



October 4, 2019

Meeting Notice
Village Council Meeting As
A Committee of the Whole
October 8, 2019

Notice is hereby given that the Whitehouse Village Council will meet as a Committee of the Whole on Tuesday, October 8, 2019, at 6:30 PM. This meeting will be held in the Council Chambers, Village Hall, 6925 Providence Street, Whitehouse, Ohio.

AGENDA

- I. Call to Order
- II. Roll Call
- III. Review and Approval of the September 10, 2019, Committee of the Whole Meeting Minutes
- IV. Citizen Comments on Committee of the Whole Agenda Items
- V. **Public Service**
 - A. Tree Commission Letter
 - **Recommended Action** –As requested, the Committee can discuss a letter submitted by the Tree Commission regarding the trees at the front of Whitehouse Park
 - **Supporting Information** – Letter from Tree Commission (Exhibit A)
- VI. **Financial, Audit and Investments**
 - A. Brief Update on Capital Projects Financing
 - **Recommended Action** – No Recommendation. This is just a short informational topic discussion.
 - **Supporting Information** – 2019 Budgeted Capital Projects Spreadsheet (Exhibit B)
- VII. **General**
 - A. Review the Council Project Wish List
 - **Recommended Action** – Council is asked to review the list which has now been combined with the monthly Request List.

6925 Providence Street . PO Box 2476 . Whitehouse, Ohio 43571
Phone 419-877-5383 . Fax 419-877-5635
whitehouseoh.gov

- **Supporting Information** – Copy of the current combined Request/Wish List (Exhibit C)

VIII. Citizen Comments

IX. Consider Other Business as Appropriate Under the Village Charter

X. Adjourn

Jordan D. Daugherty
Village Administrator

MEMORANDUM

FOR: Mayor Donald Atkinson and Members of the Whitehouse Village Council Meeting as a Committee of the Whole

FROM: Jordan D. Daugherty, Village Administrator

SUBJECT: October 8, 2019 Council Meeting as a Committee of the Whole

DATE: October 4, 2019

The Village Council is scheduled to convene as a Committee of the Whole on Tuesday, October 8, 2019 at 6:30 p.m. in Council Chambers, Village Hall, 6925 Providence Street, Whitehouse, Ohio 43571.

After the Council President calls the Committee of the Whole meeting to order, the Committee may review and approve the September 10, 2019 minutes.

The first agenda item is a review of the Tree Commission letter.

- **Recommended Action** – As requested, the Committee can discuss a letter submitted by the Tree Commission regarding the trees at the front of Whitehouse Park.
- **Supporting Information** – Letter from Tree Commission (Exhibit A)

Next the Committee will get a brief update on capital projects financing.

- **Recommended Action** – No Recommendation. This is just a short informational topic discussion.
- **Supporting Information** – 2019 budgeted capital projects spreadsheet. (Exhibit B)

Third is a review of the Council Project Wish List

- **Recommended Action** – Council is asked to review the list which has now been combined with the monthly Request List.
- **Supporting Information** – Copy of current combined Request/Wish List (Exhibit C)

The Committee may consider any other business as appropriate under the Village Charter.

Respectfully submitted,

Jordan D. Daugherty
Village Administrator

Village Council Meeting As
A Committee of the Whole
September 10, 2019
6:30 PM

ROLL CALL: Bill May, Louann Artiaga, Rebecca Conklin Kleiboemer, Mindy Curry, and Bob Keogh. Also present were the following: Mayor Don Atkinson, Administrator Jordan Daugherty, Director of Public Services Steve Pilcher, Planning Administrator Tiffany Bachman, Clerk Susan Miller, Tim Bockbrader, Yvonne Walters, Paul Ludwig, and Bea Ludwig.

At 6:30 PM, President of Council, Bill May called the meeting to order.

President of Council Bill May asked for Citizen Comments pertaining to Agenda items. There were none.

Finance, Audit, and Investment

The first order of business was to discuss the Zoning Inspector, Jacob Barnes contract.

- A three year contract with a \$1200 increase each year
- Jacob is doing a great job, has gone very well

Motion by Bill May, seconded by Bob Keogh to recommend to Council to approve the three year contract with Zoning Inspector Jacob Barnes. 5 ayes

Public Service

The next order of business was to hear a presentation on Streetscaping phase III.

- Inclusion of all ideas expressed with a cost estimate for each element for a total cost of \$1.1 Million, determining which parts to keep
- Unique position in downtown, creating a destination space
- Splash pad, shade sails, unique seating environment, Removable color changing Bollards to Close the street for A Festival street, free traffic patterns for pedestrians, statue plaza, angled Parking, street trees, Three foot gradient for the trail
- Splash pad, sunken garden, night time effects, out of season decorations, activates the other Side of the street, next to the restroom, covered under current insurance policy, cost vs. time Used, quarry recreation, children crossing the street for the splash pad, Councilman Bill May's constituents don't like the splash pad
- Fire pit, gas? Fire? Who starts it?
- The caboose is not part of this plan, looking at options on how to activate it, open it up and Create a memorable experience, ADA access a challenge
- Universally acceptable walkways/ADA compliant, entrances for all people
- Eagle scout project to scan the trees for information
- Eliminate the arch
- Festival street material is asphalt
- Changing the direction of the one way street, traffic flow, Gilead remaining 2-way
- Bea Ludwig thinks the splash pad is stupid, ice cream street will remain open, park upgrades are nice
- Drinking fountain to be replaced, vandalism, finishing current projects before beginning new projects, traffic light at four way stop, parking by General Pro Hardware
- Village survey, water features are the number one thing people ask for, upgrade park, clean up

and beautify the Downtown, sticker shock over other improvements, have seen the results, draws more people, revitalizes downtown, more safety, energized and activated, aware of the apprehension, see the end result

- Charlevoix as a model
- Splash pad vs swimming, swimming is not currently a viable option
- This is the center, not the place to skimp
- Spending money on Economic Development, building inventory, safety departments, Public Works Director says if they need something they will ask, other budgets in place for those items
- Current projects will be completed in October, Phase III is a part of streetscaping, waiting too long can cause problems with bids
- Administrator Jordan Daugherty is conservative and careful and trusted
- Projects going out to bid together to get the best price

The next order of business was the Industrial Park Entry Sign.

- The smaller sign will be closer to State Route 64, ground lit lighting, no landscaping on the Project

Motion by Mindy Curry, seconded by Rebecca Conklin Kleiboemer to recommend to Council to approve the Industrial Park Entry Sign go out to bid. 5 ayes

Finance, Audit, and Investment

The last order of business was to hear health, dental and life insurance quotes.

- Paramount MEWA +6.18%, (Dental) Principal -14.54%, (Life) +16% (on \$2500)
- October 1, 2019 renewal date

Motion by Bob Keogh, seconded by Bill May to recommend to Council to approve the Administrator's recommendations for health, dental and life insurance. 5 ayes

Other items discussed:

- Engraved pavers laid at Veteran's Memorial Park, first responder's monument, flag poles, landscaping at the end of the week, Trugreen back on Thursday, everyone is working hard on the ceremony
- Physical fitness equipment is ordered, base prepared
- Worker's Comp refund, going back to departments for training and equipment?
- Whitehouse Primary school open house October 7, 2019
- Veteran's Memorial Park dedication 11:00 – 12:00, gathering at the Legion after
- Crossings, lights, painting, striping
- Streetscaping groundcover, English ivy – low maintenance, takes salt, dry, concern for people getting out of cars and being able to walk on it – see this in a lot of areas, tree pits wider than anticipated – more soil – Healthier trees, space was tight already for the root ball

Motion by Bob Keogh, seconded by Rebecca Conklin Kleiboemer to adjourn at 8:17 PM. 5 ayes

Respectfully submitted,

Susan Miller
Clerk of Council

MEMORANDUM

To: Whitehouse Village Council

From: Whitehouse Tree Commission

Date: 26 September 2019

RE: Removal of two spruce trees on Providence Street near the village park

The Tree Commission is grateful for the years of support we have received from the Village Council, the Mayor, and the Village Administrator. Our success at achieving Tree City USA status and Arbor Day Foundation Growth Awards for the village would not have been possible without your support.

Today, however, we write to express our opposition to the proposed removal of two spruce trees from the entrance to the village park. We note that our view has been expressed previously, per our meeting minutes of July 27, 2017, when the Tree Commission voted unanimously to advise the Council not to remove the trees, and asked this advice to be communicated to Council via our Council representative.

The reasons for our position are aesthetic, ecological, and economical. Aesthetics are, of course, a matter of individual taste. In our view, the paired trees frame the entrance to the park in a pleasing way. The trees appear healthy and are in no way hazardous. Putting lights on them during the Christmas season beautifies the area and provides a festive look. We often find that people are so used to the presence of trees they take them for granted; it is only when the trees are removed that we hear the comment, "it looks so bare now". The spruces provide privacy screening that we believe many parents would prefer. Would they be less comfortable with their children playing in full view of the traffic passing on Providence Street? If the concern is that people will not be able to find the park, we suggest a decorative sign could be installed on Providence, announcing the park's presence.

Recent scientific advances enable us to estimate the economic and ecological contributions of individual trees based on their species, size and location. Applying these formulas, we find that each year the two spruces provide an estimated 893 gallons of stormwater interception, save 87 Kw hrs of electricity, reduce airborne nitrogen and sulfur oxides, and remove 223 pounds of atmospheric carbon. These values increase each year as the trees grow larger.

Finally, although we certainly support a plan to plant 40 new trees, we have concerns about it being done at one time. It will be many years before they grow to a size that will provide shade and aesthetic beautification, or replace the ecological benefits the spruces currently provide. A central maxim in urban forestry is to plant only what you can care for. Young trees require continual care; there are high maintenance costs if the trees are to survive and flourish. Currently the Village rarely plants more than 10 new trees in a year; thus an ambitious plan for

new plantings must be spread over a series of years, given that it's unlikely that considerable financial resources and manpower can be diverted from other priorities.

Although we believe removal of the spruces would be a step backward, we congratulate Council for recent improvements to the Village Park. It provides a wonderful recreational benefit, and the improvements are a feather in your (collective) cap. Again, we wish to express our appreciation for the support we've received in the past, and thank you for your kind attention to this lengthy letter.

Whitehouse Tree Commission:

Sheri Luedtke, Chair

Christine Manzey

Amy Schultz

Michelle Tippie

Dianne Toffler

Elliot Tramer

Capital Projects Project

Revenue	Project	Expenditures
\$ -	Capital Projects Total	\$ -

	Street Capital Projects		
Transfer - ITA	Streetscaping Phase II & III & V.M.P.	Construction	\$ 750,000.00
General Fund			
Donations/General			
Total			
	Weckerly Road		
Lucas County/MVF			
Transfer - ITA			
Transfer - ITA	Traffic Sig - Weckerly & Finzel Rds.		\$ 160,000.00
	Sidewalks		
Transfer - ITA	Providence St. (Village Hall to quarry entrance)		\$ 6,000.00
Transfer - ITA	Waterville St. (Body shop to Library)		\$ 11,500.00
Total			\$ 17,500.00
Transfer - ITA	Road Crack Seal/Rejuvenator-Rupp Rd	Prof. Svcs/Const.	\$ 13,000.00
	Signage		
Transfer - ITA	Downtown Wayfinding signs	Construction	\$ 5,000.00
Transfer - ITA	Industrial Park Sign	Construction	\$ 30,000.00
Transfer - ITA	Village Entrance sign - West Side - SR64	Construction	\$ 25,000.00
Transfer - ITA	Decorative Street Name and Stop signs	Construction	\$ 10,000.00
Transfer - ITA	Beautification/Landscape Projects	Construction	\$ 10,000.00
Total		Construction	\$ 80,000.00
	Street C. P. Total		\$ 1,269,460.00
			\$ 1,020,500.00

REQUEST	FROM	DATE	ACTION	Status
Community Center	LA/RCK	10/24/2017		
Develop packet to assist new businesses with code compliance	LA	10/24/2017		
Posts for dog leash ties	LA	10/24/2017		
Extend Indianapolis St to Soccer Field	BM	10/24/2017		
Require No Parking on Toledo St	BM	10/24/2017		
Consider 2 Hour Parking in areas of Downtown	BM	10/24/2017	Downtown parking is being reviewed	
Install sidewalks and more streetlights on Field	BM	10/24/2017		
Pave apron and driveway to recycling center including neighbor's driveway	BM	10/24/2017		
Consider restoring lights in park ball fields	BM	10/24/2017		
Consider traffic signal at Waterville & Providence	MC	10/24/2017		
Build multi-use path on South side of SR 64	MC	10/24/2017		
Build and maintain swimming pool or splash pad	RCK	10/24/2017		
Outdoor amphitheatre	RCK	10/24/2017		
Prepare Citizens for Cityhood	RCK	10/24/2017		
Take care in residential development to preserve open green space	RCK	10/24/2017		
Work with organization like YMCA to build indoor recreation center	RCK	10/24/2017		
Add Parks and Recreation Committee/Commission with resident involvement	RCK	10/24/2017		
Disc golf	MC		staff cheking into, working to determine best location-meeting with interested parties- Some of requested area in MetroParks. Checking to see if permissible - Metroparks denied use of park ground	

Maumee Street has dips where asphalt was cut out, could it be repaired	LA	8/7/2018	Steve will check it. Paving patches from catch basin repair, will be patched this fall-Patching with asphalt-Scheduling patch work	
Specify in code the minimum size of new street trees planted	RCK	4/4/2017	Set for a future COW meeting. Admin will request Tree Commission to update ordinance to include minimum size. Est. as 1.5" diameter	
Lighting in the Roundabout	BM	1/15/2019	On Capital Projects List	
Alley behind Whitehouse Inn	BM	1/15/2019	Researching costs - Solar & Poggemeyer Design Group- Lights have been ordered	
Additional lighting on the Multi Use Path	MC	1/15/2019		
Handicap accessibility at the open shelter house near the small quarry	All	2/12/2019	Look into sidewalk options	
Splash Pad pricing	MC	3/5/2019	Reviewing and gathering budget amount. (Part of streetscaping phase 3 proposal)	
Fence behind Veteran's MP	BM	4/16/2019	Presenting design options at June 11, 2019 Committee of the Whole meeting	
Look at bids for repairing caboose	BM	4/16/2019	Have bid to paint - red only - Paint & Retaining wall improvements - COW meeting	
Consideration of Dog Park at Committee of the Whole Meeting	MC	4/16/2019		
Regular sewer line clean out program	MC	4/16/2019	proceeding with annual sewer flushing maintenance	
Permanent Sound System for the Pavilion		8/20/19		