

**Village of Whitehouse  
Village Council Meeting As A  
Committee of the Whole  
Village Hall, Whitehouse, OH  
6:30pm June 13<sup>th</sup>, 2023**

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**CALL TO ORDER – ROLL CALL**

Meeting called to order at 6:30pm by President of Council Rebecca Conklin Kleiboemer.

Council Members Present: Bob Keogh, Steve Connelly, Mindy Curry, Louann Artiaga, Richard Bingham, and President of Council Rebecca Conklin Kleiboemer

Council Members Absent: None

Staff Present: Administrator Jordan Daugherty, Deputy Administrator Joshua Hartbarger, Director of Public Services Steve Pilcher, Fire Chief Jason Francis, Clerk Nicole Hartbarger, Mayor Don Atkinson

Guests Present: Karen Gerhardinger, Dave Riggerbach, Wendy Gehring, Gary & Joy Turski (online)

Motion by Councilman Bob Keogh, seconded by Councilman Steve Connelly to approve the minutes of the May 9, 2023 meeting. 6 ayes

**CITIZEN COMMENTS ON COMMITTEE OF THE WHOLE AGENDA ITEMS**

Council President Conklin Kleiboemer asked if there were any citizen comments to be made regarding the agenda items. There were none.

**GENERAL**

**Discuss Building Services & Inspection Service Options**

Village Administrator Daugherty began the discussion by reviewing the history of the building and inspection services that Whitehouse has used in the recent past. Years ago, inspection services were used by Whitehouse through Lucas County and in more recent years this was changed to use Maumee City for services. The need arose to revisit who Whitehouse uses for these services due to slower service and response times from Maumee.

Daugherty and staff are suggesting that Council consider moving back to using Lucas County for Building & Inspection Services. He provided a cost comparison between Maumee and Lucas County along with several reasons why now using Lucas County could benefit Whitehouse. These reasons include the current Chief Building Official (CBO) having values in line with Whitehouse, staffing for Lucas County Building Services being fully equipped and the availability of an online web portal for residents and contractors to be able to self-help access information as needed beginning January 2024. It was also noted that overall Lucas County costs are less than current Maumee City costs for services.

Committee members shared the following comments and questions during their discussion:

- What are the wait times for people needing the Lucas County services? Daugherty commented that wait times would be significantly less than what we currently see with Maumee due to a much larger Lucas County staff.
- What would the contract length be with Lucas County? Daugherty commented that currently Whitehouse is in a year to year contract with Maumee City and we would look at a 3 year auto-renewable contract with Lucas County with similar language. Fees would be reviewed/updated yearly.
- When would the change occur if Whitehouse goes with Lucas County? Daugherty suggested a January 1, 2024 contract start date as this would give Whitehouse staff plenty of time to complete required administrative work, collect files, etc.
- Lucas County does use Oregon CBO as a back up in case of an emergency or being overwhelmed with requests.
- Lucas County is eager to begin contract negotiations and move forward with Whitehouse.
- Current concern among residents and contractors is the lengthy wait time for responses from Maumee City – would hope that moving forward with Lucas County would alleviate this problem.

Motion by Councilman Keogh, seconded by Councilwoman Artiaga to authorize Whitehouse Village staff to enter the negotiation process with Lucas County regarding Building and Inspection services. 6 ayes

### **Consideration of Rental Fee for Renovated Shelter House**

Council President Conklin Kleiboemer began the discussion by reviewing the current fees and requirements to rent the shelter house as provided by Administrator Daugherty. Currently, village residents are not charged a rental fee. Non-residents are charged a \$50/day fee. Both residents and non-residents are required to put down a \$50 deposit that is returned after usage when the shelter house key is returned. Conklin Kleiboemer asked for thoughts and discussion on what the Village should charge going forward now that renovations are fully complete on the shelter house.

Committee members shared the following comments and questions during their discussion:

- There has not been, in recent history, any need for Whitehouse staff to care for or fix any issues due to rentals of the shelter house.
- With updates that have been made to the shelter house, renters now get more value including water usage, warming kitchen and tables and chairs.
- Currently, renters sign a form when they put their cash or check deposit down. Make sure we still use this form, possibly update language to include additional usage items.
- Public Works/Maintenance workers today would cost a very high level estimate of \$50/hr if the need arose to fix any damage caused by renters. Take this into consideration when reviewing the cost.
- What is our philosophy on the usage of municipal spaces? Several members commented that they would like the cost to stay free for residents because of it being a municipal space. There has been no damage issues to date, will hope for the same going forward as residents use.
- Suggestion of using credit cards to take payment for rental fee and deposit was made as this may help the village hold renters more accountable if damage occurs.

- Suggestion to collect data going forward on how many times the shelter house is rented, how much water is being used per rental or in general, how much electricity, etc.

Motion made by Councilwoman Curry, seconded by Councilman Bingham to recommend to council the updated rental prices of free rental with a \$100 refundable deposit for residents and \$100 rental with \$100 refundable deposit for non-residents. 6 ayes

### **CITIZEN COMMENTS**

Council President Conklin Kleiboemer asked if there were any general citizen comments to be made. There were none.

### **OTHER BUSINESS**

Council President Conklin Kleiboemer asked David Riggensch, Income Tax Committee Chairman, to give an update on the income tax issue being added to the November 2023 ballot. Riggensch commented that committee meetings are going well with good attendance and good ideas. The committee is currently working on a commercial for Whitehouse, similar to the 'Pure Michigan' campaigns where it will be shown what it takes to run the village. He hopes this will appeal to residents' emotional side. Regarding the technical side of residents, Riggensch stated that the team will have data slides, social media presence, and contact information ready within the campaign package. The committee will be looking to schedule public meetings where village departments review where their budgets/money is spent. Looking to have an informal townhall public meeting on Tuesday, July 25<sup>th</sup>, 2023. Council President Conklin Kleiboemer reminded council members to be aware of sunshine laws and being careful to not form a quorum during these planned public meetings. Riggensch has asked that residents and local businesses consider donating to this campaign as it will continue to cost money for flyers, videos, etc. The committee's next meeting will be held on June 27<sup>th</sup>, 2023.

Councilwoman Curry thanked the Chamber of Commerce and Wendy Gehring for all of their hard work in planning and hosting a successful 40<sup>th</sup> Cherry Fest this past weekend. Conklin Kleiboemer seconded the kudos and commented how different our village looks full of people downtown for a parade. Councilman Keogh commented that Cherry Fest committee is lucky to have a good space and facilities to host at, especially thanks to Director of Public Services Steve Pilcher and his team.

### **ADJOURNMENT**

Motion by Councilman Bob Keogh, seconded by Councilman Bingham to adjourn the meeting at 7:19pm.

*Respectfully submitted by Nicole Hartbarger, Clerk of Council*