should not be planted (i.e., destructive and/or invasive)		Hold	
HR-2504-006	Develop plan for 2026 community events	McDonald Hauck	Identify events the Village could host in 2026, engaging a broad spectrum of ages. Add events to calendar, and begin planning. Assess for possibility in Summer 2026 - Summer Concert Series (Jun, Jul, & Aug)		Hold	
JRB-2506-001	Add a Maintenance Fund fee to registration fees	McDonald / JRB	Consider creating a Maintenance Fund for Village owned fields/sport areas to include in Village Life registration fees. May not cover full maintenance costs but can offset some of them.		Hold	
SAF-2506-002	Assess safety impact due to additional traffic on side streets		OHES Circle - ripple effects to change in use, more parents park along Manchester, Hempsted, and Brookside to pick up children.		Hold	
SAF-2506-003	Walkability audit Sidewalk audit and assessment				Hold	
SAF-2506-004	Assess status of response to calls to non-emergency line and responsiveness to calls to 911 after switch to central dispatch.		Receiving feedback that after hours calls not being answered (calling correct number?)  Dispatch not familiar with Ottawa Hills when explaining location need  Is this still an issue or is this working better now? Have heard some say they are still feeling slower or no response for non-emergency calls.		Hold	



CODE	Item	Responsible	Details	Cost Estimate	Status	Last Update / Completed
SAF-2506-005	Purchase additional pole mounted speed signs			\$3,000 each	Hold	
STR-24xx-003	Bancroft improvements		Bancroft improvements, bike lane, & sidewalk additions	Sidewalk North side - est \$202,184 Sidewalk South side - est \$150,635 Additional corridor improvements - TBD	Hold	
STR-24xx-004	Sidewalk Extension		Extend sidewalks on Indian from Evergreen towards Talmadge/Central		Hold	
STR-24xx-005	Sidewalk Extension		Add sidewalk on Orchard between Bancroft and Indian		Hold	
STR-24xx-006	Sidewalk Extension		Add sidewalks along Talmadge		Hold	
STR-24xx-007	Assess traffic safety on Indian at Pembroke/St. Ursula		Indian @ Pembroke - St. Ursula traffic parking on crosswalk and blocking use of SE Indian a problem area during St. Ursula drop off/pickup, for other vehicle traffic and pedestrians. Not paying attention to those trying to cross/in crosswalk		Hold	
STR-24xx-008	Sidewalk Extension		Add sidewalk along Secor from Kenwood to Gallatin		Hold	
STR-24xx-009	Repair/replace pedestrian bridge at Ridgewood		Schedule pedestrian bridge inspection (est \$4770) Pedestrian bridge repairs (est \$300,000)	Bridge inspection (est \$4770) Bridge repairs (est \$300,000)	Hold	
STR-24xx-010	Repair fountain by Ridgewood			TBD	Hold	
STR-24xx-011	Create map of meadows and features for residents		Comprehensive map of meadow areas to include access paths, trails, water access points, fountain, bridge, etc...)		Hold	
STR-24xx-012	Multi Use path to White Field			Est \$1,000,000	Hold	
SVE-2501-001	Identify alternative interactive space in meadows		Work with TNC to identify an area in the meadows that can be designated as a "free space" for youth to dig, build, etc... Discuss with Peter Blank		Hold	
UBG-2506-008	Sulphur Spring access path improvement		Connect Sulphur Spring path to Sled Hill path	\$50,000	Hold	
UBG-2506-009	Improve remaining access paths to meadows		Assess paths and prioritize needed improvements		Hold	
UBG-2506-010	Municipal Building - repair, replace, or relocate		Assess full scope of functional and space needs for Administrative services		Hold	
UBG-2506-011	Service Department - renovate or relocate		Assess full scope of functional and space needs for Service Department		Hold	
UBG-2506-012	Police Department - renovate, replace, or relocate		Assess full scope of functional and space needs for Police Department		Hold	

CODE	Item	Responsible	Details	Cost Estimate	Status	Last Update / Completed
UBG-2506-013	Tennis court storage shed			TBD	Hold	
FIN-2506-001	Request infrastructure funds in biannual Ohio Capital budget (2026)		Request funds for Sulphur Spring Path improvement. Deadline to submit is June 2026.		In Progress	
FIN-2506-003	Utilize resources through TMACOG and others to identify additional grant opportunities		Toledo-Lucas County Public Library Main Branch offered training on two grant databases in Sept 2025.		In Progress	9/30/2025
FIN-2512-001	Assess technology upgrades to add efficiencies and make information more readily accessible.		Investigate tech upgrades /tech tools to assess. Determine if existing tools (Excel) can do the job. - JRB / League Mgmt - Facility Reservation and availability (for community) - Project Mgmt / tracking / reporting (start with Sheets/Excel) - Engagement - newsletter, text alerts, - Permit forms online		In Progress	
GEN-2506-001	Solicitors in the Village	Police	06/13/2025 - Influx of requests for No Solicitors Allowed signs from OHPD due to several aggressive solicitors. Provide update to full council on what is/is not allowed for solicitors and what residents should do if sign is ignored. Consider requiring Scouts to obtain a permit for their popcorn sales and use it as an opportunity to educate the scouts on proper door to door sales behavior and showing a permit when asked (wearing in lanyard?), as a way to educate residents on what should occur.		In Progress	
HR-2506-001	Employee Handbook Updates	McDonald Phillips	Existing Employee Handbook to be cross referenced with draft provided by contract company Clemans Nelson. Company will review to ensure edits are up to date with current employment laws. Ms. Phillips drafted updates to employee handbook, Mrs. Holdren, Mrs. Hoffman and Ms. McDonald will review	Revisions included in prior payment	In Progress	1/29/2025
SAF-2411-001	Community education on eBikes	Police	Provide information to community on the safe use of eBikes, applicable traffic laws, and interactions between pedestrians, eBikes, and vehicles. Information in Resident Newsletter, assembly with Elementary Students.		In Progress	
SAF-2507-001	Exmoor speed study		Completed speed study under review. Committee would like another meeting to discuss increased safety measures Safety Committee meeting to be scheduled.		In Progress	1/27/2026
STR-24xx-001	Edgevale Rd Reconstruction and water line replacement	McDonald Pelland	Work to begin no earlier than April 27, 2026	\$3,059,833	In Progress	1/8/2026

CODE	Item	Responsible	Details	Cost Estimate	Status	Last Update / Completed
STR-24xx-002	Status report from Lucas Co. for fire hydrant and valve assessment				In Progress	
STR-2501-001	Assess blocking off the Municipal Building entrance closer to Bancroft, to deter traffic from cutting through to/from Talmadge light	Tharp	Kati Tharp to investigate laws around drivers avoiding intersections		In Progress	01/06/2025
STR-2503-001	Assess Ashborne for traffic flow improvement opportunities		Investigate possibility of one way loop to improve traffic flow during drop off/pick up window and school events, and address narrow road in general.  1. Find out if the school is willing to switch entry/exit of the parking lot (and why it is set up the way it currently is) 2. Consult with Fishbeck to see if this is feasible and provide some other options to solve the problem, 3. Obtain community input.  TMACOG completed traffic count data collection and report sent to Council for review		In Progress	11/21/2025
STR-2503-002	Ashborne School Zone	Pelland	Update Ashborne signage to clarify that it is a school zone		In Progress	
STR-2505-001	Evergreen Rd Bridge reconstruction	McDonald Pelland	Scheduled for June 2027	Grant awarded for 95% of construction costs, up to \$2.5 M	In Progress	1/8/2026
SVE-2506-001	Determine status of Toledo Zoo Monarch area at Sled Hill Meadow	The Nature Conservancy	TNC to reach out to Zoo about the monarch sign		In Progress	11/25/2025
SVE-2508-001	Obtain deer and flora studies	The Nature Conservancy	Legislation on agenda for 2026 contract with The Nature Conservancy that includes floristic assessment. Contract less than budgeted.		In Progress	12/1/2025
UBG-2504-001	White Field Remediation	McDonald Pelland	Determine cost for necessary remediation. OH Schools Foundation committed to fundraising up to \$500K, with match from Village. Signed contract with Verdantas, via Kati Tharp approval, for field investigation Building & Grounds meeting to be scheduled after report from Verdantas	Range of estimates received \$1M - >\$1.4M	In Progress	1/29/2026
UBG-2506-001	Wicklow Walk Path	McDonald Pelland	Deflectors installed, waiting on update from manufacturer about dimming issues. Crosswalk markings and signage TBD.	State Grant \$175,000. Combined with UBG-2506-002	In Progress	11/25/2025

CODE	Item	Responsible	Details	Cost Estimate	Status	Last Update / Completed
UBG-2506-002	Ashborne Walk Path	McDonald Pelland	Deflectors installed, waiting on update from manufacturer about dimming issues. Crosswalk markings and signage TBD.	State Grant \$175,000. Combined with UBG-2506-001	In Progress	11/25/2025
UBG-2506-003	Manchester Walk Path	McDonald Pelland	Deflectors installed, waiting on update from manufacturer about dimming issues		In Progress	11/25/2025
UBG-2506-004	Municipal Building Maintenance	McDonald Pelland	Front pillar, front door kick plate, mold remediation		In Progress	
UBG-2506-006	Service Department Maintenance	McDonald Pelland	<b>HVAC Repairs</b> Quotes received, no repairs made yet - \$15k each for hanging unit replacement in back garage - One Unit is being repaired. Another unit is unrepairable and will need to be replaced in the future. - \$4k for repairs but parts are hard to find	\$15,000/unit to replace \$4,000 for repairs	In Progress	1/8/2026
UBG-2506-007	Hardman Field maintenance	OH Schools Foundation	-		In Progress	4/7/2025
UBG-2509-001	Hardman Field improvements	OH Schools Foundation	Request to refresh infield grass and replace with new sod. OH Schools Foundation has raised approximately \$210K for improvements and will provide project specs.	TBD	In Progress	9/29/2025
ZON-2505-001	Update Zoning Code	Zoning Board McDonald Community Experts	Ongoing work sessions taking place. Meetings will resume in 2026 as soon as vacancy is filled in the Zoning Commission.		In Progress	1/29/2026
GEN-2512-001	Publish clear financial summary reports to website		In addition to regular finance reports that are published monthly, consider preparing a short "highlights" document that includes graphics and is easy for residents to get the basic information on the financial health of the Village.		TBD	
HR-2504-001	Develop community engagement and communication plan	McDonald Phillips	Create comprehensive plan for methods of community engagement - physical/digital communications, events, and target audience. Include space needs to inform long term planning of Municipal space.		TBD	
HR-2509-001	Investigate collaborating with the University of Toledo intern programs		Provide municipal project experience to students and obtain assistance from students in marketing, legal, civil engineering, and other relevant fields.		TBD	
JRB-2508-001	Comprehensive list of facilities available for public use and when they are reserved.		Provide an easy way for residents to determine what resources are available for public use, what can be reserved, occupancy limits, when unavailable/reserved, and dedicated "open" times for public field use.		TBD	

[illegible]