

# Whitehouse

October 12, 2023

## WHITEHOUSE COUNCIL AGENDA October 17, 2023 6:30 P.M.

The 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](http://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, October 17, 2023, 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 October 3, 2023 Council Meeting
- VI. Adoption of Bills Dated October 12, 2023 and the Addendum Bills Dated October 17, 2023
- VII. Introduction of Persons to Appear Before Council
- VIII. Committee Reports
- IX. Report of the Mayor
- X. Report of the Clerk of Council
- XI. Report of the Village Administrator
  - A. Request Authorization for Legislation Authorizing the Award of a Contract for Engineering Services with Kleinfelder, Inc. (as an emergency)

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

B. Request Authorization for Legislation Authorizing the Award of a Contract for Engineering Services with Jones & Henry Engineering, Ltd. (as an emergency)

XII. Report of the Village Solicitor

XIII. Report from Department Heads

XIV. Citizen Comments on Agenda Items

XV. Ordinances

A. **Ordinance 16-2023:** Authorizing the Award of a Contract for Engineering Services with Kleinfelder, Inc. (as an emergency)

B. **Ordinance 17-2023:** Authorizing the Award of a Contract for Engineering Services with Jones & Henry Engineering, Ltd. (as an emergency)

XVI. Resolutions

XVII. Council Comments

XVIII. Citizen Comments

XIX. Adjournment

**CALL TO ORDER – ROLL CALL – PRAYER – PLEDGE OF ALLEGIANCE**

Meeting called to order at 6:30 PM by Acting Mayor Bob Keogh.

Council Members Present: Acting Mayor Bob Keogh, Rebecca Conklin Kleiboemer, Steve Connelly, Mindy Curry, Louann Artiaga and Richard Bingham.

Council Members Absent: None

Staff Present: Administrator Jordan Daugherty, Deputy Administrator Joshua Hartbarger, Solicitor Kevin Heban, Director of Public Services Steve Pilcher, Police Chief Allan Baer, Fire Chief Jason Francis.

Guests Present: Carrie Tuohy, Tim Tuohy, Bob Crowe, David & Sharon Prueter, Chuck Kethel, Wendy Gehring, Larry Yunker.

Council Prayer was given by Acting Mayor Bob Keogh.

Acting Mayor Bob Keogh Assigned the role of clerk to Deputy Administrator Joshua Hartbarger for the October 3<sup>rd</sup> 2023 meeting due to the communicated absence of Clerk Nicole Hartbarger.

Motion by Councilwoman Artiaga, seconded by Councilman Bingham to approve the minutes of the September 19, 2023 Council Meeting. 6 ayes

Motion by Councilman Bingham, seconded by Councilwoman Artiaga to approve the bills totaling \$4,261.91 dated September 28, 2023, the Addendum bills totaling \$67,488.65 dated October 3, 2023 and the August 2023 financial statements. 6 ayes

**PERSONS TO APPEAR BEFORE COUNCIL**

None noted

**COMMITTEE REPORTS**

- A. Fallen Timbers Union Cemetery District Meeting – September 18, 2023 and September 25, (Special Meeting) 2023
- i. \$102,580.61 in taxes collected after fees, \$3,003.78 other the revenue, \$34,242.26 in expenses which included \$10,000 payment to both Waterville and Whitehouse for the Loan. A balance of \$260,573.42. A few appropriations were made.
  - ii. Sexton reported working on foundation issues.
  - iii. Discussion of mini tractor / trailer purchase with carryover funds.

- iv. Audit was complete with one item mentioned about licensing fees.
  - v. Title search was complete on Finzel Road Cemetery, more discussion on how to proceed.
  - vi. At the September 25<sup>th</sup> special meeting the sexton produced two quotes for a mini tractor and trailer. Different capabilities were discussed. Authorization was allowed for \$35,600 to purchase a John Deere tractor and \$6,200 for the trailer. Passed with 3 ayes and 0 nays.
  - vii. October 16, 2023 next meeting
- B. Tree Commission Meeting – September 25, 2023
- i. President is preparing the renewal for the Tree City USA Grant.
  - ii. 2023 Growth award qualifiers were discussed, budget increase explained.
  - iii. Tree inventory – 2 storm damaged trees and grant for 50 tree planting. Not all funds were spent. Discussing with Director Pilcher on what else the funds can go towards.
  - iv. 27 street trees are ready for November tree planting.
  - v. Donated tree from Sheer family of Perrysburg in memory of Ted Toffler, the spouse of a member of tree commission. Tree planted along the bike trail.
  - vi. Guest was present (Chuck Kethel) for discussion of disc golf in Sandra Park. Councilman Bingham noted there was an error in the minutes. It was not a fee for the proposed disc golf park. Instead, it was discussion on how much a disc is to purchase. The commission voted unanimously to support a disc golf park.
  - vii. Tree commission participated in the concert on the 28<sup>th</sup> with an informational booth.
  - viii. Discussion on Dutch elm disease and process to address it.

Council Bingham noted that Chuck Kethel was present at the council meeting tonight in case Council had any questions regarding disc golf. Discussion was held regarding tree placement, mowing concerns, placement of the course, costs of installation of course, and upkeep of the course. Director Pilcher let Council know that trees had been delivered. Solicitor Kevin Heban mentioned that Council has the authority to decide on Sandra Park. Administrator Jordan Daugherty emphasized the need to decide today as the trees are here. Councilwoman Mindy Curry expressed support for this project and discussed the benefits of an outdoor venue with low expense start up. Councilwoman Curry asked Chuck Kethel if he would assist with tree placement to help expedite the planting. Chuck Kethel indicated this was done already. Councilwoman Conklin Kleiboemer expressed support as well and indicated that this is Council prioritizing items for our staff, and still a positive step forward. She also expressed that if “we” support this, we also need to support our Public Works staff to maintain it. Councilman Bingham expressed he agrees with other statements and has been for it since the beginning. Acting Mayor Keogh asked on associated costs. Chuck Kethel indicated to start it would be \$4,000. This includes baskets and tee location. Discussion was held on the possibility of business sponsoring tee boxes. Chuck Kethel mentioned the location would still allow the ability for football in the park and walking paths. Councilwoman Conklin Kleiboemer noted that the quotes, one for \$7,000, is within the

Administration spending limits and asked if the funds are there she would like to support fully.

Councilwoman Curry made a motion to authorize the Administration to work with the submitted disc golf layout for tree planting. Councilwoman Conklin Kleiboemer seconded. Motion passed all Ayes.

#### **REPORT OF THE MAYOR**

Acting Mayor Keogh called attention to the upcoming Halloween event on the 31<sup>st</sup>. He reminded all about the upcoming income tax issue on the November 7<sup>th</sup> ballot and expressed support.

#### **REPORT OF THE CLERK OF COUNCIL**

Acting Mayor Keogh asked for any items to report from Clerk Joshua Hartbarger. There were none.

#### **REPORT OF THE VILLAGE ADMINISTRATOR**

Acting Mayor Keogh asked for any items to report from Village Administrator Jordan Daugherty.

Administrator Daugherty described the first item in preparation of final year end appropriations.

Councilwoman Conklin Kleiboemer made a motion to authorize legislation amending appropriations for Current Expenses and Other Expenditures of the Village of Whitehouse, State of Ohio, During the Fiscal Year Ending December 31, 2023 (as an emergency). Councilman Bingham seconded. Motion passed 6 ayes.

Administrator Daugherty explained the next item is updating our codified ordinances each year to replace the updated version.

Councilwoman Artiaga made a motion to authorize legislation to Adopt and Approve Current Replacement Pages to the Whitehouse Codified Ordinances (as an emergency). Councilman Bingham seconded. Motion passed all ayes.

Administrator Daugherty explained this was our third rebid for our Multi-Use Trail & Bridge. The first two bids were high, and it has finally come back reasonably with a large portion funded by grants.

Councilwoman Conklin Kleiboemer made a motion to authorize legislation authorizing the Award of a Contract for The SR 64 Multi-Use Trail and Bridge Project to Geddis Paving and Excavating, Inc. (as an emergency). Councilwoman Mindy Curry seconded. Motion passed 6 ayes.

Administrator Daugherty explained that this portion is for the engineering associated with the Multi-Use Path and Bridge.

Councilwoman Conklin Kleiboemer made a motion to authorize legislation Authorizing the Award of a Contract for Engineering Services With The Mannik & Smith Group (as an emergency) (Contingent on Awarding of Multi-Use Trail and Bridge Contract).

Councilman Connely seconded. Motion passes 6 ayes.

Administrator Daugherty then produced the budget timeline and important legislative dates.

Reminder that Flu shots will be October 12<sup>th</sup> at Village Hall from 5-7pm.

#### **REPORT OF THE VILLAGE SOLICITOR**

Acting Mayor Keogh asked Solicitor Kevin Heban for any items to be reported. There were none.

#### **CITIZEN COMMENTS ON AGENDA ITEMS**

Acting Mayor Keogh asked for Citizen Comments pertaining to Agenda items. There were none.

#### **ORDINANCES**

Acting Mayor Keogh asked Solicitor Kevin Heban for any ordinances to be reviewed or voted on. There following were presented:

Motion by Conklin Kleiboemer, seconded by Bingham, to accept Ordinance 12-2023: Amended Ordinance to Make Appropriations for Current Expenses and Other Expenditures of the Village of Whitehouse, State of Ohio, During the Fiscal Year Ending December 31, 2023 at its first reading and declaring an emergency. 6 ayes.

Motion by Conklin Kleiboemer, seconded by Bingham to suspend the rules and have a second and third reading of Ordinance 12-2023 by title only and declaring an emergency. 6 ayes.

Motion by Conklin Kleiboemer, seconded by Bingham to accept Ordinance 12-2023 and to pass said ordinance and declaring an emergency. Third reading vote by name. 6 ayes.

Motion by Conklin Kleiboemer, seconded by Artiaga to accept Ordinance 13-2023: To Adopt and Approve Current Replacement Pages to the Whitehouse Codified Ordinances at its first reading and declaring an emergency. 6 Ayes.

Motion by Artiaga, seconded by Connelly to suspend the rules and have a second and third reading of Ordinance 13-2023 by title only and declaring an emergency. 6 ayes.

Motion by Conklin Kleiboemer, seconded by Curry to accept Ordinance 13-2023 and to pass said ordinance and declaring an emergency. Third reading vote by name. 6 ayes.

Motion by Artiaga, seconded by Bingham to accept Ordinance 14-2023: Authorizing the Award of a Contract For The SR 64 Multi-Use Trail and Bridge Project to Geddis Paving and Excavating, Inc. at its first reading and declaring an emergency. 6 ayes.

Motion by Curry, seconded by Conklin Kleiboemer to suspend the rules and have a second and third reading of Ordinance 14-2023 by title only and declaring an emergency. 6 ayes.

Motion by Curry, seconded by Bingham to accept Ordinance 14-2023 and to pass said ordinance and declaring an emergency. Third reading vote by name. 6 ayes.

Motion made by Artiaga, seconded by Bingham to accept Ordinance 15-2023: Authorizing the Award of a Contract For Engineering Services With The Mannik & Smith Group at its first reading and declaring an emergency. 6 ayes.

Motion by Artiaga, seconded by Bingham to suspend the rules and have a second and third reading of Ordinance 15-2023 by title only and declaring an emergency. 6 ayes.

Motion by Conklin Kleiboemer, seconded by Curry to accept Ordinance 15-2023 and to pass said ordinance and declaring an emergency. Third reading vote by name. 6 ayes.

## **RESOLUTIONS**

Acting Mayor Keogh asked Solicitor Kevin Heban for any resolutions to be reviewed or voted on. There were none.

## **OTHER ITEMS DISCUSSED**

### **Department Heads**

Public Services Director Steve Pilcher discussed wrapping up the Field and Industrial Parkway waterline projects. The mill and fill will be Wabash, Gilead, Lucas, and Blue Creek Gardens. Leaf pickup will begin soon. Director Pilcher also thanked Mark Thomas for his service to the Village of Whitehouse and good luck to his future endeavors.

Police Chief Baer reminded all that the Homecoming parade is upcoming this Friday, watch for road closures. He also mentioned that on November 8<sup>th</sup> they will be hosting a Keep our Girls Safe class.

Fire Chief Francis October 8<sup>th</sup> through the 14<sup>th</sup> is Fire Prevention week. Video campaign coming. Open House will Be October 8<sup>th</sup> from 12-3.

### **Council Comments**

Several Council members commented their thanks to Chief Baer for his hosting of the second Tax Levy town hall meeting at the Police department. It was informative and well received.

More support and discussion on disc golf. Chuck Kethel was thanked for bringing this to our attention.

A concern was received from a citizen on the spacing of our fire hydrants. A question was asked on spacing and placement. Staff explained that yes it is a predetermined process that includes engineered designs. Director Pilcher noted that 2 more hydrants were added on the line in question.

A question was asked about posting meeting times on Village signs. Staff will look into this.

Acting Mayor Keogh asked for input on any nominations for tax review board members.

**CITIZEN COMMENTS**

Acting Mayor Keogh asked if there were any Citizen comments to be heard. Council was thanked for voting on disc golf. There was also a concern on a telephone pole. Staff will help with this.

**ADJOURNMENT**

Motion by Keogh seconded by Conklin Kleiboemer to adjourn the meeting at 7:22pm. 6 ayes

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Duly Appointed Clerk of Council

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Mayor



**COUNCIL BILLS  
10/12/2023**

VENDOR	DEPARTMENT	AMOUNT	TOTAL	DESCRIPTION
AG-Pro Companies	Parks	\$30.27		Cable
AG-Pro Companies	Streets	\$30.27	\$60.54	Cable
Charter Communications	Police	\$143.23		Internet
Charter Communications	Fire	\$136.76		Internet
Charter Communications	Parks	\$179.96		Internet
Charter Communications	Maintenance	\$208.64		Internet
Charter Communications	Life Squad	\$136.75		Internet
Charter Communications	Water	\$104.32		Internet
Charter Communications	Sewer	\$104.54	\$1,014.20	Internet
Dallas Paul	Econ Dev.	\$1,250.00	\$1,250.00	Economic Development
Fisher Auto	Water	\$378.43		Repair Supplies
Fisher Auto	Sewer	\$233.97	\$612.40	Repair Supplies
Grainger	Capital Project	\$2,084.70	\$2,084.70	Supplies-Decant Facility
Jacob Barnes	Zoning	\$1,650.00	\$1,650.00	Zoning Inspection
Kleinfelder	Administration	\$150.00	\$150.00	General Retainer
Kuhlman	Capital Project	\$121.50	\$121.50	Field Ave Waterline
Lyden Oil Company	Maintenance	\$65.47		Grease & DEF
Lyden Oil Company	Streets	\$12.96		Grease & DEF
Lyden Oil Company	Parks	\$12.96	\$91.39	Grease & DEF
Mack Industries	Sewer	\$111.00		Parts
Mack Industries	Streets	\$111.00	\$222.00	Parts
MASI	Water	\$83.35	\$83.35	Water Sample Analysis
ODP Business Solutions	Administration	\$88.34		Office Supplies
ODP Business Solutions	Parks	\$271.26	\$359.60	Office Supplies
Ohio Compost & Recycling LLC	Streets	\$198.00	\$198.00	Topsoil
Ohio Gas Company	Sewer	\$31.98	\$31.98	Natural Gas Charges
Perfect Sweep Inc.	Streets	\$2,800.00	\$2,800.00	Street Sweeping
Smart Bill	Water	\$599.04		Utility Bill Mailing
Smart Bill	Sewer	\$599.03	\$1,198.07	Utility Bill Mailing
Stryker Sales LLC	Fire	\$29.00	\$29.00	Ankle Strap
Sylvan Studio	Police	\$104.83	\$104.83	Name Plates
T & J Mulch	Parks	\$96.00	\$96.00	Mulch

VENDOR	DEPARTMENT	AMOUNT	TOTAL	DESCRIPTION
Traffic Stop Uniform Supply	Life Squad	\$203.00	\$203.00	Uniform
Treasurer State of Ohio	Police	\$655.00	\$655.00	September Monthly Webchecks
US Bank	Debt	\$129,218.75	\$129,218.75	Debt Service Payment
US Bank	Police	\$136.01		Copier Charges
US Bank	Fire	\$136.01		Copier Charges
US Bank	Maintenance	\$204.02	\$476.04	Copier Charges
Verizon Wireless	Police	\$200.55		Cell Phones & Data
Verizon Wireless	Fire	\$200.55		Cell Phones & Data
Verizon Wireless	Parks	\$27.33		Cell Phones & Data
Verizon Wireless	Administration	\$40.72		Cell Phones & Data
Verizon Wireless	Maintenance	\$27.33		Cell Phones & Data
Verizon Wireless	Streets	\$27.33		Cell Phones & Data
Verizon Wireless	Water	\$27.33		Cell Phones & Data
Verizon Wireless	Sewer	\$27.33	\$578.47	Cell Phones & Data
Waterville Hardware	Fire	\$47.92	\$47.92	Hardware
		\$143,336.74	\$143,336.74	

**ORDINANCE NO. 16-2023**

**AN ORDINANCE AUTHORIZING THE AWARD OF A CONTRACT FOR ENGINEERING SERVICES WITH KLEINFELDER, INC., AND DECLARING AN EMERGENCY.**

**WHEREAS**, The Village of Whitehouse is in need of awarding a contract for engineering and consulting services for Swanton Street Improvements in the Village of Whitehouse; and

**WHEREAS**, The Administration has investigated the engineers to perform this service; and

**WHEREAS**, After due diligence, Kleinfelder, Inc. was determined to be the most appropriate entity to perform these services for the Village.

**NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO, THREE-FOURTHS (3/4) OF ALL MEMBERS ELECTED THERETO CONCURRING, THAT:**

**Section 1:** That the Council hereby waives any irregularities and authorizes the Village Administrator and Administration to enter into a contract with Kleinfelder, Inc., after approval by the Law Director, for engineering and consulting services associated with Swanton Street Improvements at a cost of not to exceed Thirty Seven Thousand, Eight Hundred Dollars (\$37,800.00), which sum is hereby appropriated from such fund as designated and determined by the Administrator of the Village of Whitehouse.

**Section 2.** It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted at open meetings of this Council and that all deliberations of this Council and any of its committees that resulted in such formal actions were in meetings open to the public in compliance with legal requirements as set forth by Village Charter.

**Section 3.** This Ordinance is hereby declared to be an Emergency Measure necessary for the immediate preservation of the public peace, health, and safety; and for the further reason that this Ordinance is deemed necessary to provide for the engineering services as soon as possible for the orderly administration for the Village and to commence the Project in a timely fashion.

WHEREFORE, this Ordinance 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 ORDINANCE: \_\_\_\_\_, 2023.

\_\_\_\_\_  
Mayor

ATTEST:

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

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

## MEMORANDUM

TO: Mayor and Village Council

FROM: Steve Pilcher, Director of Public Service

SUBJECT: Sanitary Sewer Evaluation

DATE: October 13, 2023

The need to inspect and evaluate infrastructure is an ongoing maintenance consideration, especially when the infrastructure is buried, advanced in age and costly to replace, often being beneath other critical infrastructure such as water mains and roadways. Sanitary sewers in Whitehouse are the infrastructure to be most concerned for, both now and in the coming years. It is imperative to conduct evaluations such as this while possible cost-effective measures can be planned for in the coming years. With this in mind, I would like to present for consideration the evaluation with recommendations for the rehabilitation of several main collector sanitary sewers to include Centerville Street., Shepler Street., Lenderson Avenue., Weckerly Drive and Logan Street. The evaluation would be conducted through Jones & Henry Engineers Ltd. and consist of main line video inspections/evaluations with the final outcome being recommendations for future rehabilitation projects to be included in the 5-year Capital Planning budget proposals. These findings will be presented to Whitehouse with project rankings and engineers' estimates. The fee for these engineering services is \$38,000.

My recommendation and request is for Council to authorize the Administrator to enter into a contract with Jones & Henry Engineering, Ltd., for the purpose of the project "Whitehouse Sewer Rehabilitation" in the amount of \$38,000.

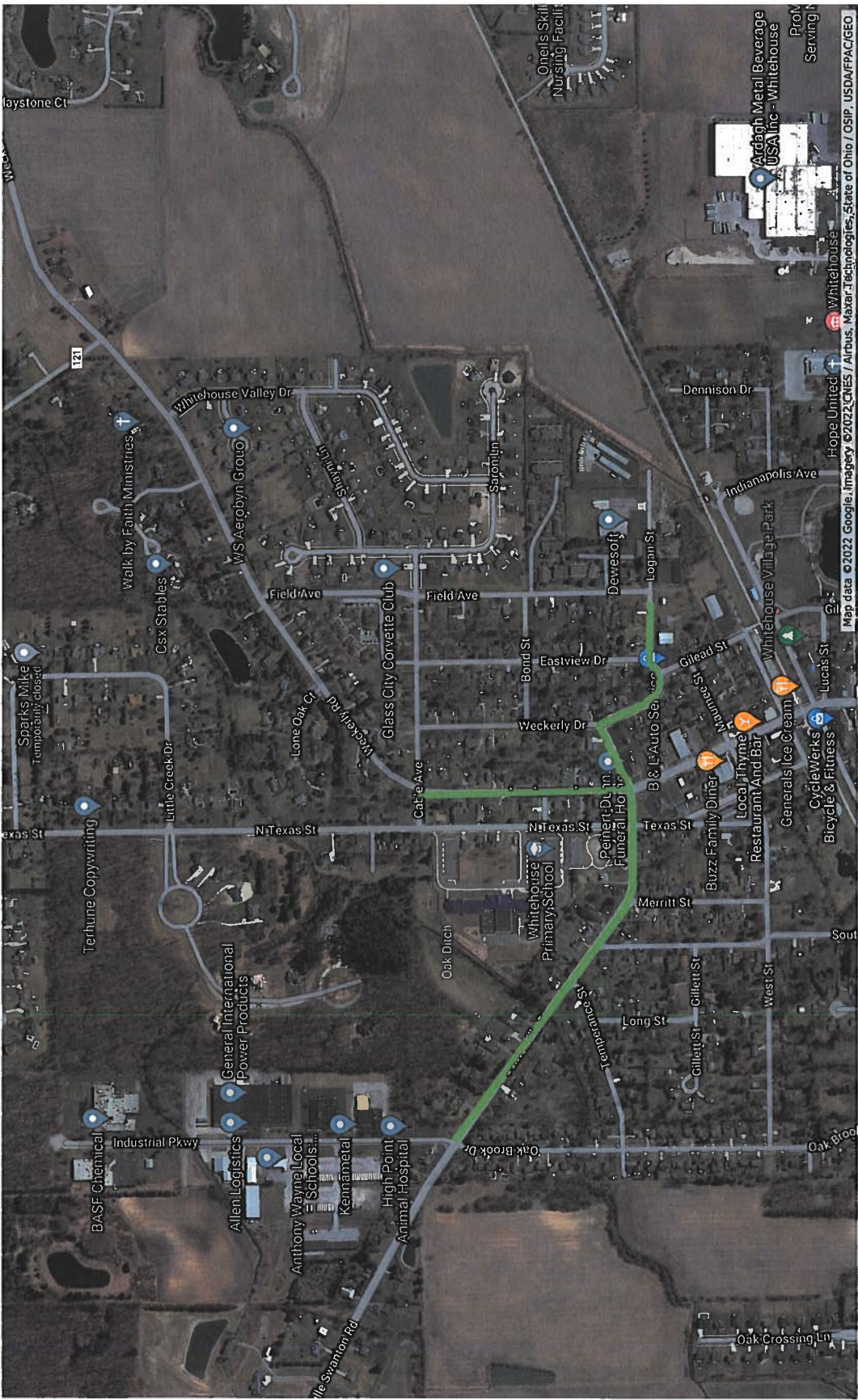
Respectfully Submitted,

Steven Pilcher, Director of Public Service

# Whitehouse - Sewer Evaluation

- Centerville/Shepler
- 10" Sanitary
- 10" Sanitary
- Storm Tile
- 36" RCP
- 36" RCP
- 40" x 65" CMP
- 54" RCP
- SR 64 Sanitary Sewer
- 12" PVC
- 8" x 2' PVC

Clean, inspect and evaluate certain Sanitary and Storm sewers in the Village of Whitehouse.



Map data © 2022 Google, Imagery © 2022 CNES / Airbus, Maxar Technologies, State of Ohio / OSIP, USDA/FPAC/GEO

**ORDINANCE NO. 17-2023**

**AN ORDINANCE AUTHORIZING THE AWARD OF A CONTRACT FOR ENGINEERING SERVICES WITH JONES & HENRY ENGINEERING, LTD., AND DECLARING AN EMERGENCY.**

**WHEREAS**, The Village of Whitehouse is in need of awarding a contract for engineering and consulting services for the Whitehouse Sewer Rehabilitation project in the Village of Whitehouse; and

**WHEREAS**, The Administration has investigated the engineers to perform this service; and

**WHEREAS**, After due diligence, Jones & Henry Engineering, Ltd. was determined to be the most appropriate entity to perform these services for the Village.

**NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO, THREE-FOURTHS (3/4) OF ALL MEMBERS ELECTED THERETO CONCURRING, THAT:**

**Section 1:** That the Council hereby waives any irregularities and authorizes the Village Administrator and Administration to enter into a contract with Jones & Henry Engineering, Ltd., after approval by the Law Director, for engineering and consulting services associated with the Whitehouse Sewer Rehabilitation project at a cost of not to exceed Thirty Eight Thousand Dollars (\$38,000.00), which sum is hereby appropriated from such fund as designated and determined by the Administrator of the Village of Whitehouse.

**Section 2.** It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted at open meetings of this Council and that all deliberations of this Council and any of its committees that resulted in such formal actions were in meetings open to the public in compliance with legal requirements as set forth by Village Charter.

**Section 3.** This Ordinance is hereby declared to be an Emergency Measure necessary for the immediate preservation of the public peace, health, and safety; and for the further reason that this Ordinance is deemed necessary to provide for the engineering services as soon as possible for the orderly administration for the Village and to commence the Project in a timely fashion.

WHEREFORE, this Ordinance 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 ORDINANCE: \_\_\_\_\_, 2023.

\_\_\_\_\_  
Mayor

ATTEST:

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

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



# VILLAGE OF WHITEHOUSE

October 17, 2023

## ADMINISTRATION

- 10-10-23 1. September 30, 2023: Income Tax Collection = \$2,906,135.28  
Compared to last year = \$2,505,993.46 (15.97% increase)  
JEDD & JEDZ collections = \$1,983,229.60
- 02-19-19 2. Safety and Health Report: Last lost time injury was January 14, 2019

## ADMINISTRATIVE ACTIVITIES

## COMMUNITY DEVELOPMENT

## SUBDIVISION DEVELOPMENTS

- 10-17-23 1. **Savanna Lake Plat 2** – All utilities completed. Construction of street underway.

## STREETS

10-17-23

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. Project out to bid. Bid over Engineers estimate – bids rejected. Will rebid. Out to bid. Bid opening date – 4/20/23. Bid Over Engineer's Estimate. Will need rebid. Out to bid - bid opening date 9/21/23. Bid awarded to Geddis Paving & Excavating in the amount of \$845,000.00
2. **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. Request authorization for Administrator to advertise for bids. Bid Opening – June 15, 2023. Awarded to Henry W. Bergman, Inc. - \$163,442.87. Project to start the week of October 9, 2023.
3. **Swanton Street Reconstruction** – Total Reconstruction of Swanton Street, from Maumee to Texas St. This is in the OPWC project pipeline for FY 2024.
4. **North Texas St. (Lone Oak Ditch to Swan Creek), Bond St., Cemetery Rd (Intersection at SR 64)** – 2025 OPWC Street Resurfacing

## PARKS & RECREATION

- 10-17-23 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 2025.

2. **Tree Commission Urban Forestry Grant**-Whitehouse Applied for and was awarded a 10,000 matching grant to be used for the planting of trees. These trees will be planted at Sandra Park. The trees will be selected by the Tree Commission. Public Works Department will assist in the layout and planting. Planting will take place in fall 2023. Trees planted first week of October.

## STREETS

## WATER

09-19-23

1. **Elevated Storage Study** – Contracted with Poggemeyer Design Group to evaluate water distribution needs for future elevated water storage. In progress. Completed and reviewed.
2. **Field Avenue Water Main Improvements** – Upsize existing water main from 6” to 8”. Anticipate bid to be January 2023 – Out to bid – bid opening 2-3-23. Awarded to Kyle J. Sherman Excavating-\$200,216.00
3. **Industrial Parkway Water Main** – Renew with PVC – upsize from 8” to 10”. Anticipate bid to be January 2023. Out to bid – bid opening 2-3-23. Awarded to Kyle J. Sherman Excavating-\$265,358.00.
4. **Elevated Storage** – A new .5MG Water Tower is currently in the design engineering phase. Design engineer is Poggemeyer Design Group. Grant awarded for construction of new .5 MG Elevated Water Storage Tower - \$1,874,138.00

## 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 26<sup>th</sup> 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

09-19-23

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 decant 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. Pad is 80% completed.

## **SANITATION**

**02-07-23**

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. January 7<sup>th</sup> Drop off – 99 vehicles filling 2-40 yd. dumpsters., January 14<sup>th</sup> Drop off – 76 vehicles partially filling 2-40 yd dumpsters.

## **MISCELLANEOUS**

**10-12-23**

1. **Building Permits:** 8 new homes as of 10-12-23.

**10-17-23**

2. **Public Works:**
  1. Water Department
    - a. Valve Exercising
    - b. Hydrant Maintenance Programs-completed for 2023
  2. Sewer Flushing & Manhole Evaluations
  3. Storm Water Inspections – Outfalls & Asst. Management
  4. Fall Preparations & tree trimming. – Leaf pickup begins Oct. 16<sup>th</sup> and runs through December.

## **Boards and Commissions**

### A. Board of Zoning Appeals

1. Pending approval of September 6, 2023 meeting minutes

### B. Charter Revision Commission

1. Pending approval of March 21, 2023 meeting minutes

### C. Fire Dependency Board

1. Pending approval of January 18, 2023 meeting minutes

### D. Planning Commission

1. Pending approval of September 18, 2023 meeting minutes

### E. Records Commission

1. Pending approval of June 6, 2023, 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 August 24, 2023 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