



May 1, 2020

## WHITEHOUSE COUNCIL AGENDA

May 5, 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 **793-873-979**. The Password will be **2223**. To help minimize background noise, **please make sure that you mute your microphone.**

If you have questions or comments about Agenda topics, you can email [jdaugherty@whitehouseoh.gov](mailto:jdaugherty@whitehouseoh.gov). Your question/comment can be emailed the day of the meeting or during this Session of Village Council. We request that you include your name and address in the email, and we will do our best to respond.

Please include in the Subject line "QUESTION/COMMENT"

Notice is hereby given that the Whitehouse Village Council will meet on Tuesday, May 5, 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 Matthew Lash, Community of Christ Church
- IV. Pledge of Allegiance
- V. Adoption of Minutes of the April 21, 2020 Council Meeting
- VI. Adoption of Bills dated May 1, 2020, the Addendum bills dated May 5, 2020, and the February and March 2020 Financial Statements

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

- VII. Introduction of Persons to Appear Before Council
  - A. Request for Teachers Parade for Whitehouse Primary School on May 6, 2020
- VIII. Committee Reports
  - A. Report of the Fallen Timbers Union Cemetery District Meeting
- IX. Report of the Mayor
- X. Report of the Clerk of Council
- XI. Report of the Village Administrator
  - A. Request Council Motion to Remove Items XIV-Citizen Comments on Agenda Items and XVIII – Citizen Comments from the Council Agenda.
  - B. Request authorization for fund transfer resolution, as an emergency.
  - C. Report on Plan to Reopen Municipal Buildings
- XII. Report of the Village Solicitor
- XIII. Report from Department Heads
- XIV. Citizen Comments on Agenda Items
- XV. Ordinances
  - A. **Ordinance 08-2020:** 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
- XVI. Resolutions
  - A. **Resolution 10-2020:** Authorizing the Finance Director of the Village of Whitehouse to Transfer Certain Funds for Village Accounting Purposes
- XVII. Council Comments
- XVIII. Citizen Comments
- XIX. Adjournment

Regular

April 21,

20

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

ROLL CALL: Louann Artiaga, Richard Bingham, Rebecca Conklin Kleiboemer, Mindy Curry, Bob Keogh, and Bill May. 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, Deputy Police Chief Allan Baer, Clerk Susan Miller, Carol Williams-Young, David Williams and Karen Gerhardinger.

Council prayer was given by Pastor Carol Williams-Young of Zion United Methodist Church

Motion by Bill May, seconded by Mindy Curry to approve the minutes of the April 7, 2020 meeting. 6 ayes

Motion by Louann Artiaga, seconded by Mindy Curry to approve the bills totaling \$13,976.23 dated April 16, 2020 and the Addendum bills totaling \$308,202.50 dated April 21, 2020. 6 ayes

Motion by Mindy Curry, seconded by Bill to remove Items 14 and 18 from the Agenda. 6 ayes

Other items discussed:

- Thank you to Pastor Carol Williams-Young and Zion United Methodist Church for their ministry and food banks
- Monitoring the pandemic, Governor's plans to reopen Ohio – reverse of the shutdown, Continuing complying with social distancing, no large gathering
- Notifying the Village of any residents with special needs
- Fire Coop, severe economic distress, emergency response is essential, moving forward, need for Safety Services, conversations with partners, set up meetings for public comments, imperative we move forward,
- Fire Coop Ballot timeline, sent to the auditor, August ballot, Resolution to place on the Ballot and send back to the Board of Elections by August, Town Hall Meetings on a virtual platform to Notify the public
- Thank you to the Village employees, phenomenal work, everyone has come together to make this work
- Three Village workers in quarantine, one tested negative
- Hospitals are at around 80% capacity, plenty of Village PPE, plenty of N95s, procured 2,000 surgical masks this week, can assist other agencies with PPE – assisted living and other Municipalities, AWLS looking into donating eye protection, lab goggles second best to APRs

Regular

April 21,

20

- Police are healthy, completing training, state mandates, handling calls for services, PPE looks good
- Public Service Workers are well, fully staffed, some on vacations
- Positive response to the Village providing a credit to resident water bills
- Citizen Comments can be sent to [jdaugherty@whitehouseoh.gov](mailto:jdaugherty@whitehouseoh.gov) to be read at meetings

---

Duly Appointed Clerk of Council

---

Mayor

**COUNCIL BILLS  
5/1/2020**

VENDOR	DEPARTMENT	AMOUNT	TOTAL	DESCRIPTION
Certified Tax Refunds	TAX	\$6,288.70	\$6,288.70	Tax Refunds
Department of Public Utilities	WATER	\$70,785.03	\$70,785.03	Monthly Water Charge
Dollar General	FIRE	\$27.50		Supplies
Dollar General	ADMINISTRATION	\$70.90	\$98.40	Supplies
DR Ebel	POLICE	\$12.60	\$12.60	Part #904
KS Statebank	FIRE	\$2,047.67	\$2,047.67	Turnout Gear Payment
Marlin Capital Solutions	FIRE	\$705.39	\$705.39	Toughbooks Payment
MASI	WATER	\$67.75	\$67.75	Water Sample Analysis
Menards	MAINTENANCE	\$542.68	\$542.68	Mailbox Repair Supplies
Ohio Compost	PARKS	\$90.00		Mulch
Ohio Compost	SANITATION	\$1,093.75		Quarterly Contract Tipping Fees
Ohio Compost	PARKS	\$108.00	\$1,291.75	Mulch
Perrysburg Pipe	WATER	\$765.21	\$765.21	Parts
RSVP	FIRE	\$53.38	\$53.38	Sharps Containers
Stoneco	STREETS	\$103.14	\$103.14	Stone
Thomas Equipment	STREETS	\$1.29		Part
Thomas Equipment	MAINTENANCE	\$36.00	\$37.29	Caution Tape
Traffic Stop	POLICE	\$588.04	\$588.04	Uniforms
Woodland Mulch	PARKS	\$1,195.00	\$1,195.00	Playground Mulch
Triotech	POLICE	\$110.00		Fix PD Fax
Triotech	ADMINISTRATION	\$82.50		Remote Working Issues
Triotech	FIRE	\$82.50	\$275.00	Fire Copier Not Connected
		\$84,857.03	\$84,857.03	



# Request for Special Event

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

Name of Event: WHITEHOUSE PRIMARY SCHOOL "TEACHER'S PARADE"  
Coordinator/Contact Person: PRINCIPAL BRAD RHODES  
Address: WHITEHOUSE PRIMARY SCHOOL  
Phone: 419-877-0543 Email: brhodes@anthonywagner-schools.org  
FAX: \_\_\_\_\_

Event Date(s): MAY 6, 2020 Event Hours: 12:00PM - 2:30PM  
Estimated Number of Attendance: 30

Brief Description of Event: SCHOOL STAFF WILL BE PARADING THROUGH TOWN (IN VEHICLES) TO DRIVE BY STUDENTS HOMES. STAFF MEMBERS WILL FOLLOW APPROPRIATE SOCIAL DISTANCING DIRECTIVES.

Will the Event Use Signage/Attraction Devices?  Yes  No - DECORATED CARS  
Amplified Voice/Music?  Yes  No  
Food/Beverage Sales?  Yes  No Alcoholic Beverage Sales:  Yes  No  
Product Sales?  Yes  No Other (explain): POLICE AND FIRE SERVICE  
If YES to any of the above, please explain: POLICE AND FIRE ESCORT WITH TEACHERS IN VEHICLES

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

Police Assistance ( ) Streets Closed ( ) Enclosed Shelterhouse ( ) Pavilion ( ) Other  
Explain: POLICE/FIRE ESCORT THROUGHOUT THE VILLAGE. PLEASE SEE ATTACHED SCHEDULE AND MAP ROUTE. - REQUEST COUNCIL SUSPEND VILLAGE FEES -

**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: BRAD RHODES Date: 5-1-2020

## AGREEMENT FOR POLICE/SECURITY SERVICE

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 public safety officers to special duties, with such organizations, when, in the opinion of the Village Administrator and the 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 public safety officers (officers) to duty at:  
TRAFFIC CONTROL, AS NEEDED -  
 See attached map showing locations  
and that such officer(s) shall at all times be under the control of the Chief of Police.
2. The uniform of the officer(s) shall at all times be under the control of the Chief of Police.
3. Officer(s) who are assigned to this event shall be paid for this service in accordance with the Personnel Policies and Procedures Manual of the Village of Whitehouse, Ohio.
4. 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.
5. 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.).
6. The Event Coordinator/Contact Person/Sponsoring Entity may provide a donation for security services made payable to *The Village of Whitehouse*.
7. 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.
8. This agreement may be canceled by either party by 30-day written notice or to the mutual satisfaction of both undersigned parties.
9. 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. The Police Chief reserves the right to honor or reject these requests based upon officer availability and/or needs of the agency.

This agreement entered into on this 5<sup>TH</sup> day of MAY, 2020, 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

Brian Rhodes  
Event Coordinator/Contact Person

**REQUEST FOR POLICE/SECURITY SERVICES—VILLAGE OF WHITEHOUSE, OHIO**

TYPE OF FUNCTION/ACTIVITY: WHP TEACHER'S PARADE

DATE/TIME OF FUNCTION/EVENT: MAY 6, 2020 12PM - 2:30PM

LOCATION: VILLAGE STREETS AND NEIGHBORHOODS

NUMBER OF OFFICERS REQUESTED: 4

EVENT COORIDNATOR CONTACT INFORMATION:

NAME BRAD RHODES, PRINCIPAL

ORGANIZATION WHITEHOUSE PRIMARY SCHOOL

ADDRESS \_\_\_\_\_

PHONE 419-877-0543

EMAIL brhodes@anthonywayneschools.org

FAX N/A

Donations for services rendered may be made payable to:

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

*For Office Use Only*

Date: 5-1-2020

Approved as requested.

Approved, with modifications (specify):

- EVENT COORDINATOR REQUEST SUSPENSION OF VILLAGE FEES

Disapproved (specify):

Chief of Police MGM

CC: Village Administrator

Public Service Director

Fire Chief

Community Development Coordinator

# WHP TEACHERS "PARADE"

**When: TBD:** Suggestion: Wednesday May 6, Starting at 12:00pm

**Staff Guidelines for Event:**

- Staff need to gather at High School student parking lot and remain in vehicles. Appropriate social distancing needs to be adhered to at all times. Staff should not get out of cars and gather.
  - Only one staff member (and any family members) per vehicle.
  - Staff members will remain in vehicles at all times throughout event.
  - If any community members approach vehicles, staff will be directed to ask families to keep their distance.
  - We would request a police escort to help with getting caravan from point A to point B, etc.
  - We will go over route with Chief McDunnough and Chief Hartbarger and edit if needed.
  - We will state in our communication to families that families not on the "parade" route are encouraged to come and park on a location on the route but within a neighborhood, and stay within vehicles to maintain social distancing. Chief McDunnough suggested Cedar Creek Parking Lot.
  - This is an OPTIONAL activity for all staff. NO ONE is required to participate.**
  - No one will be able to submit milage for reimbursement for the parade.**
- We will advertise on Twitter and Dojo as well as the Parents Club Facebook page.  
 -We can also look to the Village and see if they are willing to advertise. A staff member will be assigned to reachout to a contact in each development to advertise that way as well.

Order	Neighborhood	Time
1	Old Hood across from H.S. And Rupp Rd	12:00pm
2	Steeplechase	12:05pm
3	Blue Prairie (N/S)	12:10pm
4	Blue Ridge/Saddle Ridge	12:15pm
5	Claystone	12:20pm
6	Lakeview	12:25pm
7	Winslow Road	12:30pm
8	Oak Point/Birch Point	12:35pm

# WHP TEACHERS

## “PARADE”

9	The Preserve/Hood across the street	12:40pm
10	Area by old Dollar General/Generals	12:45pm
11	Brimley Woods Area	12:50pm
12	Whitehouse Valley	12:55pm
13	Village Meadow	1:00pm
14	Savanna Lake	1:05pm
15	Neapolis Trailer Parks? Need to know the name...	1:15pm

# WHP TEACHERS "PARADE"



## NEIGHBORHOOD DRIVE THROUGH MONDAY MARCH 23

We miss our students so very much! We plan to drive through several areas in Whitehouse in order to get a glimpse at them! Please check out the schedule and shove your kiddo outside as we gather safely to beep, wave, and smile!

Neighborhood / Area	Approximate Time
Teachers meet in the H.S. parking lot	12:00
Steeplechase	12:05
Blue Prairie	12:10
Blue Ridge/Saddle Ridge	12:15
Claystone	12:20
Lakeview	12:25
Winslow Road	12:30
Oak Point/Birch Point	12:35
The Preserve	12:40
Downtown (General's area)	12:45

# WHP TEACHERS

## “PARADE”

Brimley Woods	12:50
Whitehouse Valley	12:55
Village Meadow	1:00
Savanna Lake	1:05
Neapolis Rd areas	1:10

**ORDINANCE NO. 08-2020**

**AN ORDINANCE 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.**

**WHEREAS**, the Village is the title owner of a certain parcel of real estate located at 10843, Maumee Road and more fully described in the attached Exhibit A; and

**WHEREAS**, the Charter for the Village of Whitehouse, Article III, Section 3.09(F) gives Council the power to determine the method, manner, consideration and procedure for the sale or disposal of property owned by the Village; and

**WHEREAS**, Council has determined that it would be in the best interests of the Village and its residents to dispose of this property; and

**WHEREAS**, Council wishes to convey the title to the parcel of real estate described herein to the Lucas County Port Authority to accomplish the goal of eliminating blight and to place the property in private ownership as a means of stabilizing a neighborhood within the Village.

**NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO, THREE-FOURTHS (3/4) OF ALL MEMBERS ELECTED THERETO CONCURRING, THAT:**

**Section 1.** Council for the Village of Whitehouse does hereby authorize the conveyance and transfer of the real estate located at 10843 Maumee St., and more fully described in the attached Exhibit A, to the Lucas County Port Authority.

**Section 2.** The Village Administrator is hereby directed to finalize this transaction and is hereby directed and authorized to execute all documents, including but not limited to deeds, to accomplish this conveyance.

**Section 3.** Council further hereby explicitly waives the Village's Right of First Refusal set forth in certain Declarations of Restrictions, Article 1, Section 1.4, for the property.

**Section 4.** It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted at open meetings of this Council and that all deliberations of this Council and any of its committees that resulted in such formal actions were in meetings open to the public in compliance with legal requirements as set forth by Village Charter.

**Section 5.** This Ordinance is hereby declared to be an Emergency Measure necessary for the immediate preservation of the public peace, health, and safety; and for the further reason that this Ordinance is deemed necessary to comply with the provisions set forth in a certain Purchase Agreement and to place the property in productive use for the benefit of the residents of the Village at the earliest opportunity.

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

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

## **RESOLUTION NO. 10-2020**

### **A RESOLUTION 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.**

WHEREAS, it is the recommendation of the Administrator, of the Village of Whitehouse, Lucas County, Ohio, that the Village administratively transfer certain funds between duly established accounts within the Village of Whitehouse, Lucas County, Ohio, accounting system; and

WHEREAS, this Council is desirous of implementing said transfers and hereby approving same:

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: That the Administrator of the Village of Whitehouse, Lucas County, Ohio, is hereby duly authorized and directed to complete and enter upon the accounting records of the Village of Whitehouse, Lucas County, Ohio, the following funds transfers:

AS ATTACHED IN EXHIBIT A HERETO.

SECTION II: It is hereby found and determined that all formal actions with respect to said accounting fund transfers were adopted pursuant to this Resolution in an open meeting of this Council, with full disclosure and approval herein, and the deliberations of this Council and any of its committees that resulted in such fund transfer action were in compliance with all legal requirements as required by Village Charter.

SECTION III: 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 inhabitant, and for the further reason that this Resolution is necessary to provide orderly transfer documentation as to the accounting records of the Village of Whitehouse, Lucas County, Ohio; in order that necessary funding for said accounts indicated herein can be completed.

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

VOTE ON EMERGENCY MEASURE: Yeas \_\_\_\_\_ Nays \_\_\_\_\_

Adopted and effective May 5, 2020 as an EMERGENCY MEASURE

\_\_\_\_\_  
Donald L. Atkinson, Mayor

ATTEST:

\_\_\_\_\_  
Susan M. Miller, Clerk of Council

**EXHIBIT A**  
**May 5, 2020**  
**Transfers**

<b>FROM</b>	<b>AMOUNT</b>	<b>TO</b>
Income Tax A	\$102,410.17	Streetscaping (4205)
Income Tax A	\$63.50	Industrial Pk Sign (4206)
Income Tax A	\$6,000.00	Fronk/Gilead Alley (4210)
Income Tax A	\$269.47	Park Cap. Improv. (4904)
Income Tax A	\$192.75	Wayfinding Plan (4907)
Income Tax B	\$772,000.00	General Fund (1000)



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 7<sup>th</sup> 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.

REQUEST	FROM	DATE	ACTION	Status
Community Center	LA/RCK	10/24/2017	staff exploring conceptual options	Open
Develop packet to assist new businesses with code compliance	LA	10/24/2017	staff to draft option in Spring 2020	Open
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	Open
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	Scheduled
Alley behind Whitehouse Inn	BM	1/15/2019	Researching costs - Solar & Poggemeyer Design Group- Lights have been ordered	Open
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	Open
Splash Pad pricing	MC	3/5/2019	Reviewing and gathering budget amount. (Part of streetscaping phase 3 proposal)	Open
Fence behind Veteran's MP	BM	4/16/2019	Presenting design options at June 11, 2019 Committee of the Whole meeting	Open
Look at bids for repairing caboose	BM	4/16/2019	Have bid to paint - red only - Paint & Retaining wall improvements - COW meeting	Open
Consideration of Dog Park at Committee of the Whole Meeting	MC	4/16/2019	Scheduled for Spring C.O.W. meeting	Open
Regular sewer line clean out program	MC	4/16/2019	proceeding with annual sewer flushing maintenance	Open
Permanent Sound System for the Pavilion	RCK	10/15/19		
Allow for Chickens	MC	10/15/19		
Donation Bins	MC/RB	10/15/19	Ongoing monitoring	Open
Annual Employee Outing	MC	10/15/19		
Pool	MC	10/15/19		
Flowers on Poles	MC	10/15/19		
Codes to Scan around town	MC	10/15/19		
New Play Structures for older youth	RCK	10/15/19		
Meet Neighbor Gatherings	RCK	10/15/19		
Experience Whitehouse	RCK	10/15/19		
Water Rec Program	RB	10/15/19		
Bucher Rd Ditch	RB	10/15/19	Will address at 1/14/20 C.O.W. meeting	Open
Lodge	LA	10/15/19	staff exploring conceptual options	Open
Multi Use Trail - Finzel	LA	10/15/19		

