



December 1, 2022

WHITEHOUSE COUNCIL AGENDA
December 6, 2022
6:30 P.M.

Whitehouse Village Council is encouraging citizens to consider accessing public meetings remotely. You may do so by phone at 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 you mute your microphone.

Notice is hereby given that the Whitehouse Village Council will meet on Tuesday, December 6, 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 David Hammack Jr., CedarCreek Church
- IV. Pledge of Allegiance
- V. Adoption of Minutes of the November 15, 2022 Council Meeting
- VI. Adoption of Bills dated December 1, 2022 and the Addendum bills dated December 6, 2022
- VII. Introduction of Persons to Appear Before Council
- VIII. Committee Reports
 - A. Report on the Fallen Timbers Union Cemetery District Meeting
 - B. Report on the November 17, 2022 Tree Commission Meeting
 - C. Report on the December 6, 2022 Personnel Committee Meeting
- IX. Report of the Mayor
 - A. Mayoral Recognition of Jeff Yoder

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

- X. Report of the Clerk of Council
- XI. Report of the Village Administrator
 - A. Committee of the Whole meeting immediately following Council
 - B. Request Authorization for Legislation Determining Property Used by the Police Department as Surplus
- XII. Report of the Village Solicitor
- XIII. Report from Department Heads
- XIV. Citizen Comments on Agenda Items
- XV. Ordinances
- XVI. Resolutions
 - A. **Resolution 24-2022:** Determining that Certain Miscellaneous Personal Property Used by the Police Department and Owned by the Village of Whitehouse is of No Further Use to the Village and to be Disposed of Pursuant to Law (as an emergency)
- XVII. Council Comments
- XVIII. Citizen Comments
- XIX. Adjournment

**COUNCIL BILLS
12/2/2022**

VENDOR	DEPARTMENT	AMOUNT	TOTAL	DESCRIPTION
A.W. Heating & Cooling	Maintenance	\$264.00	\$264.00	Service Call
AG-Pro	Parks	\$112.20		Parts
AG-Pro	Streets	\$112.20		Parts
AG-Pro	Sewer	\$105.73		Parts
AG-Pro	Water	\$105.73		Parts
AG-Pro	Maintenance	\$105.73	\$541.59	Parts
Air Center	Fire	\$400.00	\$400.00	Annual Service
AT&T	Fire	\$71.01		Phone Service
AT&T	Water	\$58.48	\$129.49	Phone Service
AT&T First Net	Police	\$46.99		Cell Phones
AT&T First Net	Fire	\$331.69		Cell Phones
AT&T First Net	Administration	\$46.99		Cell Phones
AT&T First Net	Water	\$23.50		Cell Phones
AT&T First Net	Sewer	\$23.49	\$472.66	Cell Phones
B & J Concrete & Construction	Capital Project	\$23,166.72		Shelterhouse Concrete
B & J Concrete & Construction	Capital Project	\$221,575.28	\$244,742.00	Streetscape/Arbor
Certified Power, Inc.	Streets	\$145.47	\$145.47	Cartridge Valve
Ferguson Facilities Supply	Fire	\$85.60	\$85.60	Cleaning Supplies
Four County	Fire	\$16.00	\$16.00	CPR Materials
Galls	Police	\$82.78	\$82.78	Uniform
Interstate Batteries	Streets	\$579.40	\$579.40	Battery
J.J. Keller	Fire	\$143.22	\$143.22	Monthly Contract
KS Statebank	Fire	\$2,047.67	\$2,047.67	Turnout Gear Payment
Kuhlman Corp.	Water	\$275.75	\$275.75	Parts
Link Computer Corporation	Water	\$369.68		Utility Billing Software
Link Computer Corporation	Sewer	\$369.67	\$739.35	Utility Billing Software
Lucas County Treasurer	Administration	\$1,689.93	\$1,689.93	2022 WENS System
Marlin Capital Solutions	Fire	\$705.39	\$705.39	Toughbooks Payment
MASI	Water	\$1,067.75	\$1,067.75	Water Samplly Analysis
Menards	Streets	\$4.98		Supplies
Menards	Water	\$4.98		Supplies
Menards	Sewer	\$4.98		Supplies
Menards	Fire	\$4.32		Supplies

VENDOR	DEPARTMENT	AMOUNT	TOTAL	DESCRIPTION
Menards	Capital Project	\$312.82	\$332.08	Supplies-Shelterhouse
ODP Business Solutions	Parks	\$89.79	\$89.79	Office Supplies
Ohio Gas Company	Police	\$200.79		Natural Gas Charges
Ohio Gas Company	Fire	\$145.56		Natural Gas Charges
Ohio Gas Company	Maintenance	\$745.32		Natural Gas Charges
Ohio Gas Company	Life Squad	\$145.55	\$1,237.22	Natural Gas Charges
Ohio Treasurer	Streets	\$26,937.13	\$26,937.13	OPWC Loans
Ohio Water Development Auth.	Sewer	\$61,911.01	\$61,911.01	OWDA Loans
Poggemeyer Design Group	Capital Project	\$4,383.02		Engineering-Industrial Pkwy
Poggemeyer Design Group	Capital Project	\$462.38	\$4,845.40	Engineering-Multi Use Trail
PRI Management Group	Police	\$159.00	\$159.00	Training
Ram Exterminators LLC	Maintenance	\$40.00		Bug Spraying
Ram Exterminators LLC	Life Squad	\$36.00	\$76.00	Bug Spraying
Reflex Protect	Police	\$1,449.20	\$1,449.20	Sprays & Holsters
Rick Gallaher	Police	\$16.00	\$16.00	Employee Reimbursement
Toledo Edison	Police	\$353.45		Electric Charges
Toledo Edison	Fire	\$259.26		Electric Charges
Toledo Edison	Street Lights	\$6,078.40		Electric Charges
Toledo Edison	Parks	\$1,000.10		Electric Charges
Toledo Edison	Maintenance	\$770.86		Electric Charges
Toledo Edison	Streets	\$194.31		Electric Charges
Toledo Edison	Life Squad	\$259.25		Electric Charges
Toledo Edison	Water	\$1,329.98		Electric Charges
Toledo Edison	Sewer	\$1,362.54	\$11,608.15	Electric Charges
Traffic Stop Uniform	Fire	\$264.45	\$264.45	Uniform
Treasurer, Lucas County	Sewer	\$34,417.25	\$34,417.25	WWTP Debt
Treasurer, State of Ohio	Water	\$3,659.52	\$3,659.52	Water License
Triotech	Police	\$330.00		IT Services
Triotech	Administration	\$220.00	\$550.00	IT Services
TTL Associates	Capital Project	\$2,260.00	\$2,260.00	Materials Testing-Industrial Pkwy
William Barron PsyD	Police	\$420.00	\$420.00	Pre-Employment Testing
		\$404,360.25	\$404,360.25	

Whitehouse Tree Commission

Minutes of Meeting – November 17, 2022

Commissioners Present: Chairperson, Sheri Luedtke, Amy Schultz, Michelle Tippie, Council Representative, Richard Bingham.

As required by the commission by laws, a meeting will be held when there is a quorum present. This being said, there was no meeting.

Respectfully submitted,

Amy Schultz

RESOLUTION NO. 24 - 2022

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

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

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

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

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

Please see Exhibit A hereto

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

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

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

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

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

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

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

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

First Reading: _____

Second Reading: _____

Third Reading: _____

EFFECTIVE DATE OF THIS ORDINANCE: _____, 2022.

Yeas: _____ Nays: _____

ADOPTED AND EFFECTIVE: _____, 2022.

Mayor

ATTEST:

Susan M. Miller, Clerk of Council

Kevin A. Heban, Solicitor



WHITEHOUSE POLICE DEPARTMENT

6925 PROVIDENCE STREET, P.O. BOX 2476

WHITEHOUSE, OHIO 43571

PHONE 419-877-9191

FAX 419-877-1014

MARK E. McDONOUGH, CLEE - CHIEF OF POLICE

ALLAN D. BAER, CLEE - DEPUTY POLICE CHIEF

AGENCY CORE VALUES

HONESTY - INTEGRITY - RESPECT - EXCELLENCE - PROFESSIONALISM

To: Jill Gundy

Date: October 28, 2022

From: Director Ron Shellhammer

Subject: Surplus

Sirs,

Requesting that the following be declared surplus.

1. One metal table with attached

If you have any question, feel free to contact me.

Ron Shellhammer

Director of Property / Evidence

Surplus Equipment (Attachment 1)

*THE MISSION OF THE WHITEHOUSE POLICE DEPARTMENT IS TO ENHANCE THE QUALITY OF LIFE
IN OUR COMMUNITY BY PROVIDING SUPERIOR POLICE SERVICES, IN PARTNERSHIP WITH CITIZENS,
TO PREVENT CRIME AND TO ENSURE A SAFE ENVIRONMENT.*

VILLAGE OF WHITEHOUSE

December 6, 2022

ADMINISTRATION

- 11-01-22 1. October 31, 2022: Income Tax Collection = \$2,842,709.61
Compared to last year = \$2,580,439.85 (10.16% increase)
JEDD & JEDZ collections = \$3,139,080.34
- 02-19-19 2. Safety and Health Report: Last lost time injury was January 14, 2019

ADMINISTRATIVE ACTIVITIES

COMMUNITY DEVELOPMENT

SUBDIVISION DEVELOPMENTS

GRANTS

11-01-22

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. Conducted ODOT Field Review on 4-27-21. Design Engineering Completed. Legislation for ODOT Bridge Inspection.
2. **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. Project is out for bid. Bids rejected. Rebid as surface replacement only. Bid opening scheduled for June 10, 2022 at 11:00 a.m. Council awarded project to Henry W. Bergman, Inc. for \$118,134.60. Paving Completed 10/2022.
3. **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.
4. **Swanton Street Reconstruction** – Total Reconstruction of Swanton Street, from Maumee to Texas St. This is in the OPWC project pipeline for FY 2024.

PARKS & RECREATION

- 11-01-22
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 until 2024.
 2. **Downtown Arbor Park** – To be constructed as part of Streetscape. Awarded to B & J Concrete & Construction - \$21,500 for concrete flat work. Remainder to be constructed by Public Works Staff. Arbor completed. Awaiting final landscaping.

STREETS

- 12-06-22
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. Construction underway 10/2022. Project completed 11/23/2022.

WATER

12-06-22

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. **Field Avenue Water Main Improvements** – Upsize existing water main from 6” to 8”. Anticipate bid to be January 2023
3. **Industrial Parkway Water Main** – Renew with PVC – upsize from 8” to 10”. Anticipate bid to be January 2023

WASTE WATER

11-01-22

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. Final clean up completed. Awaiting project closeout.

STORM SEWER

12-06-22

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. **Decant Pad** – A decan pad will be constructed in 2023 utilizing ARPA funds. The decant pad will be constructed at the Public Work Facility and will be utilized as a dewatering area for wet material waste. Estimated \$50,000.00.

SANITATION

11-01-22

1. Authorized renewal of 5-year contract with ARS. Established 2023 bulk dates as March 25, June 24, and September 23. The drop off dates will be January 7 & 14, 2023.

MISCELLANEOUS

12-06-22

1. **Building Permits:** 19 new homes as of 11/30/22.

11-01-22

2. **Public Works:**
 1. Water Department
 - a. Valve Exercising
 - b. Hydrant Maintenance Programs
 2. Sewer Flushing
 3. Storm Water Inspections – Outfalls & Asst. Management
 4. Street- Leaf removal and Winter operations prep.

Boards and Commissions

- A. Board of Zoning Appeals
 1. Pending approval of October 5, 2022 meeting minutes
- B. Charter Revision Commission
 1. Pending approval of March 10, 2020 meeting minutes
- C. Fire Dependency Board
 1. Pending approval of October 4, 2022 meeting minutes
- D. Planning Commission
 1. Pending approval of March 7, 2022 meeting minutes
- E. Records Commission
 1. Pending approval of June 7, 2022, meeting minutes
 2. Pending 2023 Reorganization Meeting
 3. Pending Review of Records Set for Destruction in 2023
 4. Pending Review of Records Policies
- F. Tree Commission
 1. Pending approval of October 27, 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



Zoning Enforcement Report –November 2022

Despite the colder weather, progress continues to be made on various zoning issues. Complaints have been investigated, and conversations are being held to resolve issues. The cooperation of the community has been evident and is good to see.

I have said this before but will say it again that it has also been a pleasure to work with the great staff at the Village. It is clear to me that the Village has a great team in place that contributes to the current success and will contribute to the future success of the community.

At times, the colder weather can make it a bit more difficult for some to comply with various issues. This time of year, we always deal with boat/RV storage complaints. Fortunately, compliance is typically easy on those. As 2022 draws to a close, I think many will say it was a successful year for zoning in the village and I look forward to our progress continuing into 2023.

Respectfully submitted,

Jacob T. Barnes

Jacob T. Barnes

Zoning Violation Report

November 2022

NAME	ADDRESS	VIOLATION LOCATION	VIOLATION	ACTION
Chamberlain, Jeff	10511 Waterville Street	All	Complaint about piles of dirt, asphalt grindings, long grass.	Spoke with owner, monitoring situation.
Cyclewerks	6760 Providence St	Side	Shipping Container	No update. BZA granted a six month extension. Container has been painted. Will continue to monitor.
Dipillo, Nathan	6603 Weckerly Rd	All	Fence with no permit	Notice sent. Permit has been applied for.
Fischer, James	6703 Gilead St	Front	Vegetation, junk & debris	Re-inspected, final notice sent.
General Pro Hardware	6635 Providence	All	Property Maintenance	Re-inspected. Continuing to monitor property.
Grandowicz, Steven	10751 Saron Lane	Side	Boat Storage	Notice sent to property owner.
Klawitter, Raymond	11025 Shepler St	Front/rear	Junk & debris	Piles of firewood and debris observed. Final Notice sent. Spoke with owner and have observed some progress.
Namdar DG Realty LLC	6711 Gilead St	Front/all	Vegetation	Continuing to monitor situation with property.
Overy-Campbell Properties	10200 Waterville St	Front/Side	Report of lighting glare	Complaint Received on lighting glare. Investigating.
Priestas, Sue (Trustee)	10820 Waterville St	Rear	Piles of debris/items	Working with owner to have items removed. Re-Inspected. Final Notice in process.
Stone, James	11178 Gillette St	Rear	Area of overgrown vegetation	Inspected, Notice sent. Monitoring and will follow up with homeowner.
Varsity Motors	6700 Cemetary Rd	Front	Landscaping complaint	Inspected, no violation found.
Whitehouse Centre	6805 Whitehouse Square Blvd	Front/Side	Report of lighting glare	Complaint Received on lighting glare. Investigating.
Williams, Michael	6393 Whitehouse Valley Dr	Side	Boat Storage	Notice sent to property owner.
Yerkes, Kyle	10832 Waterville Street	Side	Fence/structure with no permit	Inspected, notice sent. Spoke with Village Staff and found out permit still not applied for. Final notice issued.
Zimmerman, Joshua	6127 N Texas St	Front	Parking in Front Yard	Inspected, He will be stoning the area for the moment while waiting on when the asphalt company can fit him in.
Christopher Drive			Boat parking	Inspected, boat was removed.

Zoning Violation Report

November 2022

REFERRED TO PROSECUTOR	Address	View	Violations	Status
Siebert, Mark	11164 Temperance	Side, rear	Junk, Debris, Insecure structure	Re-inspected in early November. No current violation observed.
Wittes, John	10803 Waterville St	Rear	Junk and Debris	Continuing to monitor the property. Improvement has been observed. Inspected in early November and continuing to monitor.