

Maumee Environmental & Tree Advisory Commission Meeting

2025 03-24, 5:00PM

Present Commission Members

Gabe Barrow
Bill Buri
Bill Cox
Jaimie Deye
Steve Emerine
Linda Faye Lucas
Jodi Haney (phone)
Mark Irmen
Jason Mendelsohn
Margo Puffenberger
Rob Schuster

Present City Staff

Patrick Burtch
Alan Lehenbauer

Present Community Members

Travis Chapin
Isaiah Gonzalez
David Ross
Chelsea Ziss

Meeting started at 5:04pm

1. Education Presentation Schedule

- a. Jan 23rd - Intelligent Trees documentary
- b. Feb - TARTA presentation
 - i. Because of the weather we couldn't have the TARTA buses on site. Would like to reschedule for April at the Maumee Senior Center.
- c. March 18th - Rain Barrel Workshops
 - i. Event went really well, fall might be a good time to do another one.
- d. **April**
 - i. April 12th – 9am Earth Day Clean Up Event, meet in the courtyard at City Hall for supplies.
 - ii. April 15th – 6pm Rain Garden presentation at the Maumee Library.
- e. **May**
 - i. May 1st – 4pm at Biggby, TARTA bus demonstration of how to load bikes onto the bus to continue your trip. **5pm Multi-purpose path Ribbon Cutting**. Different groups will have rides/runs after.
 - ii. May 29th – Bike Rodeo 6-8pm at City Admin Building. Glow Roll at 7:30pm. Rain date 5/30.
 - iii. Bike/walk to school
- f. **June** - Energy Choice Ohio presentation by Jodi Haney. Library would be a good venue. We need a location with a good internet connection. People need to bring a device – computer or tablet would be best – so they can shop around and sign up. Jodi will select a date based on when the library is available. Jodi will send a headshot and include a title and blurb about what the event is, what people need to bring.

2025 03-24, 5:00PM

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- A hand-drawn map on a piece of paper. At the top, it is titled "GVD MINI-FOREST". To the right, a note says "Till and Muck BOTH SITES". The map shows a triangular area. On the left side, a vertical line is labeled "APPROX 150'". At the bottom, a horizontal line is labeled "APPROX 75'". Inside the triangle, there are two irregular shapes representing forest areas. The left shape is labeled "MINI-FOREST YEAR 1 2025" and the right shape is labeled "MINI-FOREST YEAR 2 2026". Between these two shapes is a label "GRASS PATCH". Above the left shape, there is a label "65'" and "OLD TENNIS COURT". To the right of the right shape, there is a label "MOUND". Below the horizontal line, there is a label "GRASS" with arrows pointing left and right. At the bottom of the page, there is a simple drawing of a road labeled "GRAND VALLEY DRIVE".

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2025 03-24, 5:00PM

5. Tree City USA Awards will be held in Maumee on April 15, 2026. Maumee signed up a few years ago to host it. Once the 2025 event is over on April 16, Steph will help us plan. We need a location that can hold around 210 people.
6. Linda signed up to help with raingarden talk in August. Margo and Jaimie are also putting in a rain garden at Wolcott as part of the Master Rain Gardener course they are taking through the Toledo-Lucas County Rain Garden Initiative.
7. Maumee will look into grants for removing invasive Honeysuckle. Chelsea Ziss said it is bad along Broadway to Side Cut. There is the same issue with Callery Pear at Conant by the bridge. At Epstein Park there is Buckthorn that needs to be removed.
8. Wild Ones (National) had a good [webinar](#) about demonstration gardens that Linda watched. She will see if she can share the link.

Next Tree Commission Meeting – April 24, 5:00PM

Next Environmental Commission Meeting – May 22, 5:00PM

On Tuesday, March 25, 2025 after proper notice was given to the public, the Parks and Recreation Committee held a meeting.

Called to order at 412pm, in attendance were the following: Jon Fiscus, committee chair; Josh Harris and Ted Kurt (via phone), committee members; Patrick Burtch, City Administrator, Jennifer Harkey, Finance Director; Nancy Gagnet, Public Information Officer; Kasey Van Wormer, Municipal Clerk, Chelsea Ziss, Isiah Gonzalez, Dave Ross, Bill Buri, and Jessica Paczynski, community members, Alan Lehenbauer, Law Director, and Gina Schell, Assistant to the City Administrator.

Discussion began with some updates and clarifications on a few matters; first updates regarding the new dugouts at Fairfield and more accessible tables for the parks. Discussed MOU between City of Maumee and Maumee Soccer Club. Clarification and reiteration to plans, funding, and reasons for improvements to Eppstein Park – specifically that it is 95% TIF funded and led by Arrowhead Association, not being done for Metropolitan Holdings. It is still a public park. With School for Autism also going into Arrowhead, some sensory options will also be added along with other improvements including cameras, entrance signs, drainage, water stations, and benches. Also explored the history of the dedication of the land from Edward J Eppstein.

The next discussion moved to a new Stantec draft (Gant chart) to be done by Friday. Also discussed the forestation project that Redwood is funding.

Finally, reviewed Game Time play structure with draft photos and specs. Total cost is \$350,000 with \$91,000 coming from the NatureWorks grant. Structure is geared towards 5-12 year olds and will have ADA accessible sidewalks in the park, ADA swings, benches and refuse containers. Old structure to be removed soon. Mr. Fiscus made a motion to recommend the structure to Council, Mr. Harris seconded the motion, all in favor.

Motion to adjourn made by Mr. Harris with Mr. Kurt seconding the motion. All in favor. Meeting adjourned at 443pm.

NOTICE TO LEGISLATIVE
AUTHORITY

OHIO DIVISION OF LIQUOR CONTROL
8808 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43088-9005
(614)844-2360 FAX(614)844-3166

TO

6368353		TRFO		NAKAMA JAPANESE STEAKHOUSE & SUSHI LLC DBA NAKAMA JAPANESE STEAKHOUSE & SUSHI 465 W DUSSELL MAUMEE OH 43537
PERMIT NUMBER		TYPE		
06	01	2023		
ISSUE DATE				
03	10	2025		
FILING DATE				
D5		D6		
PERMIT CLASSES				
48	044	A	F33121	
TAX DISTRICT			RECEIPT NO.	

FROM 04/07/2025

7226062				RAYOKAS JAPANESE GRILL LLC 465 W DUSSELL MAUMEE OH 43537
PERMIT NUMBER		TYPE		
06	01	2023		
ISSUE DATE				
03	10	2025		
FILING DATE				
D5		D6		
PERMIT CLASSES				
48	044			
TAX DISTRICT			RECEIPT NO.	



MAILED 04/07/2025

RESPONSES MUST BE POSTMARKED NO LATER THAN, 05/08/2025

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.
REFER TO THIS NUMBER IN ALL INQUIRIES

A TRFO 6368353

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT
THE HEARING BE HELD ☐ IN OUR COUNTY SEAT. ☐ IN COLUMBUS.

WE DO NOT REQUEST A HEARING. ☐

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title) ☐ Clerk of County Commissioner.

(Date)

☐ Clerk of City Council

☐ Township Fiscal Officer

CLERK OF MAUMEE CITY COUNCIL
400 CONANT ST
MAUMEE OHIO 43537-3366



MEMO TO: Mayor and Councilmembers

FROM: Patrick Burtch, City Administrator

DATE: April 21st, 2025

SUBJECT: Façade grant for Maumee Valley Chocolate and Candy

Recommendation:

Authorize Façade grant to Maumee Valley Chocolate and Candy in the amount of \$60,000 per grant, totaling \$120,000 for the exterior improvements at 302 Conant St and 105 E Wayne St.

City of Maumee DEPARTMENTAL REPORT

MEMO TO: Patrick Burtch, City Administrator

FROM: Gina Schell, Assistant to the City Administrator

DATE: April 17, 2025

RECOMMENDATION: Authorize Façade Grant(s) to Maumee Valley Chocolate and Candy in the amount of \$60,000 per grant, totaling \$120,000.00.

SUMMARY

Authorize Façade Grants/Loans to Maumee Valley Chocolate and Candy for the exterior improvements at 302 Conant Street and 105 East Wayne Street. The total of the two grants equals \$120,000 (\$60,000 x 2). The repayment of the loan portion per grant equals \$200 per month for five years. The City requires a contractual commitment on the part of the applicant to pay the loan monthly. Failure to pay may result in a 100% grant reimbursement to the City. If the applicant makes timely loan payments, as directed in the contractual commitment, for the five years, the balance of the loan will be forgiven by the City.

BUDGETARY CONSIDERATIONS

These facade grants were approved and included in the 2025 General Appropriation Measure (budget).

HISTORY, BACKGROUND and DISCUSSION of the ISSUE

The City of Maumee Façade Grant program is designed to maintain Maumee's Uptown competitiveness by filling vacancies, promoting retail, restaurant, second-floor or above residential conversion, and office rehabilitation proposed or existing throughout the local Uptown Maumee business community. The goal of the Maumee Uptown Mini-Loan/Grant program is to provide an incentive to address office, above first floor residential, retail, and restaurant tenant and owner space within the City of Maumee Uptown area covering approximately 55 acres boarded on the North by the Anthony Wayne Trail, on the south by Broadway Street, to the East by the westerly right of way line of Elizabeth Street, and the East by the Easterly right of way line of Cass Street. The specific grant to any one company is based upon the company's commitment to Uptown, gross payroll, and the amount of municipal income tax such a payroll will generate in the City of Maumee. The maximum granted is up to \$60,000 per faced and requires a minimum of 30% private match. Loan/Grant funds are paid upon completion of the project. Grant recipients are required to enter a 5-year loan with the city, and a monthly payment determined by the amount of the grant received.

POSITIONS

The requested action is for the Maumee City Council to authorize the Façade Grants.

CITY OF MAUMEE UPTOWN MINI - LOAN/GRANT PROGRAM
APPLICATION

APPLICANT Company Name: Maumee Valley Chocolate & Candy

Address: 302 Conant St

Contact Person: Jason Peters

Telephone: 248-332-2236

COMPANY INFORMATION

Type: LLC

Principal Product/Service: Retail Chocolate & Candy Store

Date Established: 11/2010

Owner(s): Jason Peters

PROPOSED PROJECT

Location: 302 Conant St

Project Description: replace all windows upper level

New expanded windows on lower level, new door, new awning

Total Funds to be invested: \$80,000

JOBS/PAYROLL INFORMATION

Current Number of Jobs: 2

Most Current Tax Year's Annual Payroll: 43,559.22

Estimated New or Retained Jobs at Project Completion: 4

Estimated Property Value at Projection Completion: 650,000

PROJECT FINANCING

Name of Bank Financing the Project if applicable: N/A

Contact Person: _____

Phone: _____

Are there any federal, state, or local funding agencies involved in the
financing of this project? N.O

If yes please list.

SUBMISSION ACKNOWLEDGEMENTS

As an authorized agent of the applicant company, I hereby submit this application. I understand that any false statement in this application may subject the applicant company and signer to criminal prosecution. I also understand that additional information may be required to complete the application. By signing this application, I am authorizing the financing agencies to provide the City of Maumee, on a confidential basis, with any information required as part of the funding package.

Jason Peters
Signature

Owner
Title

Jason Peters
Typed Name

3-21-25
Date

Maumee Valley Chocolate & Candy is a retail chocolate and candy store in Uptown Maumee. We have operated in Maumee for nearly 15 years and anticipate many more. We feature handmade chocolates, fudge, ice cream, candy and so much more.

We plan to replace all the windows, doors, awnings and some paint to refresh the building's appearance. We want to make the building fits in with the improvements that have been made uptown. We are confident these improvements will ensure our business continues to be a destination uptown and also help attract new businesses.

The money for this project will help us update some of the areas of our building that are deteriorating, keeping it looking great and functional for many years to come. Many of the windows need to be custom made and this money will help greatly.

CITY OF MAUMEE UPTOWN MINI – LOAN/GRANT PROGRAM
APPLICATION

APPLICANT Company Name: Maumee Valley Chocolate & Candy

Address: 105 E Wayne St

Contact Person: Jason Peters

Telephone: 248-332-2236

COMPANY INFORMATION

Type: LLC

Principal Product/Service: Retail Chocolate & Candy Store

Date Established: 11/2010

Owner(s): Jason Peters

PROPOSED PROJECT

Location: 105 E. Wayne St

Project Description: new windows, new doors, new awnings

Total Funds to be invested: \$80,000

JOBS/PAYROLL INFORMATION

Current Number of Jobs: 2

Most Current Tax Year's Annual Payroll: 43559.22

Estimated New or Retained Jobs at Project Completion: 4

Estimated Property Value at Projection Completion: 650,000

PROJECT FINANCING

Name of Bank Financing the Project if applicable: N/A

Contact Person: _____

Phone: _____

Are there any federal, state, or local funding agencies involved in the financing of this project? No

If yes please list.

SUBMISSION ACKNOWLEDGEMENTS

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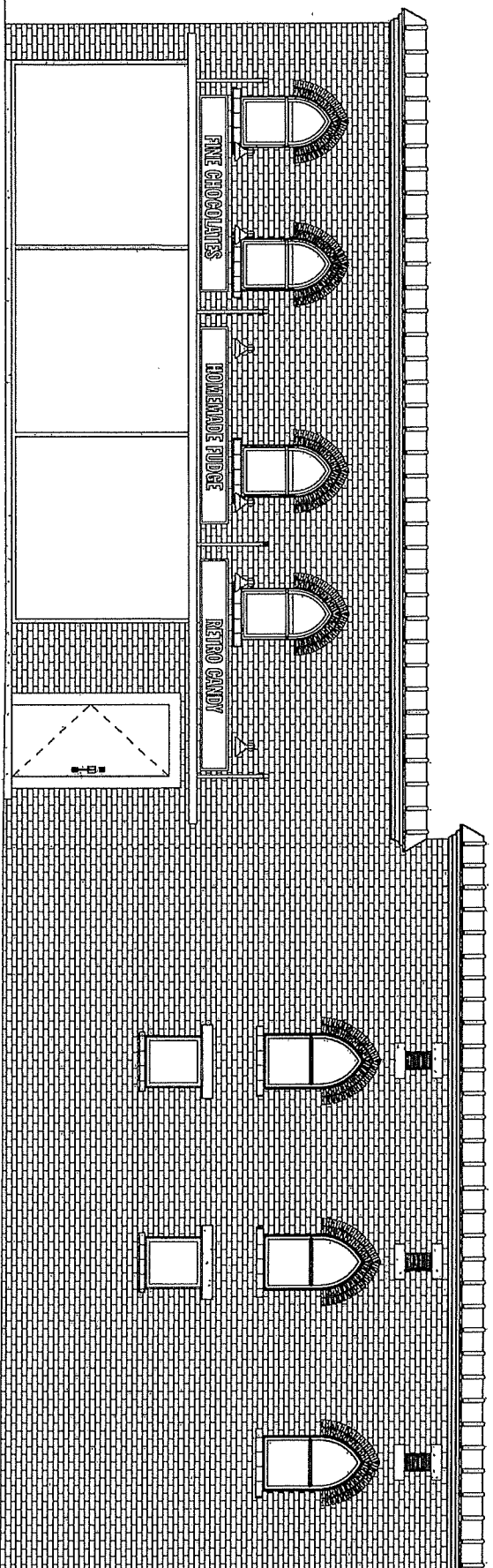
Jason Peters
Typed Name

3-21-25
Date

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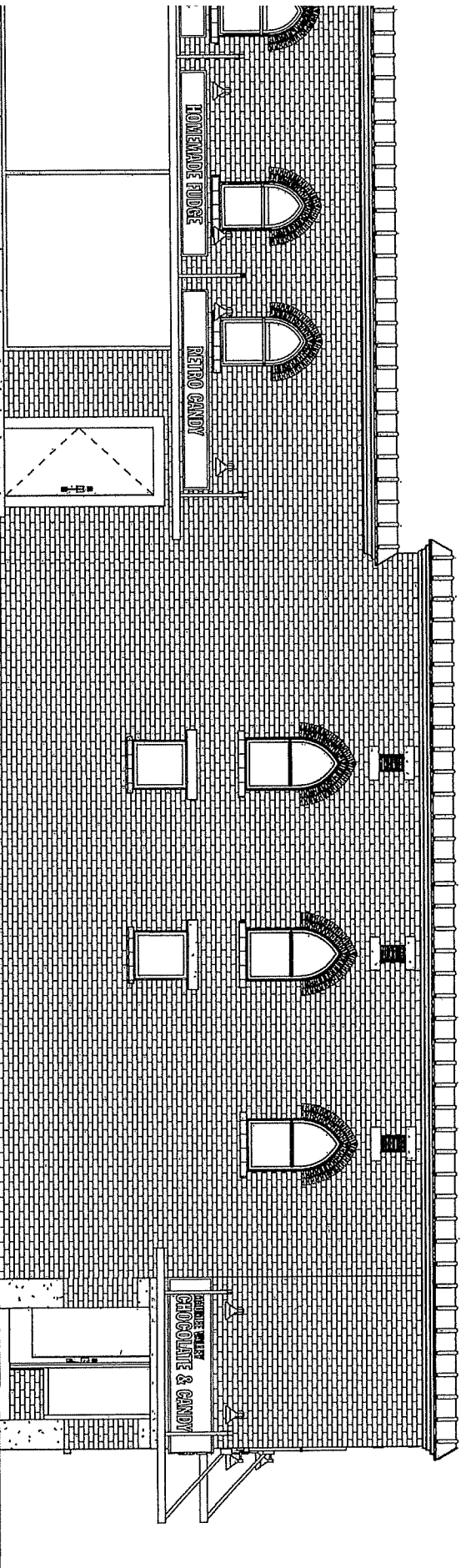
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SOUTH ELEVATION

MAUMEE VALLEY CHOCOLATE & CANDY FACADE RENOVATION



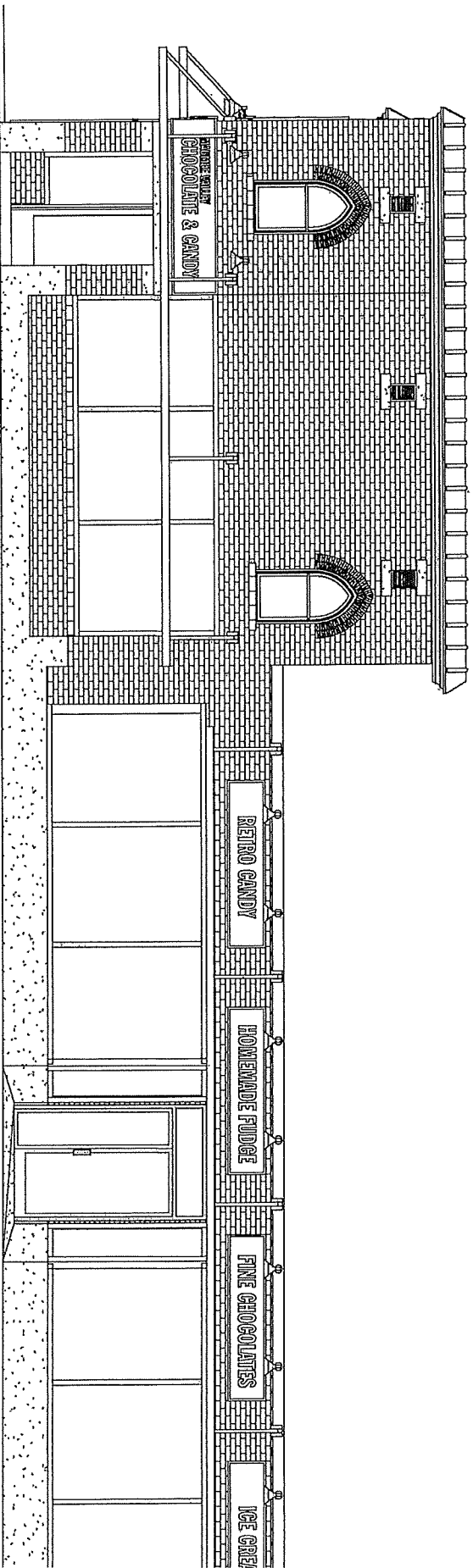
SOUTH ELEVATION

MAUMEE VALLEY CHOCOLATE & CANDY
FACADE RENOVATION

24213

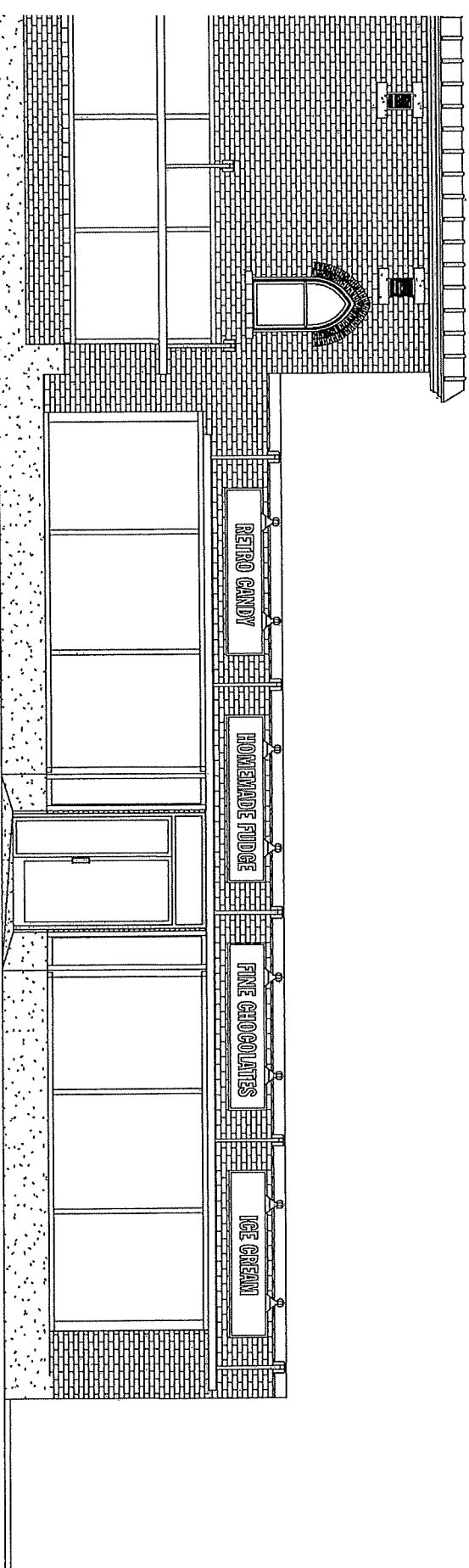
101 E WAYNE ST
MAUMEE, OH 43537

02/24/2025



EAST ELEVATION

MAUMEE VALLEY CHOCOLATE & CANDY FACADE RENOVATION



EAST ELEVATION

MAUMEE VALLEY CHOCOLATE & CANDY FACADE RENOVATION

24213

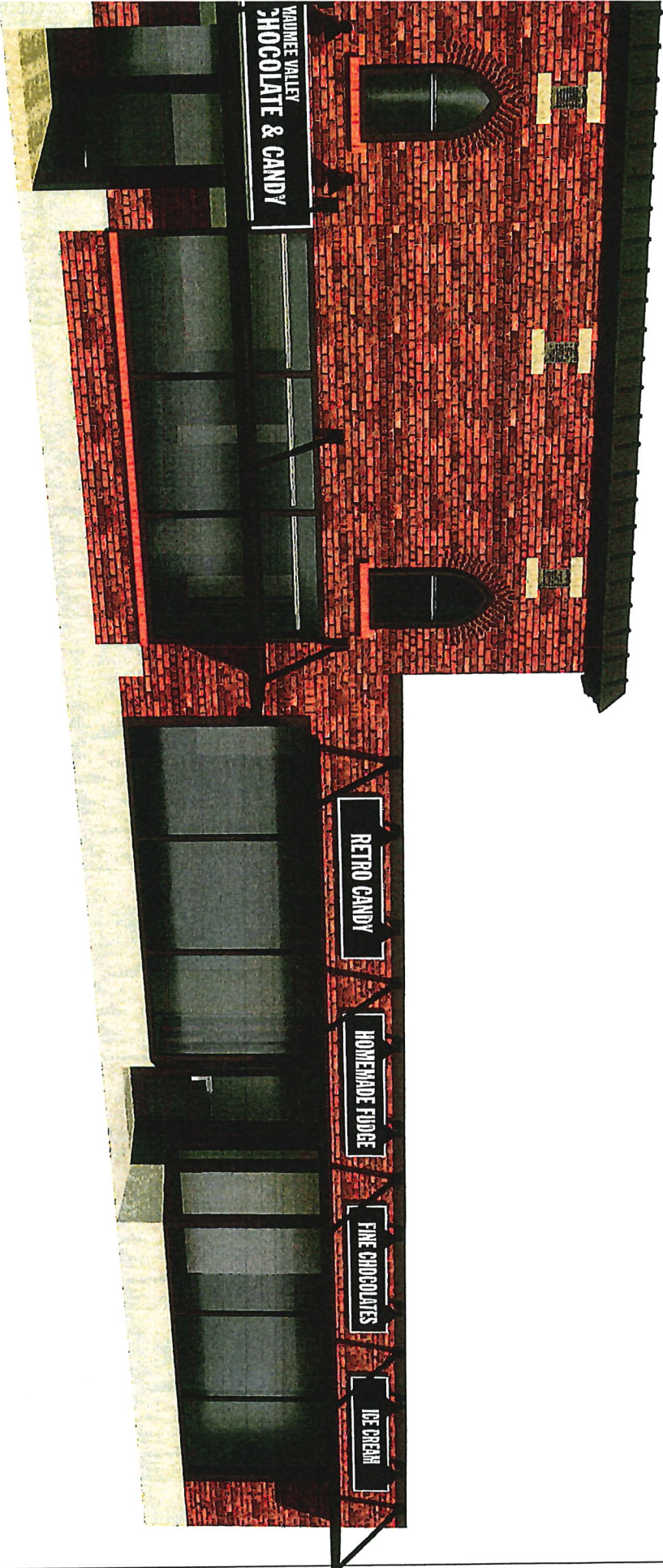
101 E WAYNE ST
MAUMEE, OH 43537

02/24/2025



ISOMETRIC

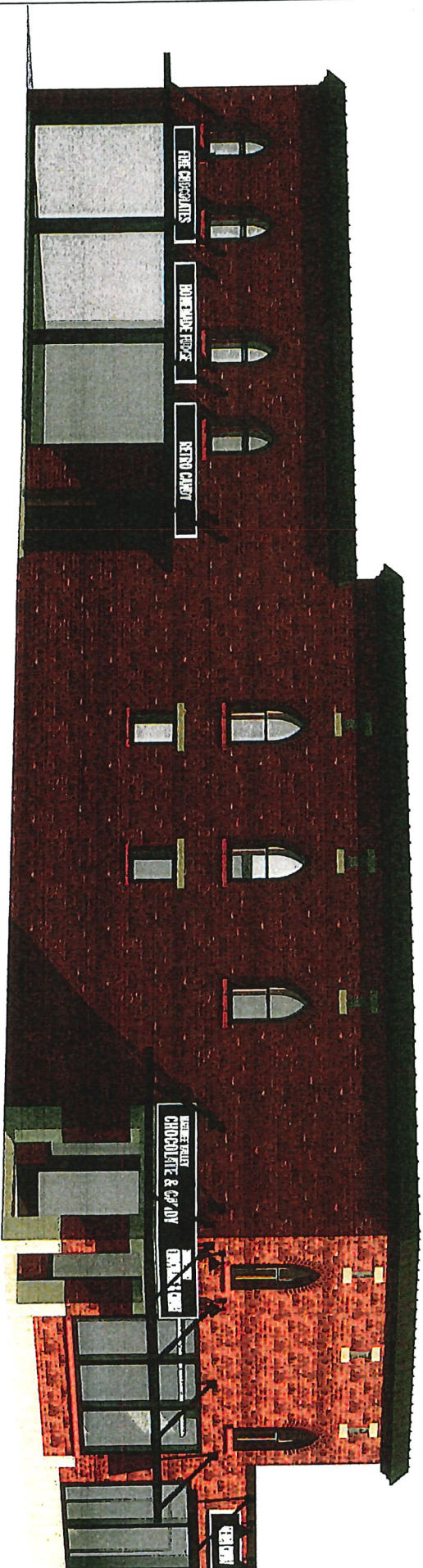
MAUMEE VALLEY CHOCOLATE & CANDY
FACADE RENOVATION



ISOMETRIC

MAUMEE VALLEY CHOCOLATE & CANDY
FACADE RENOVATION

24213
101 E WAYNE ST
MAUMEE, OH 43537
02/24/2025



ISOMETRIC

MAUMEE VALLEY CHOCOLATE & CANDY
FACADE RENOVATION



ISOMETRIC

MAUMEE VALLEY CHOCOLATE & CANDY
FACADE RENOVATION

24213
101 E WAYNE ST
MAUMEE, OH 43537
02/24/2025

A RESOLUTION AUTHORIZING SUPPORT FOR PROJECT iAm

WHEREAS, the City of Maumee has supported Project iAm and the Acoustics for Autism event that annually takes place within the City of Maumee;

WHEREAS, the annual Project iAm event in Maumee is one of the largest free music events in the US and venues in Maumee contribute their space and resources to help host the event including the Village Idiot, Buster Browns, the Elks, Uptown Wine and Fondue Bar and Side Cuts Sandwicherie;

WHEREAS, Project iAm held their eighteenth successful fundraising event in 2025;

WHEREAS, Project iAm, a non-profit entity, provides resources for numerous families who have family members who have autism and for individuals who have autism throughout this area;

WHEREAS, Project iAm has received national recognition for this event;

WHEREAS, many people volunteer their time for this event including the many event volunteers and some 99 bands who provide music for said event;

WHEREAS, Maumee encourages the public to attend this event and/or contribute to this worthwhile cause;

WHEREAS, the City Council of the City of Maumee wishes to continue to support Project iAm and Acoustics for Autism indefinitely, and finds that the use of City property and resources, use of City employees, improvement of parking lots, placing anchors for tents, providing power sources, allowing placement of tents, closure of roads, waiver of certain permit fees or requirements, and suspension of the DORA for Project iAm and Acoustics for Autism would be for a public purpose as defined by Ohio law; that the actions taken would be for the general good of the residents of the City of Maumee and surrounding area; promotes the public health and general welfare of the City of Maumee; and serves a public purpose by providing support for this cause and for the individuals who benefit from the funds raised from this annual event.

THEREFORE, BE IT RESOLVED by the Council for the City of Maumee, Ohio, that:

SECTION 1. That the City Council of the City of Maumee, Ohio, during all periods of time that Project iAm is in good standing and operating Acoustics for Autism within the City of Maumee Uptown area, hereby authorizes the use of City property and resources on behalf of Project iAm for the annual Acoustics for Autism event, and authorizes and approves all of the following each year for the event as set forth hereafter. The DORA in Maumee shall be suspended during the Acoustics for Autism event each year. The City and/or its Administrator is authorized to approve the request and plans for an F2 liquor permit for the event, authorized to close additional Maumee streets as necessary for the event, authorized to provide service employees, and fire and rescue services for said event at no additional cost for the event, authorized to provide additional police assistance when needed, authorized to waive permit fees and/or permit requirements for this event. Each year for said event, the West MEWS parking lot shall be closed from the Friday through Monday for the event, or for such other periods of time as necessary for said event. The City of Maumee further authorizes Project iAm to use the Maumee Indoor Theater each year from 12 noon until 4PM at no cost, authorizes the placement of tents on the portion of West Wayne Street or any other streets closed for this event, that will be closed for the event, authorizes the placement of a tents on the West MEWS parking lots, authorizes the waiver of the noise ordinance for the event until from Sunday at noon until at 11 PM each year, and authorizes the closure of portions of the following streets for said event:

(A) Conant Street between West John Street and West Wayne Street on the day of the event from 6AM until 10 PM

(B) West Dudley Street between Conant Street and Allen Street on the day of the event from 6AM until 11:59 PM

(C) West Wayne Street between Conant Street and Allen Street from Saturday of the event each year at 10AM until Sunday (day of event) at 11:59 PM. The closure of Wayne Street will begin near the Masonic Lodge and parking along Wayne closest to Conant will remain open along with access to Maumee Tackle and other businesses and parking will remain open at Maumee Tackle, unless express written agreement of Maumee Tackle to block their driveway is attained in a separate document.

(D) Allen Street between West Wayne Street and Dudley Street on the day of the event each year at 6 AM until 11:59 PM.

SECTION 2. The City Administrator is authorized to take such further actions, in addition to those set forth herein, as may be necessary including but not limited to the closure of additional streets or City parking areas before or during the annual event, modify the times for street closures or use of City property and parking areas, provided guidelines for use of the streets and parking lots to protect pavement areas are followed, and provided use of additional parking lots are in the best interest of the City of Maumee for the Acoustics for Autism event. The City waives any event fees, charges, or registration requirements for said event or use of City property, except for permits required by law.

SECTION 3. The City of Maumee recognizes, honors and appreciates all the volunteers for the event, the musicians, sponsors, donors, and the business establishments which support said event.

SECTION 4. If any section, phrase, sentence, or portion of this Resolution is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION 5. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including the Maumee Charter.

First Reading- April 21, 2025

Second Reading-May 5, 2025

Third Reading-May 19, 2025

Motion to Pass-May 19, 2025

Motion:

Second:

Yeas

Nays

Mayor.

ATTEST:

Municipal Clerk.

Approved as to form by:

Law Director.

RESOLUTION 010-2025
AUTHORIZING PARTICIPATION IN THE ODOT ROAD
SALT CONTRACTS AWARDED IN 2025, AND DECLARING AN EMERGENCY.

WHEREAS, the City of Maumee, Lucas County, Ohio (hereinafter referred to as the "Political Subdivision") hereby submits this written resolution and agreement to participate in the Ohio Department of Transportation's (ODOT) annual road salt bid in accordance with Ohio Revised Code 5513.01(B) and hereby agrees to all of the following terms and conditions in its participation of the ODOT road salt contract:

- a. The Political Subdivision hereby agrees to be bound by all terms and conditions established by ODOT in the road salt contract and acknowledges that upon award of the contract by the Director of ODOT it shall be bound by all such terms and conditions included in the contract; and
- b. The Political Subdivision hereby acknowledges that upon the Director of ODOT's signing of the road salt contract, it shall effectively form a contract between the awarded salt supplier and the Political Subdivision; and
- c. The Political Subdivision agrees to be solely responsible for resolving all claims or disputes arising out of its participation in the ODOT road salt contract and agrees that each party hereto shall be responsible for liability associated with that party's own errors, actions, and failures to act; and
- d. The Political Subdivision's electronic order for Sodium Chloride (Road Salt) will be the amount the Political Subdivision agrees to purchase from its awarded salt supplier at the delivered bid price per ton awarded by the Director of ODOT; and
- e. The Political Subdivision hereby agrees to purchase a minimum of 85% of its electronically submitted salt quantities from its awarded salt supplier during the contract's effective period; and
- f. The Political Subdivision hereby agrees to place orders with and directly pay the awarded salt supplier on a net 30 basis for all road salt it receives pursuant to ODOT salt contract; and
- g. The Political Subdivision acknowledges that should it wish to rescind this participation agreement it will do so by written, emailed request by no later than Friday, May 2, 2025, **by 5:00 p.m.** The written, emailed request to rescind this participation agreement must be received by the ODOT Office of Contract Sales, Purchasing Section email: Contracts.Purchasing@dot.ohio.gov by the deadline. The Department, upon receipt, will respond that it has received the request and that it has effectively removed the Political Subdivision's participation request. Furthermore, it is the sole responsibility of the Political Subdivision to ensure ODOT has received this participation agreement as well as the receipt of any request to rescind this participation agreement. The Department shall not be held responsible or liable for failure to receive a Political Subdivision's participation agreement and/or a Political Subdivision's request to rescind its participation agreement.

Section 1. **NOW, THEREFORE**, be it resolved by the City Council of the City of Maumee, that this participation agreement for the ODOT road salt contract is hereby approved, funding has been authorized, that the Mayor and/or City Administrator are authorized to sign any agreements and/or place orders related to this agreement and the Political Subdivision agrees to the above terms and conditions regarding participation on the ODOT salt contract.

SECTION 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including the Maumee Charter.

SECTION 3. This Resolution is hereby declared an emergency measure and shall take effect and be in full force and effect immediately from and after its passage. The reason for the emergency lies in the fact that there are time limits for entering into this agreement and the supply of road salt is necessary for the immediate preservation of the public peace, health, and safety and to authorize the execution of agreements as set forth herein.

MOTION TO DECLARE AN EMERGENCY:

Second:

Yeas: Nays:

Motion to Pass:

Second:

Yeas: Nays:

Passed as an emergency measure: April 21, 2025

Mayor.

ATTEST:

Municipal Clerk.

Approved as to form by:

Law Director.