



October 6, 2022

Meeting Notice
Village Council Meeting As
A Committee of the Whole
October 11, 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 as a Committee of the Whole on Tuesday, October 11, 2022, at 6:30 p.m.

AGENDA

- I. Call to Order
- II. Roll Call
- III. Review and Approval of the September 13, 2022, Committee of the Whole Meeting Minutes
- IV. Citizen Comments on Committee of the Whole Agenda Items
- V. **Finance**
 - A. Review the proposed 2023 Rate & Fee Schedule
 1. **Supporting Information** – Copy of Proposed Schedule & Analysis Sheets (Exhibit A)
- VI. **Public Service**
 - A. ARS Contract Extension
 1. **Supporting Information** – Memo (Exhibit B)
- VII. **General**
 - A. Request by Destination Whitehouse to Update Veteran Memorial Park Signs
- VIII. Citizen Comments
- IX. Consider Other Business as Appropriate Under the Village Charter
- X. Adjourn

Village Council Meeting As
A Committee of the Whole
September 13, 2022
6:30 PM

At 6:30 PM, President of Council Rebecca Conklin Kleiboemer called the meeting to order.

ROLL CALL: Louann Artiaga, Richard Bingham, Rebecca Conklin Kleiboemer, Mindy Curry, Bob Keogh, Dennis Recker. Also present were the following: Mayor Don Atkinson, Administrator Jordan Daugherty, Director of Public Services Steve Pilcher, Police Chief Mark McDonough, Fire Chief Joshua Hartbarger, Clerk Susan Miller, Karen Gerhardinger and Phil Whaley.

Motion by Dennis Recker, seconded by Louann Artiaga to accept the minutes of the August 9, 2022 meeting. 6 ayes

President of Council, Rebecca Conklin Kleiboemer asked for Citizen Comment pertaining to Agenda items. There were none.

Public Service

The first order of business was to discuss the OPWC grant application.

- Authorization to apply for OPWC funding for the mill and fill resurfacing of portions of North Texas Street, Cemetery Road and Bond Street for year 2025
- \$338,000 with a 48% grant from OPWC

Motion by Bob Keogh, seconded by Richard Bingham recommend to Council to authorize the Administration to apply for OPWC funding for the mill and fill resurfacing of portions of North Texas Street, Cemetery Road and Bond Street for year 2025. 6 ayes

The second order of business was to discuss conceptual design and cost estimates for Shelterhouse Renovations.

- Gas fireplace, new concrete, 3.5 - 4 seasons, windows instead of retractable doors
- Rentable
- Fireplace will be a wall that separates the prep room
- Will look very nice inside and out
- Fire suppression system not needed
- Internal resourcing, staff volunteers
- Concrete \$25,000
- Windows \$45,388.00
- Improvements under \$100,000 and done nicely
- Overhead door will remain in the prep area, fire department chicken BBQ
- ARPA (COVID) funds available, Fire department sign was ARPA funds
- Park funds
- Next couple of years capital is reduced, getting something of extra value
- No programming yet, rental fee, seniors
- Custodial responsibility
- Ready for next spring
- Max capacity less than 50

- General fund money doesn't have to be used
- \$75,000 budgeted for this year, \$20,000 ARPA funds
- Finish streetscaping and get the shelter house done as nicely and inexpensively as possible
- No cameras in the park, spotlight on the flag is out, vandalism is always a concern
- Internet in the Cherry Fest building will be moved to the shelter house to better serve the area and for future cameras, music in the downtown, Spectrum hotspot
- Dotson is a Whitehouse company

Motion by Dennis Recker, seconded by Rebecca Conklin Kleiboemer to recommend to Council to move forward with the design of improvements estimated at \$100,000. 6 ayes

The last order of business was to hear an update on the Sanitary Sewer Status.

- Past repairs on the force main sewer where it connects to the Lucas County sanitary sewer collection system near Fallen Timbers Mall, extensive repairs in 2017 and 2021 due to Hydrogen Sulfide (H₂S) damage
- Whitehouse and Waterville sewers separated
- Smells
- Lucas County Engineer has received odor complaints since 1989, requesting Whitehouse treat the force main sewer for H₂S which will also corrode the pipe
- Seeking quotes for chemical treatment which will have a significant ongoing charge
- Lucas County requested use of a specific product
- 1,800 houses
- \$80,000 per year cost
- Waterville asked to treat theirs as well
- Users along the way to the collection site, but not in the Village charged a tap fee, but ongoing fees go to Lucas County
- Try to join with other communities using this product for purchasing power and a reduced fee
- No extra work on our staff, companies for material maintain and monitor, using the least amount of product for effective results, can be affected by rainfall, temperatures and other variables to determine how much product to use and eliminate the odor and not damage the sewers, repairs have cost around \$75,000 each time
- Adjust costs at the Committee of the Whole in October when the rate and fee schedule will be discussed

President of Council, Rebecca Conklin Kleiboemer asked for Citizen Comments pertaining to Agenda items. There were none.

Other items discussed:

- Referendum letter going to legal tomorrow and then will be forwarded to Council
- Send revisions to Administrator Jordan Daugherty and then back to legal

Motion by Bob Keogh, seconded by Mindy Curry to adjourn at 7:21 PM. 6 ayes

Respectfully submitted,

Susan Miller
Clerk of Council



January 1, 2023

Schedule of Rates and Fees
Exhibit "A"

I. RESIDENTIAL BUILDING PERMIT FEES

One, Two and Three Family Dwellings and Residential Industrialized Units

A. Building Permit: New construction, additions, alterations including garages, basements, accessory buildings and decks (based on gross floor area).

- | | |
|--|------------------------------|
| 1. Base fee | \$ 75.00 |
| plus - fee per square foot | \$ 0.15 \$ 0.20 |
| 2. Foundation only | \$ 75.00 \$150.00 |
| 3. Re-review fee (each) | \$ 50.00 \$ 55.00 |
| 4. Minor work | \$ 100.00 |
| 5. Certificate of occupancy (temporary or final) | \$ 50.00 each |

B. Removal and Demolition Permit: ~~\$ 75.00~~ \$100.00

C. Electrical Permits:

The cost shall be based upon the following:

- | | |
|---|---------------------------|
| 1. Temporary service (per pole) | \$ 50.00 |
| 2. New dwelling (per unit) | \$ 125.00 + .10 amp |
| 3. All electric unit (per unit) | \$ 120.00 + .10 amp |
| 4. Service change: up to 100 amp | \$ 75.00 + .05 amp |
| greater than 100 amp | \$ 75.00 + .20 amp |
| 5. Alterations (other than service change) | \$ 75.00 |
| 6. Furnace and air conditioning circuit | \$ 75.00 |
| 7. Underground electrical inspection | \$ 60.00 |
| 8. Residential Generator | \$ 75.00 + gas piping fee |
| 9. Edison release | \$ 75.00 |

D. Plumbing Permits:

The cost shall be based upon the following:

- | | |
|---|-----------|
| 1. New dwelling (per unit) | \$ 75.00 |
| plus per fixture | \$ 10.00 |
| 2. Underground only (per unit) | \$ 75.00 |
| 3. Alterations and fixture replacement (per unit) | \$ 75.00 |
| plus per fixture | \$ 10.00 |
| 4. Hot water heater (per unit) | \$ 75.00 |
| 5. Hydronic boiler (per unit) | \$ 75.00 |
| 6. Lawn Meter Plumbing (Existing Home) | \$ 125.00 |

E. Heating and Air Conditioning Permits:

The cost shall be based upon the following:

1. Forced air furnace base (per unit, includes one HVAC, air conditioner and ductwork)	\$ 125.00
2. Furnace replacement (per unit)	\$ 75.00
3. Air conditioning only (per unit)	\$ 75.00
4. All other heating systems (per unit)	\$ 75.00

F. Other Permits:

1. Sidewalk and Driveway Permits:

The cost shall be based upon the following:

a. Sidewalks and driveways involving up to 100 40 sq ft of construction or reconstruction	\$ 25.00 \$ 20.00
b. Sidewalks and driveways involving more than 100 40 sq ft of construction or reconstruction	\$ 50.00
c. Cutting or dropping of curbs	\$ 50.00
plus add per each lineal foot	\$ 2.00
plus reimbursement of engineering review fees, if applicable	
2. Fireplace Permits	\$ 75.00 \$ 100.00
3. Roofing Permits	\$ 75.00
4. Gas piping	\$ 75.00

G. Re-inspection and Stop Work Order:

1. Re-inspection:

a. First re-inspection	\$ 50.00
b. Second re-inspection	\$ 75.00
c. Third re-inspection	\$ 125.00

2. Stop Work Orders (per calendar year):

a. First order	\$ 200.00 *
b. Second order	\$ 400.00 * \$ 500.00*
c. Third order	\$ 600.00 * \$ 1000.00*

* Plus double permit fee with maximum fee of ~~\$1,000.00~~ \$2000.00

H. Minor Repairs:

The following items shall be considered minor repairs for which a permit is not required:

1. Window/door replacement providing no change in the opening size or location.
2. Interior remodeling with no change to structural members or floor plan
3. Replacement of plaster or drywall without structural members or mechanical installation.
4. Painting of walls, ceilings and moldings
5. Replacement or repair of exterior trim, soffits, fascia or overhangs, nonstructural members
6. Wall papering
7. Concrete patios without roof or walls

I. Extension for Building Permits

Six (6) months to start once permit has been issued; twelve (12) months to finish. Ten (10) day written request before expiration of permit. Six (6) month extension; limit of two (2).

\$ 100.00

J. State Surcharge Fee. In addition to the fees stated above, each permit applicant shall be charged an additional fee in an amount equal to any surcharges, which are imposed by the laws

of the State of Ohio. At the time of the passage of this Ordinance, the State has imposed a 1.0% surcharge on all fees in this Section.

II. COMMERCIAL BUILDING PERMIT FEES
Commercial, Industrial or Residential Multi-Family Units

A. Construction Fees:

1. Structural plan review and permit fee	\$ 150.00 \$175.00
Additional fee (per gross sq ft)	\$ 0.15 \$ 0.22
2. Mechanical plan review and permit fee	\$ 150.00 \$175.00
Plus each 100 square foot of area	\$ 4.00
3. Electrical plan review and permit fee	\$ 150.00 \$175.00
Plus each 100 square foot of floor area	\$ 4.00
New service or service change per amp	\$.50
Underground or floor slab installation only	\$ 75.00
4. Temporary Pole (up to 200 amps)	\$ 100.00
5. Plumbing plan review and permit fee	\$ 150.00 \$175.00
Plus each fixture with trap	\$ 10.00
Underground or floor slab installation only	\$ 75.00
6. Automatic sprinkler and other fire suppression systems	\$ 150.00
All suppressed areas, per each 100 sq ft of floor area	\$ 4.00
7. Kitchen hood suppression systems plan review / permit fee	
Type I	\$ 150.00
Type II	\$ 100.00
Other systems, haz hoods	\$ 225.00
8. Generators	\$ 200.00
9. Fire Pumps	\$ 200.00
10. Refrigeration (0 to 5 tons)	\$ 100.00
Plus \$20 per 5 ton portion over first 5 ton	
11. Gas piping	\$ 100.00
Plus \$10 for every appliance/connection over three	
12. Industrialized unit plans (each unit)	\$ 150.00
Plus each 100 square foot of floor area	\$ 1.30 \$ 1.35
13. Alarm system	\$ 150.00 \$175.00
Plus per each device	\$ 3.00 \$ 5.00
14. Foundation plan review and permit	\$ 150.00
15. Plan re-review fee, per hour	\$ 100.00
16. Certificate of occupaney	\$ 50.00
17. Sidewalk and Driveway Permit:	
a. Sidewalks and driveways involving up to 100 40 square feet of construction or reconstruction	\$ 25.00 \$ 15.00
b. Sidewalks and driveways involving more than 100 40 square feet of construction or reconstruction	\$ 50.00 \$ 75.00
c. Cutting or dropping of curbs	\$ 50.00 \$ 75.00
plus add per each lineal foot	\$ 2.00
plus reimbursement of engineering review fees, if applicable	
18. Removal and Demo	\$200.00

B. Extension for Building Permits

Six (6) months to start once permit has been issued; twelve (12)

months to finish. Ten (10) day written request before expiration of permit. Six (6) month extension; limit of two (2).

\$ 100.00

C. Re-inspection and Stop Work Order:

1. Re-inspection:

- a. First re-inspection \$ 75.00
- b. Second re-inspection ~~\$100.00~~ \$ 125.00
- c. Third re-inspection ~~\$150.00~~ \$ 175.00

2. Stop Work Orders (per calendar year):

- a. First order ~~\$ 200.00~~ * \$ 300.00*
- b. Second order ~~\$ 400.00~~ * \$ 600.00*
- c. Third order ~~\$ 600.00~~ * \$1200.00*

* Plus double permit fee with maximum fee of ~~\$1,000.00~~ \$3000.00

D. Minor Work

~~\$150.00~~ \$ 300.00*

Minor repairs consists of minor construction, minor additions or replacement of equipment, or other minor alterations requiring a permit fee and inspection, including, but not limited to, moving non-bearing walls; changing required exits or exit corridors; adding up to five (5) circuits; replacing up to 2 plumbing fixtures; relocation of furnace

*If additional review is needed, fee may increase

E. Occupancy Permits (temporary or final)

~~\$ 50.00 each~~ \$75.00 ea.

An occupancy permit shall be required for new and existing industrial and commercial buildings when any change of occupancy occurs or building alteration. An occupancy inspection shall be requested by the occupant after the completion of occupancy permit application and the payment of a fee of ~~\$50~~ \$75.00 each (temporary or final).

- F. State Surcharge Fee.** In addition, each permit applicant shall also be charged an additional fee in an amount equal to any surcharges on permit fees which are imposed by the laws of the State of Ohio. At the time of the passage of this Ordinance, the State has imposed a 3% surcharge on all fees in this Section.

III. INSPECTIONS OUTSIDE NORMAL BUSINESS HOURS

For all inspections which a permit holder or his agents request to be performed outside normal business hours (8:30 am – 4:00 pm, M-F, excluding holidays), an additional minimum fee of ~~\$150.00 to~~ \$200.00 shall be charged. If the time required to perform such inspection exceeds two (2) hours, an additional fee of ~~\$75.00 to~~ \$100.00 per hour shall be charged for each hour or fraction thereof in excess of two (2) hours. All inspections to be performed outside normal business hours shall be requested in writing and given to the Maumee Division of Inspection at least forty-eight hours prior to the requested inspection to be performed.

IV. SIGN PERMITS

~~\$ 75.00~~

Projecting signs that hang over the public right-of-way and freestanding (pole or monument) signs shall require a building permit before being constructed or attached to a building or wall. A sign contractor, registered with the Village of Whitehouse, must apply for the permit and install the sign as indicated on the building plans submitted for review to the Chief Building Official.

- | | |
|--|---------------------|
| a. Signs from 0 sq. ft. to 50 sq. ft. | \$ 80.00 |
| b. Signs from 51 sq. ft. to 100 sq. ft. | \$ 160.00 |
| c. Signs greater than 100 sq. ft. | \$ 1.60 per sq. ft. |
| d. Foundation Permit for signs greater than 6 feet in height | \$ 160.00 |

V. ZONING PERMITS AND FEES

Fees required under the Zoning Code of the Village of Whitehouse shall be as follows:

A. Petition for Zoning Map / Text Amendment:	Less than 1 acre	\$100.00
	1 to 5 acres	\$200.00
	Over 5 acres	\$300.00
B. Petition for a Special Use Permit:	Less than 1 acre	\$200.00
	1 to 5 acres	\$300.00
	Over 5 acres	\$400.00
C. Petition for a Planned Unit Development:	Less than 1 acre	\$200.00
	1 to 5 acres	\$300.00
	Over 5 acres	\$400.00
Plus Escrow for Plan Review		\$500.00
D. Appeal to Board of Zoning Appeals		\$100.00
E. Preliminary Plat Review and Submittal:	Up to 5 acres	\$100.00
	6 to 10 acres	\$200.00
	11 to 20 acres	\$400.00
	Over 20 acres	\$600.00
Plus Escrow for Plan Review		\$500.00
F. Resubmittal of a Preliminary Plat (12 months after original approval) 10% of original fees (E). Two resubmittals allowed for a total of 3 years.		
G. Final Plat Review and Submittal		\$150.00
Plus Per Lot		\$ 5.00
Plus Escrow for Plan Review		\$500.00
H. Zoning Permits:	New structures/additions, including garages	\$ 50.00
	Sheds, accessory buildings, pools, and decks	\$ 25.00
	Fences	\$ 10.00
	Signs	\$ 20.00
I. Petition for Preliminary Discussion to Planning Commission		\$ 75.00
J. Commercial Site Plan Review by Planning Commission		\$100.00
K. Minor sub-division / lot split (less than five parcels)		\$100.00

VI. BUSINESS REGISTRATION FEES (in addition to any County / State licenses required)

A. Fees for licenses required by Chapter 731 of the Whitehouse Codified Ordinances, within the Village shall be:

- 1. Vendor / Solicitor license (door-to-door)
 - a. annual, per person \$ 25.00

B. Other registration fees

- 1. Ice cream vendor's license (annual)
 - a. for each motor vehicle \$ 50.00
 - b. for each non-motorized vehicle \$ 25.00
- 2. Public fireworks exhibition permit (per exhibition) \$100.00

VII. REGISTRATION FEES FOR SKILLED TRADESMEN

Fees for Certificate of Registration required by Chapter 1323 of the Codified Ordinances for the performance of work within the Village by certain skilled tradesmen shall be as follows:

A. Contractor's registration and renewal fees. Fees for electrical, plumbing, steamfitter, HVAC, refrigeration, and fire suppression system contractors shall be:

- 1. Original registration \$ 50.00
- 2. Annual registration renewal \$ 40.00

B. Original registration fees and annual registration renewal fees for sewer, sign, sidewalk, drive apron and curb cut contractors shall be:

- 1. Original registration \$ 50.00
- 2. Annual registration renewal \$ 40.00

C. Original registration fees and annual registration renewal fees for all contractors who are not otherwise specified in this Section, shall be:

- 1. Original registration \$ 50.00
- 2. Annual registration renewal \$ 40.00

D. Contractors whose principal place of business is located within the Village limits shall not be required to pay the Contractor Registration Fee. The Contractor Registration Form and all required documentation concerning state licensing and proof of Worker's Compensation shall be required along with the completed form.

VIII. RIGHT OF WAY INFRASTRUCTURE

- A. Right-of-way infrastructure permit \$100.00

IX. FEES FOR DIVISION OF WATER AND SEWER

Fees for the Division of Water, including water and sewer rates and tap fees shall be:

A. Water Rates (within Village limits)

- 1. Minimum charge for one month or up to 2,000 gallons ~~\$ 16.96~~ \$ 17.14
- 2. Per 1,000 gallons thereafter ~~\$ 8.48~~ \$ 8.57

B. Water Rates (outside Village limits)

- | | |
|--|------------------------------|
| 1. Minimum charge for one month or up to 2,000 gallons | \$ 35.62 \$ 35.98 |
| 2. Per 1,000 gallons thereafter | \$ 17.81 \$ 17.99 |

C. Monthly Water Capital Improvement charge per meter by meter size:

<u>Meter Size</u>	<u>Charge</u>
5/8" – 3/4"	\$ 2.50
1"	\$ 6.25
1-1/2"	\$12.50
4"	\$50.00
6"	\$82.50

D. Sewer Rates (**within Village limits**)

- | | |
|---|------------------------------|
| 1. Minimum charge for one month or up to 2,000 gallons | \$ 9.58 \$ 10.92 |
| 2. Per 1,000 gallons thereafter | \$ 4.79 \$ 5.46 |
| 3. Minimum charge for one month for those residents not connected to the Village water system | \$ 35.88 \$ 40.91 |

E. Sewer Rates (**outside Village limits**)

- | | |
|--|------------------------------|
| 1. Minimum charge for one month up to 2000 gallons for Non-residents with water service (110% surcharge for outside Village) | \$ 20.10 \$ 22.92 |
| 2. Per 1,000 gallons thereafter (110% surcharge for outside Village) | \$ 10.05 \$ 11.46 |
| 3. Minimum charge for one month for non-residents not connected to the Village water system | \$ 75.31 \$ 85.86 |

F. Monthly Sewer Capital Improvement charge per meter by meter size:

<u>Meter Size</u>	<u>Charge</u>
5/8" – 3/4"	\$ 4.01
1"	\$ 8.53
1-1/2"	\$ 16.03
4"	\$ 61.20
6"	\$100.33

G. Additional miscellaneous charges:

- | | |
|---|--------------------------|
| 1. Water shut-off due to non-payment of a bill (first time) | \$ 20.00 |
| (additional shut-offs) | \$ 40.00 |
| 2. Employee over-time to cover cost of turning water back on if payment is made after 4:00 p.m. | \$ 40.00 |
| 3. Deposit for all rental properties before service is turned on | \$100.00 |
| 4. Replace frozen water meter | Cost of meter plus labor |
| 5. 10% late payment on bills paid after due date | |
| 6. Collection fee charged to all delinquent bills if no prior arrangements have been made for payment | \$ 10.00 |
| 7. Fee for tampering with meter | \$ 250.00 |
| 8. Bulk water, plus cost per gallon | \$ 25.00 |
| 9. Damaged service line | Cost of parts plus labor |
| 10. Unauthorized use of hydrant, theft of water | \$ 250.00 |

11. Bulk Water Hydrant Meter Set Up (Rental Fee), plus cost per gallon \$100.00

H. Water and sewer tap fees for new construction

- | | |
|--|-----------------------------------|
| 1. Sewer tap fee for Village residents | \$1,100.00 |
| 2. Sewer tap fee for non-Village residents | \$2,310.00 |
| 3. Water tap fee for Village residents | \$750.00 \$1,000 |
| 4. Water tap fee for non-Village residents | \$1,500.00 \$2,100 |
| 5. Fireline or fire suppression line | Cost of materials plus inspection |

X. FEES FOR REFUSE SERVICES

Monthly fee for weekly residential refuse and recycling collection ~~\$13.49~~ \$14.25

XI. FEES FOR MOWING GRASSES, WEEDS AND RANK VEGETATION

Per Chapter 521.11 of the Whitehouse Municipal Code, when the Village is required to mow, property owners shall be charged the hourly rate of:

- | | |
|---|--------------|
| For the first offense in any calendar year | \$ 160.00 hr |
| For the second offense in any calendar year | \$ 200.00 hr |
| For the third offense in any calendar year | \$ 250.00 hr |
| With increments of an additional \$50.00 per hour per offense per calendar year | |

XII. FEES FOR STREET TREES

A per tree fee for street trees will be charged to the contractor / owner at the time zoning permits are issued for individual lots. The Village of Whitehouse will plant such trees at the appropriate time as lots are developed. \$ 450.00 per tree

XIII. FIRE DEPARTMENT

A. Inspections

1. Inspection fees – One (1) initial inspection, and (1st) re inspection for commercial and residential day care and foster home properties per year is no charge. A Second (2nd) re inspection from a failed initial re inspection for the year will be - \$250.00. The third (3rd) re inspection will be \$500.00 plus documentation turned over to the Village Solicitor for legal review.
2. One (1) open burning per year is no charge. Second (2nd) open burn response per calendar year will be \$250.00 per occurrence. This includes any open burning greater than 3x3x3 with non-clean burning wood. If the open burn has other materials in it besides class A materials (Wood, paper) and/or air packs need to be worn, a \$250.00 fine will be given on the first (1st) occurrence.
3. Food Truck Inspections - \$25.00
4. Food Truck 1st re-inspection from an initial failed inspection - \$75.00
5. Fireworks Aerial Display - \$125.00/hr. – requires a minimum of four personnel. This cost includes a brush truck, water tender, and a command officer.
6. Tent permit 0-700 square feet (no sides) – No charge
7. Tent permit 400 square feet and above with at least one (1) side - \$50.00

B. Fire Alarms

1. 1-2 per year are free
2. 3rd per calendar year - \$500.00
3. 4th per calendar year - \$550.00
4. 5th and over per calendar year - \$600.00
5. Nuisance alarms per year will be at the Fire Chief's discretion to determine fees.

C. Incidents

1. Hazardous Materials Responses – See LEPC

D. Fire Prevention

1. Meetings with building officials about non-compliant tenants and building owners regarding fire and/or building code violations. Meetings - ~~\$50.00~~ \$40.00/hour/ per inspector. One (1) hour minimum charge.

E. Personnel

1. Fire Department Personnel and vehicles at events – See current FEMA rate
2. Fire Watch (per personnel/per hour) - ~~\$35.00~~ \$40.00

*Invoices will be sent to tenants or business owners.

XIV. Police Department

A. Impounded Animals

1. First Offense – Pick-up fee: \$15.00 plus a \$5.00 impoundment fee for each day thereof during which the animal has been impounded
2. Second Offense – Pick-up fee \$45.00 plus a \$5.00 impoundment fee for each day thereof during which the animal has been impounded
3. Third or Subsequent Offense – Pick-up fee \$70.00 plus a \$5.00 impoundment fee for each day thereof during which the animal has been impounded

B. Special Event Fee - \$40.00/hour per Village Employee

- 2 hour minimum charge per Employee

C. Webchecks

1. FBI \$30.00
2. BCI \$35.00
3. Both \$65.00

XV. Public Record Requests

- A. Black & White Copies (8½ x 11 or 8½ x 14): \$0.05/page
- B. Color Copies (8½ x 11 or 8½ x 14): \$0.10/page
- C. 11 x 17 Black & White Copies: \$0.10/page
- D. 11 x 17 Color Copies: \$0.20/page
- E. DVD/CD: \$0.50/ea.
- F. Flashdrive: actual cost of flashdrive
- G. Review of Records only: No charge

MEMORANDUM

TO: Mayor and Village Council

FROM: Steve Pilcher, Director of Public Service

SUBJECT: Refuse/Recycling Contract Renewal

DATE: October 7, 2022

In 2018, Whitehouse, working with Lucas County Solid Waste District, outsourced the curbside collection of household refuse and recycling to A.R.S. Refuse Service, Inc. (ARS). The contract drafted and agreed to is a five-year term with two additional five-year term renewals to be considered at the end of each term. The contract is nearing the end of the first term which is May 6, 2023.

Whitehouse and ARS were contacted by the County Sanitary Engineer, Jim Shaw, regarding the approaching end of this first five-year term and requested if there is interest in entering into the first five-year renewal period. ARS has stated that they are interested in continuing with the existing contract and terms for an additional five-year term.

It is my recommendation Whitehouse move forward with approving this first five-year term extension. I am requesting Council draft an ordinance authorizing this first of two five-year extensions, extending the contract for the curbside collection of household refuse and recycling currently in place between Lucas County Solid Waste District, A.R.S. Refuse Service, Inc. and the Village of Whitehouse, five years to 5/6/2028.

Respectfully submitted,

Steven P. Pilcher, Director of Public Service