



February 14, 2020

WHITEHOUSE COUNCIL AGENDA
February 18, 2020
6:30 P.M.

Notice is hereby given that the Whitehouse Village Council will meet on Tuesday, February 18, 2020, at 6:30 PM. This meeting will be held in the Council Chambers, Village Hall, 6925 Providence Street, 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 citizen's 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 step to the podium and 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: Pastor Carol Williams-Young, Zion United Methodist Church
- IV. Pledge of Allegiance
- V. Special Recognition of the Eckert Family
- VI. Recognition of Brad Baker and Tiffany Bachman for their work on the Veteran's Memorial Park Dedication Ceremony
- VII. Adoption of Minutes of the February 4, 2020 Council Meeting
- VIII. Adoption of Bills dated February 14, 2020 and the Addendum bills dated February 18, 2020
- IX. Introduction of Persons to Appear Before Council
 - A. Julie Theroux from Cycle Werks will be Requesting a Duathlon on May 13, 2020
 - B. Jo McElheny will Make a Request for Buskerfest to be held on September 12, 2020

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

- X. Committee Reports
 - A. Report on the February 11, 2020 Committee of the Whole Meeting
 - 1. Take Any Necessary Action on New Enforcement Penalties for the Zoning Code Violations
 - 2. Take Any Necessary Action on the Donation Collection Bin Policy Discussion
 - 3. Take Any Necessary Action on Additional Handicap Parking on Providence St.
 - 4. Take Any Necessary Action on Sidewalk Clearing Ordinance Discussion
 - 5. Take Any Necessary Action on Streetscaping Phase 3
- XI. Report of the Mayor
- XII. Report of the Clerk of Council
- XIII. Report of the Village Administrator
- XIV. Report of the Village Solicitor
- XV. Report from Department Heads
- XVI. Citizen Comments on Agenda Items
- XVII. Ordinances
- XVIII. Resolutions
- XIX. Council Comments
- XX. Citizen Comments
- XXI. Adjournment

Regular

February 4,

20

At 6:30 PM Mayor Don Atkinson called the meeting to order.

ROLL CALL: Bob Keogh, Bill May, Louann Artiaga, Richard Bingham, Rebecca Conklin Kleiboemer and Mindy Curry. Also present were the following: Administrator Jordan Daugherty, Solicitor Kevin Heban, Director of Public Services Steve Pilcher, Fire Chief Joshua Hartbarger, Deputy Police Chief Allan Baer, Clerk Susan Miller, Marianne Duvendack, Jason Graven Brooke Butler, Karen Gerhardinger, James Szczerbiak, Jeff Yoder, Erin O'Connell, Amanda Ehinger, Girl Scout Troop 10005, Bob Kimball, Bea Ludwig, and Paul Ludwig.

Pastor Matthew Lash of Community of Christ Church gave the Council prayer.

Motion by Richard Bingham, seconded by Louann Artiaga to approve the minutes of the January 21, 2020 meeting. 6 ayes

Motion by Bill May, seconded by Louann Artiaga to approve the bills totaling \$53,553.01 dated January 31, 2020 and the Addendum bills totaling \$25,896.60 dated February 4, 2020. 6 ayes

Motion by Richard Bingham, seconded by Rebecca Conklin Kleiboemer to waive the fee for the Tf20 Run, Walk, or Roll Team 5K and Veteran's Reserve Event on June 27, 2020. 6 ayes

Motion by Rebecca Conklin Kleiboemer, seconded by Richard Bingham to approve the Tf20 Run, Walk, or Roll Team 5K and Veteran's Reserve Event on June 27, 2020 from 9:00 AM – 1:00 PM with safety services assistance. 6 ayes

Motion by Rebecca Conklin Kleiboemer, seconded by Mindy Curry to approve the Great Black Swamp Race on March 21, 2020 from 6:00 AM – 1:00 PM with safety services assistance. 6 ayes

Motion by Mindy Curry, seconded by Louann Artiaga to authorize the Solicitor to prepare legislation authorizing the Award of a Contract for Engineering Services with Jones & Henry Engineers LTD., and declaring an emergency. 6 ayes

Motion by Bill May, seconded by Louann Artiaga to authorize the Solicitor to prepare legislation accepting the Application for Annexation of Certain Property to the Village of Whitehouse, Lucas County, Ohio, as petitioned in Annexation Petition No. 2019-1 and 2019-3 by John P. Falke and Kathryn H. Falke and the Lucas County Commissioners and declaring an emergency. 6 ayes

Mayor Don Atkinson asked for Citizen Comments pertaining to Agenda items. There were none.

Regular

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Motion by Rebecca Conklin Kleiboemer, seconded by Bill May to approve, as previously authorized, Ordinance 4-2020 accepting the Application for Annexation of Certain Property to the Village of Whitehouse, Lucas County, Ohio, as petitioned in Annexation Petition No. 2019-1 and 2019-3 by John P. Falke and Kathryn H. Falke and the Lucas County Commissioners at its first reading and declaring an emergency. 6 ayes

Motion by Rebecca Conklin Kleiboemer, seconded by Bill May to suspend the rules and to have the second and third reading of Ordinance 4-2020 by title only and declaring an emergency. 6 ayes

Motion by Rebecca Conklin Kleiboemer, seconded by Bill May to accept Ordinance 4-2020 and to pass said Ordinance and declaring an emergency. 6 ayes

Motion by Mindy Curry, seconded by Rebecca Conklin Kleiboemer to approve, as previously authorized, Ordinance 5-2020 authorizing the Award of a Contract for Engineering Services with Jones & Henry Engineers LTD., at its first reading and declaring an emergency. 6 ayes

Motion by Rebecca Conklin Kleiboemer, seconded by Mindy Curry to suspend the rules and to have the second and third reading of Ordinance 5-2020 by title only and declaring an emergency. 6 ayes

Motion by Rebecca Conklin Kleiboemer, seconded by Mindy Curry to accept Ordinance 5-2020 and to pass said Ordinance and declaring an emergency. 6 ayes

Councilwoman, Louann Artiaga reserved the right to Executive Session on a matter of Real Estate.

Motion by Louann Artiaga, seconded by Richard Bingham to adjourn to Executive Session at 7:24 PM on a matter of Real Estate. 6 ayes

Motion by Louann Artiaga, seconded by Rebecca Conklin Kleiboemer to reconvene at 7:50 PM. 6 ayes

Other items discussed:

- Girl Scout troop 10005 was present learning about government, the girls suggested more pools and hair salons, thank you to the girls for attending and the leaders for providing guidance
- The North Country Trail is coming, it is 4,400+ miles from New Hampshire to North Dakota it is coming to Whitehouse which will eventually be in the dead center of the trail, placing blue Blazes 6" x 2", markers along the Northern Buckeye Trail, Request for Whitehouse to become a Trail town – recognition on the National Park web page, brings people from everywhere, Memorandum of Understanding to

Regular

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- become a trail town, grants
- Wabash Cannonball Trail wouldn't have happened if Whitehouse hadn't have said we wanted that
 - Tree Commission, Amy Schultz Vice Chair, Sheri Leudtke Chair, Mark Thomas Employee Member, Richard Bingham Council Representative, trees planted at Veteran's Memorial Park, Tree inventory, Trees removed, 32 trees planted – 6 more to be planted in spring, removal of dead branch, Silent Spring, Eagle Scout project dedication in late spring, Arbor Day at the new Elementary School, school ground plantings
 - Fire Dependency Board, Ed Kaplan Chair, Neil Raymond Secretary, Charter Review looking to remove this board, looking at state requirements and what happens to the fund if the board is eliminated
 - Charter Revision Commission, Commission duties, census certified in March of 2021, Charter Revisions on the ballot in November 2021, change name and boundaries, vacancies and resignations – can be in the Charter or Council Rules, removing language to increase flexibility for meetings, Administrator responsible to the Mayor and Council, current structure works well, residency requirements, Power/duties/report line for fire and police, elimination of the Commissioner of Taxation, recommendation to not add a Public Safety Director, addition of Civil Service Commission – Collective Bargaining, Council determination of classified and unclassified positions, Retain the Right of Referendum, reporting structure – Mayor as the Primary Director for police and Fire Chiefs – more and operations matter than reporting, other Municipalities have a direct chain of reporting, Whitehouse has been the anomaly, Operational Supervision under the Mayor, Solicitor Kevin Heban will clean up the document
 - Charter Revision Commission meeting March 10, 2020 at 4:30 PM
 - Committee of the Whole Tuesday, February 11, 2020, Recycling center, Sidewalk snow Removal, Streetscaping Phase III, Handicap Parking spot in front of Edward Jones, Zoning Inspector Jacob Barnes will be presenting new penalty language
 - Fire Department on WTOL for the little library, February 29 and March 1, 2020, TACC at the Old Primary School
 - Tree removed by the Village on West street, tree downed by the phone company is not on the public right of way
 - Copy of Council rules
 - Councilwoman Curry won't be at the Committee of the Whole Tuesday, but is excited to see what happens with the recycling center
 - Mayor Don Atkinson may not be at the February 18, 2020 meeting due to a family illness

Motion by Louann Artiaga, seconded by Richard Bingham to adjourn at 7:51 PM. 6 ayes

Duly Appointed Clerk of Council

Mayor

**COUNCIL BILLS
2/14/2020**

VENDOR	DEPARTMENT	AMOUNT	TOTAL	DESCRIPTION
APWA - Ohio Chapter	STREETS	\$20.00	\$20.00	Storm water Training
AW Vision Services	LIFE SQUAD	\$135.00	\$135.00	Glasses Insert for SCBA
Bound Tree	FIRE	\$160.59	\$160.59	EMS Supplies
Calibre Press	POLICE	\$259.00	\$259.00	Street Survival Seminar - Mark McDonough
Calibre Press	POLICE	\$259.00	\$259.00	Street Survival Seminar - Allan Baer
Cheryl Smigelski	FIRE	\$100.00	\$100.00	Hiking Boots - Smigelski
Dollar General	FIRE	\$16.25	\$16.25	Supplies
Dollar General	ADMINISTRATION	\$1.00	\$17.25	Supplies
Emergency Reporting	FIRE	\$253.30	\$253.30	EMS Reporting Software
Fastenal	WATER	\$30.60	\$30.60	Parts
Fisher Auto Parts	MAINTENANCE	\$460.22	\$460.22	Auto Parts
Four County Career Center	FIRE	\$9.00	\$9.00	CPR Materials
Ganely Chevrolet	POLICE	\$35,659.40	\$35,659.40	2020 Chevy Tahoe
Hertzfeld Poultry Farms, Inc.	STREETS	\$35.20	\$70.40	Tordon - Herbicide
Hertzfeld Poultry Farms, Inc.	PARKS	\$35.20	\$70.40	Tordon - Herbicide
HP Pools Inc.	BUILDING	\$40.00	\$40.00	Refund for Duplicate Registration
IACP	POLICE	\$190.00	\$190.00	Active Dues from 01/01/2020 - 12/31/2020
JAM Small Engine Service and Sales Ltd.	STREETS	\$2.64	\$2.64	Spark Plug
Jill Gundy	ADMINISTRATION	\$100.00	\$100.00	Wellness incentive reimbursement
L & K Auto and truck Services, LLC	STREETS	\$1,880.50	\$1,880.50	Renew Oil Pan
Macke Roofing	BUILDING	\$40.00	\$40.00	Refund for Duplicate Registration
MASI	WATER	\$127.75	\$127.75	Water Sample Analysis
NOVFA	FIRE	\$66.00	\$66.00	Charity Fund
Office Depot	ADMINISTRATION	\$311.75	\$311.75	Office Supplies
Phoenix Fire	LIFE SQUAD	\$404.00	\$404.00	Fire Department Uniforms
Phoenix Fire	FIRE	\$390.00	\$390.00	Uniforms Marks
PNC Equipment	FIRE	\$32,165.50	\$32,165.50	Fire Truck Payment
Rush Trucking	FIRE	\$3,270.36	\$3,270.36	Repairs for Medic 85
Selking International & Idealease	STREETS	\$53.47	\$53.47	Lower Mirror Holder Kit

VENDOR	DEPARTMENT	AMOUNT	TOTAL	DESCRIPTION
SmartBill	WATER	\$480.75		February Water/Sewer Bills
SmartBill	SEWER	\$480.74	\$961.49	February Water/Sewer Bills
St. Luke's Hospital	FIRE	\$9.75	\$9.75	Schedule II and IV Narcotics
St. Luke's Hospital	FIRE	\$61.00		Hep B Shot
St. Luke's Hospital	MAINTENANCE	\$75.00		Drug Screening
St. Luke's Hospital	POLICE	\$132.00	\$268.00	Drug Screening
Steve Rogers Ford	POLICE	\$314.73	\$314.73	Oil Leak on passenger side
Thomas Equipment	MAINTENANCE	\$211.50	\$211.50	Parts
Tomahawk Printing	FIRE	\$129.13	\$129.13	AMA Forms
Traffic Stop Uniform Supply	POLICE	\$158.70	\$158.70	Uniforms
Treasurer of State	ADMINISTRATION	\$32,642.30	\$32,642.30	Roundabout Payment
Treasurer, Lucas County	SEWER	\$31,239.08	\$31,239.08	Quarterly Operation Charges
Triotech	FIRE	\$71.25	\$71.25	Replace Phone
Triotech Corporation	ADMINISTRATION	\$540.00	\$540.00	Office 365 & AntiVirus
UniFirst Corporation	POLICE	\$37.60		Rug Cleaning
UniFirst Corporation	MAINTENANCE	\$37.60		Rug Cleaning
UniFirst Corporation	FIRE	\$18.90		Rug Cleaning
UniFirst Corporation	LIFE SQUAD	\$18.90	\$113.00	Rug Cleaning
US Bank	POLICE	\$118.15		Copier Charges
US Bank	MAINTENANCE	\$177.22		Copier Charges
US Bank	FIRE	\$118.15	\$413.52	Copier Charges
Waterville Hardware	FIRE	\$59.98	\$59.98	Supplies
Wood County Landfill	SANITATION	\$436.36	\$436.36	Landfill Charges
		\$144,044.52	\$144,044.52	



Request for Special Event

Village of Whitehouse
PO Box 2476, Whitehouse, OH 43571
Phone: (419) 877-5383/ Fax: (419) 877-5635

Name of Event: Southfork Duathlon
Coordinator/Contact Person: Julie Theroux
Address: 17160 Providence Whitehouse
Phone: 419-877-1000 Email: shopcycletwerks@gmail.com
Event Date(s): Wed May 13, 2020 Event Hours: 7:00-8:30 pm
Estimated Number of Attendance: 100
Brief Description of Event: Run - Bike - Run Race
1.6 mile 12.5 miles 5K

Will the Event Use Signage/Attraction Devices? [X] Yes [] No
Amplified Voice/Music? [X] Yes [] No
Food/Beverage Sales? [] Yes [X] No Alcoholic Beverage Sales: [] Yes [X] No
Product Sales? [] Yes [X] No Other (explain):
If YES to any of the above, please explain: ANNOUNCER AT THE START/FINISH LINE. SIGNS ALONG THE RUN + BIKE ROUTE. DIRECTIONAL SIGNS

Identify any Village services, public facilities, or equipment you are requesting in conjunction with this event:

[X] Police Assistance () Streets Closed () Enclosed Shelterhouse () Pavilion [X] Other
Explain: Wash Cannon Ball Alex to Caboose

PLEASE supply a map highlighting the property, temporary structures (identifying use and activity), pedestrian ways and/or streets that will be impacted by this event.

Payment for Services: The Event Coordinator/Contact Person/Sponsoring Entity shall make payment for services payable to The Village of Whitehouse. Payment must be received by the Village of Whitehouse no later than ten (10) business days after the event.

Total Number of Employees Required: Total Amount Required per Employee: \$ /hr.
TOTAL Amount to be submitted to the Village of Whitehouse by Event Coordinator: \$

READ THE FOLLOWING BEFORE SIGNING

The submittal of this event form does not ensure approval of the event.

Be advised, the Village cannot accommodate every event and some events may require reimbursement for services rendered. You must attach to this application either an Insurance Policy or a Certificate of Insurance that includes the policy number, amount of coverage, and the provision that the Village of Whitehouse is included as an Additional Insured. The insurance requirements depend on the risk level of the event.

The applicant agrees to defend, indemnify, and hold harmless the Village of Whitehouse from any claim, demand, suit, loss, cost of expense, or any damage which may be asserted, claimed or recovered against or from the Village of Whitehouse by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury, or death, arises out of this activity

Signature: Julie Theroux Date: 2-8-20

AGREEMENT FOR SERVICE – SPECIAL EVENTS

WHEREAS, by Resolution, the Village Administrator of the Village of Whitehouse, Ohio, is authorized and empowered to enter into written agreements with public or private organizations, to assign Village employees to special duties, with such organizations, when, in the opinion of the Village Administrator and Chief of Police, such duty serves the purpose of public safety, traffic control and the public welfare.

Now, therefore, it is agreed by and between the parties as follows:

1. The Chief of Police shall assign a designee to oversee the scheduling of officers to provide police/security services for the following event:

DC BATTALION

See attached map showing locations and that such officer(s) shall at all times be subject to all Federal, state and local ordinances, including the policies and procedures of the Village of Whitehouse and the Whitehouse Police Department.

2. The Police Chief reserves the right to honor or reject this request based upon officer availability and/or needs of the agency.
3. The uniform of the officer(s) shall always be under the control of the Chief of Police.
4. Officer(s) who are assigned to this event shall be paid for this service in accordance with the current fee schedule for services as enacted by the Village of Whitehouse, Ohio Council.
5. The Village of Whitehouse agrees to furnish officer(s) under the terms of this agreement, if and only if, officer(s) are available for such duty as determined by the Chief of Police.
6. Duties of any officer(s) assigned shall be limited to the boundaries of the Village of Whitehouse, Ohio. Exceptions would include those that serve law enforcement interests outside the boundaries of the Village of Whitehouse (i.e., Anthony Wayne School District off-campus, school-sponsored activities, etc.).
7. The Event Coordinator/Contact Person/Sponsoring Entity shall make payment for services payable to *The Village of Whitehouse*. Payment must be received by the Village of Whitehouse no later than ten (10) business days after the event.

Total Number of Employees Required: _____ Total Amount Required per Employee: \$_____/hr.
TOTAL Amount to be submitted by Event Coordinator: \$_____
8. Officer(s) assigned under terms of this contract shall be covered by Workmen's Compensation paid on the officer's behalf by the Village of Whitehouse.
9. This agreement may be canceled by either party by 30-day written notice or to the mutual satisfaction of both undersigned parties.
10. Requests for additional/reduction of officers to supplement this initial agreement must be made to the Village Administrator no later than fifteen (15) days from the date of the scheduled event.

This agreement entered into on this _____ day of _____, 20____, by and between the Village of Whitehouse, County of Lucas, State of Ohio, and the Event Coordinator/Contact Person, in witness whereof the parties hereunto have set their hands at Whitehouse, Ohio.

Village Administrator

Julie Theroux
Event Coordinator/Contact Person

REQUEST FOR SPECIAL EVENTS SERVICES—VILLAGE OF WHITEHOUSE, OHIO

TYPE OF FUNCTION/ACTIVITY: DC Duathlon - Race

DATE/TIME OF FUNCTION/EVENT: Wed May 13, 2020 7:00-8:30 PM

LOCATION: Cycle Werks, 12760 Providence

NUMBER OF OFFICERS REQUIRED: _____ (Determined by Police Chief)

NUMBER OF ADDITIONAL VILLAGE EMPLOYEES: _____ (Determined by Department Head)

EVENT COORDINATOR CONTACT INFORMATION:

NAME Julie Theroux / Jeff Gibbs

ORGANIZATION Cycle Werks

ADDRESS 12760 Providence

Whitehouse OH 43571

PHONE 419-877-1000

EMAIL shopcyclewerks@gmail.com

FAX _____

Payment for services rendered in the amount of \$ _____ will be submitted to:

The Village of Whitehouse
6925 Providence St.
P.O. Box 2476
Whitehouse, OH 43571

Payment in full required by: _____

For Office Use Only

Date: _____

____ Approved as requested.

____ Approved, with modifications (specify):

____ Disapproved (specify):

Village Administrator _____

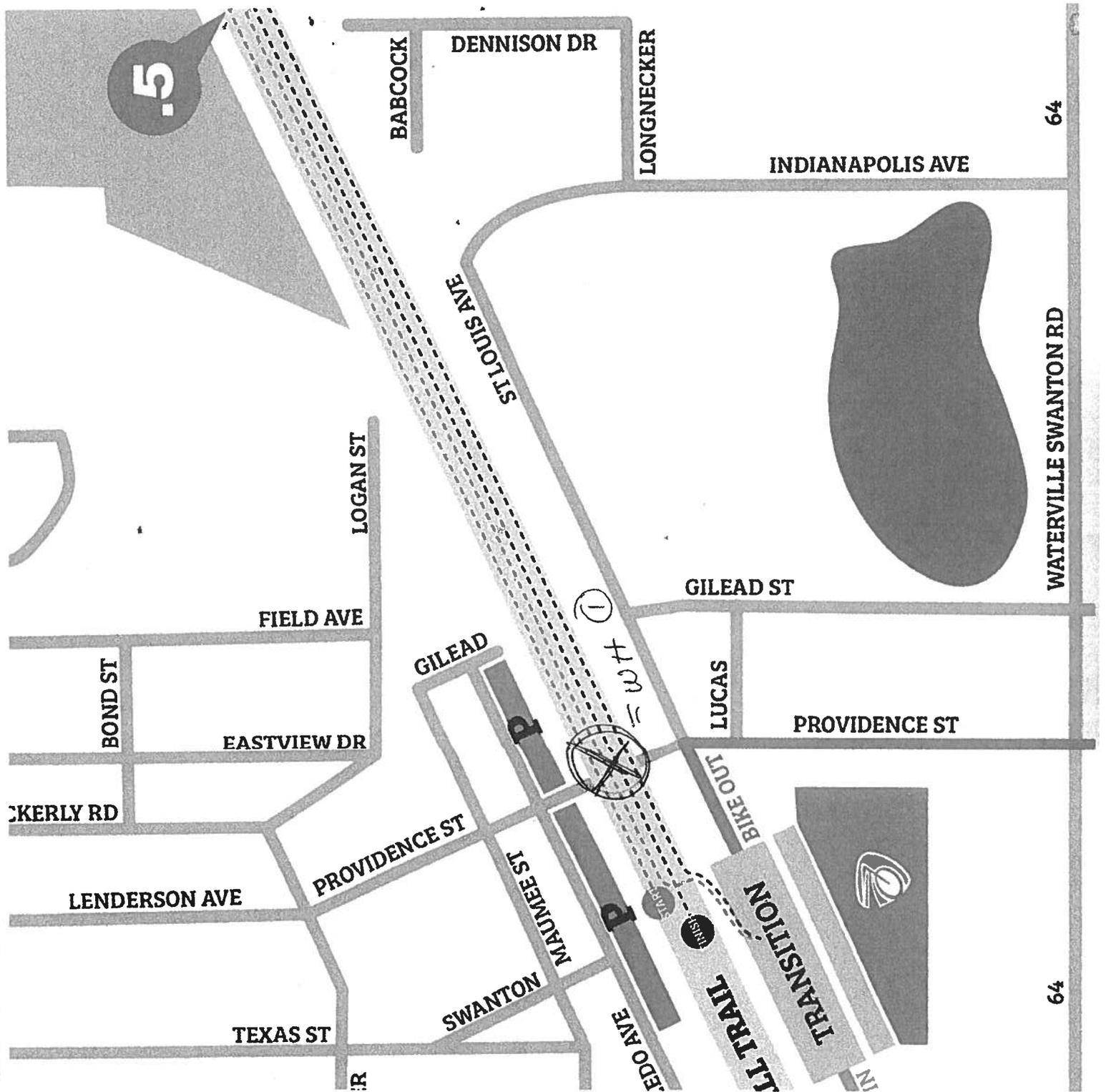
Chief of Police _____

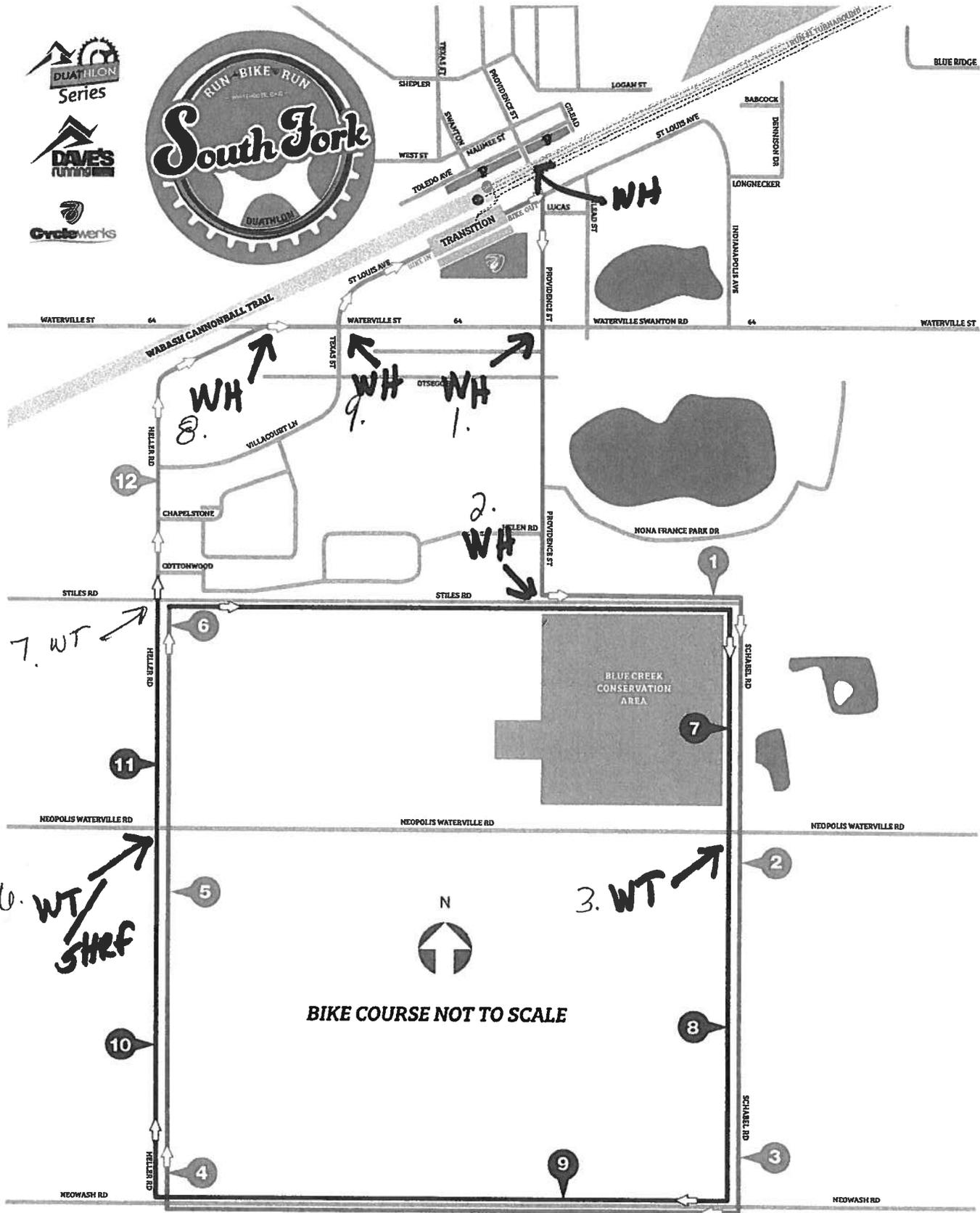
Public Service Director _____

Fire Chief _____

Community Development Coordinator _____

Cyclewerk's Duathlon Run #1 - 1 mile





WH = Whitehouse
 WT = Waterville township
 SHRF = Sherriff

LOG IN

SIGN UP

WORKOUT

WHITEHOUSE, OH, UNITED STATES

4.99 KM

7 M

DC #2 & #4 2ND RUN *5k*

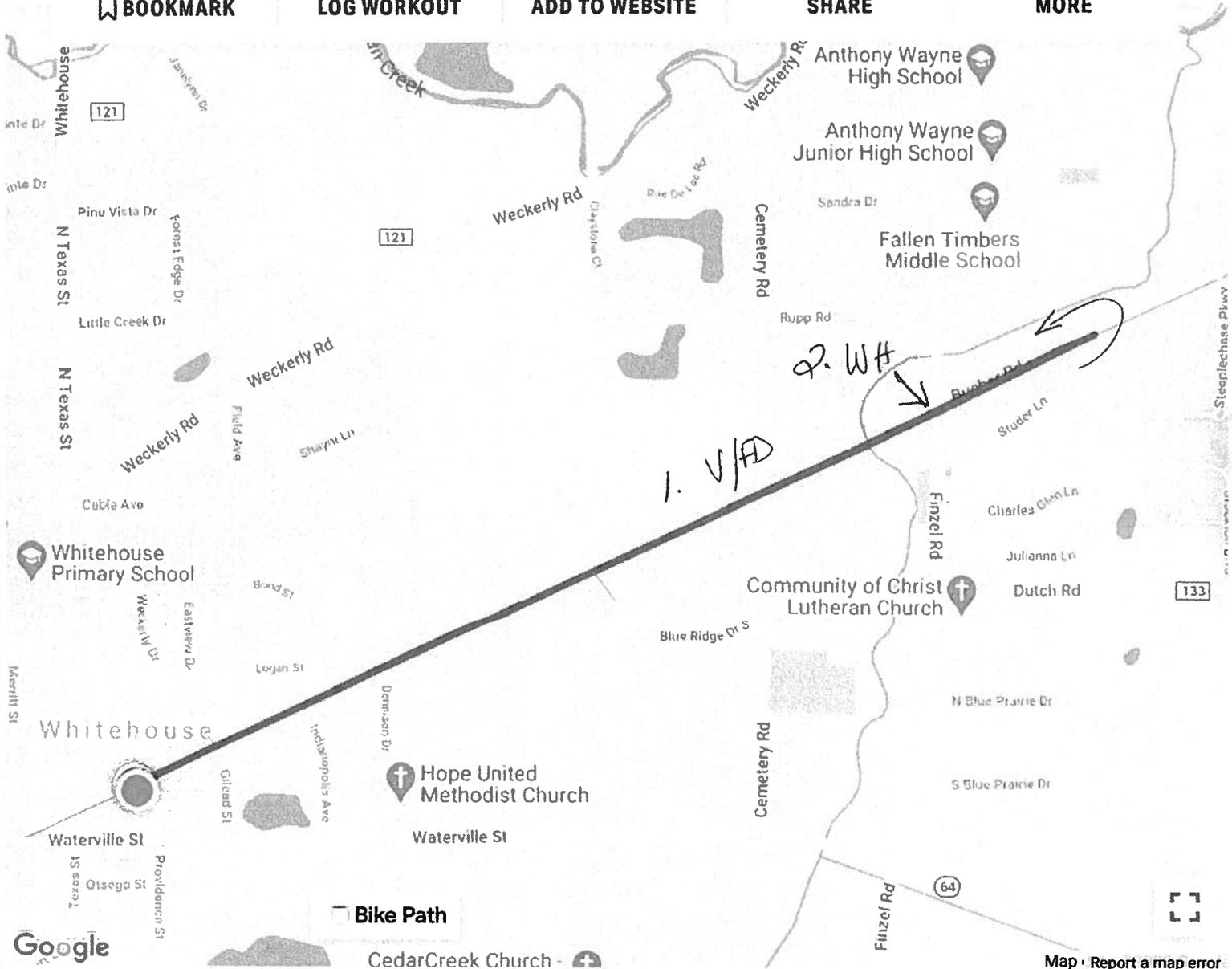
 BOOKMARK

LOG WORKOUT

ADD TO WEBSITE

SHARE

MORE



You're taking control of your fitness and wellness journey, so take control of your data, too. [Learn more](#) about your rights and options. Or [click here](#) to opt-out of certain cookies.

GOT IT

Re: Event Request Form

Julie Theroux <jtheroux11@gmail.com>

Mon 2/10/2020 5:01 PM

To: Jill Gundy <jgundy@whitehouseoh.gov>

📎 4 attachments (4 MB)

WH_DCDuathlon_Request_2020.pdf; South-Fork-Run-2.pdf; South-Fork-BikeMap-WhitehouseOH-2018sq.png; South-Fork-RunMap-WhitehouseOH-2018sq.png;

Jill

Attached is the request form for the first of our two events in Whitehouse. Information is as follows:

South Fork — Duathlon #2

The second of 3 early season duathlons. The event takes place at Cycle Werks in scenic Whitehouse, Ohio. This is a USAT Sanctioned event and age group standings will still be applied and submitted.

Run → 1 mile on a paved course

Bike → 12.5 miles on a 2 loop clockwise road course

Run → 5k (3.1 miles) on a paved course

Spectator Tips

The best spectator viewing will be at the transition, where you can watch your friends and family come and go. There will be a lot of action and calling out — friendly competition from athletes around the northwest Ohio area and surrounding states.

Start Time: 7:00pm

Course Open: 2.5 Hours

Maximum Field: 150

Minimum Age: 15 on Race Day

Attached are the forms and course maps for review at the council meeting.

Thank you,

Julie

On Mon, Jan 27, 2020 at 2:16 PM Jill Gundy <jgundy@whitehouseoh.gov> wrote:

Hi Julie,

I have attached the event request form that we spoke about on the phone.



Request for Special Event

Village of Whitehouse
PO Box 2476, Whitehouse, OH 43571
Phone: (419) 877-5383/ Fax: (419) 877-5635

Name of Event: Buskerfest
Coordinator/Contact Person: Jo McElheney
Address: 372 Southwood Parkysblms, OH 43551
Phone: 419 349-8836 Email: jmcclheney@sbeglobal.net
FAX:

Event Date(s): Sept. 12, 2020 Event Hours: 2:00 pm - 10:00 pm
Estimated Number of Attendance: 200

Brief Description of Event: Musicians performing throughout the park. Live music in the pavilion, Beer and wine garden. Requesting closure of Lucas St.

Will the Event Use Signage/Attraction Devices? X Yes ___ No
Amplified Voice/Music? X Yes ___ No
Food/Beverage Sales? X Yes ___ No Alcoholic Beverage Sales: X Yes ___ No
Product Sales? X Yes ___ No Other (explain):

If YES to any of the above, please explain: Advertising banners prior to event, bands in the pavilion, food trucks, beer/wine garden, arts + crafts booths

Identify any Village services, public facilities, or equipment you are requesting in conjunction with this event:

() Police Assistance (X) Streets Closed (X) Enclosed Shelterhouse (X) Pavilion () Other
Explain: Requesting use of pavilion and shelterhouse and closure of Lucas St. Use of public rest rooms. Would like to use approx 18 weighted traffic cones to attach to snow fence.

PLEASE supply a map highlighting the property, temporary structures (identifying use and activity), pedestrian ways and/or streets that will be impacted by this event.

Payment for Services: The Event Coordinator/Contact Person/Sponsoring Entity shall make payment for services payable to The Village of Whitehouse. Payment must be received by the Village of Whitehouse no later than ten (10) business days after the event.

Total Number of Employees Required: Total Amount Required per Employee: \$ /hr.
TOTAL Amount to be submitted to the Village of Whitehouse by Event Coordinator: \$

READ THE FOLLOWING BEFORE SIGNING

The submittal of this event form does not ensure approval of the event.

Be advised, the Village cannot accommodate every event and some events may require reimbursement for services rendered. You must attach to this application either an Insurance Policy or a Certificate of Insurance that includes the policy number, amount of coverage, and the provision that the Village of Whitehouse is included as an Additional Insured. The insurance requirements depend on the risk level of the event.

The applicant agrees to defend, indemnify, and hold harmless the Village of Whitehouse from any claim, demand, suit, loss, cost of expense, or any damage which may be asserted, claimed or recovered against or from the Village of Whitehouse by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury, or death, arises out of this activity

Signature: Jo McElheney Date: 1/22/2020
6925 Providence Street . PO Box 2476 . Whitehouse, Ohio 43571
Phone 419-877-5383 . Fax 419-877-5635
whitehouseoh.gov



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/22/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Andrew Musilli Agency, LLC 60 East Olentangy St. Powell OH 43065		CONTACT NAME: Andrew Musilli PHONE AC No. Ext: 614.848.9740 FAX AC No: 614.848.9750 E-MAIL ADDRESS: andy.1@musilli.biz	
INSURED Anthony Wayne Area Arts Commision 10802 Waterville St. Whitehouse OH 43571		INSURER(S) AFFORDING COVERAGE INSURER A: ANI-RRG NAIC # 10023 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

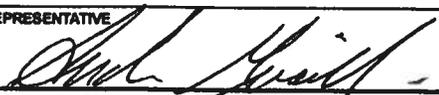
COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJ-ECT <input type="checkbox"/> LOC			43855	06/01/2019	06/01/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 20,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N		N/A			
A	Liquor Liability Director & Officers Liability			43855	06/01/2019	06/01/2020	\$1,000,000 \$1,000,000/\$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 Certificate Holder is Additional Insured

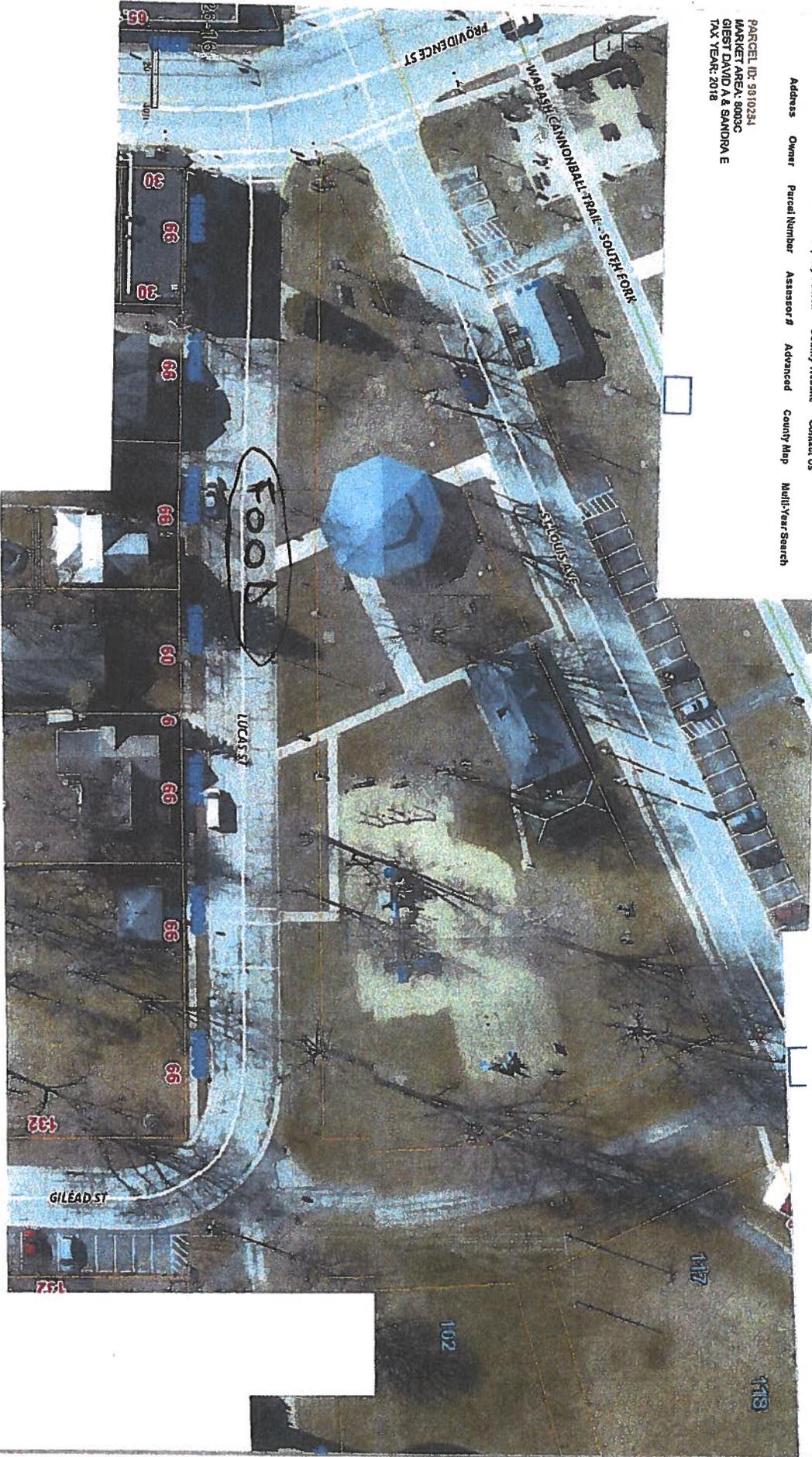
 Busker Fest
 September 7, 2019

CERTIFICATE HOLDER Village of Whitehouse 6925 Providence St. Whitehouse OH 43571	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Andrew Musilli 
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PARCEL ID: 9810231
MARKET AREA: 9003C
GUEST DAVID A & SANDRA E
TAX YEAR: 2018

Address Owner Parcel Number Assessor # Advanced County Map Multi-Year Search

Auditor Property Search County Website Contact Us



Event request

Joanne McElheney <jmcelheney@sbcglobal.net>

Thu 1/23/2020 11:46 AM

To: Jill Gundy <jgundy@whitehouseoh.gov>

 3 attachments (2 MB)

Event Request 2020.pdf; Ins endorsement 2019.pdf; Park Map Closeup.pdf;

Hello Jill,

Attached is the new Special Event Request Form. We aren't requesting police presence at this time. One of our Board members is with the Lucas County Sheriff's Dept. so we'll explore that option first. Our insurance policy renews June 1st so I won't be able to get the endorsement til we renew. I've attached a copy of last year's Buskerfest endorsement to show that we do have insurance. Let me know if you need anything else.

Best regards,

Jo

Jo McElheney
Anthony Wayne Area Arts Commission
419-349-8836
jmcelheney@sbcglobal.net

2. **Downtown Streetscape Phase 3** – Providence St. from Maumee St. to Shepler Ave. – Plans in Engineering. Council reviewing plans on parking & extent of improvements
3. **Weckerly Rd. & Finzel Signalization** – In engineering with Poggemeyer Design Group. Out to bid for June 7th bid opening. Awarded to U.S. Utility Contractor Co., Inc. for \$173,231.04. 50% completed.

WATER

WASTE WATER

- 08-20-19**
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.

STORM SEWER

- 02-18-20**
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.

SANITATION

MISCELLANEOUS

- 02-04-20**
1. **Building Permits:** 1 new homes as of 2/14/20.
- 01-21-20**
2. **Public Works:**
 1. Tree trimming and brush clearing
 2. GIS mapping of Utilities – Public Service is working with Poggemeyer Design Group to map all water, sanitary sewer and storm sewer assets in the Village.
 3. Park Exercise Equipment – Install for Spring use

Boards and Commissions

- A. Board of Zoning Appeals
 1. Pending approval of November 6, 2019, meeting
- B. Charter Revision Commission
 1. Pending approval of January 30, 2020 Meeting Minutes
- C. Fire Dependency Board
 1. Pending approval of January 29, 2020 meeting minutes

- D. Planning Commission
 - 1. Pending approval of November 4, 2019, meeting minutes
- E. Records Commission
 - 1. Pending approval of June 4, 2019, Meeting Minutes
 - 2. Pending 2020 Reorganization Meeting
 - 3. Pending Review of Records Set for Destruction in 2020
 - 4. Pending Review of Records Policies
- F. Tree Commission
 - 1. Pending approval of January 23, 2020 meeting minutes
 - 2. Pending Tree Inventory

Council Committee of the Whole

- A. Economic Development
 - 1. Pending Monitoring of Economic Development Plan (ongoing)
- B. Finance, Audit & Investment
- C. Franchise, Lands & Buildings
- D. Parks & Recreation
 - 1. Completion of Veterans Memorial Park
 - 2. Completion of Waterville Street Multi-Use Trail (Phase II)
 - 3. Pending review of implementation of projects in Whitehouse Park
- E. Public Services Committee
 - 1. Pending Discussion of New Downtown Traffic Signage (fall)
 - 2. Pending Discussion of Looping Water Lines via Stiles Road.
- F. Personnel & Safety
- G. General
 - 1. Pending review of Council project list

Note: If you wish to place an item on the Agenda, please let me know.



Zoning Enforcement Report –February 2020

Thank you for having me at your recent Committee of the Whole meeting. I enjoyed being able to talk about possible changes to our penalty system for violations. I don't think anyone enjoys having to enforce tougher penalties, but fortunately, these are only for the rare, extreme cases where we have no other options. The very few residents who know how to take advantage of the current system will be the ones who will be affected by this proposed change. All the residents affected by these few violators should be very pleased to see the resulting property improvements and ultimately, zoning compliance.

Our hope is that by increasing this penalty, we will be able to achieve compliance on these cases instead of spending much time and money going through the whole violation process only to have the offender pay a small fine for the case to be dismissed. Thank you again for your support of the zoning process in the Village. This has come to be known as a fair process that really produces compliance and, in turn, a more beautiful Village of Whitehouse.

Respectfully submitted,

Jacob T. Barnes

Jacob T. Barnes

Zoning Violation Report

February 2020

NAME	ADDRESS	VIOLATION LOCATION	VIOLATION	ACTION
Bucher, Paul	11511 Waterville Street	Entire	Report of junk, debris	Complaint just received, will inspect.
General Pro Hardware	6635 Providence	All	Junk Vehicle	Continuing to work with owner on progress. Inspected in early February, will have a follow up meeting with owner.
Ohio Bell	10916 Maumee St	All	Tree limbs down	Monitoring Property
Pierson, Eugene	10940 Stiles Road	Front	Parking/Junk cars	Inspected, no violation found.
Tallinger, Jason	7053 Whiddenmill	Side	Report of incorrect trailer parking	No violation found initially, continuing to monitor.
Highpoint Commons	10845 Cable Street (violation off Field Street)	Front	Parking	Observed one car on grass at apartment complex, working on having removed.
Wittes, John	10803 Waterville Street	All	Junk and Debris	Will be filing new charges on property condition
	Field Street	Front	Parking	Complaint of vehicle(s) parked in front grass, complaint just received, is being investigated.
	Bond Street	All	Complaint to check out entire street for violations	In process
REFERRED TO PROSECUTOR				
Albright, Angelia	10915 St. Louis	Rear	Junk, Debris	Case still in court. She pled NC and was found guilty and fined.
Siebert, Mark	11164 Temperance	Side, rear	Junk, Debris New Complaint- Insecure structure	Case still in Court. Spoke with Prosecutor and he has until March 19 to secure the structure.
Wittes, John	10803 Waterville St	Rear	Junk and Debris	Court case concluded, owner was fined and case dismissed. Violation will be re-filed.