



June 13, 2024

WHITEHOUSE COUNCIL AGENDA

June 18, 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 960287013#. 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, June 18, 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
- IV. Pledge of Allegiance
- V. Adoption of Minutes of the June 4, 2024 Council Meeting
- VI. Adoption of Bills Dated June 13, 2024, the Addendum bills dated June 18, 2024 and the May 2024 Financial Statements
- VII. Introduction of Persons to Appear Before Council
- VIII. Committee Reports
 - A. Report on the June 11, 2024 Committee of the Whole Meeting
 - B. Report on the June 18, 2024 Records Commission Meeting
- IX. Report of the Mayor
- X. Report of the Clerk of Council
- XI. Report of the Municipal Administrator
 - A. Request Authorization of Charter Amendment Ordinances (3)

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- XII. Report of the Law Director
- XIII. Report of the Department Heads
- XIV. Citizen Comments on Agenda Items
- XV. Ordinances
 - A. **Ordinance 7-2024:** To Place On the Ballot at the Next General Election a Charter Amendment to Change Article XIII, Nominations and Elections for the Village of Whitehouse, Lucas County, Ohio
 - B. **Ordinance 8-2024:** To Place On the Ballot at the Next General Election a Charter Amendment to Change Article III, The Council, Section 3.08, Meetings, For the Village of Whitehouse, Lucas County, Ohio
 - C. **Ordinance 9-2024:** To Place On the Ballot at the Next General Election a Charter Amendment to Change Article IV, Mayor, Section 4.05, Vacancy and Resignation, For the Village of Whitehouse, Lucas County, Ohio
- 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 Mayor Rich Bingham.

Council Members Present: Louann Artiaga, Dave Riggensbach, Carrie Tuohy, Steve Fine, Steve Connelly and Larry Yunker

Council Members Absent: None

Staff Present: Deputy Administrator Joshua Hartbarger, Solicitor Kevin Heban, Director of Public Services Steve Pilcher, Police Captain Brad Baker, Fire Chief Jason Francis, Council Clerk Nicole Hartbarger

Mayor Bingham excuses Municipal Administrator Jordan Daugherty

Guests Present: Becky & Wayne King, Warren Clifton, David & Sharon Prueter, Kayla Bohman, Jammie Vollmar, Tim Tuohy

Council Prayer was given by Reverend Warren Clifton of Hope United Methodist Church

Motion by Councilman Connelly, seconded by Councilman Fine to approve the minutes of the May 21st, 2024 Council meeting. 6 ayes

Motion by Councilwoman Artiaga, seconded by Councilman Fine to approve the bills totaling \$18,936.80 dated May 30th, 2024, and the Addendum bills totaling \$170,075.84 dated June 4th, 2024. 6 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 June 4th, 2024 Records Commission Meeting

This meeting was rescheduled, no report to give.

Report on the May 12th, 2024 Fallen Timbers Union Cemetery District

Councilwoman Artiaga reports on revenue, expenses and current balance. Artiaga shares that Rory Hartbarger gave the Sexton report. He shared there have been 18 burials since beginning of year. There is some selling of plots back – some sold to individuals so long ago that they are unable to use and put the vaults in today. He shared there are tree trunks with extensive root systems encroaching on some plots in the cemeteries – looking to replace these trees. Artiaga shares that the group is talking to the Tree Commission about

placement and planning. She shares that the district master plan was discussed – they put together a list of capital projects for next five years and will rank those by priority during next monthly meeting. Some items include a memorial garden, developing more land at Wakeman, and purchasing new equipment.

Artiaga shares that the next FTUCD meeting is June 17th, 2024.

REPORT OF THE MAYOR

Recognition of Wayne King (American Legion) and Representatives from Cub Scout Pack 384

Mayor Bingham comments that when he first started in the Mayor seat he was hoping to get much more involved in community engagement from Mayor and Council in general. He shares that one recent example of this is the 2024 Easter egg hunt that was planned in conjunction with the Legion and Cub Scout Pack 384. Bingham comments he heard from people at the event who weren't even from Whitehouse what a great event this was; he let them know the credit went to those at the Legion and Cub Scout Pack for the successful planning. Bingham says that he is thankful to all Council members who were at the event. He says that he is looking to recognize and thank not just the whole organizations but specifically Wayne King and Kayla Bohman for all of their help and assistance in planning. Mayor Bingham presented certificates to King and Bohman thanking them for their dedication to the community and their assistance in planning this event and willingness to plan going forward. He shares that we could not have done this event without these great leaders and their willingness to donate time and effort.

Mayor Bingham continues his report with discussion on Cherry Fest week. He shares that the trailer for Mayor and Council to ride on has been provided, and asks a question to Councilman Riegenbach, do you want to drive or suggests that Deputy Administrator Hartbarger can drive. Decision is that Hartbarger will be driving his truck so Riegenbach can walk/ride with Council members. Bingham comments that signs are ready and will be put on Saturday morning. The parade begins at 1pm, plan 12:30pm meet down Oak Brook. The Village will purchase 24 or so bags of candy, plenty for the parade; he shares a reminder to bring small bucket or bag. Mayor providing table and chairs at booth, Hartbarger will provide canopy tent – right near cherry fest building. Bingham shares that booth Friday is 5-8pm, Saturday after parade, meet and greet until 6pm – may be earlier, may be later depending on foot traffic. He comments that other political candidates will be in attendance in their own booths. Please wear Whitehouse shirts for parade and rest of day Saturday.

Mayor Bingham shares that the goal for survey is working on getting responses until there is a 30% or so response rate. This would give a good feel of what people are thinking. He shares that they added question of 'do you live in the Village of Whitehouse' to help narrow down the response data.

Mayor Bingham asks Public Works Director Pilcher about the assistance program for roll off. Pilcher shares that it will be available and advertised for people to respond to.

Next topic Mayor Bingham discusses is Ice Cream with Mayor and Council in August. He asks if there are any dates that won't work and what is a good Saturday. Councilwoman Artiaga suggests the Saturday before school starts. Bingham shares this will be under the pavilion, a freezer will be in gazebo area. Suggested time is August 17th 1pm-3pm. Mayor Bingham asks Hartbarger to have Mark Schriefer build a flyer to get ready to go.

Mayor Bingham brings up the topic of ditch issues in the Village. He shares that he is getting calls, along with administrative staff. He comments that certain ditches are Village responsibility, some are not. Some ditches are currently backing up into residents' yards. He shares that staff has been looking for a grant to work on cutting down these ditches. Councilwoman Tuohy asks if people can be cutting down trees and throwing in there; Mayor Bingham comments, absolutely not and Solicitor Heban agrees commenting it is illegal. Mayor Bingham shares that it is really bad over on school campus, found out after attending a meeting those ditches have never been cleaned out. He says this causes a lot of bad flooding and back up of water when it rains heavily. Bingham asks Heban how do we know what is our responsibility and what is not. Heban will do some research to review what is Village responsibility. Councilman Fine shared that he looked into this issue a few years ago with the County – he remembers that County said Whitehouse maintains etc.; Pilcher confirms yes until the ditch itself goes under maintenance, then County help is required. Artiaga asks when discussed previously, cost was so low Village talked about picking up the expense, but not sure what ever came of that – County said it would be a charge for each household but only \$1.70 or so per house. Bingham agrees the Village discussed not pushing expense to residents because of the cost being so low. Pilcher shared that the major problem with ditches is that they run through private property – this is why they are pulled under 'maintenance' in order to have the authority to enter the property to do the work. The only entity with authority to do this now is Lucas County. Fine suggests talking to the County and getting an update on where the Village stands on that process.

REPORT OF THE CLERK OF COUNCIL

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

REPORT OF THE MUNICIPAL ADMINISTRATOR

Mayor Bingham asked for any items to report from Deputy Administrator Joshua Hartbarger.

A. Financial Summary

Hartbarger comments that Administrator Daugherty will cover this at next meeting along with meetings going forward.

B. Request Authorization for Legislation Authorizing the Village to Enter Into an Agreement Regarding the Provision of County Wide Advance Life Support and Emergency Medical Services in Lucas County (as an emergency)

Hartbarger asks if there are any questions for the minor changes that have been made since the detailed discussion; Chief Francis can answer if needed. There were no questions.

Motion by Councilman Fine, seconded by Councilman Connelly to Request Authorization for Legislation Authorizing the Village to Enter Into an Agreement Regarding the Provision of County Wide Advance Life Support and Emergency Medical Services in Lucas County, as an emergency. 6 ayes

C. Request Authorization for Legislation to Determine That Certain Miscellaneous Personal Property is of No Further Use to the Village and is Hereby Determined to be Surplus Property and to be Disposed of Pursuant to Law (as an emergency)

Hartbarger comments that this is the Chevy Trailblazer sitting out back, determined around \$2,500 of value to put on Govdeals.

Motion by Councilwoman Tuohy, seconded by Councilwoman Artiaga to Request Authorization for Legislation to Determine That Certain Miscellaneous Personal Property is of No Further Use to the Village and is Hereby Determined to be Surplus Property and to be Disposed of Pursuant to Law, as an emergency. 6 ayes

D. Operations Report Summary

Hartbarger shares that the Access Whitehouse app is live as of the beginning of this meeting. Will have some hand outs and landing page print outs during Cherry Fest. He comments the code section for zoning is live as well. Last piece is permitting section, some meetings this week and next and then will be ready to go after that. Councilman Riggerbach comments he likes the logos but anything with white background makes somewhat hard to read, visually better with some different color fonts.

Hartbarger shares that they have received 18 applications as of today for the open, full-time office position. Working on some prescreen interviews and will do final interviews soon.

REPORT OF THE LAW DIRECTOR

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

CITIZEN COMMENTS ON AGENDA ITEMS

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

ORDINANCES

Mayor Bingham asked Solicitor Kevin Heban for any ordinances to be reviewed or voted on. He shares Ordinance 6-2024 is ready to be voted on.

- A. Ordinance 6-2024: Authorizing the Village of Whitehouse, Lucas County, Ohio, to Enter Into an Agreement Regarding the Provision of County Wide Advance Life Support and Emergency Medical Services in Lucas County (as an emergency)

Motion by Councilman Riegenbach, seconded by Councilman Fine to approve **Ordinance 6-2024** to be read by title only. 6 ayes

Motion by Councilman Connelly, seconded by Councilman Yunker to approve to suspend the rules and have the second and third reading of **Ordinance 6-2024** by title only. 6 Ayes

Motion by Councilman Connelly, seconded by Councilman Fine to approve **Ordinance 6-2024** by title only, declaring an emergency. 6 Ayes

Motion by Councilwoman Artiaga, seconded by Councilwoman Tuohy to adopt **Ordinance 6-2024: Authorizing the Village of Whitehouse, Lucas County, Ohio, to Enter Into an Agreement Regarding the Provision of County Wide Advance Life Support and Emergency Medical Services in Lucas County.** Third reading vote by name. 6 Ayes

RESOLUTIONS

Mayor Bingham asked Solicitor Kevin Heban for any resolutions to be reviewed or voted on. Resolution 8-2024 requires action.

- A. Resolution 8-2024: Determining that Certain Miscellaneous Personal Property Used by the Administration Department and Owned by the Village of Whitehouse, Lucas County, Ohio is of No Further Use to the Village and is Hereby Determined to be Surplus Property and to be Disposed of Pursuant to Law (as an emergency)

Motion by Councilwoman Tuohy, seconded by Councilman Fine to approve **Resolution 8-2024** to be read by title only. 6 ayes

Motion by Councilman Yunker, seconded by Councilman Connelly to approve to suspend the rules and have the second and third reading of **Resolution 8-2024** by title only. 6 Ayes

Motion by Councilwoman Artiaga, seconded by Councilman Fine to approve **Resolution 8-2024** by title only, declaring an emergency. 6 Ayes

Motion by Councilwoman Tuohy, seconded by Councilman Fine to adopt **Resolution 8-2024: Determining that Certain Miscellaneous Personal Property Used by the Administration Department and Owned by the Village of Whitehouse, Lucas County, Ohio is of No Further Use to the Village and is Hereby Determined to be Surplus Property and to be Disposed of Pursuant to Law.** Third reading vote by name. 6 Ayes

Mayor Bingham asks Solicitor Heban what is the current status of charter updates. Heban comments he will have it ready before next meeting, it will be on the agenda for next meeting.

OTHER ITEMS DISCUSSED

Department Heads

Police Chief Baer shares that he provided electronic copy of statistics for last month. He says the department is geared up for all hands on deck with summer events. Cherry Fest, parade, multisport event, etc. very busy for next three months. He shares that they are reinvigorating the bike patrol, some interest from citizens wanting to see this, some new officers interested in being bike patrol. More community engagement this way.

Public Works Director Pilcher shares that Swanton Street project is about 97% completed, just a few things to finish up. He believes it has turned out really nice, sidewalk from Maumee St to Shepler now, some more path to/from school – asks Council to take a cruise by to check out. He comments the construction has resumed back at pedestrian bridge, bridge will be arriving at the end of the month, will be wrapped up early to mid-July depending on weather. Artiaga asks about Swanton Street if there are more parking spaces, Pilcher says should be about the same.

Fire Chief Francis shares that the department completed last Tuesday the ISO inspection; was about 2 hours long and will have official results in 2-6 months. He shares the inspector seemed impressed with operations, he mentioned some lower scores can be not from fire depts themselves but from water flow in the municipalities themselves, and that is not a problem here.

Council Comments

Councilman Fine congratulates Deputy Administrator Hartbarger, Mark Schriefer and other Village staff on getting Access Whitehouse live, think it will be a great tool and resource for the Village.

Councilman Connelly seconds the congrats to Hartbarger and team on the app. He shares he has done many apps and knows it's not easy; looks great, easy to use, etc. Thank you to Pilcher on kind and immediate response on inability to get into field near Metropark; had a quick response.

Councilwoman Artiaga asks Pilcher did we get the 'children at play' signs that were requested; Pilcher will check with sign person, they are in the works.

CITIZEN COMMENTS

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

ADJOURNMENT

Regular

June 4,

24

Motion by Councilwoman Artiaga, seconded by Councilman Fine to adjourn the meeting at 7:12pm. 6 ayes

Duly Appointed Clerk of Council

Mayor

COUNCIL BILLS

6/13/2024

VENDOR	DEPARTMENT	AMOUNT	TOTAL	DESCRIPTION
Amazon	Parks	\$89.95	\$89.95	Supplies
American Fireworks	Community	\$2,825.00	\$2,825.00	Founder's Day Fireworks
Charter Communications	Police	\$148.38		Internet
Charter Communications	Fire	\$145.11		Internet
Charter Communications	Parks	\$99.99		Internet
Charter Communications	Maintenance	\$214.18		Internet
Charter Communications	Life Squad	\$145.11		Internet
Charter Communications	Water	\$107.10		Internet
Charter Communications	Sewer	\$107.07	\$966.94	Internet
Fisher Auto	Water	\$151.73		Auto Parts
Fisher Auto	Police	\$122.58	\$274.31	Auto Parts
Gary Loach	Water	\$80.20	\$80.20	Utility Refund
Gene Palmer	Sewer	\$177.50	\$177.50	Employee Reimbursement
Jacob Barnes	Zoning	\$1,650.00	\$1,650.00	Zoning Inspection
Jordyn Rayot	Water	\$89.82	\$89.82	Utility Refund
Julie Franklin	Water	\$71.76	\$71.76	Utility Refund
Kissflow	Administration	\$165.00	\$165.00	Purchase Order Software
Kleinfelder	Capital Project	\$6,374.87	\$6,374.87	Swanton Street Improvements
Link Computer Corporation	Water	\$407.49		Utility Billing Software
Link Computer Corporation	Sewer	\$407.48	\$814.97	Utility Billing Software
Look At Me Signs & Graphics	Police	\$589.00	\$589.00	Safety Town Shirts
MASI	Water	\$92.05	\$92.05	Water Sample Analysis
Mike Hill	Water	\$65.00	\$65.00	Employee Reimbursement
Ohio Gas Company	Sewer	\$42.16	\$42.16	Natural Gas Charges
Perfect Sweep Inc.	Streets	\$2,800.00	\$2,800.00	Street Sweeping
Perrysburg Pipe	Water	\$216.00	\$216.00	Parts
Richard Helminiak	Water	\$21.90	\$21.90	Utility Refund
Ryan Parker	Community	\$600.00	\$600.00	Summer Concert-6.20.24
Smart Bill	Water	\$620.46		Utility Bill Mailing
Smart Bill	Sewer	\$620.47	\$1,240.93	Utility Bill Mailing
T & J Excavating & Tree Clearing	Parks	\$96.00		Mulch
T & J Excavating & Tree Clearing	Maintenance	\$192.00	\$288.00	Mulch
Thomas Equipment	Parks	\$452.03		Chainsaw & Chains
Thomas Equipment	Streets	\$452.03	\$904.06	Chainsaw & Chains

VENDOR	DEPARTMENT	AMOUNT	TOTAL	DESCRIPTION
Toledo Edison	Police	\$347.35		Electric Charges
Toledo Edison	Fire	\$273.16		Electric Charges
Toledo Edison	Street Lights	\$7,287.98		Electric Charges
Toledo Edison	Parks	\$1,063.63		Electric Charges
Toledo Edison	Maintenance	\$816.60		Electric Charges
Toledo Edison	Streets	\$257.66		Electric Charges
Toledo Edison	Life Squad	\$273.16		Electric Charges
Toledo Edison	Water	\$2,225.68		Electric Charges
Toledo Edison	Sewer	\$2,175.09	\$14,720.31	Electric Charges
Traffic Stop Uniform Supply	Police	\$117.15	\$117.15	Uniforms
Treasurer State of Ohio	Police	\$374.75	\$374.75	Monthly Webchecks
Triotech Corporation	Administration	\$1,036.75	\$1,036.75	Office 365 & AntiVirus
US Bank	Police	\$158.89		Copier Charges
US Bank	Fire	\$164.83		Copier Charges
US Bank	Maintenance	\$252.10	\$575.82	Copier Charges
Wood County Landfill	Streets	\$296.01		Street Sweeping
Wood County Landfill	Sanitation	\$151.98	\$447.99	Mixed Waste
		\$37,712.19	\$37,712.19	

ORDINANCE NO. 7-2024

AN ORDINANCE TO PLACE ON THE BALLOT AT THE NEXT GENERAL ELECTION A CHARTER AMENDMENT TO CHANGE ARTICLE XIII, NOMINATIONS AND ELECTIONS FOR THE VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO, AND TO DECLARE AN EMERGENCY

WHEREAS, the present Charter for the Village of Whitehouse provides for a nomination and election process that includes a possible primary; and

WHEREAS, the procedure now in place, under certain circumstances, may not allow proper time for Federal and State law to be followed and therefore is in need of amendment; and

WHEREAS, the Council for the Village of Whitehouse has determined that it would be in the best interests of the public that the Charter for the Village of Whitehouse be amended to change the dates for nominations and elections in order to comply with Federal and State Elections laws.

NOW THEREFORE, Be It Ordained By The Council Of The Village Of Whitehouse, Lucas County Ohio, That:

Section 1. The question of the change of Article XIII, Nominations and Elections, shall be submitted to a vote of the qualified electors of the Village of Whitehouse at the general election to be held on the 5th day of November, 2024, at the regular places of voting in the Village of Whitehouse between the hours of 6:30 a.m. and 7:30 p.m. Article XIII, Nominations and Elections, shall be amended to read as follows:

ARTICLE XIII NOMINATION AND ELECTIONS

SECTION 13.01 MUNICIPAL ELECTIONS

All elections provided for by this Charter, whether for the choice of officials or for the submission of questions to the voters, shall be conducted by the election authorities prescribed by the laws of the State of Ohio, which laws shall apply to all such elections except as provision is otherwise made by this Charter. A regular municipal election for the choice of all elective offices of the Municipality shall be held on the first Tuesday after the first Monday in November, or as otherwise established by the Lucas County Board of Elections, in the odd-numbered years. The nominating petitions and ballots to be used in all municipal elections shall bear no party marks or designations.

SECTION 13.02 NOMINATING PROCEDURE

Nominations for elective offices of the Municipality shall be made only by petition filed with the election authorities at least sixty (60) days prior to the date of holding of the primary election with respect to which such petition is filed and signed by electors of the Municipality not less in number than two percent (2%) of the number of electors voting at the last general municipal

election with a minimum of twenty-five (25) signatures. The nomination of each candidate shall be made by a separate petition accompanied by the written acceptance of nomination by the candidate.

SECTION 13.03 PRIMARY ELECTIONS

In the event valid nominating petitions are filed in accordance with Nominating Procedure Section of this Article by candidates for any elective office of the Municipality for a full term in excess of three (3) times the number to be elected at any regular municipal election, a non-partisan primary election for the nomination of candidates for such offices to be voted for at said regular municipal election shall be held on the first Tuesday after the first Monday in September immediately preceding such regular municipal election, or as otherwise provided for by the Lucas County Board of Elections. At such primary election, the names of all candidates for office who have filed nominating petitions in accordance with the provisions of Nominating Procedure Section of this Article shall be placed upon the ballot.

Council may, by resolution, order a special election to be held at any time, the purpose and date of which shall be set forth in the resolution.

SECTION 13.04 CANDIDATES AT REGULAR MUNICIPAL ELECTION

If a primary election is not required by this Article, the candidates for elective offices of the Municipality to be voted for at the regular municipal election in 1993 and at regular municipal elections thereafter shall be the candidates filing valid nominating petitions in compliance with the Nominating Procedure Section hereof.

If such primary election is so required, the candidates for any elective office of the Municipality for a full term to be voted for at the regular municipal election shall be those, equal in number to twice the number to be elected to such office at the regular municipal election, receiving the largest number of votes at such primary election.

SECTION 13.05 WHO SHALL BE DECLARED ELECTED

The candidates for any elective office, equal in number to the places to be filled, who shall receive the largest number of votes at such regular municipal election shall be declared elected.

Section 2 The ballot for the election shall be entitled; "Village Charter Amendment Ballot" and the question to be submitted on the ballot shall be: "Shall the proposed amendment of Article XIII, Nominations and Elections, of the Charter of the Village of Whitehouse be adopted?" This shall be followed by the text set forth in Section 1 above. To the left of said wording, in boxes, with the appropriate place for marking, shall appear the words, "Yes", and "No", and each voter shall indicate his/her vote by appropriate marking on the ballot.

Section 3. The Clerk of Council is directed to publish the full text of the proposed charter amendment, as set forth above, for not less than two consecutive weeks in the Mirror and Toledo Blade with the first publication being at least fifteen days prior to the election, in accordance with Section 9 of Article XVIII, Ohio Constitution, and ORC 731.211.

Section 4. To pay the cost of printing copies of the proposed charter amendment and the publishing of notice, there is hereby appropriated from the General Fund the sum of \$500.00, or so much thereof as may be needed.

Section 5. The Clerk of Council is directed to transmit a certified copy of this Ordinance to the Board of Elections of Lucas County, Ohio no later than 4:00 p.m. on August 1, 2024.

Section 6. 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 7. This ordinance is deemed an emergency measure, is necessary for the immediate preservation of the public health, safety and welfare, and for the further reason that it is necessary to promptly submit this matter to the Board of Elections and to allow sufficient time to notify the citizens of Whitehouse of the proposed amendment.

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. 8-2024

AN ORDINANCE TO PLACE ON THE BALLOT AT THE NEXT GENERAL ELECTION A CHARTER AMENDMENT TO CHANGE ARTICLE III, THE COUNCIL, SECTION 3.08, MEETINGS, FOR THE VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO, AND TO DECLARE AN EMERGENCY

WHEREAS, the present Charter for the Village of Whitehouse provides for procedures dealing with the meetings of Council; and

WHEREAS, the procedure now in place, under certain circumstances, is in need of amendment due to the present technology and current environment of society as compared to when the Charter provisions were first adopted; and

WHEREAS, the Council for the Village of Whitehouse has determined that it would be in the best interests of the public that the Charter for the Village of Whitehouse be amended to change certain aspects dealing with the procedure for Council meetings.

NOW THEREFORE, Be It Ordained By The Council Of The Village Of Whitehouse, Lucas County Ohio, That:

Section 1. The question of the change of Article III, The Council, Section 3.08, Meetings, shall be submitted to a vote of the qualified electors of the Village of Whitehouse at the general election to be held on the 5th day of November, 2024, at the regular places of voting in the Village of Whitehouse between the hours of 6:30 a.m. and 7:30 p.m. Article III, Council, Section 3.08 Meetings, shall be amended to read as follows:

ARTICLE III, THE COUNCIL, SECTION 3.08 MEETINGS

The Council shall meet at such times as may be prescribed by its rules, regulations, ordinances and by-laws. Council shall hold such special meetings as may be found necessary, which may be called by the Clerk upon written request of the mayor or upon the written request of three (3) members of Council. Any such vote or request for the calling of a special meeting shall state the subject or subjects to be considered, and no other subject or subjects shall be considered except on the approval of five (5) or more members of Council in attendance at such special meeting. Twenty-four (24) hours notice in writing of such special meeting, if called by the Mayor or by three (3) members of Council, shall be given to each member of Council and to the Mayor by personal service or by delivery thereof at their usual places of residence. Members of Council may waive such notice by their attendance at such special meeting.

If an emergency is declared by either federal, state or local officials, that would preclude normal meetings to occur, the Village Administrator, in consultation with the Mayor, Village Council and the Solicitor, can convene meetings to conduct Village business by whatever appropriate means deemed necessary until the state of emergency has been lifted. Public notice of all meetings of Council, including all meetings of the Committee of the Whole, shall be posted pursuant to rules adopted by Council and pursuant to the Ohio Revised Code. All meetings of Council, including all meetings of the Committee of the Whole, shall be open to the public. The Council may hold an executive session if a majority of a quorum so determined to hold such a session for the sole purposes as set forth in the Ohio Revised Code as now existing or as amended in the future.

Section 2 The ballot for the election shall be entitled; "Village Charter Amendment Ballot" and the question to be submitted on the ballot shall be: "Shall the proposed amendment of Article III, Council, Section 3.08, Meetings, of the Charter of the Village of Whitehouse be adopted?" This shall be followed by the text set forth in Section 1 above. To the left of said wording, in boxes, with the appropriate place for marking, shall appear the words, "Yes", and "No", and each voter shall indicate his/her vote by appropriate marking on the ballot.

Section 3. The Clerk of Council is directed to publish the full text of the proposed charter amendment, as set forth above, for not less than two consecutive weeks in the Mirror and Toledo Blade with the first publication being at least fifteen days prior to the election, in accordance with Section 9 of Article XVIII, Ohio Constitution, and ORC 731.211.

Section 4. To pay the cost of printing copies of the proposed charter amendment and the publishing of notice, there is hereby appropriated from the General Fund the sum of \$500.00, or so much thereof as may be needed.

Section 5. The Clerk of Council is directed to transmit a certified copy of this Ordinance to the Board of Elections of Lucas County, Ohio no later than 4:00 p.m. on August 1, 2024.

Section 6. 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 7. This ordinance is deemed an emergency measure, is necessary for the immediate preservation of the public health, safety and welfare, and for the further reason that it is necessary to promptly submit this matter to the Board of Elections and to allow sufficient time to notify the citizens of Whitehouse of the proposed amendment.

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. 9-2024

AN ORDINANCE TO PLACE ON THE BALLOT AT THE NEXT GENERAL ELECTION A CHARTER AMENDMENT TO CHANGE ARTICLE IV, MAYOR, SECTION 4.05, VACANCY AND RESIGNATION, FOR THE VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO, AND TO DECLARE AN EMERGENCY

WHEREAS, the present Charter for the Village of Whitehouse provides for a procedure when the office of Mayor is vacant and the filling of that position; and

WHEREAS, the procedure now in place, under certain circumstances, may prove untenable to be followed and therefore is in need of amendment; and

WHEREAS, the Council for the Village of Whitehouse has determined that it would be in the best interests of the public that the Charter for the Village of Whitehouse be amended to change the process and procedure when the office of Mayor shall become vacant.

NOW THEREFORE, Be It Ordained By The Council Of The Village Of Whitehouse, Lucas County Ohio, That:

Section 1. The question of the change of Article IV, Mayor Section 4.05, Vacancy and Resignation, shall be submitted to a vote of the qualified electors of the Village of Whitehouse at the general election to be held on the 5th day of November, 2024, at the regular places of voting in the Village of Whitehouse between the hours of 6:30 a.m. and 7:30 p.m. Article IV, Mayor, Section 4.05, Vacancy and Resignation, shall be amended to read as follows:

ARTICLE IV MAYOR

SECTION 4.05 VACANCY AND RESIGNATION

In the event the office of Mayor shall become vacant for any reason, the President of Council shall thereupon become the Mayor and serve for the unexpired term or until the beginning of the term of the successor duly elected as hereinafter provided. Such person shall not continue as a member of Council. In such situation, there shall be a Council vacancy to be filled pursuant to the procedure set forth in Section 3.07 of this Charter. Council shall have the power to declare a vacancy of the Mayor's position. Any resignation shall be effective when tendered.

Section 2 The ballot for the election shall be entitled; "Village Charter Amendment Ballot" and the question to be submitted on the ballot shall be: "Shall the proposed amendment of Article IV, Mayor, Section 4.05, Vacancy and Resignation, of the Charter of the Village of Whitehouse be adopted?" This shall be followed by the text set forth in Section 1 above. To the left of said wording, in boxes, with the appropriate place for marking, shall appear the words, "Yes", and "No", and each voter shall indicate his/her vote by appropriate marking on the ballot.

Section 3. The Clerk of Council is directed to publish the full text of the proposed charter amendment, as set forth above, for not less than two consecutive weeks in the Mirror and Toledo Blade with the first publication being at least fifteen days prior to the election, in accordance with Section 9 of Article XVIII, Ohio Constitution, and ORC 731.211.

Section 4. To pay the cost of printing copies of the proposed charter amendment and the publishing of notice, there is hereby appropriated from the General Fund the sum of \$500.00, or so much thereof as may be needed.

Section 5. The Clerk of Council is directed to transmit a certified copy of this Ordinance to the Board of Elections of Lucas County, Ohio no later than 4:00 p.m. on August 1, 2024.

Section 6. 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 7. This ordinance is deemed an emergency measure, is necessary for the immediate preservation of the public health, safety and welfare, and for the further reason that it is necessary to promptly submit this matter to the Board of Elections and to allow sufficient time to notify the citizens of Whitehouse of the proposed amendment.

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

VILLAGE OF WHITEHOUSE

June 18, 2024

ADMINISTRATION

- 05-31-24 1. May 31, 2024: Income Tax Collection = \$1,534,420.76
Compared to last year = \$1,677,645.74 (8.54% decrease)
JEDD & JEDZ collections = \$1,466,554.92
- 02-19-19 2. Safety and Health Report: Last lost time injury was January 14, 2019

ADMINISTRATIVE ACTIVITIES

COMMUNITY DEVELOPMENT

SUBDIVISION DEVELOPMENTS

- 02-20-24 1. **Savanna Lake Plat 2** – All utilities completed. Construction of street underway. Construction completed-awaiting Toledo Edison to install electrical utility.

STREETS

05-21-24

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. Construction started 3/1
2. **Swanton Street Reconstruction** – Total Reconstruction of Swanton Street, from Maumee to Texas St. This is in the OPWC project pipeline for FY 2024. Plans completed. Bid completed – Low Bid B&J Concrete and Construction - \$226,774.25. Construction started May 8, 2024.
3. **North Texas St. (Lone Oak Ditch to Swan Creek), Bond St., Cemetery Rd (Intersection at SR 64)** – 2025 OPWC Street Resurfacing

PARKS & RECREATION

- 02-20-24 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. **Disc Golf** – Public Works Staff is working with volunteers on construct improvements at Sandra Park to include the disc golf course.

WATER

02-20-24

1. **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. Plans to OEPA for review.

WASTE WATER

02-20-24

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.
2. **Sanitary Sewer Collection System Evaluation** – Contacted with Jones & Henry to review sanitary sewer inspection data and make recommendation for future maintenance efforts.

STORM SEWER

05-21-24

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. Project 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

05-07-24

1. **Building Permits:** 4 new homes as of 06-13-24.

02-20-24

2. **Public Works:**

1. Water Department
 - a. Valve Exercising
2. Sewer Flushing & Manhole Evaluations
3. Storm Water Inspections – Outfalls & Asst. Management
4. Tree Trimming
5. Sandra Park Path Construction

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 7, 2024 meeting minutes
- C. Fire Dependency Board
 1. Pending approval of January 10, 2024 meeting minutes
- D. Planning Commission
 1. Pending approval of April 1, 2024 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 March 28, 2024 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