



February 28, 2025

WHITEHOUSE COUNCIL AGENDA
March 4, 2025
6:30 P.M.

The Whitehouse Village Council is encouraging citizens to consider accessing public meetings remotely. You may do so by phone at 1-567-318-0438. You will then be prompted to press the following Meeting ID 708107151#. You may also access the meeting online by going to the Village website at www.whitehouseoh.gov and clicking on the link from the home page. Please make sure you mute your microphone.

Notice is hereby given that the Whitehouse Village Council will meet on Tuesday, March 4, 2025, at 6:30 PM. The meeting will be held in Council Chambers, Village Hall, 6925 Providence St., Whitehouse, Ohio

Welcome and thank you for attending the Whitehouse Village Council meeting. The purpose of the Village Council meeting is to conduct the official business of the Village of Whitehouse and to hear citizens' comments pertaining to items that appear on the agenda and comments for future consideration. We welcome and encourage your participation. If you wish to make a comment, please wait to be recognized then state your name and address for the record. Please make your comments as concise as possible to allow time for others who wish to make comments. The Mayor presides over the Council meeting and has the authority to take the actions necessary to maintain order and proper decorum among those present. Thank you for your cooperation.

- I. Call to Order
- II. Roll Call
- III. Prayer: Warren Clifton, Hope United Methodist
- IV. Pledge of Allegiance
- V. Adoption of Minutes of the February 18, 2025, Council Meeting
- VI. Adoption of Bills Dated February 28, 2025 and the Addendum bills dated March 4, 2025
- VII. Introduction of Persons to Appear Before Council
- VIII. Committee Reports
 - A. Report on the Fallen Timbers Union Cemetery District Meeting
 - B. Report on the March 3, 2025 Planning Commission Meeting
- IX. Report of the Mayor
 - A. Appointment of Mike Hill as New Public Service Director
- X. Report of the Clerk of Council

6925 Providence Street . PO Box 2476 . Whitehouse, Ohio 43571
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- XI. Report of the Municipal Administrator
 - A. Request Authorization to Advertise for Bids for the 2025 Street Resurfacing Project
 - B. Operations Report
- XII. Report of the Law Director
- XIII. Report of the Department Heads
- XIV. Citizen Comments on Agenda Items
- XV. Ordinances
- XVI. Resolutions
- XVII. Council Comments
- XVIII. Citizen Comments
- XIX. Adjournment

CALL TO ORDER – ROLL CALL – PRAYER – PLEDGE OF ALLEGIANCE

Meeting called to order at 6:30 PM by Mayor Rich Bingham.

Council Members Present: Louann Artiaga, Dave Riggenschach, Carrie Tuohy, Steve Fine, Steve Connelly and Larry Yunker

Council Members Absent: N/A

Staff Present: Municipal Administrator Jordan Daugherty, Deputy Administrator Joshua Hartbarger, Solicitor Kevin Heban, Director of Public Services Steve Pilcher, Police Chief Allan Baer, Fire Chief Jason Francis, Clerk of Council Nicole Hartbarger

Guests Present: Nan Myers, Tim Tuohy, Rob Casaletta, Elliot Tramer, Angela Boudouris

Council Prayer was given by Pastor Shawn Bellner of Cedar Creek Church.

Motion by Councilman Riggenschach, seconded by Councilwoman Tuohy to approve the minutes of the February 4th, 2025 council meeting. 6 ayes

Riggenschach asks about the financial report with final numbers; Administrator Daugherty says that will be available after finalizing year end very soon. Tuohy asks about bills paid to Jacob Barnes – paid \$3,300 plus mileage asking about reports from him with status of properties, updates, complaints, etc. Deputy Administrator Hartbarger says in the new status report there will be some of those details provided. Daugherty confirms this amount is for two months; Tuohy says wants to make sure we are getting our reporting for what we are paying this contractor.

Motion by Councilwoman Artiaga, seconded by Councilman Yunker to approve the bills totaling \$60,887.57 dated February 14th, 2025, and the Addendum bills totaling \$107,540.29 dated February 18th, 2025 and the December 2024 financial statements. 6 ayes

PERSONS TO APPEAR BEFORE COUNCIL

Mayor Bingham asked if there were any people to appear before Council.

Elliot Tramer from Whitehouse Tree Commission

Mr. Tramer shares that he appreciates Mayor and Council time. He introduces himself as the new chair of the tree commission replacing Sheri Luedtke. Tramer comments he has been a member for 17 years, almost the whole time the commission has existed. During last council meeting it was announced Whitehouse received the growth award again. Growth award is for activities over and above the requirements to be a Tree City USA. In Northwest Ohio – 19 counties in this region with over 50 municipalities that are Tree City USA. Whitehouse is one of the nine of those municipalities that received the growth award. Whitehouse ranks second among 50 communities. Bowling Green is currently number one. Tramer says he

appreciates Council and Mayor work in contributing to this award with their support. Angela Boudouris, a new member of the tree commission, is here as well. Sheri Luedtke was founder of Tree Commission and served as chair up until this point – Tramer feels this should be recognized; request that Council considers a resolution of appreciation for Sheri's services to Whitehouse.

COMMITTEE REPORTS

Mayor Bingham asked if there were any committee reports to share.

Report on the February 11, 2025, Committee of the Whole Meeting

Council President Riegenbach shares that the committee discussed the new pedestrian bridge dedication; name to be Sgt. Andy Eckert Memorial Bridge – approved and moved forward with tentative date of May 8th for the dedication. Charter review discussion included term limits for Council and Mayor along with hiring and firing authority for Mayor. Riegenbach shares the next topic was the Village survey, will be soon putting results out to residents through the Whitehouse website including some commentary. The committee approved going out to bid for the SCBA equipment and Marcs Radio equipment supported mainly by grant funding obtained in house by fire department employees. Brief discussion on how to revive historic Reo Fire Truck, possibly for Cherry Fest parade.

REPORT OF THE MAYOR

Appointment to Tree Commission

Mayor Bingham begins his report by nominating Angela Boudouris as a committee member to the Whitehouse Tree Commission.

Boudouris shares that she is a resident in Whitehouse, on Oak River Lane, since 2001. Comments that she loves the area and is active in the Metroparks doing volunteer research. She hopes to be an asset to the Tree Commission; looking forward to serving.

Motion by Councilman Riegenbach, seconded by Councilman Fine to appoint Angela Boudouris to the Whitehouse Tree Commission. 6 ayes

Bingham shares an update regarding Whitehouse Library, they met a few weeks ago. This week there will be soil samples and environmental studies taken in the park areas. Library team plans to have open house around March 20th at the current Whitehouse Library, there will be no formal presentation but will have Lucas County staff to answer questions. There will be a formal presentation will be later.

Bingham confirms with staff that the community survey results will be online as well as on the Whitehouse application.

Councilman Fine set a meeting with Deputy Administrator Hartbarger, Mayor Bingham, Administrator Daugherty and himself with the TARTA board; Mayor appreciates Fine doing this. Fine says TARTA does provide service to Whitehouse, it does have to be

scheduled/requested and they can take you within a zone including Maumee, Holland, Toledo Airport. Not a lot of people seem to be aware of this for Whitehouse. They are looking to provide more service for this area. Current service is like uber where they will pick you up at your house. They are wheelchair accessible. Fine also shares if you are 65 or older or have a disability, they will take you directly to where you need to go. It is a shared ride service, where they will pick you up but there may be others along for the ride as well. The Muddy Shuttle will be brought back to Kroger in Waterville along with Walleye game transportation; \$3 each way for this service.

Bingham shares the Swan Creek Ditch meeting has been rescheduled for Monday, February 24th with the County. Mayor and staff will be meeting with Theresa Gavarone same day.

Coffee with Mayor and Council will be on March 15th at Whitehouse Bakery. The Whitehouse Easter Hunt March 29th at 9am, there were some conflicting events and schedules that pushed the event back to this date. Format will be the same as last year but now including bounce houses and balloon animals; this event will be at the Legion. Expect to close the parking lot at the legion for safety reasons – egg hunt itself will start at 10am. Next planning meeting for this event is on March 5th 6:30pm.

Bingham shares that Station Day is upcoming, would like several to be involved if possible along with Kid Mayor and Kid Council at Whitehouse Primary. Judge Hazard will be involved.

Bingham shares that he is working on the State of the Village address, have accomplished a lot in one year that he would like to share. Looking forward to giving this in March.

REPORT OF THE CLERK OF COUNCIL

Mayor Bingham asked for any items to report from Clerk of Council Hartbarger. There were none.

REPORT OF THE MUNICIPAL ADMINISTRATOR

Mayor Bingham asks Administrator Daugherty for any items to report. There were none.

REPORT OF THE LAW DIRECTOR

Mayor Bingham asks Solicitor Heban for any items to report. There were none.

CITIZEN COMMENTS ON AGENDA ITEMS

Mayor Bingham asks for Citizen Comments pertaining to Agenda items. There were none.

ORDINANCES

Mayor Bingham asked Solicitor Kevin Heban for any ordinances to be reviewed or voted on.

A. **Ordinance 02-2025:** Establishing an Automatic Increase of the Compensation For the Clerk of Council for the Village of Whitehouse (Third Reading)

Motion by Councilman Connelly, seconded by Councilwoman Tuohy to approve **Ordinance 02-2025** to be read by title only, second reading. 6 ayes

Motion by Councilman Riggensbach, seconded by Councilman Connelly to adopt **Ordinance 02-2025: Establishing an Automatic Increase of the Compensation For the Clerk of Council for the Village of Whitehouse.** Third reading vote by name. 6 Ayes

B. **Ordinance 03-2025:** Authorizing the Award of a Purchase Contract for SCBA Equipment to Fire Safety Services (as an emergency)

Motion by Councilwoman Tuohy, seconded by Councilman Fine to approve **Ordinance 03-2025** to be read by title only. 6 ayes

Motion by Councilwoman Artiaga, seconded by Councilman Riggensbach to approve to suspend the rules and have the second and third reading of **Ordinance 03-2025** by title only. 6 Ayes

Motion by Councilman Yunker, seconded by Councilwoman Tuohy to approve **Ordinance 03-2025** by title only, declaring an emergency. 6 Ayes

Motion by Councilwoman Tuohy, seconded by Councilman Fine to adopt **Ordinance 03-2025: Authorizing the Award of a Purchase Contract for SCBA Equipment to Fire Safety Services, as an emergency.** Third reading vote by name. 6 Ayes

C. **Ordinance 04-2025:** Authorizing the Award of a Purchase Contract for Motorola Radios to P & R Communications (as an emergency)

Motion by Councilman Connelly, seconded by Councilman Riggensbach to approve **Ordinance 04-2025** to be read by title only. 6 ayes

Motion by Councilman Connelly, seconded by Councilman Yunker to approve to suspend the rules and have the second and third reading of **Ordinance 04-2025** by title only. 6 Ayes

Motion by Councilman Riggensbach, seconded by Councilwoman Tuohy to approve **Ordinance 04-2025** by title only, declaring an emergency. 6 Ayes

Motion by Councilman Fine, seconded by Councilwoman Tuohy to adopt **Ordinance 04-2025: Authorizing the Award of a Purchase Contract for Motorola Radios to P & R Communications, as an emergency.** Third reading vote by name. 6 Ayes

RESOLUTIONS

Mayor Bingham asked Solicitor Kevin Heban for any resolutions to be reviewed or voted on. There were none.

OTHER ITEMS DISCUSSED

Department Heads

Public Works Director Pilcher is pleased to announce two staff members passed required testing for EPA Water I operators licenses; big asset to the department. Broke ground on elevated storage tank on Industrial Parkway, will see progress. Working on winter operations such as dealing with snow and ice storms. Artiaga comments that Chamberlains have asked why their end of street is last to be plowed when they are open earlier in the day; Pilcher comments no purposeful slight, focus is safe passageway as can be done.

Police Chief Baer shares that the monthly stats are available. Police Citizens Academy now accepting applications; would love to have as many residents as possible, can accept up to 24. Getting applications for safety town, have around 20 so far and can take up to 40. Worked with Boy Scouts this evening to award them forensics badge, worked on fingerprinting.

Fire Chief Francis shares that stats have been shared for the month of January. They have one fire fighter currently participating in EMT class, so will have another volunteer with this license in the next year. Fire Department has been asked to oversee EMS services at the Toledo Air Show that is upcoming.

Pilcher comments about January drop off; 133 on first weekend and 72 on second weekend - just under \$2k – there was some bad weather second weekend. Does compare closely to last year but slightly less.

Council Comments

Council President Riggensbach asked for any council comments.

Connelly asks if all are good with the survey results intro. Asking to go with what is presented. All in agreement.

Riggensbach asking when are candidate petitions due – confirmed as March 7th. Asking about a petition signing day/event for those interested in running for Council. Asking if that would make sense to tag on to a Tuesday Committee of the Whole meeting for anyone who wants to come in. Next Committee of the Whole is after the due date, suggesting the first Council meeting in March. Administrator Daugherty asking if want outside of the public meeting; confirms yes, just asking some to stick around after to sign.

CITIZEN COMMENTS

Mayor Bingham asks if there are any citizen comments to share. There were none.

ADJOURNMENT

Regular

February 18, 25

Motion by Councilman Riegenbach, seconded by Councilwoman Tuohy to adjourn the meeting at 7:03pm. 6 ayes

Duly Appointed Clerk of Council

Mayor

COUNCIL BILLS

2/28/2025

VENDOR	DEPARTMENT	AMOUNT	TOTAL	DESCRIPTION
ABCO Services	Parks	\$2,881.00		Equipment
ABCO Services	Maintenance	\$2,881.00		Equipment
ABCO Services	Streets	\$2,881.00	\$8,643.00	Equipment
Amazon	Fire	\$138.01	\$138.01	Supplies
Central Parts Warehouse	Streets	\$398.89	\$398.89	Parts
Cintas Corp	Parks	\$12.80		Uniform Service
Cintas Corp	Maintenance	\$12.80		Uniform Service
Cintas Corp	Streets	\$12.80		Uniform Service
Cintas Corp	Sewer	\$12.80		Uniform Service
Cintas Corp	Water	\$25.61	\$76.81	Uniform Service
CITCO Water	Sewer	\$10,545.00	\$10,545.00	Treatment Chemicals
Darkinson Doors	Maintenance	\$805.00	\$805.00	Door Repair
Four County Career Center	Fire	\$15.00	\$15.00	CPR Cards
Lyden Oil Company	Maintenance	\$218.54		Oil
Lyden Oil Company	Streets	\$437.07		Oil
Lyden Oil Company	Sewer	\$61.00		Oil
Lyden Oil Company	Sanitation	\$24.74	\$741.35	Oil
MASI	Water	\$1,359.45	\$1,359.45	Water Sample Analysis
Menards	Maintenance	\$45.96	\$45.96	Paint
Motorola Solutions	Police	\$127.00		Radio Supplies
Motorola Solutions	Fire	\$254.00	\$381.00	Radio Supplies
ODP Business Solutions	Administration	\$102.45	\$102.45	Supplies
Ohio Gas Company	Police	\$487.49		Natural Gas Charges
Ohio Gas Company	Fire	\$419.69		Natural Gas Charges
Ohio Gas Company	Maintenance	\$2,123.10		Natural Gas Charges
Ohio Gas Company	Parks	\$19.16		Natural Gas Charges
Ohio Gas Company	Lucas County ALS	\$419.68	\$3,469.12	Natural Gas Charges
Ohio Peace Officer Training	Police	\$350.00	\$350.00	Training
Public Utilities Commission of Ohio	Sewer	\$11.67		Damage Prevention Fee
Public Utilities Commission of Ohio	Streets	\$11.66		Damage Prevention Fee
Public Utilities Commission of Ohio	Water	\$11.67	\$35.00	Damage Prevention Fee
Ram Exterminators LLC	Maintenance	\$42.00		Bug Spraying
Ram Exterminators LLC	Lucas County ALS	\$38.00	\$80.00	Bug Spraying

VENDOR	DEPARTMENT	AMOUNT	TOTAL	DESCRIPTION
Reliance	Fire	\$160.20	\$160.20	Oxygen
Stoneco	Water	\$556.20	\$556.20	Stone
Treasurer, Lucas County	Sewer	\$119,071.74	\$119,071.74	Lucas Cty WWTP Debt Service
		\$146,974.18	\$146,974.18	



WHITEHOUSE · OHIO

OFFICE OF ADMINISTRATION

Steven P. Pilcher
Director of Public Service

February 28, 2025

TO: Mayor and Council

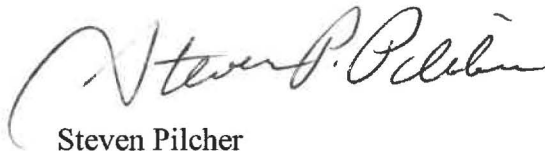
RE: Authorization for Bid Request

Staff is respectfully requesting authorization for the Administrator to advertise for bid of the 2025 Street Resurfacing Projects which include:

- Waterville Street resurfacing – From Providence St. to Oak Crossing Ln. this is a mill and fill resurfacing project with some upgrades to sidewalks and pedestrian crossings where needed. (Details in Status report)
- 2025 OPWC - Street resurfacing of Texas St. from Disher Ditch to Swan Creek(Village limits), Bond St. and a portion of Cemetery Rd.at SR64. (Details in Operations Report and Status Update)

These projects will be advertised as one bid package.

Respectfully,



Steven Pilcher

MAYOR
RICHARD BINGHAM

COUNCIL
LOUANN ARTIAGA
STEVE CONNELLY
STEVE FINE
DAVE RIGGENBACH
CARRIE TYOHY
LARRY YUNKER

Whitehouse

Operations Report and Status Update March 4th, 2025

DEPARTMENT UPDATES

Administration-

- Library Open House March 19th, 2025, from 5:30-7pm Whitehouse Village Hall
- Lucas County Auditor Reserved Chambers Wednesday March 12th from 12-7pm

Police-

- Citizens Police Academy has 8 people Signed up. Please help share.
- Annual Report will be sent out before next Council Meeting

Fire-

- Update on Emergency Medical Services

Public Service-

- OPWC Projects Updates

SAFETY AND HEALTH REPORT

02-01-25 None

ZONING

03-4-25

1. **Permits:**
 - 5 new home Permits for 2025*
 - 15 Contractor Registrations
 - 3 Fence Permits
 - 2 Non Temporary Sign Applications
2. **Zoning Cases:** 1 Case turned over to Maumee Courts*
3. **Zoning Report:** (Attached) 2025 Current

COMMUNITY DEVELOPMENT

02-13-25 Special Events

1. Easter Event- March 29th 2025
2. Summer Concert Series – May 15, June 19, July 17, 2025
3. 3rd Grade Events – May 2nd Station May 9th Mock Council
4. Cherry Fest- June 12, 13, and 14th 2025
5. Founders Day – July 2nd 2025 (Fireworks)
6. Halloween – Friday October 31st

SUBDIVISION DEVELOPMENTS

- 02-13-25** 1. Proposals in planning commission are coming soon.

STREETS

03-04-25

1. **North Texas St. (Lone Oak Ditch to Swan Creek), Bond St., Cemetery Rd (Intersection at SR 64)** – 2025 OPWC Street Resurfacing. To Kleinfelder for Engineering as of January 2025.
2. **Waterville St. Resurfacing** – Providence St. to Oak Crossing Lane. Approved through OPWC/Small Government Funding Program-schedule year 2025. Mill & Fill project. To Kleinfelder for Engineering as of January 2025.
3. **Finzel Road Improvements** – Resurfacing 4600' of Finzel Road from SR64 Roundabout to Anthony Wayne Jr. High School. This is a Surface Transportation Block Grant (STBG) funded project. Project cost is anticipated to be \$644,730 and grant funding is \$466,180. Project year is 2028.

PARKS & RECREATION

- 02-04-25**
1. **Disc Golf** – Public Works Staff is working with volunteers on construct improvements at Sandra Park to include the disc golf course. Equipment procured. Course 50% completed.
 2. **Park Sign & Front Park Design** – Reconstruction of Whitehouse Park sign and Landscape design for front of park along Providence St. between St. Louis and Lucas St.

WATER

02-13-25

1. **Elevated Storage** - A new .5MG Water Tower is currently in the design engineering phase. Design engineer is Poggemeyer Design Group. Grant awarded for construction of new .5 MG Elevated Water Storage Tower - \$1,874,138.00. Plans to OEPA for review. Bid opening-July 12th. Apparent low bidder-Maguire Iron for \$2,753,000. Awaiting award. Awarded to Maguire Iron. Anticipated to start mid-November. Start date pushed back to February. Groundbreaking occurred in February 2025.

WASTE WATER

- 02-04-25**
1. **Sanitary Sewer Trunk Main** –Working with Jones & Henry Engineering on the installation of a sanitary sewer trunk main to be constructed to replace current force mains and sewage pumping stations which are nearing the end of their useful life and needing replaced. Wrapping up plans to submit to OEPA. Easement acquisitions underway. Awarded to Mark Shaffer's Excavating & Trucking for

\$2,486,185.00. Construction Spring 2021-Project started March 2021. Presently on hold-delay in material acquisition. Material acquired-construction has resumed. Cemetery Rd closing July 26th for 35 days. Cemetery Rd. & Wabash Cannonball Trail are open. Currently constructing final connections at Logan and Field Ave. All underground construction completed. Earth work & pavement restoration is underway. Final clean up completed. Awaiting project closeout.

2. **Sanitary Sewer Collection System Evaluation** – Contacted with Jones & Henry to review sanitary sewer inspection data and make recommendation for future maintenance efforts. Recommendation to perform cast in place sectional liners and rehab manholes. Estimated project cost \$1,050,456.00. Council approved project for Water Pollution Control Fund nomination. Jones & Henry to make application – Fall 2024. Announced as an intended project for funding through Water Pollution Control Loan Fund for 2025.

STORM SEWER

02-01-25

1. Staff working with Lucas County Engineer to move forward petition process for the maintenance of Swan Creek to include all of the Swan Creek Watershed west of I-475 in Lucas County. Petitions to be filed with Lucas County. Ditch petition hearing to begin Spring 2021. Petition Filed. First reading held 12-2-21. Approved by unanimous vote to continue with determining the need for ditch maintenance and costs. Expected to take 24 months to gather information. Lucas County Representatives will be at Whitehouse answering ditch petition questions on July 30, 2024 – 4-8 p.m. Final Hearing is August 6, 2024 at 2 p.m. at the Lucas County Commissioners. Hearing postponed. Recessed to July 15, 2025. Mayor has been meeting with Lucas County and other Elected officials looking for alternative source funding.

SANITATION

02-04-25

1. Established 2025 bulk drop off/curbside dates. The drop-off dates will be January 3rd-4th & 10th-11th, March 21-22. The curbside pickup dates will be June 28th, September 27th. Total Residents served for January was 377

MISCELLANEOUS

02-01-25

None

INCOME TAX AND JEDD/JEDZ

02.18.25 Income Tax (As of January 31, 2024)

a. Whitehouse Income Tax Collections

- i. 2025 = \$338,787.90
- ii. 2024 = \$157,419.37
- iii. Year to Date Comparison = 115.21% Increase

b. MTJEDD

Date	2nd Qtr 2024	YTD (3rd & 4th Qtr. 2023, 1st & 2nd Qtr. 2024)
Receipts	\$229,690.79	\$1,366,687.09
Refunds	\$32,901.15	\$66,122.68
Grants Paid	\$0.00	\$503,323.00
Subtotal	\$196,789.64	\$797,241.41
Maintenance Fund	\$19,678.96	\$79,724.14
Retainage Fund	\$1,967.90	\$7,972.42
Net Tax Revenues	\$175,142.78	\$709,544.85
MTJEDD Disbursement	\$131,357.09	\$532,158.64
Whitehouse Disbursement	\$43,785.69	\$177,386.21

c. STJEDZ

Date	4th Qtr. 2024	YTD
Receipts	\$405,949.07	\$1,670,248.28
Refunds	\$0.00	\$13,264.89
Grants Paid	\$0.00	\$0.00
Expenses	\$0.00	\$4,637.90
Subtotal	\$405,949.07	\$1,652,345.49
STJEDZ Disbursement	\$304,461.80	\$1,239,259.12
Whitehouse Disbursement	\$101,487.27	\$413,086.37

Current Open Cases for Council Report

Priority	Case	Topic	Status	Date opened	Due Date	Address Num	Street
Normal	<u>25-0001</u>	Collection of Junk or Debris	Open	01/13/2025	03/14/2025	6833	WESTWYCK DR
Normal	<u>24-0068</u>	Abandoned Vehicles	Open	12/09/2024	02/28/2025	6531	EASTVIEW DR
Normal	<u>24-0066</u>	Property Maintenance	Open	10/10/2024	02/28/2025	10233	Witte Walk
Normal	<u>24-0030</u>	Property Maintenance	Open	05/08/2024	02/28/2025	10842	WATERVILLE ST
High	<u>24-0006</u>	Property Maintenance	Open	02/01/2024	03/07/2025	6711	GILEAD ST
Normal	<u>25-0002</u>	Collection of Junk or Debris	Open	01/16/2025	02/28/2025	11176	CENTERVILLE ST