

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, Steve Connelly, Mindy Curry, Louann Artiaga, Richard Bingham, and Rebecca Conklin Kleiboemer

Council Members Absent: N/A

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

Guests Present: Karen Gerhardinger, Wendy Gehring, Tim & Carrie Tuohy, Phil Whaley, David & Sharon Prueter, Rob Casaletta, Bob Crowe

Council Prayer was given by Acting Mayor Bob Keogh

Motion by Councilman Rich Bingham, seconded by Councilman Steve Connelly to approve the minutes of the September 5th, 2023 Council Meeting. 6 ayes

Motion by Councilwoman Louann Artiaga, seconded by Councilman Bingham to approve the bills totaling \$20,461.54 dated September 14th, 2023 and the Addendum bills totaling \$144,754.26 dated September 19th, 2023. 6 ayes

PERSONS TO APPEAR BEFORE COUNCIL

Acting Mayor Keogh asked if there were any persons to appear before council. There were none.

COMMITTEE REPORTS

- A. Report on the September 6th, 2023 Board of Zoning Appeals Meeting
 - i. Deputy Administrator Hartbarger reported that the meeting began at 6:01pm and they began with approving the minutes from the previous BZA meeting.
 - ii. The next item discussed was Appeal #3-2023 where a homeowner was asking for an appeal to be approved for a 3.5 foot variance on the construction of a two-story detached garage in the rear yard of their property. The plans showed an apartment in the second story above the garage, but the homeowner did confirm that this will be a storage area, not an apartment. At most there will be a bathroom constructed in this area. After committee discussion, it was decided to approve appeal #3-2023 to allow for the variance.
 - iii. There were no other items to discuss, meeting was adjourned at 6:25pm.
- B. Report on the September 18th, 2023 Planning Commission Meeting
 - i. Village Administrator Daugherty reported that this was the first meeting of the Planning Commission in over a year and a half. The first item on the agenda was to organize the officers based on the members as part of the Commission and in attendance.
 - ii. There was one issue to be discussed. Savannah Lake Plat 2 was previously discussed and reviewed by the commission. The plan is to make an adjustment to add a pond in a lot. These changes, to add the pond, require the need to come before the Planning Commission for approval; a approximate 2.1 acre variance would be required. The group is also reviewing the side and rear yard setbacks, a 50 foot variance was considered. The owner representative was in attendance and all items were reviewed. After discussion the Planning Commission did agree to approve all variances unanimously. The Plat will now be finalized.

REPORT OF THE MAYOR

Acting Mayor Keogh read a Proclamation dated September 17th, 2023 proclaiming that the week of September 17th to September 23rd is Constitution Week in the Village of Whitehouse. The Proclamation urges all citizens to reaffirm the ideals the Framers of the Constitution had in 1787.

REPORT OF THE CLERK OF COUNCIL

Acting Mayor Keogh asked for any items to report from Clerk Nicole 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 started his report by asking Solicitor Heban to discuss the need for the Village of Whitehouse to organize a Tax Review Board. Heban explained that in 2015 Ohio legislature adopted rules regarding local income taxes. The board is in place for review of issues when it comes to a Tax Payer feeling something is not appropriate with their taxes, they have a board to appeal to for review. Heban explained that Whitehouse establishes the board of three members. Two members are to be appointed by the legislative authority of a municipality and these two members can not be employees, contractors or elected officials. The Mayor appoints the third member and this member can be an employee but cannot be the Finance Director or anyone in the tax department. Heban verified that these are unpaid positions. He did also inform Council that there have been no issues or objections as of this time on tax returns, but we are getting ahead of it and wanting to form the board before the need arises.

Acting Mayor Keogh has asked Council to think about the requirements for the positions and send him recommendations before the next council meeting.

Administrator Daugherty mentioned that there are several items that need to be approved by Council to vote on later in the meeting as Resolutions.

Daugherty commented that Council needs to pass legislation, Resolution 15-2023 later in the meeting, to approve accepting the amounts and rates as determined by the Budget commission. Daugherty mentioned that this is legislation that needs to be passed each year to certify to the county in prep for tax season.

Motion by Councilwoman Artiaga, seconded by Councilman Bingham to request authorization for legislation to accept the amounts and rates as determined by the budget commission for necessary Tax Levies, as an emergency. 6 ayes

The next item that Daugherty discussed is the need to request authorization on Resolution 16-2023. Daugherty reminded Council that this is county required legislation and it tells Lucas County our intent to have real estate tax income disbursed incrementally across the year; this is something Whitehouse has done for a very long time.

Motion by Councilwoman Conklin Kleiboemer, seconded by Councilwoman Curry to request authorization for legislation requesting the advance of monies on taxes collected by Lucas County, as an emergency. 6 ayes

Daugherty mentioned that the last piece of legislation for tonight's meeting is Resolution 17-2023. He stated that this resolution is to authorize the Administrator to prepare and submit an application for participate in the OPWC State Capital Improvement Program, giving the Administrator full power as the signatory representative for the village. He is asking that

Council pass this legislation to articulate the village's intent to apply for funds, it is time to take action on this topic.

Motion by Councilwoman Artiaga, seconded by Councilman Bingham to request authorization for legislation authorizing the Administrator to prepare and submit an application for the OPWC State Capital Improvement Program, as an emergency. 6 ayes

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 were none.

RESOLUTIONS

Acting Mayor Keogh asked Heban for any resolutions to be reviewed or voted on. Previously discussed Resolutions 15-2023, 16-2023 and 17-2023 to be voted on.

Motion by Councilwoman Conklin Kleiboemer, seconded by Councilwoman Curry to accept **Resolution 15-2023: Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor**, at its first reading and declaring an emergency. 6 ayes

Motion by Councilwoman Conklin Kleiboemer, seconded by Councilwoman Curry to approve to suspend the rules and have the second and third reading of **Resolution 15-2023**, by title only and declaring an emergency. 6 ayes

Motion by Councilwoman Conklin Kleiboemer, seconded by Councilman Bingham to accept **Resolution 15-2023** and to pass said Resolution and declaring an emergency. Third reading vote by name. 6 ayes

Motion by Councilwoman Curry, seconded by Councilman Bingham to accept **Resolution 16-2023: Requesting the Advance of Monies on Taxes Collected by the Lucas County, Ohio Treasurer as Same Have Been Collected for the Village of Whitehouse, Lucas County, Ohio**, at its first reading and declaring an emergency. 6 Ayes

Motion by Councilwoman Conklin Kleiboemer, seconded by Councilman Bingham to approve to suspend the rules and have the second and third reading of **Resolution 16-2023** by title only and declaring an emergency. 6 Ayes

Motion by Councilwoman Conklin Kleiboemer, seconded by Councilman Bingham to accept **Resolution 16-2023** and to pass said Resolution and declaring an emergency. Third reading vote by name. 6 Ayes

Motion by Councilwoman Conklin Kleiboemer, seconded by Councilman Connelly to accept **Resolution 17-2023: Authorizing the Village Administrator to Prepare and Submit an Application to Participate in the Ohio Public Works Commission State Capital Improvement And/Or Local Government Transportation Improvement Program and Designating the Administrator as the Signatory Representative for the Village of Whitehouse on Any and All Contracts with Full Power and Authority to Execute Same**, at its first reading and declaring an emergency. 6 Ayes

Motion by Councilwoman Conklin Kleiboemer, seconded by Councilman Bingham to approve to suspend the rules and have the second and third reading of **Resolution 17-2023** by title only and declaring an emergency. 6 Ayes

Motion by Councilwoman Conklin Kleiboemer, seconded by Councilman Bingham to accept **Resolution 17-2023** and to pass said Resolution and declaring an emergency. Third reading vote by name. 6 Ayes

OTHER ITEMS DISCUSSED

Department Heads

Fire Chief Jason Francis let Council and those in attendance know that the Fire Department will be hosting an open house on Sunday, October 8th from 12-3pm. They will be having a few aircraft landing, including LifeFlight and Promedica. He mentioned that there will be vendors along with popcorn and apple cider. Chief Francis also mentioned that the Fire Department will be hosting their annual awards banquet on October 25th from 6-8pm.

Police Chief Allan Baer commented that the currently open Citizen Survey is going well, they have received over 100 replies so far. He did mention that the online link to fill out the survey was having some technical difficulties, but that has since been corrected and access is good now. He is asking that all continue to share the survey with community members in hopes of more responses, there are 11 days left to fill it out. He lastly mentioned that the Police Department is prepping for year end reports and budgets.

Public Services Director Steve Pilcher shared that the waterway replacement on Industrial Parkway and Field Avenue is still ongoing; lines should be done by the end of next week. The yards that were affected will be restored shortly after that. He mentioned that they are currently waiting on a start date from the contractor for the fall paving project that will be underway soon.

Council Comments

One council member reminded all of those in attendance of the importance of continually sharing and making citizens aware of the upcoming vote on the tax levy. There is a second tax levy town hall meeting coming up next week on Tuesday, September 26th to be held at the Police Department.

As discussed during the last council meeting, the idea of a disc golf course at Sandra Park was brought up again. It was confirmed that this will be discussed at the next Tree Commission meeting – the citizen with the design plans will be in attendance to share details with the commission members. It was stated that this is a great opportunity for the village to use this space, several agreed.

Lastly, a reminder that the rescheduled Summer Concert Series event is coming up next week on Thursday, September 28th. It was shared that there will be additional vendors at this event, along with the standard food vendors.

CITIZEN COMMENTS

Acting Mayor Keogh asked if there were any Citizen comments to be heard. There were none.

Motion at 6:51pm by Councilman Keogh, seconded by Councilwoman Conklin Kleiboemer to enter into an Executive Session for a personnel discussion. 6 ayes

Motion at 7:48pm by Councilman Keogh, seconded by Councilwoman Artiaga to reconvene the Council meeting from Executive Session. 6 ayes

ADJOURNMENT

Motion by Councilman Keogh, seconded by Councilman Bingham to adjourn the meeting at 7:48pm. 6 ayes

Regular

September 19,

23

Duly Appointed Clerk of Council

Mayor