



November 27, 2019

Meeting Notice
Village Council Meeting As
A Committee of the Whole
December 3, 2019

Notice is hereby given that the Whitehouse Village Council will meet as a Committee of the Whole on Tuesday, December 3, 2019, immediately following the regularly scheduled Council meeting. 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 November 12, 2019, Committee of the Whole Meeting Minutes
- IV. Citizen Comments on Committee of the Whole Agenda Items
- V. **Finance, Audit and Investment**
 - A. Review Proposed Budgets (Service, Fire, Life Squad, Police, Administration, Capital Projects)
 1. **Recommended Action** – The Committee is asked to review the draft budgets and make changes as deemed necessary. After noting any necessary changes, the Committee is asked to approve the Budget for Council action
 2. **Supporting Information** – Copy of draft 2020 Budget (Exhibit A)
- VI. Citizen Comments
- VII. Consider Other Business as Appropriate Under the Village Charter
- VIII. 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: December 3, 2019 Council Meeting as a Committee of the Whole

DATE: November 27, 2019

The Village Council is scheduled to convene as a Committee of the Whole on Tuesday, December 3, 2019 immediately following the regularly scheduled Council meeting 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 November 12, 2019 minutes.

The first agenda item is a review of the proposed 2020 Budget.

- **Recommended Action** – The Committee is asked to review the draft budgets and make changes as deemed necessary. After noting any necessary changes, the Committee is asked to approve the Budget for Council action
- **Supporting Information** – Copy of draft 2020 Budget (Exhibit A)

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
November 12, 2019
6:30 PM

ROLL CALL: Richard Bingham, Rebecca Conklin Kleiboemer, Mindy Curry, Bob Keogh, Bill May, and Louann Artiaga. Also present were the following: Mayor Don Atkinson, Administrator Jordan Daugherty, Director of Public Services Steve Pilcher, Planning Administrator Tiffany Bachman, Clerk Susan Miller, Joan Hoag, Jason Hoag, Nancy Beeman, and Julie Theroux.

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

President of Council, Bill May held a moment of silence for John Bradley.

Motion by Mindy Curry, seconded by Louann Artiaga to approve the minutes of the October 8, 2019 meeting. 6 ayes

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

Finance, Audit, and Investment

The first order of business was to review the Whitehouse Merit Service Payment information.

- COLA 1.5%
- Merit Service Payment is \$75/year for employees that have 5+ years as of December of the year And \$37.50/year for regular part time employees

Motion by Bob Keogh, seconded by Rebecca Conklin Kleiboemer to recommend to Council to to approve COLA of 1.5% and Merit Service Payment of \$75/year for employees that have 5+ years as of December of the year And \$37.50/year for regular part time employees. 6 ayes

The next order of business was to hear the proposed 2020 Rate and Fee Schedule.

- Working to do away with per square foot fees and making them flat fees, aligning with Maumee's rates
- Page 1. I. A. 2. was redundant
- Pages 8 and 9 due to increased cost of personnel, manpower on weekends, previously re-inspections were free – first inspection will be no charge, 30 day re-inspection no charge, if the business owner doesn't comply and has to be re-inspected a third time there is a charge, Food truck for events (Cherry Fest, Founder's Day) there is no charge, if a business wants to set up a truck as a business there is a charge, open burning, repeat fire alarms, personnel for events outside of the Village
- Special Event fee not sanctioned under Whitehouse or Anthony Wayne Local Schools, Council can waive fees, issues with charging people for events, the General fund covers many things including Fire and Police, there were 20+ weekends last year that had Safety Service assigned to it, concern came up when outside events were coming to Whitehouse because we don't have a fee, not for Whitehouse businesses having events, \$10,000+ additional cost for Safety Services due to events, numerous events are stretching manpower thin, revenue returns a portion, some events are not continuing due to exorbitant fees, \$40/hour is in line with what other municipalities charge, Freezin' for a Reason – employees donated their time, difficulty

finding staff for Cherry Fest – Cherry Fest doesn't make money, waiving the fee for events that are resident/Whitehouse business led or are a benefit to residents

- Julie Theroux, co-owner of CycleWerks stated that every other area does charge, people who put on events expect to pay
- Dilemma of how to be welcoming to events and ease the burden on staff, quid pro quo, Volunteer Safety Services
- Impounded animals – if the fees are too high people won't collect their animals
- Victims shouldn't be charged for a copy of their police report
- Water Analysis: the Village charges what water costs, 4.5% increase, +\$1.76/month on a home That consumes 5,000 gallons/month
- Sewer Analysis: 3.5% increase, +\$.80/month on a home that consumes 5,000 gallons/ month
- Sanitation Analysis: \$55,000 deficit, +4.5% increase, +\$.52/month, the \$.52/month increase pays for half of the unlimited pickups and the cost increase, increases are capped in the Contract, recycling properly has an impact

Motion by Bob Keogh, seconded by Richard Bingham to recommend to Council to accept the Rates and Fees schedule. 6 ayes

Public Service

The next order of business was a review and discussion of Streetscaping Phase 3.

- Option 1 is about \$300,000, splash pad, sails and trellis are not included
- Option 3 is about \$525,000, does not include diagonal parking
- Finance options, costs are going up
- Cohesive look from the 4 way stop to the funeral home, doing things in phases – ages differently, like to see bids for the splash pad and finishing the business district
- Elevation drawings, larger splash pad, too much grass area, shade
- Options 1 and 3 with the splash pad, with alternates, with debt financing in 2020 would be About \$817,000 + \$50,000 for the splash pad = \$900,000
- Used grant funded financing for the firetruck, the Village is conservative and hardly ever Finances projects

Motion by Mindy Curry, seconded by Rebecca Conklin Kleiboemer to recommend to Council to place Streetscaping in the 2020 budget. 4 ayes, 2 nays Bob Keogh, Bill May

General

The last order of business was to consider a donation to the Drug Abuse Response Team (D.A.R.T.).

- D.A.R.T. is Lucas County and beyond
- Adding a human trafficking aspect

Motion by Louann Artiaga, seconded by Bill May to recommend to Council to make a \$10,000 donation to the D.A.R.T. Program. 6 ayes

Other items discussed:

- Look at including an ADA compliant dock for the small quarry in the debt financing
- Thank you for cleaning the street
- Allowing the ivy to do what it is supposed to do, intent to put apron on the tree boxes, electrical boxes for future Christmas decorations

- Support for the splash pad

Motion by Bob Keogh, seconded by Rebecca Conklin Kleiboemer to adjourn at 8:45 PM. 6 ayes