



January 11, 2024

WHITEHOUSE COUNCIL AGENDA
January 16, 2024
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 382473269#. 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, January 16, 2024, at 6:30 PM. The meeting will be held in Council Chambers, Village Hall, 6925 Providence St., Whitehouse, Ohio

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 Steve Bond, Community of Christ
- IV. Pledge of Allegiance
- V. Council Consideration of Vacant Seat
- VI. Adoption of Minutes of the January 2, 2024 Council Meeting
- VII. Adoption of Bills Dated January 11, 2024 and the Addendum bills dated January 16, 2024
- VIII. Introduction of Persons to Appear Before Council
 - A. Request for Great Black Swamp Festival of Races on March 16, 2024
 - B. Request for Whitehouse Primary School 5K on April 13, 2024
- IX. Committee Reports
 - A. Report on the Spencer Township JEDZ Meeting
 - B. Report on the January 9, 2024 Committee of the Whole Meeting

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

- X. Report of the Mayor
 - A. Appointment of Board and Committee Members
- XI. Report of the Clerk of Council
- XII. Report of the Village Administrator
- XIII. Report of the Village Solicitor
- XIV. Report from Department Heads
- XV. Citizen Comments on Agenda Items
- XVI. Ordinances
 - A. **Ordinance 5-2023:** Amending Whitehouse Municipal Code Section 955.03(b)(4), Residential Waste Collection Regulations (1st Reading)
 - B. **Ordinance 6-2023:** Enacting Whitehouse Municipal Code Section 1257.30, Keeping of Chickens (1st Reading)
- XVII. Resolutions
- XVIII. Council Comments
- XIX. Citizen Comments
- XX. Adjournment

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

Meeting called to order at 6:30 PM by Mayor Rich Bingham.

Council Members Present: Mayor Rich Bingham, Louanne Artiaga, Steve Connelly, Dave Riggensch, Carrie Tuohy, and Larry Yunker

Council Members Absent: None

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.

Guests Present: Rob Casaletta, David Prueter, Tim Tuohy, Jennifer Bingham, Mona Snyder, Karen Gerhardinger, Joe & Vicky Rose, Johnathan Yunker, James Cairl, Wendy Gehring, Andrea Riggensch, Isabel Riggensch, Ellie Riggensch and William Riggensch

Council Prayer was given by Jordan Daugherty.

Mayor Rich Bingham appointed Joshua Hartbarger to acting clerk of Council for the January 16th 2024 meeting. Motion made by Councilwoman Artiaga and second by Councilman Connelly. Motion passed 5 ayes.

Judge Hazard Swore in Rich Bingham as Mayor of Whitehouse. Judge Hazard also swore in Dave Riggensch, Carrie Tuohy, Steve Connelly, and Larry Yunker to their perspective Whitehouse Village Council Seats.

Mayor Bingham stated the first order of business was our annual organizational business as per the Whitehouse Charter. Councilman Connelly nominated Councilwoman Artiaga for Council President. Nomination passed with 5 ayes.

Mayor Bingham asked if the current meeting time of 6:30pm was acceptable. All agreed.

Motion by Councilman Connelly, seconded by Councilman Riggensch to approve the minutes of the December 19th, 2023 Council meeting. 5 ayes

Motion by Councilman Connelly, seconded by Councilman Riggensch to approve the Addendum bills totaling \$54,647.09 dated January 2, 2024. 5 ayes

PERSONS TO APPEAR BEFORE COUNCIL

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

COMMITTEE REPORTS

Mayor Bingham asked if there were any committee reports to share.

Report on the December 18th, 2023 Fallen Timbers Union Cemetery District

- i. Revenue \$5,003.50
- ii. Expenses \$11,918.10
- iii. Balance \$195,098.45 (compared to \$168k 2022 ending balance)
- iv. Conversations were had thanking staff for keeping the expenses down, goal was to keep the balance healthy and over \$100k which has been accomplished.
- v. Sexton reported on the new tractor working out great, lawn cutting is down for the year. He thanked Waterville Twp's Kim Anderson for help in obtaining a grant for some funding toward digitizing cemetery records. He also thanked Triotech for their support so far in this technical update.
- vi. Motion was brought and passed to give Rory Hartbarger, Troy, and Tiffany Bachman \$500 merit service bonus.
- vii. Councilwoman Conklin Kleiboemer and Councilman Frey were presented with thank you certificates and plaques for their time and effort within the FTUCD.
- viii. Next scheduled meeting is January 22nd, 2024.
- ix. Adjourn time at 6:21pm

REPORT OF THE MAYOR

Mayor Bingham appointed Rob Casalleta to Charter Review Commission. Motion made by Councilman Riggensbach and seconded by Councilwoman Artiaga to approve the appointment. Motion passed 5 ayes.

Mayor Bingham appointed Councilman Yunker to Charter Review Commission. Motion made by Councilman Connelly and seconded by Councilwoman Artiaga to approve the appointment. Motion passed 5 ayes.

Mayor Bingham appointed Councilman Connelly to Tree Commission. Motion made by Councilwoman Artiaga and seconded by Councilwoman Tuohy to approve the appointment. Motion passed 5 ayes.

Mayor Bingham appointed Amy Shultz to Records Commission. Motion made by Councilman Riggensbach and seconded by Councilwoman Tuohy to approve the appointment. Motion passed 5 ayes.

Mayor Bingham appointed Ed Kaplan to Fire Dependency Board. Motion made by Councilwoman Artiaga and seconded by Councilman Riggensbach to approve the appointment. Motion passed 5 ayes.

Mayor Bingham appointed Councilman Riggensbach as a special appointment to Planning Commission. Motion made by Councilwoman Artiaga and seconded by Councilwoman Tuohy to approve the appointment. Motion passed 5 ayes.

Mayor Bingham Appointed Councilman Dave Riegenbach, Councilwoman Carrie Tuohy, and Councilman Steve Connelly to Personnel Committee. Motion made by Councilwoman Tuohy and seconded by Councilman Yunker to approve the appointment. Motion passed 5 ayes.

Mayor Bingham appointed Councilwoman Tuohy to the Spencer Township JEDZ, Waterville Township JEDD, and Monclova Township JEDD Committees. Motion made by Councilman Connelly and seconded by Councilman Riegenbach to approve the appointment. Motion passed 5 ayes.

Mayor Bingham further discussed a call to the Charter committee to meet as soon as possible. He also stated that he has asked Solicitor Heban to ensure we are compliant with all Federal, State, and local Laws. He would like the changes to be present on the November 2024 ballot.

Mayor Bingham also outlined his approach to our financial situation. He would like an economic development grant for local business growth. Also, a search for business to relocate to Whitehouse. We have the partners to support this. He would also like to see community outreach to understand why people would or wouldn't support a ballot issue. He asked council to help go door to door to seek the information and educate our public. Finally, he would like to engage our youth in the form of Mayor or Council for a day.

Mayor Bingham gave a report on Ardaugh. We have reached out to all Federal, State, and local partners to assist with keeping Ardaugh in Whitehouse. Unfortunately, this was not successful, and the final day will be January 31st. He informed that we would work with the Chamber of Commerce to help find opportunities for those affected by the closure. He let council and Whitehouse know, we will find someone to fill this void.

REPORT OF THE CLERK OF COUNCIL

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

REPORT OF THE VILLAGE ADMINISTRATOR

Mayor Bingham asked for any items to report from Administrator Jordan Daugherty.

Administrator Daugherty informed Mayor and Council:

- The Promotional ceremony will be January 16th at 5:30pm for those recently promoted.
- Please send Bio's and contact information to us for website updates.
- Revenue and Chickens will be on the slate for Februarys committee discussions.

REPORT OF THE VILLAGE SOLICITOR

Mayor Bingham asked Solicitor Kevin Heban for any items to be reported.

Solicitor Heban indicated that the ordinance for the chickens will appear on the agendas as it was tabled indefinitely. This is the same for the refuse ordinance. He also congratulated all elected officials on their positions.

CITIZEN COMMENTS ON AGENDA ITEMS

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

OTHER ITEMS DISCUSSED

Department Heads

Chief Francis congratulated all. Annual report is coming.

Chief Baer congratulated Council. He updated an issue with some car break ins. They have a suspect and property was collected. Annual report coming.

Director Pilcher Congratulated all. Leaf pickup is ongoing and tree pickup will be Monday with trash.

CITIZEN COMMENTS ON AGENDA ITEMS

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

ORDINANCE AND RESOLUTIONS

None

COUNCIL COMMENTS

Councilwoman Artiaga asked on reports from PD. Chief Baer stated they will be coming. They just switched to a new record management system. She also congratulated Mayor Bingham and fellow Council elect.

Councilman Riggerbach expressed that he is looking forward to working with everyone and congratulated all elected.

Councilwoman Tuohy is looking forward to working will all and congratulations to those elected.

Councilman Connelly asked about the bulk drop-off date. Director Pilcher answered. Councilman Connelly also congratulated all.

Councilman Yunker echoed the congratulations and thanked the public for the opportunity to serve.

Regular

January 2,

24

CITIZEN COMMENTS

Mayor Bingham asked if there were any Citizen comments to be heard. There were none from citizens.

ADJOURNMENT

Motion by Councilman Yunker, seconded by Councilman Connelly to adjourn the meeting at 7:29pm. 5 ayes

Duly Appointed Clerk of Council

Mayor

COUNCIL BILLS

1/11/2024

VENDOR	DEPARTMENT	AMOUNT	TOTAL	DESCRIPTION
Aulick	Sewer	\$5,272.50	\$5,272.50	Chemicals
Bound Tree	Fire	\$1,186.28	\$1,186.28	EMS Supplies
Charter Communications	Police	\$144.24		Internet
Charter Communications	Fire	\$137.56		Internet
Charter Communications	Parks	\$72.98		Internet
Charter Communications	Maintenance	\$209.10		Internet
Charter Communications	Life Squad	\$137.55		Internet
Charter Communications	Water	\$104.55		Internet
Charter Communications	Sewer	\$104.54	\$910.52	Internet
Four County Career Center	Fire	\$750.00		Fire Officer II Classes
Four County Career Center	Fire	\$162.00	\$912.00	CPR Cards
Garcia Surveyors	Water	\$46.94	\$46.94	Utility Refund
Kissflow	Administration	\$165.00	\$165.00	Purchase Order Software
MA SI	Water	\$92.05	\$92.05	Water Sample Analysis
Metro Toledo Criminal Justice Admin.	Police	\$50.00	\$50.00	2024 Annual Dues
Ohio Gas Company	Sewer	\$32.52	\$32.52	Natural Gas Charges
Penn Care	Fire	\$857.89	\$857.89	EMS Supplies
Perrysburg Pipe & Supply Company	Water	\$185.80	\$185.80	Meter Parts
Service Organization	Administration	\$25.50	\$25.50	FSA Service Fee
Smart Bill	Water	\$596.47		Utility Bill Mailing
Smart Bill	Sewer	\$596.46	\$1,192.93	Utility Bill Mailing
Target Solutions Learning LLC	Police	\$950.10	\$950.10	Annual Fee
Traffic Stop Uniform Supply	Police	\$138.24	\$138.24	Uniforms
Treasurer State of Ohio	Police	\$378.00	\$378.00	Monthly WebCheck Fees
Triotech Corporation	Administration	\$951.25	\$951.25	Office 365 & AntiVirus
		\$13,347.52	\$13,347.52	

All events need a minimum of sixty (60) days for approval from the time of application to the event day.

Whitehouse

Request for Special Event
Village of Whitehouse
PO Box 2476, Whitehouse, OH 43571
Phone: (419) 877-5383 / Fax: (419) 877-5635
Email: VOWevents@whitehouseoh.gov

Name of Event: Great Black Swamp Festival Of Races
Coordinator/Contact Person: Erin O'Connell
Address: PO Box 8818, Maumee Oh
Phone: 419.654.3288 Email: eoconnell79@gmail.com
FAX: _____
Event Date (s): ~~3/23/2024~~ March 16, 2024 Event Hours: 8am - 11am
Estimated Number of Attendance: 200
Brief Description of Event:

5k, 15k and 25k road race that begins and ends at Fallen Timbers Middle School. See map, same as years past

8:00 & 8:15 (5K)
11:15 & 25K

☒ Yes ☐ No (Is this event for a non-profit organization?)

Will the Event Use Signage/Attraction Devices	☐ Yes ☐ No
Amplified Voice/Music	☐ Yes ☐ No
Food/Beverage Sales	☐ Yes ☐ No
Alcoholic Beverage Sales	☐ Yes ☐ No
Tent Rental	☐ Yes ☐ No
Food Trucks	☐ Yes ☐ No
Inflatable (i.e., bounce house)	☐ Yes ☐ No
Product Sales	☐ Yes ☐ No
Temporary Fencing	☐ Yes ☐ No
Traffic Barricades	☐ Yes ☐ No
Traffic Signage (No Parking)	☐ Yes ☐ No
Security	☐ Yes ☐ No
Traffic Control and Direction	☒ Yes ☐ No
F2 Permit & Approval	☐ Yes ☐ No
Other (Explain)	

Identify any Village services, public facilities, or equipment you are requesting in conjunction with this event. (IE: enclosed shelter house, police assistance, streets closed).

_____ police assistance _____

PLEASE supply a map highlighting the property, temporary structures (identifying use and activity), pedestrian ways and/or streets that will be impacted by this event.

All events need a minimum of sixty (60) days for approval from the time of application to the event day.

Payment for services

The Event Coordinator/Contact Person/Sponsoring Entity shall make payment for services payable to *The Village of Whitehouse*. Payment must be received by the Village of Whitehouse no later than ten (10) business days after the event. All numbers below are estimated based on the information provided by the coordinator. Billing will be in actual hours with a minimum of 2 hours billing per event.

Estimated Employee Hourly Rates:

Department	Hourly Rates	# Employees*	Total
Administration	\$40.00 \$50		
Fire	\$40.00 \$50	3-4 hrs.	\$600.00
Police	\$40.00 \$50	1-4 hrs 2-2 hrs.	\$400.00
Public Service	\$40.00 \$50		

* Department heads determine the number of employees needed for an event.

** There will be a two (2) hour minimum fee for all employees involved in the event.

Estimated Equipment Rates:

Current FEMA Fee Schedule

Inspection and Building Fees:

Type	Rate	# Tents or Food Trucks	Total
Building Permit Fee for Tent if over 400 sq feet	\$50.00/Tent		
Tent Under 400 sq feet with no sides	No Fee		
Tent over 400 sq feet with minimum of one (1) side	\$50.00/Tent		
Initial Food Truck Inspection	\$25.00/Food Truck		
Food Truck Re-Inspections	\$75.00/Food Truck		
Shelter House / Pavilion Rental (No charge for resident)	\$100.00 / Non-Resident	N/A	
Key / Security Deposit	\$100.00 (Refundable if returned and no damage or cleaning to property)	N/A	

ESTIMATED EVENT TOTAL: Personnel 6 Other Total \$1,000.00

All events need a minimum of sixty (60) days for approval from the time of application to the event day.

READ THE FOLLOWING BEFORE SIGNING

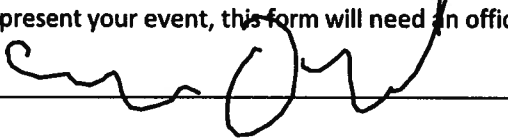
The submittal of this event form does not ensure approval of the event.

The Village cannot accommodate every event and some events may require reimbursement for services rendered. You must attach to this application either an insurance policy or a certificate of insurance that includes The Village of Whitehouse as additionally insured. The insurance requirements depend on the risk level of the event.

The applicant agrees to defend, indemnify, and hold harmless The Village of Whitehouse from any claim, demand, suit, loss, cost of expense, or any damage which may be asserted, claim or recovered against or from The Village of Whitehouse by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomever and which damage, injury, or death, arises out of this activity.

In addition, by signing the form below, the event coordinator is agreeing that they, or a representative, need to present this event to Whitehouse Village Council during a regularly scheduled council meeting. If the event coordinator or representative is not present, they waive the right for the event fees to be waived if it was previously requested.

If you are submitting this form online, print your name in the signature block. Before you or your representative present your event, this form will need an official signature.

Signature:  Date: 12/14/2023

Attachments if needed:

___ Ohio Revised Code Section 4303.202 F-2 Permit Legislation. [CLICK HERE](#)

___ Ohio Department of Commerce/Division of Liquor Control: *How to Apply for a Liquor Permit*. [CLICK HERE](#)

___ Tent, Bounce House, and/or Food Truck Application. [CLICK HERE](#)

All events need a minimum of sixty (60) days for approval from the time of application to the event day.

INTERNAL USE ONLY

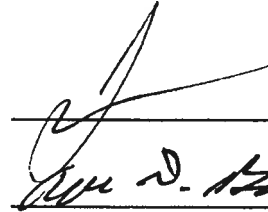
Event Approval Signatures

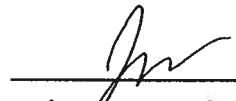
Deputy Administrator / COO

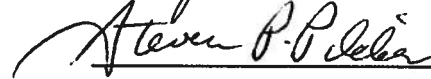
Police Chief

Fire Chief

Public Service Director

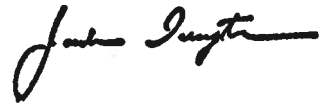






Approved for Council Presentation

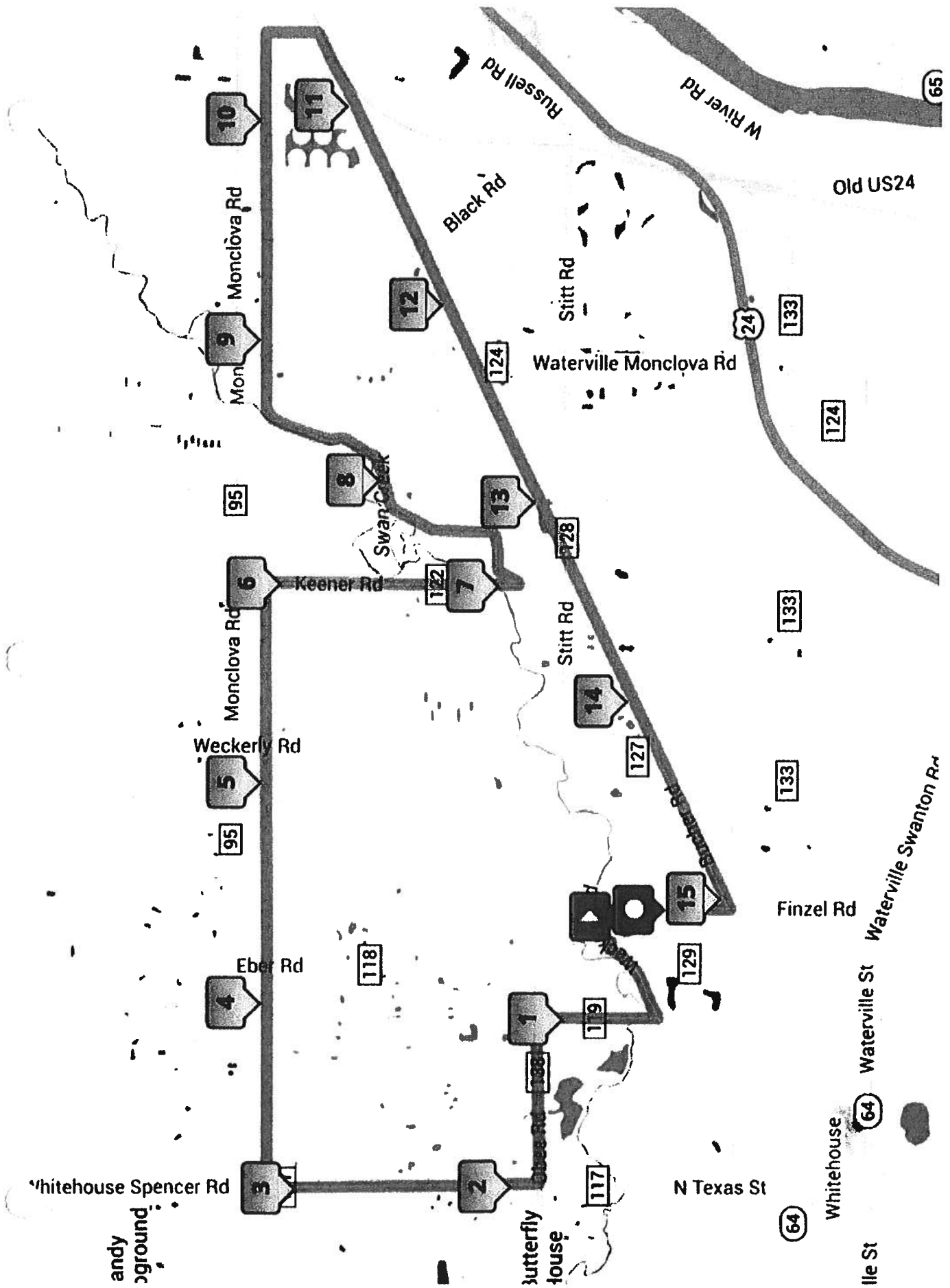
Village Administrator

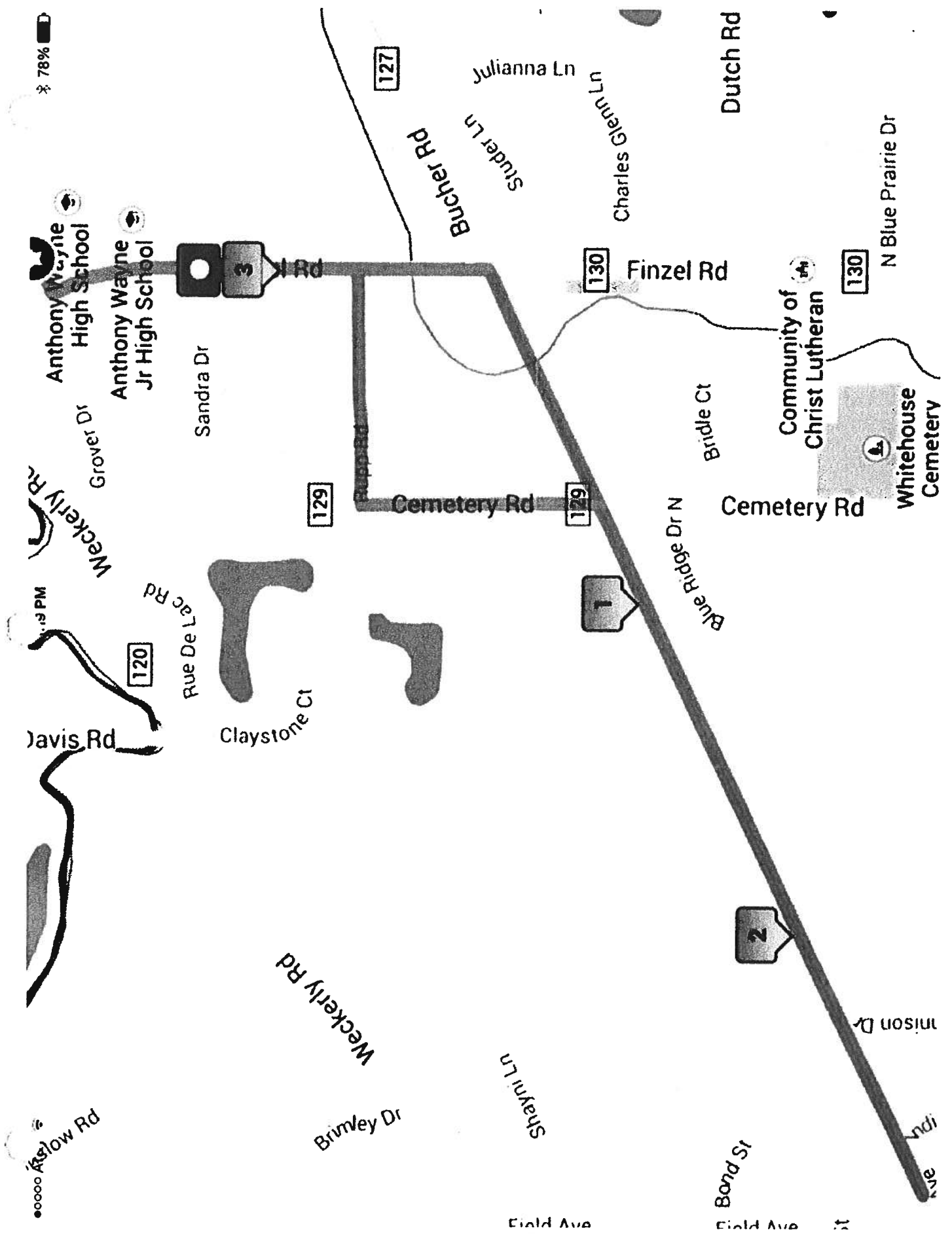


Date to appear before Council

1-16-2024

Council Outcome





78%

Anthony Wayne High School

Anthony Wayne Jr High School

Sandra Dr

127

Bucher Rd

Julianna Ln

Charles Glenn Ln

Dutch Rd

130

Finzel Rd

130

N Blue Prairie Dr

Community of Christ Lutheran

4

Whitehouse Cemetery

Birdle Ct

129

Cemetery Rd

129

Blue Ridge Dr N

Cemetery Rd

1

120

Rue De La C Rd

Claystone Ct

Davis Rd

Weckerly Rd

Brimley Dr

Shayn Ln

Field Ave

Bond St

Field Ave

inison Dr

ndi

Yellow Rd

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Whitehouse

Request for Special Event
Village of Whitehouse

PO Box 2476, Whitehouse, OH 43571
Phone: (419) 877-5383 / Fax: (419) 877-5635
Email: VOWevents@whitehouseoh.gov

Name of Event: Whitehouse Primary School 5K
Coordinator/Contact Person: Mandy Tilton (419.344.5169) mtilton@archboldschools.org
Address: 6510 Texas Street Whitehouse
Phone: 419.877.0543 Email: wpcOfficers@gmail.com
FAX: 419.877.4905
Event Date (s): April 13, 2024 Event Hours: 7:30 - 10:30
Estimated Number of Attendance: 200

Brief Description of Event:

Start & finish at Whitehouse Primary School
5K Course on Village Streets & Wabash
Cannonball Trail (*See attached map)

☐ Yes ☒ No (Is this event for a non-profit organization?)

Will the Event Use Signage/Attraction Devices	☒ Yes	☐ No
Amplified Voice/Music	☒ Yes	☐ No
Food/Beverage Sales	☐ Yes	☒ No
Alcoholic Beverage Sales	☐ Yes	☒ No
Tent Rental	☐ Yes	☒ No
Food Trucks	☐ Yes	☒ No
Inflatable (i.e., bounce house)	☐ Yes	☒ No
Product Sales	☐ Yes	☒ No
Temporary Fencing	☐ Yes	☒ No
Traffic Barricades	☐ Yes	☒ No
Traffic Signage (No Parking)	☐ Yes	☒ No
Security	☐ Yes	☒ No
Traffic Control and Direction	☒ Yes	☐ No
F2 Permit & Approval	☐ Yes	☒ No
Other (Explain)		

Identify any Village services, public facilities, or equipment you are requesting in conjunction with this event. (IE: enclosed shelter house, police assistance, streets closed).

Police Assistance 8:30-9:30

PLEASE supply a map highlighting the property, temporary structures (identifying use and activity), pedestrian ways and/or streets that will be impacted by this event.

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Estimated Employee Hourly Rates:

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Administration	\$50.00		
Fire	\$50.00	1	\$ 100.00
Police	\$50.00	2	\$ 200.00
Public Service	\$50.00		

* Department heads determine the number of employees needed for an event.

** There will be a two (2) hour minimum fee for all employees involved in the event.

Estimated Equipment Rates:

Current FEMA Fee Schedule

Inspection and Building Fees:

Type	Rate	# Tents or Food Trucks	Total
Building Permit Fee for Tent if over 400 sq feet	\$50.00/Tent		
Tent Under 400 sq feet with no sides	No Fee		
Tent over 400 sq feet with minimum of one (1) side	\$50.00/Tent		
Initial Food Truck Inspection	\$25.00/Food Truck		
Food Truck Re-Inspections	\$75.00/Food Truck		
Shelter House / Pavilion Rental (No charge for resident)	\$100.00 / Non-Resident	N/A	
Key / Security Deposit	\$100.00 (Refundable if returned and no damage or cleaning to property)	N/A	

ESTIMATED EVENT TOTAL:

Personnel 3 Other _____

Total \$ 300.00

All events need a minimum of sixty (60) days for approval from the time of application to the event day.

READ THE FOLLOWING BEFORE SIGNING

The submittal of this event form does not ensure approval of the event.

The Village cannot accommodate every event and some events may require reimbursement for services rendered. You must attach to this application either an insurance policy or a certificate of insurance that includes The Village of Whitehouse as additionally insured. The insurance requirements depend on the risk level of the event.

The applicant agrees to defend, indemnify, and hold harmless The Village of Whitehouse from any claim, demand, suit, loss, cost of expense, or any damage which may be asserted, claim or recovered against or from The Village of Whitehouse by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomever and which damage, injury, or death, arises out of this activity.

In addition, by signing the form below, the event coordinator is agreeing that they, or a representative, need to present this event to Whitehouse Village Council during a regularly scheduled council meeting. If the event coordinator or representative is not present, they waive the right for the event fees to be waived if it was previously requested.

If you are submitting this form online, print your name in the signature block. Before you or your representative present your event, this form will need an official signature.

Signature: Manda Tilton Date: 12/19/23

Attachments if needed:

____ Ohio Revised Code Section 4303.202 F-2 Permit Legislation. [CLICK HERE](#)

____ Ohio Department of Commerce/Division of Liquor Control: *How to Apply for a Liquor Permit*. [CLICK HERE](#)

____ Tent, Bounce House, and/or Food Truck Application. [CLICK HERE](#)

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INTERNAL USE ONLY

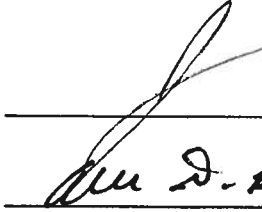
Event Approval Signatures

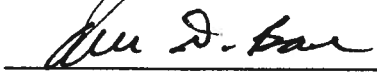
Deputy Administrator / COO

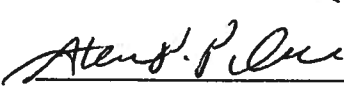
Police Chief

Fire Chief

Public Service Director

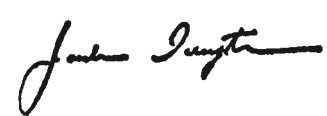




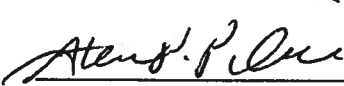
Jason Franks OKAY AT MEET


Approved for Council Presentation

Village Administrator

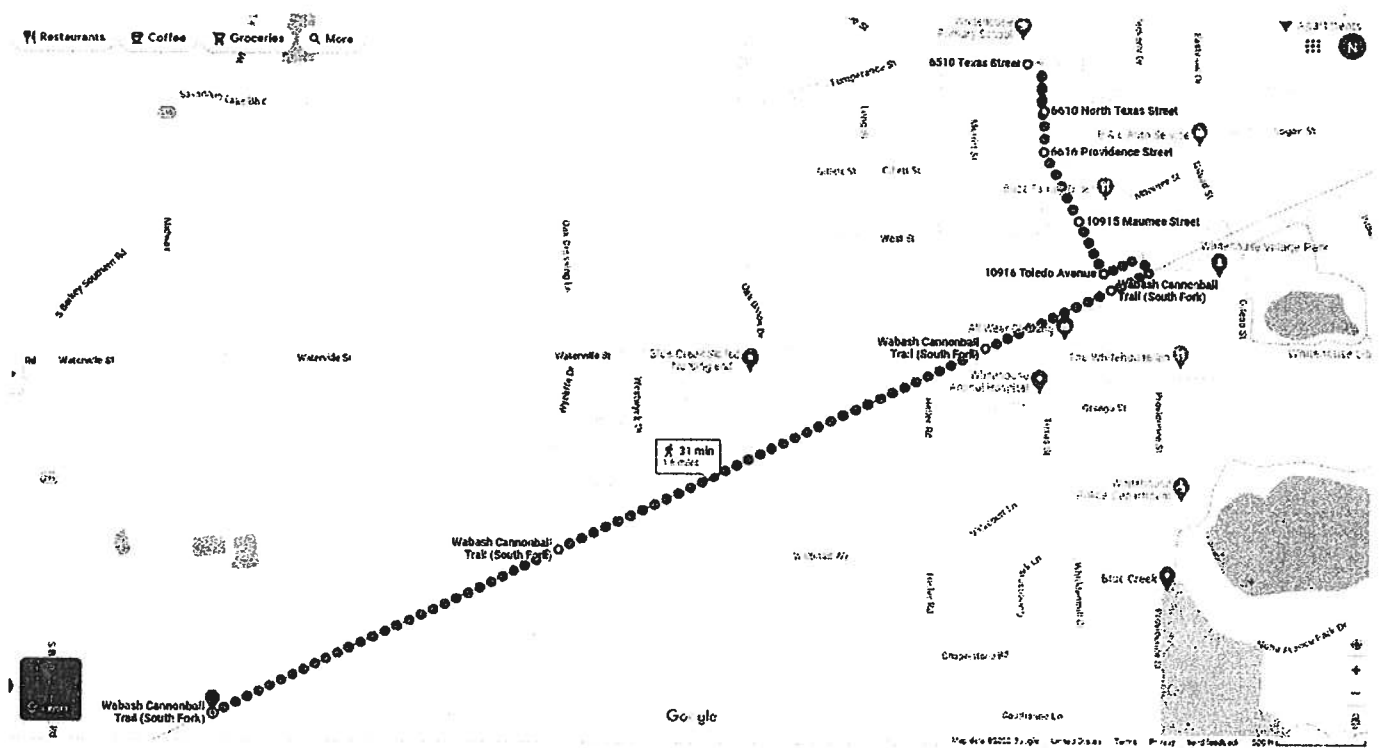


Date to appear before Council



Council Outcome

1-16-2024



**Village of Whitehouse
Village Council Meeting As A
Committee of the Whole
Village Hall, Whitehouse, OH
6:30pm January 9th, 2024**

CALL TO ORDER – ROLL CALL

Meeting called to order at 6:31pm by President of Council Louann Artiaga.

Council Members Present: Dave Riggenschach, Carrie Tuohy, Steve Connelly, Larry Yunker and President of Council Louann Artiaga

Council Members Absent: None

Staff Present: Administrator Jordan Daugherty, Deputy Administrator Joshua Hartbarger, Clerk Nicole Hartbarger, Mayor Richard Bingham

Guests Present: Wendy Gehring, Karen Gerhardinger, Steven Fine, Joseph Bublick and Robert Keogh

Motion by Councilman Dave Riggenschach, seconded by Councilwoman Carrie Tuohy to approve the minutes of the December 5th, 2023 Committee of the Whole meeting. 5 ayes

CITIZEN COMMENTS ON COMMITTEE OF THE WHOLE AGENDA ITEMS

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

GENERAL

Attention to Vacant Council Seat

President Artiaga informed all in attendance that it was time to interview/chat with the applicants for the vacant council seats. She explained that Council will ask for brief explanation of who each applicant is and why they applied. After this brief introduction of each applicant, Council plans to go through a series of questions that were curated.

All three council seat applicants were in attendance: Steven Fine, Joseph Bublick and Robert Keogh. They began with a brief introduction of themselves.

Robert Keogh explained that he started on council in 2015 and sat through the end of 2023; he has also been a Whitehouse resident since 1979. He stated that with a very new council that has just been seated, he feels he could add value with experience of being a previous council member while also having been involved with the Board of Zoning, Economic Development, etc.

Joseph Bublick shared that he was born and raised in the AW area, graduate of Anthony Wayne High School and Bowling Green State University. He then joined the Air Force and spent his time there as an officer before returning to this area to join the Guard Base. Shortly

after the move back home he took over his father's construction business, going on 10 years ago now. Bublick stated that he loves being involved in his community and now is a good time to get even more involved as his children are more grown. He feels joining Council is the next big step in being able to serve his community.

Steven Fine began by sharing that he grew up in the AW area as well, graduating from Anthony Wayne High School. He stated that he wants to serve the community and be helpful. He has over 20 years of experience with government work and is good at communicating and achieving goals. He was recently appointed to the Village Charter Commission and is looking forward to seeing his impact on that committee.

President Artiaga next shared that she will be asking several questions that Council came up with to all three candidates and that each one of them will have time to answer and share their thoughts.

President Artiaga asked the candidates what steps they would take to help resolve any budget issues, keeping in mind that the recent levy that was on the ballot failed.

- Steven Fine: would ask for even better communication so citizens have an understanding on how things are run. He said to keep that line of communication open asking what citizens are hoping for, explaining that no tax increase could mean less services. He shared that now is the time to have more communication with citizens asking what is holding them back on passing the levy; focus on working together to find balanced approach.
- Joseph Bublick: shared that the focus should be on communication and trust – the Village citizens have to understand that council is here to do the best for the Village, we need to build back that trust. He stated that communication is key, but does not know the exact answer to get there but we have to work toward something better.
- Robert Keogh: stated that education to the public as far as what the budget/monetary situation is, is important; they might not fully understand the non-funded mandates and things the village doesn't have control of that show up unexpected and have to be able to handle. He feels that putting information out there as much as possible, all year long, will go a long way toward this education.

President Artiaga mentioned that Council takes up a lot of time, a lot of hours are involved. She asked the candidates if they are willing to do even more by being appointed to additional Boards or Committees as most Council members are.

- Joseph Bublick: shared that he is generally at all community and school related events, willing to continue to support these and add more responsibility. He stated that the Tree Commission or Board of Zoning Appeals would fit well with his past experiences and career background.
- Robert Keogh: stated that he fully understands the amount of time that is involved in Council and the additional committee responsibilities. He shared that he would enjoy continuing in the Economic Development committees and focus, as he has in past years.
- Steven Fine: shared that he is willing to help out and be a part of any committee that is needed but would also like to stay involved in the Village Charter review if possible. He stated that Economic Development would be an interest as well.

President Artiaga stated that one of the big challenges on Council and Village Administration is getting citizens involved. She asked what ideas the candidates might have to increase public participation.

- Steven Fine: shared that enhancing electronic presence would be a great place to start. He believes some things are outdated, not as fresh as they could be, need to keep those up to date. He stated that looking for opportunities for speakers from the Village at local gatherings or events to inform citizens of things going on within the village would be a good way to get in front of citizens.
- Joseph Bublick: stated that meeting people where they are, out in the community, being available, park events, AW sport events can go a long way to help make up for the fact that not a lot of people attend council meetings. He shared that a special table at Cherry Fest, and in general being more often out in the community, would help.
- Rober Keogh: he stated that focusing on education of public as available is imperative; found out with levy committee if people knew and understood more it would be better. He shared that Council members should be approachable, have a want list of seats that need to be filled for committees, etc.

President Artiaga asked the candidates how they feel Council can help to support future growth of the Village, to make the Village a choice for new businesses.

- Joseph Bublick: started by saying we must have correct economic growth, conveyed to town people correctly, we need to be a desirable place for housing and business. He shared that educating people accordingly will go a long way, taxes might be a bit higher, but it helps to keep the village desirable. He said we need to continue to grow or start to have issues.
- Robert Keogh: shared that additional income comes from businesses, we need this to better our budget. He suggested having on hand a better inventory of spaces that are available for economic development and focus on doing a better job of advertising those areas.
- Steven Fine: he started by stating the economic development plan needs to be revisited; where should things change, competitive advantages against other nearby communities, etc. He suggested the Village survey local businesses to see what works and what doesn't, get input from them. He stated from experience, some businesses want to move quickly, obtaining permits, etc. can slow things down; can we have something to offer where it is a quicker set up. He said we need to keep all communications going, not just once a decade plan but to keep ideas fresh and worthwhile. He feels we could go out into other community events to advertise Whitehouse.

Lastly, President Artiaga told the candidates that for the last several years there has been a Council Wishlist at the beginning of the year; this would be for items that can be done during the year that shouldn't cost a lot, fit into the current budget, yet add value to the Village. She has asked the candidates to name a few items they would like to see on this wishlist.

- Steven Fine: he suggested the village do more via Facebook live to keep citizens involved and informed, update/enhance the village website, and focus on communication in general. He also mentioned that in surrounding communities lower electric rates were able to be negotiated on behalf of the citizens. He suggests

that this is something the Village should look into to see if they can help negotiate to save residents money.

- Joseph Bublick: he stated he would like to see continued development of city park, it is a gem that we need to keep expounding on. He also shared that beefing up the communication process, offering more electronic information, more flyers, whatever it takes to get the information out there would be a low cost yet valuable update. He wants to get people excited again about the community.
- Robert Keogh: shared he would like to see more involvement and cooperation with the Metroparks, along with update/clean up of ballfields.

President Artiaga asked the Council members if they had any additional questions for the candidates.

Councilman Yunker asked Steven Fine specifically if he applied for the vacancy that came up on Council in the last few years but then chose not to actively run for a council seat during the recent election cycle. Fine responded that yes he applied for the vacancy but did not run during election for a seat; he stated that at that time it was not a good fit for him to run. Councilman Yunker also asked if he is interested in just fulfilling the remainder of the vacant term or if he will plan to run again going forward. Fine responded that he's excited to see how things go for the next term.

Councilman Connelly asked the candidates to share what they think is the single biggest issue that Council should be taking an active role in.

- Robert Keogh: shared that he feels economic development is a big issue that needs more attention as it will help enhance Village income.
- Joseph Bublick: stated that we will have to ask people for more money, and it is a delicate time to ask people for more. He shared that when we do have to ask, we have to make sure we are prepared to show the why. Focus on more communication, more information to prepare for this time.
- Steven Fine: shared that rebuilding the trust of the community and citizens is imperative; without the trust everything else will continue to be difficult. Trust is not as good as it could be, but Council is now in a great position to build that up. He feels that transparency and listening is key; if we can do that, we are in a much better position for all other issues.

CITIZEN COMMENTS

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

OTHER BUSINESS

Council President Artiaga asked for comments on other business from all Committee of the Whole members. There were none.

At 7:01pm, President Artiaga made a motion to enter into executive session to discuss a personnel matter, seconded by Councilman Connelly. 5 ayes

At 7:18pm, President Artiaga made a motion to reconvene the Committee of the Whole meeting, seconded by Councilman Riggensbach. 5 ayes

ADJOURNMENT

Motion by Councilman Riggensbach, seconded by Councilman Connelly to adjourn the meeting at 7:19pm.

Respectfully submitted by Nicole Hartbarger, Clerk of Council

ORDINANCE NO. 5 - 2023

AN ORDINANCE AMENDING WHITEHOUSE MUNICIPAL CODE SECTION 955.03(b)(4), RESIDENTIAL WASTE COLLECTION REGULATIONS AND DECLARING AN EMERGENCY

WHEREAS, the Council for the Village of Whitehouse believes it would be in the best interest of the residents of the Village to amend the regulations relating to the storage and collection of residential waste within the Village; and

WHEREAS, after obtaining citizen comments and considering the matter, Council wishes to amend the regulations within the Codified Ordinances of the Village of Whitehouse.

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. Whitehouse Municipal Code Section 955.03(b)(4), entitled Residential Waste Collection Regulations, which reads as follows:

(4) All approved containers shall be kept or placed behind the front building line and to not be visible from street view. They shall not be kept or placed upon the street, alley, sidewalk or other public places.

is hereby repealed.

Section 2. New Whitehouse Municipal Code Section 955.03(b)(4), entitled Residential Waste Collection Regulations, which reads as follows:

(4) All approved containers shall be kept or placed behind the front building line. They shall not be kept or placed upon the street, alley, sidewalk or other public places.

is hereby enacted.

Section 3. It is found and determined that all formal actions of Council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the 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 all legal requirements of the Village of Whitehouse and the State of Ohio.

Section 4. This ordinance is hereby determined to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of said Village and for the further reason that the adoption of this ordinance is necessary to provide updated refuse regulations for residents of the Village.

WHEREFORE, this Ordinance shall take effect and be in full force at the earliest possible time allowed by law.

VOTE ON EMERGENCY MEASURE: Yeas: _____ Nays: _____

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

First Reading: _____

Second Reading: _____

Third Reading: _____

EFFECTIVE DATE OF THIS ORDINANCE: _____, 2024.

Mayor

ATTEST:

Duly Appointed Clerk of Council

Solicitor

ORDINANCE NO. 6 - 2023

**AN ORDINANCE ENACTING WHITEHOUSE
MUNICIPAL CODE SECTION 1257.30, KEEPING OF
CHICKENS**

WHEREAS, the Council for the Village of Whitehouse believes it would be in the best interest of the residents of the Village to allow the keeping of chickens within the Village; and

WHEREAS, in order to assure that this activity does not present a nuisance condition or disturb the quiet enjoyment of property within the Village, Council hereby enacts strict regulations relating to the keeping of chickens; and

WHEREAS, after obtaining citizen comments and considering the matter, Council wishes to allow the keeping of chickens within the Village but place regulations on this use.

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. Whitehouse Municipal Code Section 1257.30, Keeping of Chickens, is hereby enacted to state as follows:

1257.30, KEEPING OF CHICKENS.

(a) The raising or keeping of chickens (hereinafter "hens") is prohibited within the Village of Whitehouse except as provided in the following section.

(b) Notwithstanding Section (a) above, the raising or keeping of hens within the Village is allowed as provided as follows:

(1) Buildings, structures, coops, runs and fenced areas used for the keeping or raising of hens shall be confined to rear yards and shall not be maintained closer to any lot line than twenty (20) feet.

(2) The keeping of hens is only permitted within the following zoning districts: A, S-1, R-1, R-2, R-3 and R-4, with lots no smaller than ten thousand, eight hundred, and ninety square feet (10,890 square feet). Lot areas shall be determined based on the records at the Lucas County Auditor.

(3) No more than six (6) hens shall be allowed for each single-family dwelling.

(4) Hens shall be provided with a covered, predator-proof coop that is well ventilated and designed to be easily accessed for cleaning. The coop shall

allow for no more than four (4) square feet per hen with a maximum coop height of six (6) feet. Hens shall have access to an outdoor run enclosure that is adequately fenced to contain the hens within the structure. The maximum size of the outdoor run enclosure shall be ninety (90) square feet and the maximum height shall be six (6) feet. Hens must remain inside the coop and run enclosure at all times. Free ranging hens shall not be permitted within the Village. Coops and runs must be entirely removed from the property within thirty (30) days of removal of hens.

(5) The coop, runs and outdoor enclosure must be kept in a sanitary condition and free from offensive or noxious odors and noise. The coop, runs and outdoor enclosures must be cleaned on a regular basis to prevent the accumulation of waste. Eggs must be removed from the coop and run areas daily.

(6) There shall be no outdoor slaughtering in the line of vision of any neighboring properties.

(7) All food must be stored in sealed, rodent proof containers. Food and water must be dispensed from containers specifically designed for such purpose. Unless specifically designed to prevent rodent access, all food and water sources must be removed from the coop every night. Scattering food over the ground is a prohibited method of feeding.

(8) The keeping or harboring of roosters is prohibited.

(9) The composting of chicken waste must be done inside a rodent proof composting container.

(10) All requirements for accessory buildings and fences, including the permit requirements, are applicable and must be complied with.

Section 3. It is found and determined that all formal actions of Council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the 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 all legal requirements of the Village of Whitehouse and the State of Ohio.

WHEREFORE, this Ordinance shall take effect and be in full force at the earliest possible time allowed by law.

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

First Reading: _____

Second Reading: _____

Third Reading: _____

EFFECTIVE DATE OF THIS ORDINANCE: _____, 2024.

Mayor

ATTEST:

Duly Appointed Clerk of Council

Solicitor

January 16, 2024

ADMINISTRATION

- | | |
|----------|---|
| 01-16-24 | 1. December 31, 2023: Income Tax Collection = \$3,620,241.58
Compared to last year = \$3,282,067.78 (10.3% increase)
JEDD & JEDZ collections = \$2,876,131.02 |
| 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 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

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. Established 2024 bulk drop off dates. The drop off dates will be January 6 & 13, March 22 & 23, June 21 & 22, September 27 & 28, 2024.

MISCELLANEOUS

01-16-24

1. **Building Permits:** 9 new homes as of 12-31-23.

10-17-23

2. **Public Works:**
 1. Water Department
 - a. Valve Exercising
 2. Sewer Flushing & Manhole Evaluations
 3. Storm Water Inspections – Outfalls & Asst. Management
 4. Leaf pickup 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