



June 3, 2022

WHITEHOUSE COUNCIL AGENDA

June 7, 2022

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 **1-567-318-0438**. You will then be prompted to press the following Meeting ID **635995669#**. You may also access the meeting online by going to the Village Website at www.whitehouseoh.gov and clicking on the link from the home page, **please make sure that you mute your microphone.**

Notice is hereby given that the Whitehouse Village Council will meet on Tuesday, June 7, 2022, 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: Pastor Shawn Bellner, CedarCreek Church
- IV. Pledge of Allegiance
- V. Adoption of Minutes of the May 17, 2022 Council Meeting
- VI. Adoption of Bills dated June 3, 2022 and the Addendum bills dated June 7, 2022
- VII. Introduction of Persons to Appear Before Council
 - A. Members of the Whitehouse Tree Commission will present the Tree City USA Awards to Council
- VIII. Committee Reports
 - A. Report on the Fallen Timbers Union Cemetery District Meeting
 - B. Report on the May 26, 2022 Tree Commission Meeting

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

- IX. Report of the Mayor
 - A. Recognition of Volunteer Snow Shovelers
 - 1. Bob Bailey
 - 2. Coy Carter
 - 3. Bill Evans
 - 4. Mike Goetz
 - 5. Neil Raymond
 - 6. Skip Walker

- X. Report of the Clerk of Council

- XI. Report of the Village Administrator
 - A. Request Authorization for Legislation Authorizing the Administrator to Enter Into An Agreement for a New Roof on the Maintenance Building (as an emergency)
 - B. Discussion of Agenda Items for Next Committee of the Whole Meeting
 - C. Request Council Consideration of Cancelling the July 5, 2022 Council Meeting (as has been done in the past)

- XII. Report of the Village Solicitor

- XIII. Report from Department Heads

- XIV. Citizen Comments on Agenda Items

- XV. Ordinances

- XVI. Resolutions
 - A. **Resolution 10-2022:** Authorizing the Administrator to Enter into an Agreement for a New Roof on the Maintenance Building (as an emergency)

- XVII. Council Comments

- XVIII. Citizen Comments

- XIX. Executive Session: ORC 121.22(G)(6)

- XX. Adjournment

Regular

May 17,

22

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

ROLL CALL: Bob Keogh, Dennis Recker, Louann Artiaga, Richard Bingham, and Rebecca Conklin Kleiboemer. Also present were the following: Administrator Jordan Daugherty, Solicitor Kevin Heban, Director of Public Services Steve Pilcher, Planning Administrator Tiffany Bachmann, Police Chief Mark McDonough, Fire Chief Joshua Hartbarger, Deputy Police Chief Alan Baer, Clerk Susan Miller, Mandi Parolee, Sofia Hoon, Kora Longfer, Elise Johnson, Aryana Rowan, Mitchell Nuckles, Bradley Keyes, and Karen Gerhardinger.

President of Council, Rebecca Conklin Kleiboemer excused Councilwoman Mindy Curry who is presently on vacation.

Council prayer was given by Pastor Warren Clifton of Hope United Methodist Church.

Motion by Dennis Recker, seconded by Richard Bingham to approve the minutes of the May 3, 2022 meeting. 5 ayes

Motion by Louann Artiaga, seconded by Richard Bingham to approve the bills totaling \$93,462.81 dated May 12, 2022 the Addendum bills totaling \$143,543.24 dated May 17, 2022 and the April 2022 Financial Statement. 5 ayes

Anthony Wayne Jr. High Students Sofia Hoon, Kora Longfer, and Elise Johnson presented a water feature project discussing a splash pad, pool, and revitalizing the quarry as well as funding options.

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

Motion by Rebecca Conklin Kleiboemer, seconded by Richard Bingham 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 to accept Resolution 9-2022 at its first reading and declaring an emergency. 5 ayes

Motion by Rebecca Conklin Kleiboemer, seconded by Richard Bingham to suspend the rules and to have the second and third readings of Resolution 9-2022 by title only and declaring an emergency. 5 ayes

Motion by Rebecca Conklin Kleiboemer, seconded by Richard Bingham to accept Resolution 9-2022 and to pass said Resolution and declaring an emergency. 5 ayes

Upon recommendation of the Committee the Whole, motion by Rebecca Conklin Kleiboemer, seconded by Bob Keogh to authorize the Administrator to seek engineering and specifications for plan preparation and funding options for elevated water storage. 5 ayes

Regular

May 17,

22

Upon recommendation of the Committee the Whole, motion by Rebecca Conklin Kleiboemer, seconded by Dennis Recker to reject current bids for resurfacing Industrial Parkway and the main on Field Avenue and to authorize the Administrator to advertise for bids for the resurfacing of Industrial Parkway. 5 ayes

Mayor Don Atkinson recognized the Police Department's Interns

- Aryana Rowan (UT-Master's Degree)
- Mitchell Nuckles (UT-Bachelor's Degree)
- Bradley Keyes (BGSU-Bachelor's Degree)

Motion by Rebecca Conklin Kleiboemer, seconded by Louann Artiaga to adjourn into Executive Session on a matter of Personnel at 7:44 PM. 5 ayes

Motion by Louann Artiaga, seconded by Richard Bingham to reconvene at 8:23 PM. 5 ayes

Motion by Rebecca Conklin Kleiboemer, seconded by Richard Bingham to adjourn into Executive Session on a matter of Economic Development at 8:24 PM. 5 ayes

Motion by Rebecca Conklin Kleiboemer, seconded by Dennis Recker to reconvene at 8:33 PM. 5 ayes

Other items discussed:

- Third graders visited Council Chambers today, they were very informed
- Arbor Day, students given seedlings donated by Toledo Edison, Mark Thomas dug holes for the trees planted, President of Council Rebecca Conklin Kleiboemer read the Arbor Day Proclamation, Oak Wilt problem, tree inventory and trimming, Growth Award ideas, Maple Syrup video, beekeeping, increasing budget, flower market invitations, Farmer's Market, Invasive plants, Tree City USA, only 4 communities in Ohio received the Growth Award
- Joint Union Cemetery District meeting, Waterville Township Trustee, appropriations, equipment, paving, platting, Tiffany Bachmann Clerk/Treasurer, Memorial Day Celebration, Millage, next joint meeting May 8, 2023, thank you Rebecca Conklin Kleiboemer for a phenomenal job
- Dewesoft expanding employment and building site variance approved, Charlie Grass garage variance approved
- Painting Cyclewerks storage container
- Water tower elevated storage, need to double storage, location Industrial Parkway, \$1.7 Million for 500,000 gallon storage, not planning to raise rates with the elevated water storage addition TTHM, financing, water main replacement Industrial Parkway, reject bids, Pedestrian bridge, right of way, lighting, street resurfacing, Streetscaping, Arbor Park, Shelterhouse renovations, storm water discharge, decant system, Maintenance compliance, inspections, Asset Management program, future

Regular

May 17,

22

- funding for Storm Water, unfunded mandates, sidewalk connections, community garden improvements, LED street lights, current tax issues, ditches
- Police interns are exposed to policing from administration down, Deputy Police Chief Alan Baer recruits interns, thank you to their families for supporting them, the police are commended for their internship program
 - Fulton County Water and Soil Engineer complimented Whitehouse's Tree Commission
 - Fiber Optic Company looking to put fiber optics in Whitehouse, faster loading times
 - Fire and EMS runs up 25%, applied practical experience APE portion of curriculum
 - Sewer curb replacement, complete next month, removed excess dirt, looking for part time personnel, getting ready to plant flowers
 - First annual police awards banquet, Brad Baker and Ken Scheuerman received meritorious commendation medals, leadership training
 - Wednesday lunch at Hope United Methodist Church is tomorrow, Flower market, Poppy Sales - vet services, World War I Memorial
 - Quarry, metroparks focusing on providing transportation for students to the parks for Field Trips, next on agenda making a portion of Nona France quarry swimmable, very expensive, Staffing, small quarry is not safe for swimming, amount of rock needed to be cleared away in Nona France, informal letter to the metro parks
 - June 26 Task Force 20

Motion by Richard Bingham, seconded by Bob Keogh to adjourn at 8:34 PM. 5 ayes

Duly Appointed Clerk of Council

Mayor

**COUNCIL BILLS
6/3/2022**

VENDOR	DEPARTMENT	AMOUNT	TOTAL	DESCRIPTION
Advantage Equipment, Inc.	Fire	\$219.15	\$219.15	Turnout Gear Soap
Ag-Pro Companies	Streets	\$4.79	\$4.79	Parts
AT&T	Fire	\$70.93		Phone Service
AT&T	Water	\$56.90	\$127.83	Phone Service
AT&T First Net	Police	\$46.85		Cell Phones
AT&T First Net	Fire	\$330.28		Cell Phones
AT&T First Net	Administration	\$46.85		Cell Phones
AT&T First Net	Water	\$23.43		Cell Phones
AT&T First Net	Sewer	\$23.42	\$470.83	Cell Phones
Atlantic Emergency Solutions	Fire	\$450.00	\$450.00	Nozzles
Bound Tree Medical	Fire	\$551.39	\$551.39	EMS Supplies
Buckeye State Pipe & Supply	Water	\$13,034.28	\$13,034.28	Meters
Christine Farmer	Streets	\$107.75	\$107.75	Reimbursement
Cincinnati Insurance Companies	Tax	\$1,060.00	\$1,060.00	Coverage for Monclova IEDD
Dave Giest Bodyshop	Police	\$349.78	\$349.78	Vehicle Repair
Fast Cubes	Police	\$6,852.00	\$6,852.00	Furniture
Fin Farm	Parks	\$980.00	\$980.00	Fish For Quarry
Four County Career Center	Fire	\$3.00	\$3.00	CPR Materials
Inland Green Capital LLC	Administration	\$10,078.11	\$10,078.11	PACE Assessment
Interstate Batteries	Fire	\$134.95	\$134.95	Battery
Jordan Vinski	Water	\$69.31	\$69.31	Utility Deposit Refund
KS Statebank	Fire	\$2,047.67	\$2,047.67	Turnout Gear Payment
Mach 5 Office Furniture	Police	\$16,227.06	\$16,227.06	Furniture
Mark McDonough	Police	\$234.06	\$234.06	Reimbursement
MASI	Water	\$1,418.95	\$1,418.95	Water Sample Analysis
Memorial Professional Service	Administration	\$168.00	\$168.00	Promedica EAP
Menards	Police	\$2,227.98	\$2,227.98	Appliances
Mirror Newspaper	Parks	\$420.00	\$420.00	Help Wanted Ads
ODP Business Solutions	Administration	\$20.15		Office Supplies
ODP Business Solutions	Police	\$20.40	\$40.55	Office Supplies
Ohio Compost	Parks	\$591.00		Mulch, Topsoil, Concrete

VENDOR	DEPARTMENT	AMOUNT	TOTAL	DESCRIPTION
Ohio Compost	Maintenance	\$132.00	\$723.00	Mulch
Ohio Fire Chief's Association	Fire	\$200.00	\$200.00	OFCA Credentialing
Ohio Gas Company	Police	\$148.35		Natural Gas Charges
Ohio Gas Company	Fire	\$164.02		Natural Gas Charges
Ohio Gas Company	Maintenance	\$617.51		Natural Gas Charges
Ohio Gas Company	Life Squad	\$164.02		Natural Gas Charges
Ohio Gas Company	Sewer	\$13.43	\$1,107.33	Natural Gas Charges
Pneu-Matic Engineering, Inc.	Fire	\$532.40	\$532.40	Cascade System Repair
Ram Exterminators LLC	Maintenance	\$40.00		Bug Spraying
Ram Exterminators LLC	Life Squad	\$36.00	\$76.00	Bug Spraying
Rush Truck Centers	Fire	\$57.90	\$57.90	Vehicle Repair
Safety Council of Northwest Ohio	Fire	\$400.00	\$400.00	Training
Salsbury Industries	Police	\$4,732.37	\$4,732.37	Lockers
TMACOG	Streets	\$239.00	\$239.00	Storm Water Public Campaign
Traffice Stop	Police	\$386.85	\$386.85	Uniform
Triotech Corporation	Police	\$243.00		Monthly Phone Service
Triotech Corporation	Fire	\$143.54		Monthly Phone Service
Triotech Corporation	Maintenance	\$271.92		Monthly Phone Service
Triotech Corporation	Life Squad	\$143.53		Monthly Phone Service
Triotech Corporation	Water	\$19.00		Monthly Phone Service
Triotech Corporation	Sewer	\$19.00	\$839.99	Monthly Phone Service
Triotech Corporation	Police	\$1,103.04	\$1,103.04	Vehicle Repair
Yark Chevrolet				
		\$67,675.32	\$67,675.32	

Whitehouse Tree Commission
May 26, 2022

Present: Commissioners, Sheri Luedtke (Chair), Amy Schultz (Vice Chair), Elliot Tramer; Mark Thomas (Public Works Rep), Diane DeYonker, and Dianne Toffler.

Meeting was called to order by Chairperson, Sheri Luedtke at 7:34 pm.

The minutes of the April 28, 2022 were approved by Elliott Tramer, seconded by Diane DeYonker, motion carried.

Under old business, Sheri stated that the Market was not held last Saturday due to rain. This coming Saturday will be the last Flower Market for this year. She has been able to promote the Tree Commission with available literature on the Emerald Ash Borer, along with the Asian Long Horned Beetle and the Tree Commission Face Book page. She is going to add the Picnic Beetle as another insect to watch for when she can find an acceptable photo. She is also working on a Maple Sugar Video to be uploaded to the Face Book page.

During the June 7th Whitehouse Village Council meeting Sheri will present the Tree City USA and Growth Awards to the Village. We are currently working on items for the 2022 awards such as updating our tree inventory. Elliot stated that there are repetitive awards granted for this award such as an increase in the budget. We are on our way to achieving this for 2022.

Sheri advised there are subdivisions or areas that have not been inventoried and we will work on these in July and August. At our July meeting we will have a list of the areas to be done. We will also review our current list of acceptable Street Trees.

Mark Thomas reported that another Elm tree in the parking area on Toledo Street had to be removed. There were 3 trees planted with the help of Anthony Wayne 3rd graders for Arbor Day, a River Birch, a Red Maple, and a Swamp White Oak. He also reported there is a tree across from the Police Department at 6936 Providence that has a lot of dead wood and would like the committee to look at it for possible removal. As an aside from the meeting, all committee members looked at this tree and decided it should be removed.

We will try to have Roger Myer, a beekeeper present a seminar on the importance of bees and pollination of trees. We will try for June 16 if a room in Village Hall is available.

New invasives of some concern are the Hammerhead worm, which would destroy the regular earth worms, and they are currently in Darke County, Ohio. Also the Spotted Lantern Fly which is in the Cleveland, Ohio area.

With no further business to discuss the meeting was adjourned at 8:25 with a motion by Diane DeYonker and a second by Dianne Toffler. Motion carried.

Respectfully submitted by Amy Schultz

RESOLUTION NO. 10-2022

A RESOLUTION AUTHORIZING THE ADMINISTRATOR TO ENTER INTO AN AGREEMENT FOR A NEW ROOF ON THE MAINTENANCE BUILDING IN THE VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO, AND DECLARING AN EMERGENCY.

WHEREAS, it is the recommendation of the Director of Public Service and the Village Administrator that the Village enter into an agreement for a new roof on the Maintenance Building; and

WHEREAS, the Council of the Village of Whitehouse is desirous of implementing said recommendation;

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 Council hereby waives any irregularities and any competitive bidding and the Administrator of the Village of Whitehouse is hereby authorized and directed to enter into an agreement with T-J Roofing & Sheet Metal, LLC, for a new roof on the Maintenance Building, pursuant to specifications on file with the Administration.

SECTION II: That the sum of Twenty-Six Thousand One Hundred Ninety Dollars and No Cents (\$26,190.00) or so much thereof as may be needed, be and the same is hereby appropriated from the General Fund.

SECTION III: It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted at an open meeting of this Council and the 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 IV: 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 to provide the upkeep of Village Streets and to construct the roof before any inflation in the costs of goods and services.

WHEREFORE, this Resolution 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 RESOLUTION: _____, 2022.

Mayor

ATTEST:

Duly Appointed Clerk of Council

Kevin A. Heban, Solicitor

Established 1983
T-J Roofing & Sheet Metal, LLC

Proposal

150 Reed Drive • Temperance, Michigan 48182-8900 • 734-847-0661 • 1-800-230-7921

Proposal Submitted To: Village of Whitehouse	Phone 419-466-3103	Date 02/28/22
Street 11295 Waterville St	Job Name Flute fill PVC	
City, State, Zip Whitehouse, OH 43571	Job Location Lower 80 x 50 Barn	
Contact James		Job Phone

We hereby submit specifications and estimates for:

1. Coordinate with owner's representative on start up details.
2. Install 1" Flute filler in all flutes.
3. Install wood nailers at roof perimeter and around roof curbs as needed for insulation blocking.
4. Install PVC metal drip edge at perimeter.
5. Install PVC metal and/or membrane flashing up parapet walls and seal off to outside corner metal.
6. Install PVC embrane flashing around curbs and other roof protrusions.
7. Install 1" Poly Iso over flutes.
8. Install 50mil PVC single ply reinforced membrane system as per manufacturer' specifications.
9. Seal all seams, lap joints and around all roof protrusions.
10. Daily clean grounds of debris.
11. Dispose of construction debris generated by project in approved landfill.
12. Upon completion the owner will be issued a contractor's 20 year workmanship warranty.
13. Owner to allow and permit access to building for material handling.

Option:
Install 60 mil PVC

QUOTE:

\$26,190.00

Add:

\$2,605.00

Payment to be made as follows:

Due on completion

Payment options: Cash, Check, Credit Card with a 4% surcharge and Financing is available.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alterations or deviation from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above this estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance.

Authorized Signature



NOTE: This proposal may be withdrawn or canceled if not accepted within _____ days

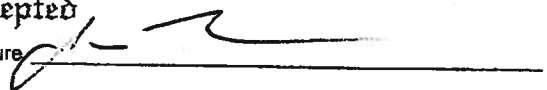
Acceptance Of Proposal -The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above

Date of Acceptance 5/31/22

Accepted

Signature

Signature



STREETS

- 04-05-22**
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 2022. Bid awarded to B & J Concrete & Construction - \$343,295.00.

WATER

09-07-21

1. **Elevated Storage Study** – Contracted with Poggemeyer Design Group to evaluate water distribution needs for future elevated water storage. In progress. Completed and ready for review.
2. **Elevated Storage** – Applied for HB168 Grant funding for construction of new .5 mg water tower.

WASTE WATER

06-03-22

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-Project started March 2021. Presently on hold-delay in material acquisition. Material acquired-construction has resumed. Cemetery Rd closing July 26th for 35 days. Cemetery Rd. & Wabash Cannonball Trail are open. Currently constructing final connections at Logan and Field Ave. All underground construction completed. Earth work & pavement restoration is underway.

STORM SEWER

12-21-21

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. First reading held 12-2-21. Approved by unanimous vote to continue with determining the need for ditch maintenance and costs. Expected to take 24 months to gather information.
2. Applied for grant funding through HB168 for replacement of various storm sewers. Heller Rd-south of Wabash, Weckerly Dr.- north of bond, and Cemetery Rd-south of Weckerly Rd.

SANITATION

MISCELLANEOUS

06-03-22

1. **Building Permits:** 11 new homes as of 06/3/22.

- 04-05-22** 2. **Public Works:**
- 1. Water Department
 - a. Valve Exercising
 - b. Hydrant Maintenance Programs
 - 2. Sewer Flushing
 - 3. Storm Water Inspections – Outfalls & Asst. Management
 - 4. Park-Mulching and Bed Preparations

Boards and Commissions

- A. Board of Zoning Appeals
 - 1. Pending approval of May 4, 2022 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 March 7, 2022 meeting minutes
- E. Records Commission
 - 1. Pending approval of June 1, 2021, meeting minutes
 - 2. Pending 2022 Reorganization Meeting
 - 3. Pending Review of Records Set for Destruction in 2022
 - 4. Pending Review of Records Policies
- F. Tree Commission
 - 1. Pending approval of April 28, 2022 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
- E. Public Services Committee
- F. Personnel & Safety
- G. General
 - 1. Pending review of Council project list