



February 25, 2021

## WHITEHOUSE COUNCIL AGENDA

March 2, 2021

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 1-312-626-6799. You will then be prompted to press the following Meeting ID 879 9791 2248. The Passcode is 2223. You may also access the meeting online at [zoom.us](https://zoom.us) and click on "Join a Meeting". Use the same Meeting ID and Passcode. 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, March 2, 2021, at 6:30 PM.

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 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:
- IV. Pledge of Allegiance
- V. Adoption of Minutes of the February 16, 2021 Council Meeting
- VI. Adoption of Bills dated February 25, 2021, the Addendum bills dated March 2, 2021 and the December 2020 Financial Statements
- VII. Introduction of Persons to Appear Before Council
  - A. A Request for the Mad Anthony River Rally was Submitted by Debbie Tassie for August 14, 2021
- VIII. Committee Reports
  - A. Report on the Fallen Timbers Union Cemetery District Meeting
- IX. Report of the Mayor

**6925 Providence Street . PO Box 2476 . Whitehouse, Ohio 43571  
Phone 419-877-5383 . Fax 419-877-5635  
[whitehouseoh.gov](http://whitehouseoh.gov)**

- X. Report of the Clerk of Council
- XI. Report of the Village Administrator
  - A. Personnel Policy Updates
  - B. Request Authorization for Legislation for Approval of Amended Pay Scale to Accommodate New Pay Rates (as an emergency)
- XII. Report of the Village Solicitor
- XIII. Report from Department Heads
- XIV. Citizen Comments on Agenda Items
- XV. Ordinances
  - A. **Ordinance 5-2021:** Establishing Pay Classifications and Benefit Steps for Employees of the Village of Whitehouse (as an emergency)
- XVI. Resolutions
- XVII. Council Comments
- XVIII. Citizen Comments
- XIX. Adjournment

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

This Village Council meeting was held virtually.

ROLL CALL: Rebecca Conklin Kleiboemer, Mindy Curry, Bob Keogh, Bill May, Louann Artiaga, and Richard Bingham. 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 Fire Chief Jason Francis, Deputy Police Chief Allan Baer, Clerk Susan Miller, Jeff Yoder, Karen Gerhardinger, Haley Reid, Amanda Valdez, Erin O'Connell, Carol Williams-Young, Austin Hagemann, and Carol Lynch.

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

Motion by Richard Bingham, seconded by Bob Keogh to approve the minutes of the February 2, 2021 meeting. 6 ayes

Motion by Louann Artiaga, seconded by Mindy Curry to approve the bills totaling \$105,903.02 dated February 11, 2021, 2020, the Addendum bills totaling \$78,489.84 dated February 16, 2021. 6 ayes

Motion by Rebecca Conklin Kleiboemer, seconded by Richard Bingham to approve the Great Black Swamp Runs on March 27, 2021 from 6:00 AM - 1:00 PM, subject to approval of the Lucas County Health Department, with safety services assistance. 6 ayes

Motion by Louann Artiaga, seconded by Rebecca Conklin Kleiboemer to authorize the Solicitor to prepare legislation Authorizing the Village of Whitehouse Participation in Ohio Department of Transportation Cooperative Purchasing Program and declaring an emergency. 6 ayes

Motion by Mindy Curry, seconded by Richard Bingham to authorize the Solicitor to prepare legislation Authorizing the Administrator to Enter into an Agreement for Cape and Micro Seal Services for Certain Streets in the Village of Whitehouse, Lucas County, Ohio and declaring an emergency. 6 ayes

Mayor Don Atkinson proclaimed the Week of February 8, 2021 FCCLA Week in the Village of Whitehouse.

Motion by Bill May, seconded by Rebecca Conklin Kleiboemer to authorize the Solicitor to prepare legislation Authorizing the Award of a Contract for Finzel Road Resurfacing and Downtown Alley Improvements to Helm & Sons Excavating for the sum of \$227,863.90, and declaring an emergency. 6 ayes

Regular

February 16,

21

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

Motion by Bill May, seconded by Richard Bingham to accept, as previously authorized, Ordinance 4-2021 Authorizing the Award of a Contract for Finzel Road Resurfacing and Downtown Alley Improvements to Helm & Sons Excavating for the sum of \$227,863.90, at its first reading and declaring an emergency. 6 ayes

Motion by Bill May, seconded by Rebecca Conklin Kleiboemer to suspend the rules and to have the second and third reading of Ordinance 4-2021 by title only and declaring an emergency. 6 ayes

Motion by Bill May, seconded by Rebecca Conklin Kleiboemer to accept Ordinance 4-2021 and to pass said Ordinance and declaring an emergency. 6 ayes

Motion by Mindy Curry, seconded by Richard Bingham to accept, as previously authorized, Resolution 7-2021 Authorizing the Village of Whitehouse Participation in Ohio Department of Transportation Cooperative Purchasing Program, at its first reading and declaring an emergency. 6 ayes

Motion by Louann Artiaga, seconded by Bill May to suspend the rules and to have the second and third reading of Resolution 7-2021 by title only and declaring an emergency. 6 ayes

Motion by Rebecca Conklin Kleiboemer, seconded by Mindy Curry to accept Resolution 7-2021 and to pass said Resolution and declaring an emergency. 6 ayes

Motion by Rebecca Conklin Kleiboemer, seconded by Bob Keogh to accept, as previously authorized, Resolution 8-2021 Authorizing the Administrator to Enter into an Agreement for Cape and Micro Seal Services for Certain Streets in the Village of Whitehouse, Lucas County, Ohio, at its first reading and declaring an emergency. 6 ayes

Motion by Rebecca Conklin Kleiboemer, seconded by Bob Keogh to suspend the rules and to have the second and third reading of Resolution 8-2021 by title only and declaring an emergency. 6 ayes

Motion by Rebecca Conklin Kleiboemer, seconded by Bob Keogh to accept Resolution 8-2021 and to pass said Resolution and declaring an emergency. 6 ayes

Mayor Don Atkinson asked for Citizen Comments. There were none.

Other items discussed:

- Thank you Zion United Methodist Church for the food pantry
- Special event fees for personnel are reasonable and acceptable

Regular

February 16,

21

- Skate park, microseal
- Our hearts go out to those suffering with COVID, take precautions
- FCCLA chapter President, Haley Reid and Family Consumer Science teacher Amanda Valdez spoke. Haley is an Executive Council Member and has received 4 national FCCLA medals. Congratulations to Haley. She is an excellent speaker and took the initiative for the FCCLA Week Proclamation and will be running for a national office.
- Fire Department Co-op, partners are 100% complete, posting for full time positions this week
- Public Services Crews battled the snow storm overnight, still working on clean up, currently at a Level 1 Snow Emergency, thank you to the crews, the roads look great, the crews are much appreciated and working under difficult conditions, our roads were in better condition than everyone else
- Randy Launder was commended for 25 years of service to the Village
- No jake brake sign near Dutch and Juliana, look at an enforceable blanket ordinance
- Sunset clause on virtual Council meetings, prior to COVID meetings had to be in person
- Village snow crews, fire and police always go above and beyond

Motion by Bob Keogh, seconded by Bill May to adjourn at 7:13 PM. 6 ayes

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Duly Appointed Clerk of Council

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Mayor

**COUNCIL BILLS  
2/25/2021**

| VENDOR                               | DEPARTMENT      | AMOUNT     | TOTAL             | DESCRIPTION                    |
|--------------------------------------|-----------------|------------|-------------------|--------------------------------|
| A. W. Board of Education             | Police          | \$1,922.81 |                   | Fuel                           |
| A. W. Board of Education             | Fire            | \$519.82   |                   | Fuel                           |
| A. W. Board of Education             | Parks           | \$42.22    |                   | Fuel                           |
| A. W. Board of Education             | Sanitation      | \$73.26    |                   | Fuel                           |
| A. W. Board of Education             | Maintenance     | \$186.52   |                   | Fuel                           |
| A. W. Board of Education             | Streets         | \$372.72   |                   | Fuel                           |
| A. W. Board of Education             | Life Squad      | \$358.04   |                   | Fuel                           |
| A. W. Board of Education             | Water           | \$469.96   |                   | Fuel                           |
| A. W. Board of Education             | Sewer           | \$294.75   | <b>\$4,240.10</b> | Fuel                           |
| Barnes, Jacob                        | Zoning          | \$1,450.00 | <b>\$1,450.00</b> | Zoning Inspection              |
| Buckeye State Pipe & Supply Co., Inc | Water           | \$696.29   | <b>\$696.29</b>   | Meters                         |
| Econ Develop - Beham, Wesley         | Econ Develop    | \$833.34   |                   | Economic Development Committee |
| Econ Develop - Holland, Stephen      | Econ Develop    | \$833.34   |                   | Economic Development Committee |
| Econ Develop - Mauk, Bradley James   | Econ Develop    | \$833.34   |                   | Economic Development Committee |
| Econ Develop - Paul, Dallas          | Econ Develop    | \$1,250.00 |                   | Economic Development Committee |
| Econ Develop - Scroggs, Jennifer     | Econ Develop    | \$833.34   | <b>\$4,583.36</b> | Economic Development Committee |
| MAASI                                | Water           | \$928.50   | <b>\$928.50</b>   | Water Sample Analysis          |
| Office Depot                         | Police          | \$31.18    |                   | Supplies                       |
| Office Depot                         | Police          | \$56.99    |                   | Supplies                       |
| Office Depot                         | Fire            | \$30.61    |                   | Supplies                       |
| Office Depot                         | Fire            | \$9.27     |                   | Supplies                       |
| Office Depot                         | Fire            | \$3.09     | <b>\$131.14</b>   | Supplies                       |
| Poggemeyer Design Group              | Capital Project | \$872.44   |                   | Engineering Services           |
| Poggemeyer Design Group              | Capital Project | \$552.50   | <b>\$1,424.94</b> | Engineering Services           |
| Service Supply                       | Parks           | \$2,546.00 | <b>\$2,546.00</b> | Wheelchair Platform Swing      |
| Southeastern Equipment Company       | Maintenance     | \$91.30    |                   | Supplies                       |
| Southeastern Equipment Company       | Sewer           | \$91.30    |                   | Supplies                       |
| Southeastern Equipment Company       | Streets         | \$91.30    |                   | Supplies                       |
| Southeastern Equipment Company       | Water           | \$91.30    |                   | Supplies                       |

| VENDOR                         | DEPARTMENT     | AMOUNT             | TOTAL              | DESCRIPTION            |
|--------------------------------|----------------|--------------------|--------------------|------------------------|
| Southeastern Equipment Company | Parks          | \$91.30            | <b>\$456.50</b>    | Supplies               |
| Triotech Corporation           | Administration | \$822.50           |                    | Office 365 & AntiVirus |
| Triotech Corporation           | POLICE         | \$243.00           |                    | Monthly Phone Service  |
| Triotech Corporation           | FIRE           | \$143.54           |                    | Monthly Phone Service  |
| Triotech Corporation           | Maintenance    | \$270.42           |                    | Monthly Phone Service  |
| Triotech Corporation           | Life Squad     | \$143.54           |                    | Monthly Phone Service  |
| Triotech Corporation           | Water          | \$19.00            |                    | Monthly Phone Service  |
| Triotech Corporation           | Sewer          | \$19.00            |                    | Monthly Phone Service  |
| Triotech Corporation           | Credit         | (\$927.50)         |                    | Credit Memo            |
|                                |                |                    |                    | <b>\$733.50</b>        |
|                                |                | <b>\$17,190.33</b> | <b>\$17,190.33</b> |                        |



## Request for Special Event

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

Name of Event: Mad Anthony River Rally  
Coordinator/Contact Person: Debbie Tassie  
Address: 227 W. Dudley, Maumee OH 43537  
Phone: 419-215-7508 Email: dtassie@tassielaw.com  
FAX: \_\_\_\_\_

Event Date(s): Aug. 14, 2021 Event Hours: 6:00 a.m. - 5:00 p.m.  
Estimated Number of Attendance: 300

Brief Description of Event: Bicycle tour. Participants will leave from Whitehouse in the morning, and begin returning late morning and throughout the day. We may have food and beverages in the Pavillion.

Will the Event Use Signage/Attraction Devices?  Yes  No

Amplified Voice/Music?  Yes  No

Food/Beverage Sales?  Yes  No Alcoholic Beverage Sales:  Yes  No

Product Sales?  Yes  No Other (explain): \_\_\_\_\_

If YES to any of the above, please explain: At this point, we are uncertain about what we will be able to do. We usually provide lunch to riders, and two years ago provided (and sold) beer.

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: \_\_\_\_\_

**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: 0 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: *Robert S. Tassie* Date: 2/10/2021

**6925 Providence Street . PO Box 2476 . Whitehouse, Ohio 43571**

**Phone 419-877-5383 . Fax 419-877-5635**

**whitehouseoh.gov**





**REQUEST FOR SPECIAL EVENTS SERVICES—VILLAGE OF WHITEHOUSE, OHIO**

TYPE OF FUNCTION/ACTIVITY: \_\_\_\_\_

DATE/TIME OF FUNCTION/EVENT: \_\_\_\_\_

LOCATION: \_\_\_\_\_

NUMBER OF OFFICERS REQUIRED: \_\_\_\_\_ (Determined by Police Chief)

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

**EVENT COORIDNATOR CONTACT INFORMATION:**

NAME \_\_\_\_\_

ORGANIZATION \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_

EMAIL \_\_\_\_\_

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 \_\_\_\_\_

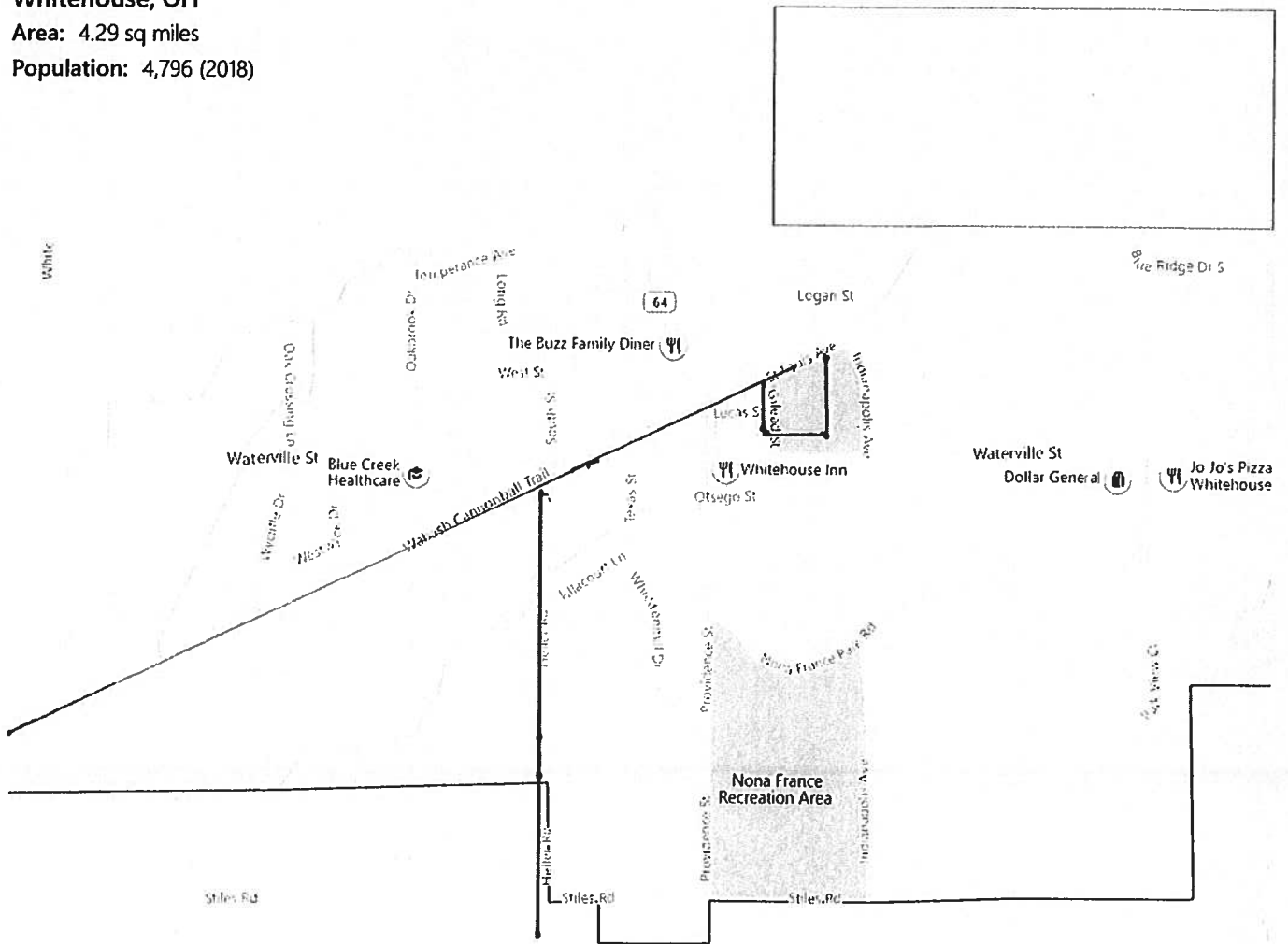
Fire Chief \_\_\_\_\_

Community Development Coordinator \_\_\_\_\_

# Whitehouse, OH

Area: 4.29 sq miles

Population: 4,796 (2018)



Data from: Wikipedia

Registration will take place in the park, near the Pavilion  
Cyclists will leave Whitehouse traveling south on Heller Rd., then  
head west through Lucas and Henry counties.  
Cyclists will return on the bike trail.

If we have a beer garden and lunch, this will take place in  
the Pavilion, which will be fenced off with temporary fencing.

**ORDINANCE NO. 5 - 2021**

**AN ORDINANCE ESTABLISHING PAY CLASSIFICATIONS,  
AND BENEFIT STEPS FOR EMPLOYEES OF THE  
VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO;  
REPEALING ORDINANCE NO. 1-2021, AND DECLARING  
AN EMERGENCY**

**WHEREAS**, the Administrator and Committee of the Whole of the Council of the Village of Whitehouse, Lucas County, Ohio, have recommended changes to the Pay Classifications and Benefit Step to be conferred upon Village Employees; and

**WHEREAS**, this Council is desirous of adopting said recommendations.

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

**Section 1:** That Ordinance No. 1-2021 is hereby repealed in its entirety effective February 1, 2021 and further that all ordinances, administrative manuals, portions of ordinances, portions of administrative manual, memorandums or written policies in conflict herewith are hereby repealed.

**Section 2:** That effective as of March 2, 2021 the Village of Whitehouse, Lucas County, Ohio "Position Classification and Compensation Plan" shall exist with respect to Pay Classifications and Step Ranges in the form as attached hereto as Exhibit A, as incorporated by reference herein and shall be placed in all personnel data manuals. The Administrator of the Village of Whitehouse, Lucas County, Ohio, shall initially place all Village personnel in the appropriate classification; annually place all Village personnel in the appropriate compensation steps; and thereafter distribute and update all written manuals, policy or similar written memorandums, to conform with the pay and benefit scales attached hereto as Exhibit A.

**Section 3:** That all ordinances or parts of ordinances inconsistent herewith be and the same are hereby repealed.

**Section 4:** 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 ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such formal actions as contained herein were and are in compliance with all legal requirements as set forth by Village Charter.

**Section 5:** This ordinance is hereby determined to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of said Village and for the further reason that the adoption of this ordinance is necessary to provide updated pay and benefit schedules to the employees of the Village of Whitehouse, Lucas County, Ohio, in accordance with law.

**WHEREFORE**, this ordinance shall take full force and effect 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: \_\_\_\_\_, 2021.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Duly Appointed Clerk of Council

\_\_\_\_\_  
Kevin A. Heban, Solicitor

# Proposed Change

## VILLAGE OF WHITEHOUSE PAY CLASSIFICATIONS 1/1/2021

| CLASS | POSITION  | STEP  |                       |                       |                       |                       |                       |
|-------|---|---|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
|       |   | 1   | 2                     | 3                     | 4                     | 5                     | 6                     |
|       |   | Hourly Rate<br>Annual   |                       |                       |                       |                       |                       |
| A     | Police Chief, Director of Public Service, Finance Director, Fire Chief  | \$ 54,961   | \$ 59,457             | \$ 63,950             | \$ 68,442             | \$ 72,939             | \$ 78,134             |
| A.1   | Deputy Fire Chief, Deputy Police Chief  | \$ 47,425   | \$ 50,515             | \$ 54,867             | \$ 59,782             | \$ 63,754             | \$ 68,771             |
| B     | Sergeant, Tax Commissioner, Planning Administrator, Training Officer  | \$ 21.22<br>\$ 44,147   | \$ 22.71<br>\$ 47,238 | \$ 24.80<br>\$ 51,590 | \$ 27.17<br>\$ 56,505 | \$ 29.08<br>\$ 60,478 | \$ 31.49<br>\$ 65,495 |
| C     | Building/Zoning Clerk, Account Clerk, Public Service  | \$ 16.96<br>\$ 35,278   | \$ 18.73<br>\$ 38,952 | \$ 20.61<br>\$ 42,878 | \$ 22.57<br>\$ 46,953 | \$ 24.40<br>\$ 50,753 | \$ 26.22<br>\$ 54,532 |
|       | Additional Pay (Public Service):<br>Water Operator Class I License = \$ .25 per hour<br>Water Operator Class II License = \$ .50 per hour<br>Wastewater Collections Class II License = \$ .25 per hour<br>Supervisor = \$ 2.00 per hour |   |                       |                       |                       |                       |                       |
| C.1   | Office Assistant  | \$ 13.20<br>\$ 27,446   | \$ 14.88<br>\$ 30,950 | \$ 16.02<br>\$ 33,315 | \$ 17.12<br>\$ 35,616 | \$ 18.04<br>\$ 37,516 | \$ 19.45<br>\$ 40,451 |
| D     | Patrol Officer  | \$ 18.99<br>\$ 39,501   | \$ 20.76<br>\$ 43,174 | \$ 22.43<br>\$ 46,658 | \$ 24.20<br>\$ 50,331 | \$ 25.96<br>\$ 54,004 | \$ 27.58<br>\$ 57,361 |
|       | Additional Pay:<br>Police Corporal = \$1.00 per hour  |   |                       |                       |                       |                       |                       |
| E     | Paramedic (based on 2,990 hrs.)   | \$ 14.75<br>\$ 44,103   | \$ 16.22<br>\$ 48,497 | \$ 17.50<br>\$ 52,321 | \$ 19.17<br>\$ 57,328 | \$ 20.74<br>\$ 62,002 | \$ 22.19<br>\$ 66,342 |
|       | Additional Pay:<br>Paramedic Chief = \$ .70 per hour or \$2,000 annually<br>Paramedic Capitain = \$ .35 per hour or \$1,000 annually<br>Paramedic Lieutenant = \$ .25 per hour or \$750 annually  |   |                       |                       |                       |                       |                       |
| F     | Regular Part Time Employee  | \$ 17,154   | \$ 19,344             | \$ 20,822             | \$ 22,260             | \$ 23,448             | \$ 25,282             |
|       | Office Staff, Safety Asst. (25 hrs. wk)   | \$ 13.20  | \$ 14.88              | \$ 16.02              | \$ 17.12              | \$ 18.04              | \$ 19.45              |
| G     | Part Time Positions<br>Police Department  |   |                       |                       |                       |                       |                       |
|       | Patrolperson  | \$ 14.74  | \$ 15.79              | \$ 16.84              | \$ 17.98              | \$ 19.45              | \$ 20.23              |
|       | Auxiliary Police Officer  | \$ 12.72 per hour, for specialized duties and mandated training |                       |                       |                       |                       |                       |
|       | Crossing Guard  | \$ 12.72 per crossing shift                                     |                       |                       |                       |                       |                       |
|       | Seasonal Employees  |   |                       |                       |                       |                       |                       |
|       | Recreation Director   | \$ 11.52  |                       |                       | TO                    |                       | \$ 17.50              |
|       | Seasonal (Pub. Svc./Park)   | \$ 11.52  |                       |                       | TO                    |                       | \$ 17.50              |
|       | Fire Department   |   |                       |                       |                       |                       |                       |
|       | Paramedics  | \$ 13.51  |                       |                       | TO                    |                       | \$ 17.51              |
|       | EMT   | \$ 12.02  |                       |                       | TO                    |                       | \$ 16.01              |
| H     | Volunteer Fire Department   |   |                       |                       |                       |                       |                       |
|       | Asst. Fire Chief  | \$ 3,173.43 annually  |                       |                       |                       |                       |                       |
|       | Deputy Chief  | \$ 2,363.18 annually  |                       |                       |                       |                       |                       |
|       | Captain   | \$ 1,586.71 annually  |                       |                       |                       |                       |                       |
|       | Lieutenant  | \$ 1,080.33 annually  |                       |                       |                       |                       |                       |
|       | Officers & Firefighters (includes drills up to 24 annually)   | \$ 12.02  |                       |                       | TO                    |                       | \$ 17.51              |
| I     | Full Time Fire Department   |   |                       |                       |                       |                       |                       |
|       | EMT - Paramedic   | \$ 14.72  | \$ 16.22              | \$ 17.50              | \$ 19.17              | \$ 20.74              | \$ 22.19              |
|       | EMT - Basic   | \$ 13.25  | \$ 14.25              | \$ 15.25              | \$ 16.25              | \$ 17.25              | \$ 18.25              |
|       | EMT - Basic Float   | \$ 13.25  | \$ 14.25              | \$ 15.25              | \$ 16.25              | \$ 17.25              | \$ 18.25              |

1.015



# VILLAGE OF WHITEHOUSE

March 2, 2021

## ADMINISTRATION

- 12-30-20** 1. December 31, 2020: Income Tax Collection = \$2,757,572.32  
Compared to last year = \$2,749,781.53 (0.28% increase)  
JEDD & JEDZ collections = \$2,161,320.22
- 02-19-19** 2. Safety and Health Report: Last lost time injury was January 14, 2019

## ADMINISTRATIVE ACTIVITIES

- 11-19-19** 1. Planning Commission Review of SR64 Corridor zoning plan  
2. Continue planning of Village-to-City Transition

## COMMUNITY DEVELOPMENT

## SUBDIVISION DEVELOPMENTS

## GRANTS

**03-02-21**

1. **Pedestrian Bridge** – A TMACOG funded tap project to install a 10' wide path along the north side of SR 64 between Whitehouse Square Blvd. and Finzel Rd. project includes a 14' wide pedestrian bridge over Blue Creek. – Construction year 2023. 80/20 Grant. Engineers Estimate \$652,000. Grant \$521,600.
2. **Finzel Road Resurfacing & Alley Improvements & Resurfacing**
  - a. **Finzel Road Resurfacing** – The three-lane portion of Finzel Rd. from Weckerly Rd. to Anthony Wayne HS will be resurfaced using traditional mill/fill method. This OPWC funded project is a joint project with the Lucas County Engineers office which is covering 2020/21. The joint portion was the completion of the mill/fill of Bucher Rd. in 2020. The Finzel Rd. Resurfacing is currently out to bid with an open date of February 5<sup>th</sup>. (Contract A)
  - b. **Alley Improvements & Resurfacing** – The alley between Waterville St. & Otsego St. from Texas St. to Gilead St. will be resurfaced as well as the alley between Waterville St. & Lucas St. from Providence St. to Gilead St. Additionally the storm sewer main for the Waterville St. & Lucas St. alley will be improved. This project is currently out to bid with a bid opening date of February 5<sup>th</sup>. (Contract B)
  - c. Contract A & B above are estimated at \$265,000. Awarded to Helm & Sons Excavating - \$227,863.90.
3. **Industrial Parkway Resurfacing & Water Main Replacement** – This OPWC funded project will see a portion of aged water main replaced on Industrial Parkway as well as the mill/fill resurfacing of the entire portion of roadway. This project is a joint funding project with the Lucas county Engineer which will see

Weckerly Road resurfaced from Eber Rd. to Stitt Road. This Capital Improvement project is scheduled for 2022.

4. **Whitehouse Streets Resurfacing** – This OPWC funded project will see the resurfacing of Wabash St., Lucas St. Gilead St. and all Blue Creek Gardens resurfaced utilizing traditional mill/fill resurfacing methods. This project is a joint funding project with the Lucas county Engineer which will see a large portion of Dutch Road resurfaced. These projects are being schedule for 2023.
5. **Providence St. Cape Seal Overlay & Oak Pointe Dr./Kirtland Ln. Micro-Seal** -Paving improvements for 2021 include the cape sealing of Providence St. from Waterville St. to Stiles Rd. Oak Pointe Dr. and Kirtland Ln. will receive an application of micro-seal. Both applications are intended to extend the life of the roadway by 7 to 10 years. This project is budgeted for \$140,000. Contracted with Strauser Construction Inc. - \$129,980.70.

### **PARKS & RECREATION**

- 03-02-21
1. **Providence St. Plazas at Wabash Cannonball Trail** – Reconstruction of both East & West plazas to include a pop fountain area. Plans in engineering – under Council review. Postponed for 2022.

### **STREETS**

- 03-02-21
1. **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 2023.
  2. **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. Waiting on pole manufacturer. New estimated delivery of 10/2020. Poles delivered to Contractor. Estimate Installation - End of November. Completed

### **WATER**

- 11-03-20
1. **Elevated Storage Study** – Contracted with Poggemeyer Design Group to evaluate water distribution needs for future elevated water storage. In progress.

### **WASTE WATER**

- 01-19-21
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. Wrapping up plans to submit to OEPA. Easement acquisitions underway. Awarded to Mark Shaffer’s Excavating & Trucking for \$2,486,185.00. Construction Spring 2021



## **STORM SEWER**

- 03-02-21**      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. Petitions to be filed with Lucas County. Ditch petition hearing to begin Spring 2021. Petition Filed

## **SANITATION**

## **MISCELLANEOUS**

- 02-02-21**      1.    **Building Permits:** 5 new homes as of 02/25/21.
- 11-03-20**      2.    **Public Works:**
- 1. Leaf Collection
  - 2. Winter Preparations

## **Boards and Commissions**

- A. Board of Zoning Appeals
  - 1. Pending approval of January 6, 2021, meeting minutes
- B. Charter Revision Commission
  - 1. Pending approval of March 10, 2020 meeting minutes
- C. Fire Dependency Board
  - 1. Pending approval of January 5, 2021 meeting minutes
- D. Planning Commission
  - 1. Pending approval of November 2, 2020 meeting minutes
- E. Records Commission
  - 1. Pending approval of June 2, 2020, meeting minutes
  - 2. Pending 2021 Reorganization Meeting
  - 3. Pending Review of Records Set for Destruction in 2021
  - 4. Pending Review of Records Policies
- F. Tree Commission
  - 1. Pending approval of February 25, 2021 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 |   |        |
| 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 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 |   |        |
| 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  |        |
| Lighting in the Roundabout  | BM     | 1/15/2019  |   |        |
| Consideration of Dog Park at Committee of the Whole Meeting               | MC     | 4/16/2019  | Scheduled for Spring C.O.W. meeting   | Open   |
| Permanent Sound System for the Pavilion                                   | RCK    | 10/15/19   |   |        |
| Allow for Chickens  | MC     | 10/15/19   |   |        |
| Annual Employee Outing  | MC     | 10/15/19   |   |        |

