

MAUMEE CITY COUNCIL
MINUTES
Monday, October 20, 2025 at 6:15 pm

The Council of the City of Maumee, Ohio met on the above date in Council Chambers with the following members present: Ted Kurt, Philip Leinbach, Margo Puffenberger, Chelsea Ziss, Gabriel Barrow, Jon Fiscus, and Josh Harris (7). James MacDonald presiding.

Roll Call: Ted Kurt, Philip Leinbach, Margo Puffenberger, Chelsea Ziss, Gabriel Barrow, Jon Fiscus, and Josh Harris.

COMMITTEE OF THE WHOLE

CITIZEN COMMENTS

Mr. Harris moved to adopt the agenda as submitted.
Mr. Kurt seconded the motion.
Roll call: 7 voted yea, the Chair declared the motion carried.

Mrs. Puffenberger moved to approve the meeting minutes for October 6, 2025.
Mrs. Ziss seconded the motion.
Roll call: 7 voted yea, the Chair declared the motion carried.

PETITIONS AND COMMUNICATIONS-None

CONSENT CALENDAR

A. Recommendation from Mayor:
Confirm the appointment of John Sayre to the Maumee Charter Review Advisory Commission for the balance of the term held by Scott Singleton, who resigned.

B. Recommendation from Mayor:
Confirm the appointment of Benjamin Heywood to the Joint Economic Development Zone (JEDZ) Board to replace Patrick Burtch.

C. Recommendation from Mayor:
Second reading of Ordinance 028-2025, an ordinance amending Maumee Codified Ordinance Section 1105.03 Design Review Board And Ordinance 106-2020 (terms to expire at end of the year)

D. Recommendation from Law Director:
Authorize Mayor or designee to enter into agreement with Zoning Solutions LLC to provide zoning related services for the City of Maumee for a ninety-day period.

E. Recommendation from Personnel Committee:
Approve job description prepared by WorkSpring for Human Resources Manager.

F. Recommendation from Finance Committee:
First reading of Ordinance 030-2025, an ordinance amending Chapter 103 and Ordinance No. 26-2023 of the Maumee Codified Ordinances, updating the requirements for contracts within the City of Maumee.

G. Recommendation from the Law Director:
First reading of Ordinance 031-2025 an ordinance repealing Ordinance 039-2021 titled an ordinance to grant expedited authority for the solicitation and awarding of contracts.

Mr. Kurt moved to approve the Consent Calendar.
Mr. Barrow seconded the motion.
Roll call: 7 voted yea, the Chair declared the motion carried.

NEW BUSINESS

Mr. Fiscus moved to approve Ordinance 029-2025, amending Ordinance 011-2025 the pay range for the Administrator, and Directors of Law, Finance, and Public Service beginning November 1, 2025 and continuing through 2026 and 2027.
Mr. Leinbach seconded the motion. Roll call: 7 voted yea, the Chair declared the motion carried.

Mr. Barrow moved to approve Resolution 030-2025, a resolution approving the petition for special assessments for special energy improvement projects Under Ohio Revised Code Chapter 1710; approving the necessity of acquiring, constructing, and improving certain public improvements in the City Of Maumee, Ohio in cooperation with the Northwest Ohio Advanced Energy Improvement District; and declaring an emergency.

Mr. Harris seconded the motion. Roll call: 7 voted yea, the Chair declared the motion carried.

Mrs. Ziss moved to approve Ordinance 032-2025, an ordinance determining to proceed with the acquisition, construction, and improvement of certain public improvements in the City of Maumee, Ohio in cooperation with the Northwest Ohio Advanced Energy Improvement District; and declaring an emergency.

Mrs. Puffenberger seconded the motion. Roll call: 7 voted yea, the Chair declared the motion carried.

Mr. Leinbach moved to approve Ordinance 033-2025, an ordinance levying special assessments for the purpose of acquiring, constructing, and improving certain public improvements in the City of Maumee, Ohio in cooperation with the Northwest Ohio Advanced Energy Improvement District; and declaring an emergency.

Mr. Barrow seconded the motion. Roll call: 7 voted yea, the Chair declared the motion carried.

COUNCIL COMMENTS

Legislation was considered at this time.

ORDINANCE NO. 029-2025

AMENDING ORDINANCE 011-2025 THE PAY RANGE FOR THE ADMINISTRATOR, AND DIRECTORS OF LAW, FINANCE, AND PUBLIC SERVICE BEGINNING NOVEMBER 1, 2025 AND CONTINUING THROUGH 2026 AND 2027.

The Ordinance was read by title only.

Mr. FISCUS moved to waive the three readings. Roll call: Kurt, Leinbach, Puffenberger, Ziss, Barrow, Fiscus, Harris (7) voting yea; nays, none.

Mr. FISCUS moved the ordinance be placed on its final passage and passed. Roll call: Kurt, Leinbach, Puffenberger, Ziss, Barrow, Fiscus, Harris (7) voting yea; nays, none.

So the Ordinance was passed.

RESOLUTION NO. 030-2025

A RESOLUTION APPROVING THE PETITION FOR SPECIAL ASSESSMENTS FOR SPECIAL ENERGY IMPROVEMENT PROJECTS UNDER OHIO REVISED CODE CHAPTER 1710; APPROVING THE NECESSITY OF ACQUIRING, CONSTRUCTING, AND IMPROVING CERTAIN PUBLIC IMPROVEMENTS IN THE CITY OF MAUMEE, OHIO IN COOPERATION WITH THE NORTHWEST OHIO ADVANCED ENERGY IMPROVEMENT DISTRICT; AND DECLARING AN EMERGENCY.

The Resolution was read by title only.

Mr. BARROW moved to suspend the rules and declare an emergency. Roll call: Kurt, Leinbach, Puffenberger, Ziss, Barrow, Fiscus, Harris (7) voting yea; nays, none.

Mr. BARROW moved the resolution be placed on its final passage and passed. Roll call: Kurt, Leinbach, Puffenberger, Ziss, Barrow, Fiscus, Harris (7) voting yea; nays, none.

So the Resolution was passed.

ORDINANCE NO. 032-2025

AN ORDINANCE DETERMINING TO PROCEED WITH THE ACQUISITION, CONSTRUCTION, AND IMPROVEMENT OF CERTAIN PUBLIC

IMPROVEMENTS IN THE CITY OF MAUMEE, OHIO IN COOPERATION WITH
THE NORTHWEST OHIO ADVANCED ENERGY IMPROVEMENT DISTRICT;
AND DECLARING AN EMERGENCY.

The Ordinance was read by title only.

Mrs. ZISS moved to suspend the rules and declare an emergency. Roll call: Kurt, Leinbach, Puffenberger, Ziss, Barrow, Fiscus, Harris (7) voting yea; nays, none.

Mrs. ZISS moved the ordinance be placed on its final passage and passed. Roll call: Kurt, Leinbach, Puffenberger, Ziss, Barrow, Fiscus, Harris (7) voting yea; nays, none.

So the Ordinance was passed.

ORDINANCE NO. 033-2025

AN ORDINANCE LEVYING SPECIAL ASSESSMENTS FOR THE PURPOSE OF
ACQUIRING, CONSTRUCTING, AND IMPROVING CERTAIN PUBLIC
IMPROVEMENTS IN THE CITY OF MAUMEE, OHIO IN COOPERATION WITH
THE NORTHWEST OHIO ADVANCED ENERGY IMPROVEMENT DISTRICT;
AND DECLARING AN EMERGENCY.

The Ordinance was read by title only.

Mr. LEINBACH moved to suspend the rules and declare an emergency. Roll call: Kurt, Leinbach, Puffenberger, Ziss, Barrow, Fiscus, Harris (7) voting yea; nays, none.

Mr. LEINBACH moved the ordinance be placed on its final passage and passed. Roll call: Kurt, Leinbach, Puffenberger, Ziss, Barrow, Fiscus, Harris (7) voting yea; nays, none.

So the Ordinance was passed.

Mr. Barrow moved to enter executive session at 7:26pm for personnel. Mr. Fiscus seconded the motion. Roll call: 7 voted yea, the Chair declared the motion carried.

Mr. Barrow moved to exit executive session at 8:04 pm. Mr. Kurt seconded the motion. Roll call: 7 voted yea, the Chair declared the motion carried.

Mr. Harris made a motion authorizing the Mayor or designee to enter into agreement with Work Spring for temporary Human Resource services for a minimum of 4 hours per week at the rate of \$82.50 per hour, not to exceed 8 hours per week.

Mr. Barrow seconded the motion. Roll call: Kurt, Leinbach, Puffenberger, Barrow, Fiscus, Harris (6) voting yea; Ziss (1) voting nay, the Chair declaring the motion carried.

Mr. Kurt moved to adjourn at 8:05 p.m. until the next scheduled meeting October 20, 2025, at 6:15 p.m.

Mrs. Puffenberger seconded the motion.

Roll call: 7 voting yea, the Chair declared the motion carried.