



May 15, 2020

WHITEHOUSE COUNCIL AGENDA

May 19, 2020

6:30 P.M.

Due to the coronavirus (COVID-19) pandemic, Whitehouse Village Council is urging citizens to access public meetings remotely. You may do so by phone by dialing **1-408-418-9388**. You will then be prompted to press the following access code **799-315-957**. The Password will be **2223**. To help minimize background noise, **please make sure that you mute your microphone.**

Notice is hereby given that the Whitehouse Village Council will meet on Tuesday, May 19, 2020, at 6:30 PM. This meeting will be held over the phone.

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 Warren Clifton, Hope United Methodist
- IV. Pledge of Allegiance
- V. Adoption of Minutes of the May 5, 2020 Council Meeting
- VI. Adoption of Bills dated May 15, 2020 and the Addendum bills dated May 19, 2020
- VII. Introduction of Persons to Appear Before Council
- VIII. Committee Reports
 - A. Report on the May 18, 2020 Fallen Timbers Joint Cemetery District Meeting
- IX. Report of the Mayor
 - A. Moment of Silence for Jeff Baker

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

- X. Report of the Clerk of Council
- XI. Report of the Village Administrator
 - A. Request Authorization for Legislation Determining that Certain Miscellaneous Personal Property Used by the Police Department and Owned by the Village of Whitehouse, as an emergency
 - B. Request Authorization for Legislation Declaring that the Amount of Taxes that May be Raised by a Levy at the Maximum Rate Authorized by Law Without a Vote of the Electors is Insufficient, and Declaring the Necessity of an Additional Levy for Purposes of Providing and Maintaining Fire and EMS Services to Operate a Fire Department, as an emergency
- XII. Report of the Village Solicitor
- XIII. Report from Department Heads
- XIV. Citizen Comments on Agenda Items
- XV. Ordinances
- XVI. Resolutions
 - A. **Resolution 11-2020:** Determining that Certain Miscellaneous Personal Property Used by the Police Department and Owned by the Village of Whitehouse.
 - B. **Resolution 12-2020:** Declaring that the Amount of Taxes that May be Raised by a Levy at the Maximum Rate Authorized by Law Without a Vote of the Electors is Insufficient, and Declaring the Necessity of an Additional Levy for Purposes of Providing and Maintaining Fire and EMS Services to Operate a Fire Department.
- XVII. Council Comments
- XVIII. Citizen Comments
- XIX. Adjournment

Regular

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

ROLL CALL: Richard Bingham, Rebecca Conklin Kleiboemer, Mindy Curry, Bob Keogh, Bill May, and Louann Artiaga. Also present were the following: Administrator Jordan Daugherty, Solicitor Kevin Heban, Director of Public Services Steve Pilcher, Police Chief Mark McDonough, Fire Chief Joshua Hartbarger, Clerk Susan Miller, and Karen Gerhardinger.

Council prayer was given by Pastor Matthew Lash of Community of Christ Church.

Motion by Bill May, seconded by Richard Bingham to approve the minutes of the April 21, 2020 meeting. 6 ayes

Motion by Louann Artiaga, seconded by Mindy Curry to approve the bills totaling \$84,857.03 dated May 1, 2020, the Addendum bills totaling \$31,677.92 dated May 5, 2020, the February 2020 Financial Statement and the March 2020 Financial Statement. 6 ayes

Motion by Rebecca Conklin Kleiboemer, seconded by Mindy Curry to make a notation in the minutes that the meetings are being held remotely. 6 ayes

This Council meeting is being held remotely.

Motion by Mindy Curry, seconded by Rebecca Conklin Kleiboemer to approve the Whitehouse Primary School Teacher's Parade on May 6, 2020 from noon to 2:30 with Safety Services assistance. 6 ayes

Motion by Rebecca Conklin Kleiboemer, seconded by Mindy Curry to authorize the Solicitor to prepare legislation authorizing the Finance Director of the Village of Whitehouse, Lucas County, Ohio, to Transfer Certain Funds for Village Accounting Purposes; Formal Verification of Said Transfer and declaring an emergency. 6 ayes

Motion by Bill May, seconded by Louann Artiaga to accommodate the request by Tom Lytle to not be paid the Planning Commission stipend. 6 ayes

Motion by Louann Artiaga, seconded by Mindy Curry to authorize the Solicitor to prepare legislation authorizing the Administration to Convey Certain Real Property to the Lucas County Port Authority and to Release a Right of First Refusal for Said Property and declaring an emergency. 6 ayes

Motion by Rebecca Conklin Kleiboemer, seconded by Mindy Curry to accept, as previously authorized Ordinance 8-2020 authorizing the Administration to Convey Certain Real Property to the Lucas County Port Authority and to Release a Right of First Refusal

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for Said Property at its first reading and declaring an emergency. 6 ayes

Motion by Rebecca Conklin Kleiboemer, seconded by Louann Artiaga to suspend the rules and to have the second and third reading of Ordinance 8-2020 by title only and declaring an emergency. 6 ayes

Motion by Bill May, seconded by Rebecca Conklin Kleiboemer to accept Ordinance 8-2020 and to pass said Ordinance. 6 ayes

Motion by Louann Artiaga, seconded by Mindy Curry to remove items 14 and 18 from the Agenda. 4 ayes, 2 nays Rebecca Conklin Kleiboemer, Mindy Curry

Motion by Bob Keogh, seconded by Mindy Curry to accept, as previously authorized

Ordinance 10-2020 authorizing the Finance Director of the Village of Whitehouse, Lucas County, Ohio, to Transfer Certain Funds for Village Accounting Purposes; Formal Verification of Said Transfer at its first reading and declaring an emergency. 6 ayes

Motion by Rebecca Conklin Kleiboemer, seconded by Richard Bingham to suspend the rules and to have the second and third reading of Ordinance 10-2020 by title only and declaring an emergency. 6 ayes

Motion by Rebecca Conklin Kleiboemer seconded by Bill May to accept Ordinance 10-2020 and to pass said Ordinance. 6 ayes

Motion by Mindy Curry, seconded by Rebecca Conklin Kleiboemer to for Charles Kethel to work with Administrator Jordan Daugherty to assemble a 9 hole disc golf plan and cost. 6 ayes

Other items discussed:

- Citizen comments should be emailed to jdaugherty@whitehouseoh.gov
- Teacher's parade route posted on the police and Whitehouse primary facebook pages, thank you to Josh and Nikki Hartbarger for mapping the route
- Processing of deeds for plots purchased in the Whitehouse cemetery is behind, advertising for a Clerk/treasurer position, tree removal, website, bug traps, 2021 budget, May 18 meeting budget based on this year's budget, quotes for a mini excavator, \$30,000 road repair, \$1,100 to Proudfoot Associates to give estimates on repairs, \$5,000 for legal and accounting, Joint Meeting to be held remotely on May 18, 2020
- Special meeting requested by Brett Warner May 7, 2020 at 6:00 PM, Waterville Township looking at staff cuts, cemetery workers, looking at outsourcing email Thursday meeting notes
- Thank you to Whitehouse residents for their diligence and responsibility of

complying, doing a great job

- Thank you to Anthony Wayne Schools efforts and hard work and honoring grads.
- Fire Coop, no failed responses, critical need, never asked for additional money before, at the point of critical need, dedicated volunteers and staff, added part time and full time, coop presentation, 10 year solution, problem existed before COVID – 19, Waterville City and Waterville Township support the Coop, Town Hall meetings to be held before Council Meetings, short video details, longer 27 minute videos with technical details, lean plan, fiscally responsible – not bare bones, What the community needs, the safety of our community is important
- Village employees working to provide excellent service to residents
- Council and the Administration have been fiscally responsible and are better prepared in times like this, built up the carryover the last couple of years, nonessential spending and nonessential Capital projects were frozen a couple of months ago, unified body, agile and careful with taxpayer funds, Financial analysis through March/first quarter are good, prepared for potential hits to that essential services continue and employees continue, roadway and alley repair, sewer and water are included in essential
- Village buildings to reopen next Monday, normal business hours, complying with safety guidelines, reserve the right to reclose, social distancing compliance, resident looking to donate masks, mask needed to enter Village hall, as per Governor recommendation, one will be provided if you don't have one
- Buckeye Cable construction concerns, spoke with law department at Buckeye Cable, set up a system to express concerns and have them addressed, taking seriously, notify people that have filed complaints, residents will be given a link to ask questions, if this system doesn't work – call Village hall, Buckeye has to solve the problem
- Officer Matthew Trautlein and Officer Stephen Loar resigned from the WPD, part time officers Ed Marckel and Tyler DeWitt joined WPD on May 4, 2020 and were virtually sworn in by Mayor Don Atkinson, Birthday drive-bys on Facebook page, installation of in car camera – provision up to date, others are no longer serviceable, compatible with body worn cameras, easier to upload and save data
- Thank you to staff and officers, policies and procedures adapted and implemented, Fire Facebook page – Kelly Norris – keeping the public informed – tremendous effort and response
- Exercise equipment installation, downtown poles, graffiti in the parks being addressed, flowers, Happy Mother's Day, Opening the park when we can, will post signs for social distancing and hand sanitizing stations, Water fountains will be recommended for bottle fills only
- Allowing Citizen's comments at virtually held meetings, meetings are running smoothly, 2 minutes time Limits, allow at the next meeting,
- Water bill credit total \$80,000
- Police Chief Mark McDonough sworn in 8 years ago – congratulations
- Piles of trash at the recycle bins, call again about Monday pickups

Regular

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- Passing of Jeff Baker, long time public servant, currently served on the Charter Review Commission, Destination Whitehouse, designed the educational plaques, requests memorials to to support the Whitehouse library, place information on the marquis
- Council wish list, Charles Kethel volunteered to design 9 hole disc golf layout, ask businesses to sponsor holes, formally submit drawn up plans to Metroparks, a socially distanced activity, bring completed plans to Council, previously other entities went to the Metroparks, backing of the Village to present to the metroparks
- Thank you to the Village for the hard work for financial stability, the Chamber contacting local Businesses about the Anthony Wayne graduation, giving the Chamber access to the Fire Department videos
- Promotion of the Water bill credit
- Village Scholarship deadline extended

Motion by Bob Keogh, seconded by Bill May to adjourn at 7:49 PM. 6 ayes

Duly Appointed Clerk of Council

Mayor

COUNCIL BILLS
5/15/2020

VENDOR	DEPARTMENT	AMOUNT	TOTAL	DESCRIPTION
Dan Lawrence	ADMINISTRATION	\$678.40	\$678.40	Annual Website Support/Hosting
Evident	POLICE	\$20.55	\$20.55	Tests
MASI	WATER	\$165.50	\$165.50	Water Sample Analysis
MD Solutions	STREETS	\$1,018.35	\$1,018.35	Signs
National Band & Tag Company	PARKS	\$652.00	\$652.00	Tree Tags
Ohio Compost	MAINTENANCE	\$296.00	\$296.00	Topsoil & Mulch
Praetorian Digital	POLICE	\$180.00		Annual Subscription - Safety Training
Praetorian Digital	FIRE	\$180.00		Annual Subscription - Safety Training
Praetorian Digital	ADMINISTRATION	\$180.00		Annual Subscription - Safety Training
Praetorian Digital	MAINTENANCE	\$180.00		Annual Subscription - Safety Training
Praetorian Digital	LIFE SQUAD	\$180.00	\$900.00	Annual Subscription - Safety Training
Statewide Emergency Products, LLC	POLICE	\$60.00	\$60.00	Antenna Kit
T&J Excavating & Tree Clearing	STREETS	\$2,800.00	\$2,800.00	Tree Removal Blue Creek
The Andersons	MTJEDD	\$428,865.00	\$428,865.00	2019 Grant Payment
Trilogy Health Services	MTJEDD	\$18,500.00		2020 Grant Payment
Trilogy Health Services	MTJEDD	\$17,900.00	\$36,400.00	2019 Grant payment
		\$471,855.80	\$471,855.80	

RESOLUTION NO. 11 - 2020

A RESOLUTION DETERMINING THAT CERTAIN MISCELLANEOUS PERSONAL PROPERTY USED BY THE POLICE DEPARTMENT AND OWNED BY THE VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO IS OF NO FURTHER USE TO THE VILLAGE AND IS HEREBY DETERMINED TO BE SURPLUS PROPERTY AND TO BE DISPOSED OF PURSUANT TO LAW, AND DECLARING AN EMERGENCY

WHEREAS, the Police Chief and the Administrator of the Village of Whitehouse, Lucas County, Ohio, after thorough review and due diligence, have determined that certain property is of no further use to the Village and have advised this Council accordingly, as well as recommended said property be disposed of pursuant to law; and

WHEREAS, this Council is desirous of declaring said surplus property as being of no further use to the Village ordering it disposed of pursuant to law upon the terms most favorable to the Village of Whitehouse.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO, three-fourths (3/4) of all members elected thereto concurring:

SECTION I: The Village Administrator and/or Police Chief are hereby designated and duly authorized as the officials of the Village of Whitehouse having full power and authority to dispose of the following property:

1. Kent 26" men's bike RB# 000080-20
2. Mongoose 24" boys bike S/N FSD14HH3200
3. Radio Flyer Tricycle RB# 000198-14
4. Mirada 26" Bike RB# 000225-15
5. Huffy Stone Mountain 26" bike RB# 000361-15
6. Granite Peak Roadmaster 26" males bike RB#000241-17
7. Canyon River S/N FS FLIT RB#000-14
8. Sierra Quest 26" ladies bike RB#000307-15
9. Pretty Lady Rally 24" bike no RB# on tag found 8/16/2017 2210hrs

- 10.24" Mongoose Blue RB# 000362-18
- 11. Green Schwinn 26" RB#000421-18
- 12.20" Razor RB# 000523-17

MDT Datalux Model TCU-TX204-203 S/N 532475-2001-06-06 and
MDT Datalux Model TCU-TX204-203 S/N 532474-2001-06-06

Said property is deemed to be surplus and of no further official and/or current use to the Village in the conduct of any Village business.

SECTION II: That the said property be disposed of as provided by law.

SECTION III: The Administrator and/or Police Chief are hereby authorized to conduct the disposal and sale of said property and under such terms and conditions as he shall deem most desirable to secure full value thereof for the Village, at such time and in such manner as he shall in his discretion so determine.

SECTION IV: The Administrator and/or Police Chief of the Village of Whitehouse, Lucas County, Ohio is hereby authorized and directed and fully empowered to execute any and all title documents, forms of conveyance or bills of sale as same shall be required for the sale and transfer of said property in accordance with law and with full power and authority on behalf of the Village of Whitehouse, Lucas County, Ohio.

SECTION V: It is hereby found and determined that all formal actions of this Council, including any of its committees, concerning and relating to the adoption of this Resolution were adopted at an open meeting and the deliberations of this Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements as set forth by Ohio Revised Code Section 721.15 and/or in accordance with the provisions of Municipal Home Rule and under the specific provision of Article I, Section 1.02 of the Charter of the Municipality of Whitehouse.

SECTION VI: This Resolution is hereby declared to be an Emergency Measure necessary for the immediate preservation of the public peace, health and safety of said Village and its inhabitants and for the further reason that this Resolution is necessary for the disposal and sale of the property securing the highest return proceeds for the Village of Whitehouse.

WHEREFORE, this Resolution shall be in full force and effect immediately upon its passage and approval.

FINAL VOTE ON THE MEASURE: Yeas: _____ Nays: _____

First Reading: _____

Second Reading: _____

Third Reading: _____

EFFECTIVE DATE OF THIS ORDINANCE: _____, 2020.

Yeas: _____ Nays: _____

ADOPTED AND EFFECTIVE: _____, 2020.

Mayor

ATTEST:

Susan M. Miller, Clerk of Council

Kevin A. Heban, Solicitor

RESOLUTION NO. 12-2020

A RESOLUTION DECLARING THAT THE AMOUNT OF TAXES THAT MAY BE RAISED BY A LEVY AT THE MAXIMUM RATE AUTHORIZED BY LAW WITHOUT A VOTE OF THE ELECTORS IS INSUFFICIENT, AND DECLARING THE NECESSITY OF AN ADDITIONAL LEVY FOR PURPOSES OF PROVIDING AND MAINTAINING FIRE AND EMS SERVICES TO OPERATE A FIRE DEPARTMENT.

WHEREAS, the Council of the Village of Whitehouse believes that the amount of taxes that may be raised within the 10 mill limitation is insufficient for the current expenses of the EMS and Fire Department of the Village.

NOW THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO, three-fourths (¾) of all members elected thereto concurring;

Section 1. The Council of the Village of Whitehouse, with at least two-thirds of its members concurring, declares that the amount of taxes that may be raised by levy at the maximum rate authorized by law on the taxable property within the Village of Whitehouse will be insufficient to provide for providing and maintaining fire apparatus, mechanical resuscitators, underwater rescue and recovery equipment, or other fire equipment and appliances, building and sites therefor, for the payment of firefighting companies or permanent, part-time, or volunteer firefighting, emergency medical service, administrative, or communications personnel to operate the same, including the payment of any employer contributions required for such personnel under section 148.48 or 742.34 of the Revised Code, for the purchase of ambulance equipment, for the provision of ambulance, paramedic, or other emergency medical services operated by a fire department of firefighting company, or for the payment of other related costs and it is therefore necessary to levy an additional tax in excess of the 10 mill limitation, pursuant to Ohio Revised Code Section 5705.19(I) for those purposes.

Section 2. This resolution authorizes an additional tax for the benefit of the Village of Whitehouse to provide for purposes of providing and maintaining fire apparatus, mechanical resuscitators, underwater rescue and recovery equipment, or other fire equipment and appliances, building and sites therefor, for the payment of firefighting companies or permanent, part-time, or volunteer firefighting, emergency medical service, administrative, or communications personnel to operate the same, including the payment of any employer contributions required for such personnel under section 148.48 or 742.34 of the Revised Code, for the purchase of ambulance equipment, for the provision of ambulance, paramedic, or other emergency medical services operated by a fire department of firefighting company, or for the payment of other related costs to operate a fire department of the political subdivision at a rate not exceeding three and twenty five tenths (3.25) mills for each \$1.00 of valuation, which amounts to 3.25 cents for each \$100.00 of valuation.

Section 3. This levy shall be imposed beginning in the current year (commencing with the 2020 taxes), and shall be for a continuing period of time.

Section 4. The question of levying these additional taxes shall be submitted to the electors of the Village of Whitehouse at the general election to be held on the 3rd day of November, 2020.

Section 5. The Clerk of the Village of Whitehouse is hereby directed to certify a copy of this resolution to the Board of Elections of Lucas County, Ohio no later than 4:00 p.m. on August 1, 2020, and to notify the Board of Elections to cause notice of the election on the question of levying the tax to be given as required by law.

Section 6. All formal actions of Council relating to the adoption of this resolution, and all deliberations of Council and any of its committees leading to such action, were in meetings open to the public as required by law.

WHEREFORE, this Resolution shall take effect and be in full force immediately upon its passage and approval as provided by law.

VOTE ON EMERGENCY MEASURE: Yeas: _____ Nays: _____

FINAL VOTE ON THE MEASURE: Yeas: _____ Nays: _____

First Reading: _____

Second Reading: _____

Third Reading: _____

EFFECTIVE DATE OF THIS ORDINANCE: _____, 2020.

Mayor

ATTEST:

Duly Appointed Clerk of Council

Kevin A. Heban, Solicitor

2. **Downtown Streetscape Phase 3** – Providence St. from Maumee St. to Shepler Ave. – Plans in Engineering. Council reviewing plans on parking & extent of improvements. Postponed until 2021.
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:** 3 new homes as of 05/01/20.
- 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 March 4, 2020, meeting minutes
- B. Charter Revision Commission
 1. Pending approval of March 10, 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 February 27, 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.