



August 15, 2024

WHITEHOUSE COUNCIL AGENDA

August 20, 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, August 20, 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: Shawn Bellner, CedarCreek Church
- IV. Pledge of Allegiance
- V. Adoption of Minutes of the July 16, 2024 and the July 30, 2024 Council Meetings
- VI. Adoption of Bills Dated August 15, 2024, the Addendum bills dated August 20, 2024 and the June 2024 Financial Statements
- VII. Introduction of Persons to Appear Before Council
 - A. Dalton Nicely, Prospective New Business Owner and New AW Wrestling Coach Meet and Greet
 - B. Request for Village Meadows Block Party for September 21, 2024
- VIII. Committee Reports
 - A. Report on the July 16, 2024 Finance Committee Meeting
 - B. Report on the July 25, 2024 Tree Commission Meeting
 - C. Report on the August 5, 2024 Planning Commission Meeting
 - D. Report on the August 7, 2024 Board of Zoning Appeals Meeting

- IX. Report of the Mayor
 - A. Mayoral Appointment of Laurie Mauro to the Tree Commission
- X. Report of the Clerk of Council
- XI. Report of the Municipal Administrator
 - A. Request Authorization for Legislation Authorizing the Award of a Contract for the 500K Gallon Water Tower Project to Maguire Iron (as an emergency)
 - B. Operations Report Summary
- XII. Report of the Law Director
- XIII. Report of the Department Heads
- XIV. Citizen Comments on Agenda Items
- XV. Ordinances
 - A. **Ordinance 13-2024:** Authorizing the Award of a Contract for the 500K Gallon Water Tower Project to Maguire Iron (as an emergency)
- XVI. Resolutions
- XVII. Council Comments
- XVIII. Citizen Comments
- XIX. Adjournment

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

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

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

Council Members Absent: None

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

Guests Present: Karen Gerhardinger

Council Prayer was given by Pastor Stephen Bond of Community of Christ Church.

Motion by Councilwoman Artiaga, seconded by Councilwoman Tuohy to approve the minutes of the July 2nd, 2024 council meeting. 6 ayes

Motion by Councilman Connelly, seconded by Councilman Yunker to approve the bills totaling \$33,014.15 dated July 12th, 2024 and the Addendum bills totaling \$479,269.41 dated July 16th, 2024. 6 ayes

PERSONS TO APPEAR BEFORE COUNCIL

Mayor Bingham asked if there were any persons to appear before Council. Matt Killam with the Toledo Metroparks is present to speak to Council on behalf of the Metroparks system.

Killam shared that he appreciates the opportunity to meet with the newer members of Council and Mayor. He shared some statistics from Metroparks as a whole including number of staff, attendees, miles of trails, acreage, etc. Killam shared that the Metroparks system applied for a gold medal of national parks award and were awarded “Gold Number One Park District in America”; came in first due to number of visits compared to the number of residents around area in Lucas County. He shared some Downtown Toledo updates, part of the downtown planning master plan. Killam talked some about public invites and input – they have heard a lot of requests for swimming. The Metroparks built a large splash pad called the ‘Mini Maumee’ in place of a swim idea; they are listening to residents and their ideas. He shares they are looking into an International Park face lift. There are ideas in process on 10 year plans, things going according to plan, battling inflation as all people and groups are. It was asked of Killam what the thoughts on Blue Creek are, what is it that we are hearing out here. Councilman Fine commented that people have asked for swimming, how to provide it. Killam comments that we were close to swimming out in this area but that was prior to lifeguards becoming extremely hard to obtain but this is on the radar for out here. Fine thanks Killam and the Metroparks for being a world class park system.

COMMITTEE REPORTS

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

Report on the July 9th, 2024 Committee of the Whole Meeting

Councilwoman Artiaga shared that first up was discussion on the charter and proposed changes. She shared that Rebecca Conklin Kleiboemer came to speak first on idea of floating date versus a specific date for petition due dates. Solicitor Heban verified that Board of Elections would not approve language with specific date as it could cause potential issues. Question on floating date falling on holiday or other BOE closed day, asked for language to be updated to include petitions would be due on the next business day that BOE is open. Artiaga shared that next was discussion on succession of Mayor questions. The Committee is waiting for some information from Heban. The Committee next reviewed the Surface Transportation Grant; Pilcher provided information for the Committee to review – discussed pushing projects together for better chance at grant approvals and scoring. The next topic reviewed was a presentation on sewer lines review. Opportunities for improvement were presented and discussed. Ideas for funding and possible disruption to residents were discussed. Lastly, the Committee discussed covid funds that are remaining, Pilcher provided rendering of accessible areas and estimated cost for quarry observation deck.

Report on the July 9th, 2024 Finance Committee Meeting

Councilman Connelly shared that the Committee discussed overall goals and objectives of their meetings. He commented they are looking for reports that are easily digestible and easy for staff to provide. They talked about how to roll data up, and how much detail is expected based on what is useful. During the meeting Daugherty shared that he has a current snapshot view that he can share with the Committee.

REPORT OF THE MAYOR

Mayoral Appointment to the JEDZ Board

Mayor Bingham shares that he is nominating Bob Kimball to the JEDZ Board. He comments that Kimball is currently involved in the Whitehouse Board of Zoning Appeals along with involved with the Lucas County Republican party boards.

Motion by Tuohy, seconded by Connelly to accept nomination of Bob Kimball to the JEDZ Board. 6 ayes

Bingham shared that he received a letter from Jenny Steinke from the Ovarian Cancer Connection requesting to put teal ribbons around trees in town. Administrator Daugherty has advised that this has not been done in the past, but there is no reason this cannot be changed – looking for opinion and discussion. Artiaga suggests light poles instead of the trees. Bingham says we have time to decide, does not necessarily have to be tonight. Riggensbach

asks same question as Artiaga, shares it is a good cause but do need to maybe have some clarity on what types of requests will come through, the first request could create numerous. Tuohy comments it is ok to say no if it is not something we would want to represent in future, but supports this current ask. Bingham asks can the Non-Profit Group do this on their own, Solicitor Heban says no, Council controls what goes on trees or light poles. Heban comments that we have to be careful in future as we can't say no to something just based on their content – if we let someone do it now, have to let all who request unless we want to subject ourselves to lawsuit. Connelly asks have we done this for soldiers, like the yellow ribbons. Daugherty comments in past yes, he says this particular applicant is a good cause but can't reject what Heban said about saying no based on content going forward. Connelly asking Heban what other municipalities have done. Heban says can set guidelines to follow but could still be sued and it would be up to a judge on if things are fair. Riggensbach comments that doesn't stop a business from putting things in their windows. Yunker asking where exactly they are looking to place ribbons, sounds like in easement trees down the main road. Fine shares that after hearing Heban comments he is leaning toward no. Yunker suggesting can't restrict on content but can put guardrails around what is allowed i.e. solid-colored ribbons with no writing. Fine still concerned. Bingham comments it is hard to say no when people are trying to raise awareness to issues – feels no matter what is decided it is a lose situation. Fine suggests a small donation instead from the Village to the requested cause. Artiaga asking to table this topic until after citizen comments during this meeting.

Bingham is reminding all of curb side pick up, please make sure all know that in September it is curb side instead of drop off. This has been shared on water bills and is on the Village website.

Bingham shares some Village survey stats: 499 have logged in and tried to take survey, 466 in total that can be used. Majority taking survey 65-74 ages. He shares that he plans to hold signs and pass out flyers at home football games to get people to take survey along with downloading the new village app.

Other updates shared include Bingham and Artiaga going to Providence Township meeting tomorrow night, the Concert in the Park series coming up Thursday at 6pm and is the last one. Ice Cream with the Mayor is coming up in August. Lastly he shared a concern brought up, phone call from a resident. Suggested council should have passed the repealing of the ordinance of the marijuana grow facility and then passed to voters in the future if need be – feels things are being done in reverse order.

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 Administrator Jordan Daugherty.

Daugherty shared that out of the last Committee of the Whole meeting there are a few topics that need action. Those are being covered first.

Daugherty asks for a motion to allow Administration to apply for grant funds, STG, for upcoming street projects; he asks for any questions or comments regarding this topic that was discussed in recent meetings. Fine asks is there two roundabouts; Pilcher confirms just one.

Motion by Councilman Riggensbach, seconded by Councilman Connelly to authorize administration to apply for STG Grant Funds for upcoming street projects. 6 ayes

Daugherty next asks for a motion to allow Administration to seek funding for sewer updates that were discussed during the last Committee of the Whole meeting.

Motion by Councilwoman Tuohy, seconded by Councilman Fine to authorize Administration to seek out funding for sewer system updates. 6 ayes

A. Request Authorization for Legislation For the Mid Year Amended Appropriations
(as an emergency)

Daugherty shares that this request is for standard, mid-year appropriations; basic housekeeping items, nothing significant. Asking for authorization tonight.

Motion by Councilwoman Artiaga, seconded by Councilman Fine to request authorization for legislation for the mid year amended appropriations, as an emergency. 6 ayes

B. Request Authorization for Legislation To Place On the Ballot at the Next General
Election the Issue Approving the Cultivation and Processing of Marijuana

Mayor Bingham asks if this legislation should be passed as an emergency, Solicitor Heban confirms yes, as emergency.

Tuohy asks to confirm, Council is putting this on the ballot to see if we want to reverse the moratorium with the public vote, rather than making that decision as Council; the moratorium would be in effect until vote changes it. Riggensbach does not agree with this direction, agrees with citizen feedback that Mayor Bingham received. Tuohy comments we can't give details on possible interest until we can receive details, and we can't get details until moratorium is lifted. Fine asks what info we would be looking for that would help; Tuohy says if we say no it still could be in our area anyway without Whitehouse benefitting; she shares after talking to residents she did get more people for the chance of it than against the idea of it. Bingham says two ways, Council can repeal the moratorium ourselves then take offers to citizens if one comes in, it can be a ballot issue on a special election if needed; or Council can go forward with having citizens decide on repeal of moratorium first. Connelly suggests going forward as is. Bingham suggesting if go forward, we do not have to go to voters again if idea of lifting moratorium is passed – residents already gave approval.

Motion by Councilman Fine, seconded by Councilman Connelly to request authorization for legislation to be placed on the ballot at the next general election regarding the issue of approving the cultivation and processing of marijuana, as an emergency. 4 ayes 2 nays

C. Request Authorization for Legislation to Purchase a Police Cruiser Using COVID Funds (as an emergency)

Daugherty comments that this topic was discussed at the previous Committee of the Whole meeting; we are capitalizing on good price on the cruiser and good interest rates.

Motion by Councilman Riggensbach, seconded by Councilman Connelly to request authorization for legislation to purchase a police cruiser using COVID Funds, as an emergency. 6 ayes

D. Operations Report Summary

Deputy Administrator Hartbarger starts the operations report by sharing that the open office assistant position has been filled. Kelsey Blaskis has filled position after receiving over 20 applications.

Hartbarger shares there have been recent BWC grants applied for and successful receipts. Due to this, the Village is purchasing equipment for the Public Works and Fire Department teams.

Mayor Bingham asks if we are discussing Swan Creek Ditch postcard that went out to all residents. Daugherty shares in 2018 is when Council took action previously, but now newly dealing with flooding issues. Very long and involved process over a few years so far, issues affect upstream counties and municipalities, if the county was to fix just one, as in Whitehouse, it does not fix all flow problems. Daugherty says all in this watershed will see Village of Whitehouse labeled as the petitioner. We are the initiated party, can share that municipality is working through how to fix the issue. In 2018, cost estimates were provided, and were much lower than what are showing on the cards that went out now, lower costs and overall burden to Village of Whitehouse at that time. In 2018, Council voted to take on that burden so to not increase taxes. The current amount is \$115k per year for next 6 years, this will impact the general fund; it was initially estimated in 2018 at \$20k per year. Daugherty comments that the card is very confusing, it is ORC language. Tuohy comments that on the news they did go through each section and help explain, which helped. Hartbarger says the ditch in the area has lost half of its capacity per the engineers office. Bingham shares back in 2018 was to fix Whitehouse's problem then it ballooned into the full county and other counties including Fulton. Daugherty shares that a common question he is hearing is - I don't live near water why do I have to pay - Whitehouse is very flat and is very close to the flood plain – adding lots of streets and houses increases water drainage stress. Everyone in the Village benefit from the updates and fixes. Fine confirms it is \$115k per year; Daugherty says yes it is each year. Daugherty comments that the good news is that this will be fixed going forward and issues will improve.

REPORT OF THE LAW DIRECTOR

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

Heban shares that he has an answer on Riggenbach's question on floating date for petitions due dates. He said there is no need to change legislation, Ohio BOE has a rule that if date falls on legal holiday or BOE is closed it automatically goes to next business day.

Heban shares that next topic is question Riggenbach raised regarding sitting Mayor, if they resign after voted in. Heban says presuming these amendments pass, Council will have some updates to do to ordinances – if passes, Council should enact specific ordinance that stops someone from resigning and then being able to serve next elected term.

Heban shares his last topic is regarding Buckeye Cable request to easement access – Pilcher reviewed and no issues. It is on property that Village owns. Hartbarger shares that Village was petitioned by Buckeye for business going in next to Village Social Park. May risk underground work if easement is granted. Hartbarger and Heban suggest an aerial license to protect from any Village Social Park damage underground in that area. Hartbarger confirms overhead lines already exist – did not go to BZA, this is straight to Council. Fine asks, does this give same height as other lines, Hartbarger confirms yes.

Motion by Riggenbach, seconded by Fine to authorize administration to sign license agreement with Buckeye Cable. 6 ayes

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 there are several ordinances ready to be voted on.

- 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**

Motion by Councilman Riggenbach, seconded by Councilwoman Artiaga to approve **Ordinance 7-2024** to be read by title only. 6 ayes

Motion by Councilwoman Artiaga, seconded by Councilwoman Tuohy to approve **Ordinance 7-2024** by title only, declaring an emergency. 6 Ayes

Motion by Councilman Connelly, seconded by Councilman Fine to adopt **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, as an emergency**. Third reading vote by name. 6 Ayes

- 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

Motion by Councilman Connelly, seconded by Councilman Yunker to approve **Ordinance 8-2024** to be read by title only. 6 ayes

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

Motion by Councilman Yunker, seconded by Councilman Fine to adopt **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, as an emergency.** Third reading vote by name. 6 Ayes

- 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

Motion by Councilman Connelly, seconded by Councilwoman Tuohy to approve **Ordinance 9-2024** to be read by title only. 6 ayes

Motion by Councilwoman Tuohy, seconded by Councilman Fine to approve **Ordinance 9-2024** by title only, declaring an emergency. 6 Ayes

Motion by Councilman Connelly, seconded by Councilwoman Tuohy to adopt **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, as an emergency.** Third reading vote by name. 6 Ayes

- D. **Ordinance 10-2024:** Amended Ordinance to Make Appropriations for Current Expenses and Other Expenditures of the Village of Whitehouse, State of Ohio, During the Fiscal Year Ending December 31, 2024 (as an emergency)

Motion by Councilman Riggensbach, seconded by Councilman Connelly to approve **Ordinance 10-2024** to be read by title only. 6 ayes

Motion by Councilman Riggensbach, seconded by Councilman Connelly to approve to suspend the rules and have the second and third reading of **Ordinance 10-2024** by title only. 6 Ayes

Motion by Councilman Fine, seconded by Councilwoman Tuohy to approve **Ordinance 10-2024** by title only, declaring an emergency. 6 Ayes

Motion by Councilman Riggenbach, seconded by Councilman Connelly to adopt **Ordinance 10-2024: Amended Ordinance to Make Appropriations for Current Expenses and Other Expenditures of the Village of Whitehouse, State of Ohio, During the Fiscal Year Ending December 31, 2024, as an emergency.** Third reading vote by name. 6 Ayes

- E. **Ordinance 11-2024:** To Place On the Ballot at the Next General Election the Issue Approving the Cultivation and Processing of Marijuana in the Village of Whitehouse, Lucas County, Ohio (as an emergency)

Motion by Councilman Connelly, seconded by Councilwoman Artiaga to approve **Ordinance 11-2024** to be read by title only. 6 ayes

Motion by Councilman Connelly, seconded by Councilman Fine to approve to suspend the rules and have the second and third reading of **Ordinance 11-2024** by title only. 6 Ayes

Motion by Councilman Fine, seconded by Councilman Yunker to approve **Ordinance 11-2024** by title only, declaring an emergency. 6 Ayes

Connelly fine

Motion by Councilman Connelly, seconded by Councilman Fine to adopt **Ordinance 11-2024: To Place On the Ballot at the Next General Election the Issue Approving the Cultivation and Processing of Marijuana in the Village of Whitehouse, Lucas County, Ohio, as an emergency.** Third reading vote by name. 6 Ayes

RESOLUTIONS

Mayor Bingham asked Solicitor Kevin Heban for any resolutions to be reviewed or voted on.

- A. **Resolution 10-2024:** Authorizing the Administrator to Purchase a 2024 Ford Explorer Police Interceptor for Use by the Police Department for the Village of Whitehouse, Lucas County, Ohio (as an emergency)

Motion by Councilman Riggenbach, seconded by Councilman Fine to approve **Resolution 10-2024** to be read by title only. 6 ayes

Motion by Councilman Riggenbach, seconded by Councilwoman Tuohy to approve to suspend the rules and have the second and third reading of **Resolution 10-2024** by title only. 6 Ayes

Motion by Councilman Riggenbach, seconded by Councilwoman Artiaga to approve **Resolution 10-2024** by title only, declaring an emergency. 6 Ayes

Motion by Councilman Riggenbach, seconded by Councilman Fine to adopt **Resolution 10-2024: Authorizing the Administrator to Purchase a 2024 Ford Explorer Police Interceptor for Use by the Police Department for the Village of Whitehouse, Lucas County, Ohio, as an emergency.** Third reading vote by name. 6 Ayes

OTHER ITEMS DISCUSSED

Department Heads

Public Works Director Steve Pilcher shares that the bridge delivery is expected July 24, there could be some traffic delays while offloading and getting the bridge in place. He comments there is a bid opening for the elevated storage tank on Industrial Parkway; Maguire Steel was the lower bid at \$2.753M - waiting for Kleinfelder to review bids and move forward. Pilcher shares that Lucas County Engineer will be at Village Hall from 4-8pm on July 30, in classroom and council chambers to answer questions on the Swan Creek Ditch petition. Bingham asks what the original water tower estimate was; Pilcher says \$2.9MM so this bid is under. Tuohy asks where we post our open bids, Pilcher says usually in Mirror newspaper along with sending directly to contractors that have worked with in past, engineer does as well; have used Lucas County Auditor open bid site in past. Fine asks expect large crowd on 30th - is this individual or one large group – individual is the intent.

Fire Chief Jason Francis shares that the statistics for June have been emailed to Council along with included in packet for tonight's meeting.

Council Comments

Councilman Riggenbach comments that he is very grateful to have charter conversations moving to ballot and grateful for the hard work and effort by all. One of the most important documents we have, time and effort spent on this topic was the right thing.

Councilman Connelly comments that it is a privilege to serve the public with people he respects and admires; appreciate all here.

Councilman Yunker comments that on the topic of postcards that went out for ditch issues, there is a lot of back and forth on social media. Overwhelming negative comments from people outside of Whitehouse stating it is Whitehouse's problem only. Yunker says really it is a benefit for a large portion of Northwest Ohio. Yunker asks question for Administration, he understands a message went out that the Village will no longer be sending communications via email and residents should be using the new app. Hartbarger shares that is probably a misunderstanding, all will still receive email, it will come through app to email and residents just need to subscribe to correct platform. Hartbarger comments he understands some do not have smartphones and there will be way to still continue to receive email.

Councilman Fine asks at next Committee of the Whole meeting should Council talk about communication for upcoming ballot measures and efforts. Riggenbach asks what we can

say – Heban says you can state the facts. Hartbarger shares that the Village survey is going in the August water bill, very low cost to print in color. Heban says yes can do this for ballot issues too – this is a little different than tax last year as these are not money issues. Bingham agrees citizens should know what they are voting on.

Councilwoman Artiaga shares that she emailed a copy of Council roles to all, they are quite antiquated can discuss and review during September committee of the whole.

CITIZEN COMMENTS

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

Councilwoman Artiaga asks all to circle back to the teal ribbon on the trees request for the Ovarian Cancer Connection.

Connelly comments he is thinking about beautification of downtown and how things are today. Not in favor of ribbon on trees but in favor of small nominal donation to the group. Yunker comments saying yes could open slippery slope for public spaces for other requests, but we could create some restrictions with messaging, etc. Fine agree with all. Tuohy agrees, but feel it is a no win challenge that we can't do something nice because of what it opens us up to. Riggerbach asks who is requesting, make sure if do donation it goes to the right local chapter that is requesting, he is in favor of donation. Artiaga more comfortable with donation approach, even if adopting restrictions, still could open up to messages that Village does not support.

Motion by Councilman Connelly, seconded by Councilman Fine to present a \$250 donation to the Ovarian Cancer Connection after verifying their 501c3 status. 6 ayes

ADJOURNMENT

Motion by Councilman Riggerbach, seconded by Councilwoman Tuohy to adjourn the meeting at 8:08pm. 6 ayes

Duly Appointed Clerk of Council

Mayor

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

Meeting called to order at 6:32 PM by Mayor Rich Bingham.

Council Members Present: Louann Artiaga, Dave Riggensbach, Carrie Tuohy, Steve Fine

Council Members Absent: Steve Connelly and Larry Yunker

Staff Present: Municipal Administrator Jordan Daugherty, Deputy Administrator Joshua Hartbarger, Solicitor Kevin Heban, Council Clerk Nicole Hartbarger

Guests Present: Karen Gerhardinger

GENERAL

Discussion of Primary Dates To Be Incorporated in the Final Ballot Language for the Charter Amendment to Article XIII, Nominations and Elections for the Village of Whitehouse

It is stated we currently do not have a quorum with two council members absent – quorum is required due to the ballot language needing to be passed as emergency.

Solicitor Heban suggests reviewing the new information. He shares that everything was dropped off and approved by the Board of Elections (BOE) but they are questioning the date that is provided in this suggested amendment. There are two others in Lucas County that have September dates – but their rules do have 21 days where they can finalize the results after voting. Riggensbach asks what date makes it work for Whitehouse. Heban says BOE asking for all Lucas County municipalities to be in May; first Tuesday in May. BOE asked Heban to bring this back to council's consideration for anything from May to August for it to fit in with suggested go forward. If we do a May primary the date would go from current at first of September to March. This only deals with the primary, not the standard election. It is commented that all petitions should be pulled as if a primary is occurring, so this would be pulling in January and turned in by beginning of March. Riggensbach comments that if it is in line with the state requirements, it makes sense. Mayor suggests we need to get the word out because of it being such a big difference than what Whitehouse is used to – January from June/July. Riggensbach comments he doesn't think it is a cost decision, but more do we want to align with the state or push back on some time. If we follow the state we will save on any special primary that Whitehouse would have to hold on their own. Fine confirming what Riggensbach says, saying there are a few options, change to be compliant but it can be due May or June instead of March. Riggensbach says either way, we do have to educate people on new timelines and due dates, so why not just align with the state. Mayor is concerned with military people who would have to mail back petitions, making sure it gives them enough time to return – Heban confirms yes this would be ok. Heban suggests that others in Lucas County have eliminated primaries, that is an option as well to just eliminate. Daugherty and Artiaga comment they believe last year was the first year for a primary in quite a long time, if ever. Others do not remember one before last year. Heban says most

other municipalities do not do a primary. Heban comments that we will be back to this same discussion in a few years when we are close to becoming a city.

Tuohy suggests, along with Riggenbach, to align with the state to not have to consider too much more in the future. Daugherty says since we are revisiting in a few years, why don't we default to the state for now and review in future. Artiaga agrees, along with Fine, to default to the state and have May dates – petitions would need to be pulled early in the year in January.

Motion by Councilman Riggenbach, seconded by Councilman Fine to request authorization for legislation to insert May as the primary date and to eliminate sections 13.01, 13.04, and 13.05 of Village of Whitehouse Charter. 4 ayes

Motion by Councilwoman Artiaga, seconded by Councilman Riggenbach to place **Ordinance 12-2024** on the special meeting agenda. 4 ayes

Motion by Councilman Fine, seconded by Councilwoman Tuohy to read **Ordinance 12-2024** by title only. 4 ayes

Heban asks Council to consider at this time to have Riggenbach vote now as to his decision on waiving second and third readings, his decision for passing as an emergency along with decision to adopt Ordinance 12-2024.

Motion by Councilwoman Artiaga, seconded by Councilwoman Tuohy to allow Councilman Riggenbach to provide voting decisions on waiving second and third readings, passing as an emergency along with adoption for Ordinance 12-2024. 4 ayes

Heban asks Councilman Riggenbach his vote to waive the second and third readings for **Ordinance 12-2024**. Riggenbach votes yes.

Heban asks Councilman Riggenbach his vote to pass **Ordinance 12-2024** as an emergency. Riggenbach votes yes.

Heban asks Councilman Riggenbach his vote to adopt **Ordinance 12-2024**. Riggenbach votes yes.

Heban comments that if Council chooses, they can release Councilman Riggenbach from chambers.

Motion by Councilman Fine, seconded by Councilwoman Tuohy to release Councilman Riggenbach from council chambers at 6:55pm. 4 ayes

Councilman Connelly joins the special meeting in council chambers at 7:09pm.

Special

July 30,

24

Heban comments that we are still in an open meeting. He explains to Connelly that we released Riggenbach after he voted on Ordinance 12-2024. Heban recaps for Connelly discussion that happened prior to his joining. Informs discussion was to update ordinance to May with 60 day petition period.

Motion by Councilwoman Tuohy, seconded by Councilman Fine to approve to suspend the rules and have the second and third reading of **Ordinance 12-2024** by title only. 5 ayes (4 ayes plus previous aye from Riggenbach)

Motion by Councilman Fine, seconded by Councilwoman Artiaga to approve **Ordinance 12-2024** by title only, declaring an emergency. 5 ayes (4 ayes plus previous aye from Riggenbach)

Motion by Councilwoman Tuohy, seconded by Councilman Fine to adopt **Ordinance 12-2024, as an emergency**. Third reading vote by name. 5 ayes (4 ayes plus previous aye from Riggenbach)

ADJOURNMENT

Motion by Councilwoman Artiaga, seconded by Councilwoman Tuohy to adjourn the meeting at 7:12pm. 4 ayes

Duly Appointed Clerk of Council

Mayor

COUNCIL BILLS

8/15/2024

VENDOR	DEPARTMENT	AMOUNT	TOTAL	DESCRIPTION
Ag-Pro Companies	Parks	\$34.61	\$34.61	Mower Parts
Amazon	Administration	\$1,453.06		Supplies
Amazon	Sanitation	\$55.98		Supplies
Amazon	Fire	\$246.53		Supplies
Amazon	Parks	\$169.07		Supplies
Amazon	Streets	\$12.93	\$1,937.57	Supplies
AT&T	Fire	\$70.51	\$70.51	Phone Service
AT&T First Net	Fire	\$252.93		Cell Phones
AT&T First Net	Administration	\$92.15		Cell Phones
AT&T First Net	Water	\$42.80		Cell Phones
AT&T First Net	Sewer	\$42.80	\$430.68	Cell Phones
Atlantic Emergency Solutions	Fire	\$2,987.74	\$2,987.74	Vehicle Repair
Belle Tire	Police	\$309.98	\$309.98	Tires
Cycle Werks	Police	\$279.96	\$279.96	Helmets
ESO	Fire	\$495.00	\$495.00	Software
Geddis Paving & Exc.	Capital Project	\$189,402.62	\$189,402.62	Multi-Use Path & Bridge
Heban, Murphree & Lewandowski	Police	\$70.00		Law Director Charges
Heban, Murphree & Lewandowski	Administration	\$3,310.00		Law Director Charges
Heban, Murphree & Lewandowski	Sewer	\$200.00	\$3,580.00	Law Director Charges
Johnson Controls Security Solutions	Maintenance	\$821.92	\$821.92	Quarterly Alarm Fee
Kuhlman Corp.	Sewer	\$105.00		Supplies
Kuhlman Corp.	Water	\$607.50		Supplies
Kuhlman Corp.	Maintenance	\$295.00	\$1,007.50	Supplies
Lexipol	Fire	\$3,580.00	\$3,580.00	Lexipol Software
MASI	Water	\$565.60	\$565.60	Water Sample Analysis
Memorial Professional Services	Administration	\$168.00	\$168.00	Promedica EAP
ODP	Administration	\$52.54	\$52.54	Office Supplies
Ohio Gas Company	Police	\$7.31		Natural Gas Charges
Ohio Gas Company	Fire	\$12.38		Natural Gas Charges
Ohio Gas Company	Maintenance	\$37.26		Natural Gas Charges
Ohio Gas Company	Parks	\$30.61		Natural Gas Charges
Ohio Gas Company	Life Squad	\$12.38	\$99.94	Natural Gas Charges
Perrysburg Pipe & Supply	Streets	\$132.46	\$132.46	Parts

VENDOR	DEPARTMENT	AMOUNT	TOTAL	DESCRIPTION
Ram Exterminators LLC	Maintenance	\$42.00		Bug Spraying
Ram Exterminators LLC	Life Squad	\$38.00	\$80.00	Bug Spraying
Risk Strategies	Administration	\$176.00	\$176.00	Online Benefits Software
Smart Bill	Water	\$702.56		Utility Bill Mailing
Smart Bill	Sewer	\$702.55	\$1,405.11	Utility Bill Mailing
Toledo Edison	Police	\$600.24		Electric Charges
Toledo Edison	Fire	\$373.76		Electric Charges
Toledo Edison	Street Lights	\$5,977.36		Electric Charges
Toledo Edison	Parks	\$2,179.09		Electric Charges
Toledo Edison	Maintenance	\$875.06		Electric Charges
Toledo Edison	Life Squad	\$373.75		Electric Charges
Toledo Edison	Streets	\$178.60		Electric Charges
Toledo Edison	Water	\$1,868.44		Electric Charges
Toledo Edison	Sewer	\$2,019.83	\$14,446.13	Electric Charges
Traffic Stop Uniform Supply	Fire	\$460.15	\$460.15	Uniforms
Triotech Corporation	Police	\$33.75	\$33.75	IT Service
UniFirst Corporation	Police	\$44.10		Rug Cleaning
UniFirst Corporation	Maintenance	\$44.10		Rug Cleaning
UniFirst Corporation	Fire	\$20.03		Rug Cleaning
UniFirst Corporation	Life Squad	\$20.02	\$128.25	Rug Cleaning
Verizon Wireless	Police	\$200.55		Cell Phones & Data
Verizon Wireless	Fire	\$200.55		Cell Phones & Data
Verizon Wireless	Parks	\$27.33		Cell Phones & Data
Verizon Wireless	Administration	\$40.12		Cell Phones & Data
Verizon Wireless	Maintenance	\$27.33		Cell Phones & Data
Verizon Wireless	Streets	\$27.33		Cell Phones & Data
Verizon Wireless	Water	\$27.33		Cell Phones & Data
Verizon Wireless	Sewer	\$27.33	\$577.87	Cell Phones & Data
		\$223,263.89	\$223,263.89	

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:

Name of Event: Village meadows Block Party

Coordinator/Contact Person: Lauren Sells

Address: 7030 Whiddenmill Dr

Phone: 419-343-4318 Email: laurenash5678@yahoo.com

FAX: _____

Event Date (s): Aug 9 or Sept 21 Event Hours: 3:00pm - 7:00pm

Estimated Number of Attendance: 30-75 maybe

Brief Description of Event:

We would like to do a casual block party

☐ 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)

possibly

☐ 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).

It would be nice to close the street down.
I don't think we need the whole thing closed but a
portion of it.

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	\$50.00		
Fire	\$50.00		
Police	\$50.00		
Public Service	\$50.00	2	\$100.00

?

* 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 700 sq feet	\$50.00/Tent		
Tent Under 700 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 _____ Other _____ Total _____

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: Sam Sell Date: 7/22/24

Attachments if needed:

____ Ohio Revised Code Section 4303.202 F-2 Permit Legislation.

____ Ohio Department of Commerce/Division of Liquor Control: *How to Apply for a Liquor Permit.*

____ Tent, Bounce House, and/or Food Truck Application.

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



Three handwritten signatures are written on three horizontal lines. The first signature is a stylized 'J' followed by a flourish. The second signature appears to be 'William A. Dunn'. The third signature appears to be 'Kevin P. Peltier'.

Approved for Council Presentation

Village Administrator



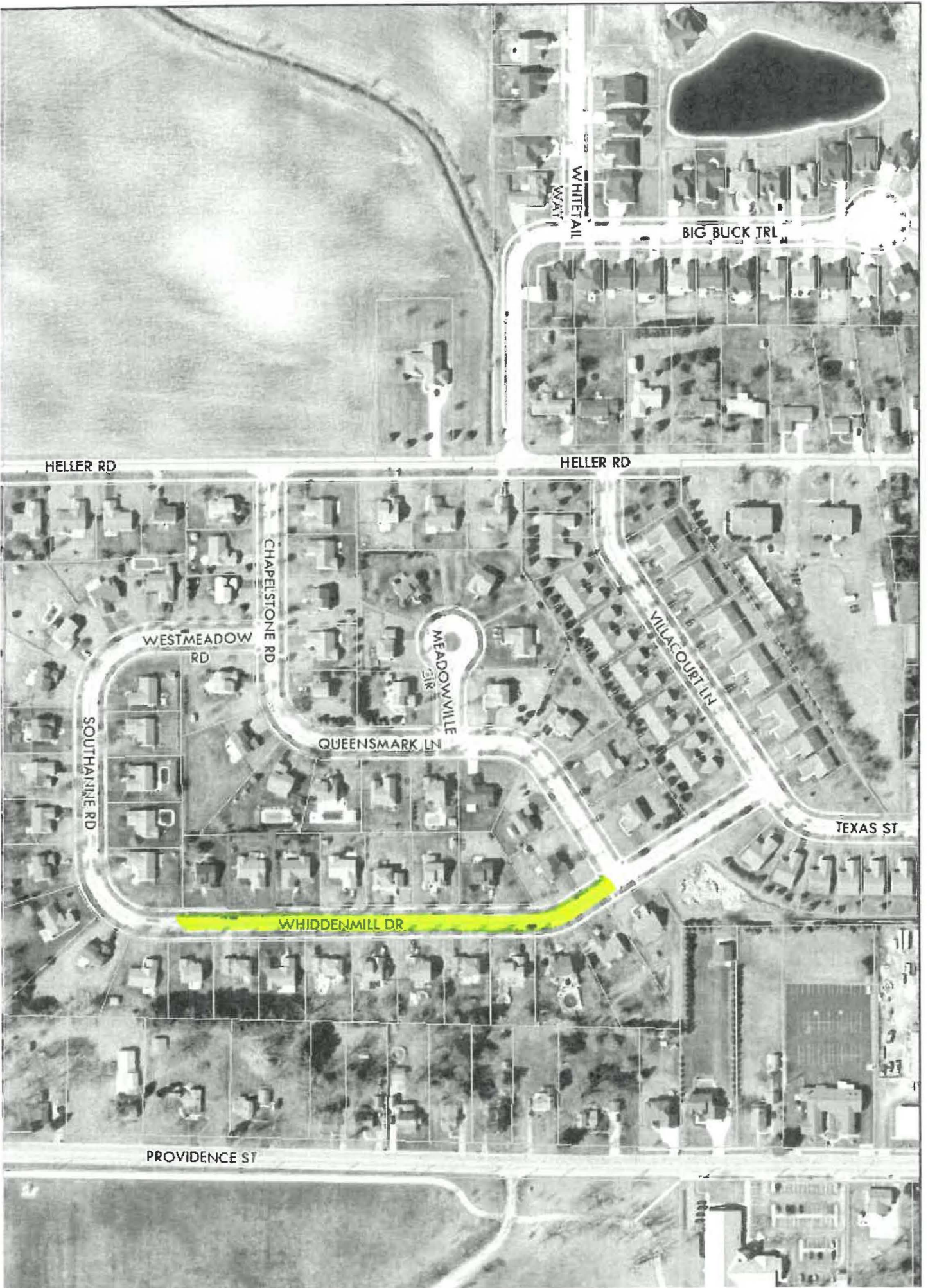
A handwritten signature is written on a horizontal line.

Date to appear before Council

Aug. 20, 2024

Council Outcome

Whiddenmill



**Village of Whitehouse
Finance Committee
Village Hall, Whitehouse, OH
Immediately Following Committee of the Whole Meeting
July 16th, 2024**

CALL TO ORDER – ROLL CALL

Meeting called to order at 8:14pm by Committee Member Steve Connelly.

Committee Members Present: Dave Riggenbach, Carrie Tuohy, Steve Connelly,

Committee Members Absent: None

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

Guests Present: N/A

Motion by Councilman Riggenbach, seconded by Councilwoman Tuohy to approve the minutes of the July 9th, 2024 Finance Committee meeting. 3 ayes

GENERAL

Continue Discussion of Goals and Objectives of the Finance Committee

Administrator Daugherty comments that he has provided his standard critical indicators report to the Committee. He comments this was not intended to cover all requests and thoughts but as a first pass at something that is already being produced by Administration. The report provides first indicators on if there are any financial or account concerns.

Daugherty explains that Page 1 on the report is all funds, the question here is are receipts covering expenses; the ratio shows status – quick snapshot anything below ratio of 1 is good. He calls out the Life Squad line sharing we do receive quarterly installments on this so every two months does show a ratio that is a bit off until payment comes in. Water and sewer generally watched for, and mostly will be close, but sewer does have quarterly and semi-annual debt payments so it doesn't expense evenly over the year. Daugherty comments when we aggregate all funds, ratio is 1.2 or 20% over through May 31, receipts coming in 20% greater than expenses. Riggenbach asking for month breakdown if possible, instead of just year to date to see detail, include both month to date and year to date with direct comparison to plan – a secondary calculation that states where that total is to plan - behind or ahead. Daugherty comments the more granular you get the more you will have to focus on when payments come in and go out.

Daugherty explains that Page 2 is the general fund sub accounts. General fund is big umbrella fund, most agility per the auditor. This page shows where we are on spending versus what was appropriated on an annual or year to date view. Always looking for below 1, anything below by definition shows efficient spending. Daugherty comments that through first six months of year, this report is not as helpful, after first half of year if you see something way over or way under that's when it makes sense to do more detailed research. Connelly asks if we look at these quarterly, would that make sense at all to see if predicted quarterly ratio was on target or off – would that detail help from a quarterly perspective. Tuohy suggests also would help if we had

previous years to compare these ratios to. Looking for detail to avoid finding issues in October because you don't have the time to address it at that point. Daugherty agrees and will drop in previous year ratio and fill in some more notes. Riggensbach asking for two previous years, not just one and also would like to see full annual budget expense fixed number stays the same all year. Riggensbach comments that he really does like this initial report, asks can we have on revenue side show the detail of receipts/sources of income. Connelly asks to understand terms on investments. Daugherty can provide report and details on funding/bonds, etc. Riggensbach asks is there an estimate of what we think will come in; Daugherty says yes this is the appropriations that we set at the end of the year – this is included on monthly reports already provided, some can be way off due to timing, etc. Riggensbach asks for total expected revenue for whole year by category including previous years data for two years prior. Tuohy comments this is a great start, once we see a few years prior and can see a trend will be much easier to discuss – biggest question hear from people is on how things have changed or happened.

Connelly comments action items is for updates to reports as requested, and asks do we then want to talk about some other reporting as suggested. Riggensbach asks what is the amount of information that we need to be reviewing for approval – would be more comfortable approving something more readable like this instead of very detailed. Tuohy asks could we request notes to more generic line items like 'miscellaneous expenses' and 'other' – have these notes up front when looking to approve instead of having to ask for detail at that time or after. Riggensbach asks how long it typically would take to generate this, Daugherty says this is a standard report, a few hours to run and review.

OTHER BUSINESS

Finance Committee Chair Connelly asked for comments on other business from all committee members. There were none.

ADJOURNMENT

Motion by Councilman Riggensbach, seconded by Councilwoman Tuohy to adjourn the meeting at 8:47pm. 3 ayes

Respectfully submitted by Nicole Hartbarger, Clerk of Council

Whitehouse Tree Commission
Minutes – meeting of July 25, 2024

Present: Sheri Luedtke (Chair), Diane DeYonker, Christine Manzey, Amy Schultz, Elliot Tramer, Steve Connell (Council Rep), James Forrest (Staff Rep)

Sheri Luedtke called the meeting to order at 7:35 p.m.

The minutes of the meeting of May 23, 2024 were approved unanimously

Old Business:

- A. Tree inventory - The Commission needs to carve out a section of the Village to update a portion of the inventory this year.
- B. Growth Award – The demonstration visit to Ohio Compost on July 13 should qualify for points. A thank-you was sent to Craig Bauer.
- C. Master Plan – The Plan needs to be updated for the Village Meadows area, since 26 storm-damaged Callery Pears were removed there. Replacement trees will be ordered for installment in the fall.

- D. Farmers' Market – Several citizens came to our table with questions. We provided handouts on Asian Longhorn Beetle and tree care. Chris Manzey has designed handouts on the Spotted Lantern Fly to be made available at Farmers' Market in the future. Her hot sheet on the Lantern Fly will be sent to grape growers in our area (Stevens Market, Majestic Winery, Johnson's, and MacQueens).

Chris called the Commission's attention to a new Ohio Forest Pests Field Guide, published by Ohio State University. Copies have been available for free from Lucas County Extension Agent Amy Stone. Sheri will try to obtain copies for everyone on the Commission.

We are short of insect tattoos, which are an effective way of getting kids (and their parents) to be aware of tree pests.

- E. Tree Inventory see under A and C. James Forrest indicated that storm damage over the last two months required 150 man-hours for clean-up.
- F. Forms and Documents – nothing to add
- G. Facebook Ideas – Amy Schultz will pinch hit for Sheri for now. Chris will send Amy information on the Spotted Lantern Fly.

New Business:

- Steve Connelly proposed we invite applications from Anthony Wayne high school students to serve as Tree Commission interns. Perrysburg already has an intern program and their application form could serve as a template. Young tree training was suggested as an intern activity. Diane DeYonker moved approval; 2d by Chris Manzey. Approved unanimously.
- Diane was in contact with Emily Uhlman of Metroparks Toledo about removal of *Ailanthus* trees from around the quarry. They plan to apply herbicide in late summer/early fall and begin removals in spring, with Tree Commission as partners.

- Steve Connolly mentioned the availability of leftover Covid funds, and solicited ideas about how we might use some of it. Chris brought up the idea of a Story Walk for children that would educate about trees in an entertaining way. One excellent place would be along the walk around the small quarry on Waterville Street. She will investigate costs.

Adjournment moved (Chris Manzey, 2d Amy Schultz). Approved 8:10 p.m,

Respectfully submitted,

Elliot Tramer

MINUTES OF THE PLANNING COMMISSION
VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO
August 5, 2024

At 6:00 pm, Tom Lytle called the meeting of the Whitehouse Planning Commission to order.

Roll Call: Tom Lytle, Dave Prueter, Allen Kuck, Charles Kethel, and Mayor Rich Bingham. Also in attendance were: Kyle and Renee Hertzfeld, John Sperry with DuBose & Associates, Municipal Administrator Jordan Daugherty and Deputy Administrator Josh Hartbarger

First item of business is to approve the minutes of the April 1, 2024, meeting; Mayor Bingham made a motion to approve the minutes, Mr. Kuck seconded the motion. Motion passed 5-0.

Next item was to review and discuss the architectural design and final site plan for the new commercial building to be located at 9910 Waterville-Swanton Road. In the previous meeting it was discussed that this property is in the Waterville Street overlay district. There are thirteen requirements that must be in general compliance within this overlay district.

1. Upper floors may have a mix of uses. *N/A*
2. Building design shall not serve to communicate or reflect the corporate identity or product marketed. *Standard met*
3. Windows shall be repeated across the façade on both bottom and upper stories. The first floor shall have larger storefront windows and taller ceilings. *This will be calculated and will be changed to meet the requirements*
4. Building Style shall incorporate various design details appropriate to existing local architecture. *Other than the Josh Doyle building, all other buildings in that area were built before the Overlay was established. The vertical siding will be corrugated along with horizontal wood siding and stacked stone. Awnings will be installed over each business entrance. Standard met*
5. Building Style Consistency-a single style is not required, but a building's style shall be consistent throughout. Buildings shall be designed to withstand the elements. *Standard met*
6. Modulate Mass & Elevation-intent is to create architectural relief and interest. *Standard met*
7. Undifferentiated Facades- shall not exceed 20 feet horizontally or 15 feet vertically and shall be differentiated through a change in siding or other material. *Standard met*
8. Relieve Blank Facades-blank facades shall not be visible to public spaces. *Standard met*
9. Visual Definition-architectural features shall provide further visual definition and reduce visual mass of larger buildings. *Standard met*
10. Appropriate Building Materials-exterior materials may include brick, wood siding and/or stucco. *Standard met*
11. Buildings located on street corners shall have additional detailing to emphasize the street corner. *N/A*

12. Horizontal Moldings should be considered and relate to the moldings of adjacent buildings. *N/A*
13. Awnings and marquees are encouraged where appropriate. *Standard met*

Dave asked if there was sufficient area for a semi to go around the back of the building. John said the clearance is the same for a semi and a fire truck. Dave is concerned there is not enough area there. John said he has enough parking figured in that he can redesign that area and remove a couple of parking spaces. Dave also asked about the pond out front. John said it will be a dry detention pond and will meet the OEPA requirements. Tom asked if it would be like the one at Dollar General. John said it is designed to meet current standards, so it should be easier to maintain. Tom asked if there are any catch basins figured into the design, next to the Steve Rogers property. John will get those put into the plans. Tom asked if there is a lighting plan for the property. John does not have one yet but will get that submitted for the final review. Dave Prueter made a motion to approve the plans, Chuck Kethel seconded. Motion passed 5-0

Jordan wanted the committee to know there will be a couple of zoning changes coming that are in the preliminary stages. They will be on the September Planning Commission meeting.

With no other business, Allan Kuck made a motion to adjourn at 6:39 PM. Chuck Kethel seconded. Motion passed 5-0.

Respectfully submitted,

Jordan Daugherty
Municipal Administrator



ADMINISTRATION

Joshua Hartbarger
DEPUTY ADMINISTRATOR, COO

MAYOR
RICHARD BINGHAM

COUNCIL
LOUANN ARTIAGA
STEVE CONNELLY
STEVE FINE
DAVE RIGGENBACH
CARRIE TUOHY
LARRY YUNKER

8/12/2024

TO: Mayor and Council
CC: Jordan Daugherty
RE: Operations Report

All,

Presented to you is the August 20th operations update. As always, if you have any questions, please don't hesitate to contact me.

Administration

- Access Whitehouse Update
- September 9th, 2024, Offices will be closed for administrative training day

Police Department

- Whitehouse citizens police survey September 1st -30th 2024
- Statistics (Exhibit A)

Fire Department

- EMS Reform
 - o August 5th go-live update
- Citizens fire academy October
- Statistics (Exhibit B)

Public Service Department

- Hydrant inspections
- Storm water utility repairs
- Water Tower Update

Respectfully,

Joshua Hartbarger

Joshua Hartbarger



WHITEHOUSE POLICE DEPARTMENT

6925 PROVIDENCE STREET, P.O. BOX 2476

WHITEHOUSE, OHIO 43571

PHONE 419-877-9191

FAX 419-877-1014

ALLAN D. BAER, CLEE - CHIEF OF POLICE

BRADLEY A. BAKER - POLICE CAPTAIN

AGENCY CORE VALUES

HONESTY - INTEGRITY - RESPECT - EXCELLENCE - PROFESSIONALISM

EXHIBIT A

**TO: Mayor Richard E. Bingham
Village Council**

08/06/2024

Subj: July 2024 Mayors/Council Report

See Attached:

- 1) Calls by Nature of Call- Summary- 127 Total
- 2) Citation by Offense- Summary 122 Total
- 3) Incidents by Nature: 20
- 4) Adult Arrests- 6
- 5) Traffic Warnings: 88
- 6) Traffic Crashes: 6

We are still in the process of creating summary reports in our new Record Management System.

Respectfully,

**Allan D. Baer
Chief of Police**

*THE MISSION OF THE WHITEHOUSE POLICE DEPARTMENT IS TO ENHANCE THE QUALITY OF LIFE
IN OUR COMMUNITY BY PROVIDING SUPERIOR POLICE SERVICES, IN PARTNERSHIP WITH CITIZENS,
TO PREVENT CRIME AND TO ENSURE A SAFE ENVIRONMENT.*



Whitehouse Police Department

ORINUM: OH0481200

Date: 08/01/2024

Calls by Nature of Call - Summary

Page 1 of 2

Selection Criteria Calls Received Date From: 06/27/2024 Calls Received Date To: 08/01/2024 Nature of Call: All

Nature Code	Nature Description	Total Calls Received
78	Alarm drop	14
86	Traffic offense	3
C-2	Check Safety	9
C-7	Meet Complainant	8
60A	Suspicious vehicle	5
29B	Fire department needed	1
17	Meet in person	1
C-8	Assist Outside Agency	13
80	Traffic jam/road blocked	3
C-9	Parking Complaint	1
10	Assist other unit	1
9	Investigate complaint	2
36	Theft	1
C-14	Found Property	7
72	Threats or harassment	3
C-11	Unwanted	1
13	Special detail	1
C-16	Vehicle Unlock	3
34	Juvenile complaint	4
C-3	Disturbance	2
2	Property damage accident	4
C-5	Nuisance	4
8	Assault	2
C-15	Motorist Assist	5
19	Contact by phone	1
18A	Animal complaint	5
27	Emergency run	1
C-4	Disorderly Conduct	4
20	Domestic complaint	1
60	Suspicious person	4
Unknown		1
C-10	Utility Problem	1
63	Investigation or follow up	1



Whitehouse Police Department

ORINUM: OH0481200

Calls by Nature of Call - Summary

Date: 08/01/2024

Page 2 of 2

Selection Criteria

Calls Received Date From: 06/27/2024 Calls Received Date To: 08/01/2024 Nature of Call: All

82	Disabled vehicle	1
58A	Suicide attempt	1
4	Injury accident	1
86A	Motorcycle/ATV complaint	1
2A	Property damage hit-skip	2
C-12	Keep The Peace	1
28	Fire	1

Total Calls Received

127



Whitehouse Police Department

ORINUM: OH0481200

Date: 08/01/2024

Citation by Offense - Summary

Page 1 of 2

Selection Criteria

From Date: 06/27/2024 To Date: 08/01/2024 Offense: All

Offense Code	Description	Number of Citations
337.03a	Two Headlights Required	6
Offense Code	Description	Number of Citations
333.03	Speed	58
Offense Code	Description	Number of Citations
313.01	OBEDIENCE TO TRAFFIC CONTROL DEVICES	9
Offense Code	Description	Number of Citations
337.30b	Failure to use turn signal	2
Offense Code	Description	Number of Citations
4511.34	Following Too Close	2
Offense Code	Description	Number of Citations
337.24a	No Brake Lights	1
Offense Code	Description	Number of Citations
335.10a	Expired Plates (Driven or Parked)	6
Offense Code	Description	Number of Citations
331.19a	Stop Sign	10
Offense Code	Description	Number of Citations
4510.11A	Driving Under Suspension	3
Offense Code	Description	Number of Citations
4511.682	Parking Prohibitions On Private Property - Violation Of Any Condition Or Regulation Posted By Owner	1
Offense Code	Description	Number of Citations
4503.21	Tag/Sticker Violation	9
Offense Code	Description	Number of Citations
4511.39	VIO-Turn Signals	1
Offense Code	Description	Number of Citations
4510.111	DUS Child Support Failure Pay/Appr	1
Offense Code	Description	Number of Citations
4511.22	Slow Speed	1
Offense Code	Description	Number of Citations
4511.12	Traffic Control Dev/Signs	1



Whitehouse Police Department

ORINUM: OH0481200

Date: 08/01/2024

Citation by Offense - Summary

Page 2 of 2

Selection Criteria

From Date: 06/27/2024 To Date: 08/01/2024 Offense: All

4511.19	Driving While Under the Influence of Alcohol/Drugs	1
Offense Code	Description	Number of Citations
337.02a1	Lighted Lights: Sunset to Sunrise	1
Offense Code	Description	Number of Citations
337.14	Use of Headlights Failure to Dim	1
Offense Code	Description	Number of Citations
4511.41	Right-Of-Way At Intersections	1
Offense Code	Description	Number of Citations
4513.05	Tail Lights And Illumination Of Rear License Plate	1
Offense Code	Description	Number of Citations
4513.13	Fender or Backup Lights	1
Offense Code	Description	Number of Citations
337.04	Taillights required 1 for Motor Vehicle and trailers	1
Offense Code	Description	Number of Citations
4511.33	Driving In Marked Lanes	2
Offense Code	Description	Number of Citations
331.34a	Failure to control	1
Offense Code	Description	Number of Citations
4513.04	Head Lights	1

Total Number of Citations:

122

[illegible]

Violation Date

06/27/2024 02:32
06/27/2024 17:00
06/28/2024 20:53
06/28/2024 20:00
06/29/2024 16:12
06/29/2024 16:28
06/30/2024 10:20
06/30/2024 11:05
06/30/2024 16:52
06/30/2024 19:59
07/01/2024 11:42
07/01/2024 19:00
07/02/2024 21:30
07/03/2024 05:13
07/03/2024 12:54
07/03/2024 22:12
07/06/2024 18:30
07/06/2024 22:55
07/06/2024 22:43
07/07/2024 14:00
07/07/2024 19:25
07/07/2024 22:17
07/08/2024 15:32
07/10/2024 19:55
07/10/2024 21:06
07/10/2024 22:45
07/10/2024 23:01
07/11/2024 23:50
07/12/2024 01:40
07/12/2024 21:27
07/12/2024 20:15
07/12/2024 20:21
07/13/2024 14:09
07/13/2024 19:03
07/13/2024 18:36
07/12/2024 17:36
07/15/2024 21:43
07/17/2024 04:18
07/17/2024 21:43
07/19/2024 12:25
07/19/2024 13:00
07/20/2024 02:40
07/19/2024 22:37
07/20/2024 18:47
07/21/2024 03:13
07/21/2024 01:26

Incident Number	ORI Number	Report Date/Time	Incident Nature	ct/Arrestee	Arrestee L	Arrestee Fi
24-000000117	OH0481200	07/28/2024 17:20	Animal Complaint	1 FISCHER	WAYNE	
24-000000118	OH0481200	07/29/2024 14:55	Disorderly Conduct	2 HATFIELD	CHELSEA	
24-000000109	OH0481200	07/16/2024 20:28	Threats/Traffic Offen	1 SHARRIT	CHRISTOPH	
24-000000118	OH0481200	07/29/2024 14:55	Disorderly Conduct	1 REID	SYLVIA	
24-000000108	OH0481200	07/14/2024 21:08	Unruly Child	1 Good	Damian	

Incident Number	ORI Number	Report Date/Time	Incident Name	Offense Code
24-000000101	OH0481200	07/01/2024 11:31	Fraud	2913.49B
24-000000102	OH0481200	07/01/2024 20:33	Disorderly	2917.11
24-000000103	OH0481200	07/02/2024 08:10	Unwanted	2911.21
24-000000104	OH0481200	07/03/2024 12:00	Threats/Ha	2903.22
24-000000105	OH0481200	07/05/2024 17:00	Assault	2903.13A
24-000000105	OH0481200	07/05/2024 17:00	Assault	9999.99
24-000000106	OH0481200	07/09/2024 14:08	Animal Cor	505.01c1
24-000000107	OH0481200	07/14/2024 12:06	Disorderly	2903.13A
24-000000107	OH0481200	07/14/2024 12:06	Disorderly	2917.11
24-000000108	OH0481200	07/14/2024 21:08	Unruly Chil	2151.022A
24-000000109	OH0481200	07/16/2024 20:28	Threats/Tri	313.01
24-000000109	OH0481200	07/16/2024 20:28	Threats/Tri	4511.19
24-000000113	OH0481200	07/24/2024 10:00	Vandalism	2909.05B2
24-000000114	OH0481200	07/24/2024 20:10	Juvenile Co	2151.022A
24-000000115	OH0481200	07/23/2024 15:10	Disorderly	2903.22
24-000000116	OH0481200	07/26/2024 22:53	Check Safe	2925.03A1
24-000000116	OH0481200	07/26/2024 22:53	Check Safe	2925.11C1
24-000000117	OH0481200	07/28/2024 17:20	Animal Cor	505.01c1
24-000000118	OH0481200	07/29/2024 14:55	Disorderly	2917.11A1
24-000000119	OH0481200	07/29/2024 18:45	Hit Skip Cr	4549.021

Whitehouse Fire Department



July Response Report

Filter statement

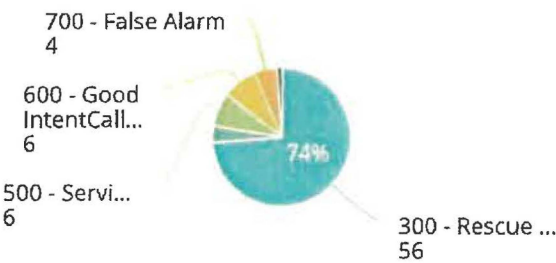
Filters

Days in Alarm DateTime 7/1/24 to 7/31/24 Is Active true Is Locked true Aid Given Or Received

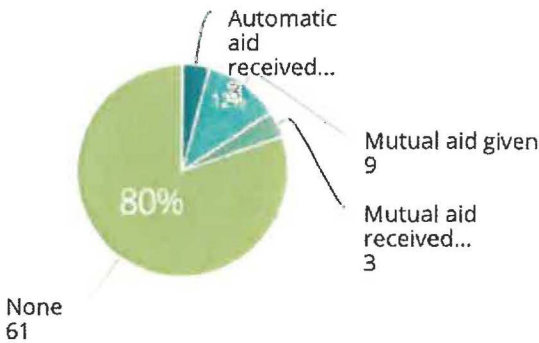
Incident Total

Incident Total
76

Incident Types



Mutual Aid

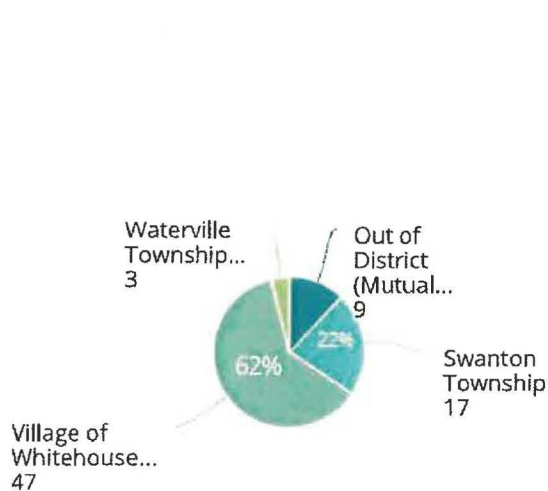


Filter statement

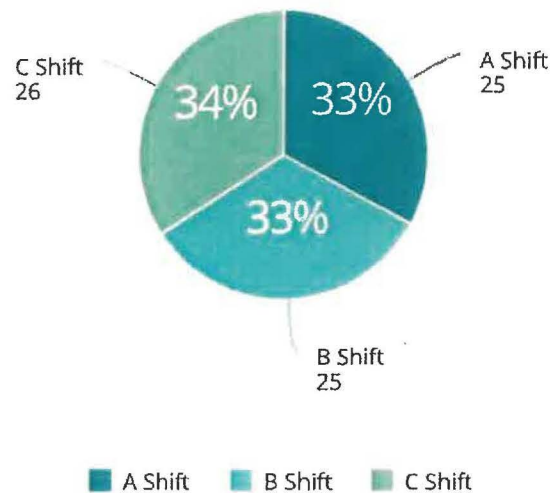
Filters

Days in Alarm DateTime 7/1/24 to 7/31/24 **Is Active** true **Is Locked** true **Aid Given Or Received**

Districts



Incidents by Shift



Incident Type Codes

Incident Type Code	Incident Type	Incident Count
111	Building fire	1
321	EMS call, excluding vehicle accident with injury	51
322	Motor vehicle accident with injuries	1
324	Motor vehicle accident with no injuries.	2
352	Extrication of victim(s) from vehicle	1
363	Swift water rescue	1
412	Gas leak (natural gas or LPG)	1
444	Power line down	1
445	Arcing, shorted electrical equipment	1
554	Assist invalid	6
611	Dispatched & canceled en route	2
622	No incident found on arrival at dispatch address	1
651	Smoke scare, odor of smoke	2
671	HazMat release investigation w/no HazMat	1

Filter statement

Filters

Days in Alarm DateTime 7/1/24 to 7/31/24 **Is Active** true **Is Locked** true **Aid Given Or Received**

Incidents by hour of Day

Hours in Alarm DateTime	Incident Count
00:00	1
01:00	1
03:00	1
04:00	1
06:00	4
07:00	4
08:00	1
09:00	2
10:00	8
11:00	4
12:00	3
13:00	5
14:00	3
15:00	3
16:00	6
17:00	10
18:00	5
19:00	1
20:00	3
21:00	5
22:00	2

Whitehouse Statistics - Fire 7/1/24 to 7/31/24 Fire Incidents

Filter statement

File

Days in Alarm **DateTime** 7/1/24 to 7/31/24 **Is Active** true **Is Locked** true **Aid Given Or Received**

Incident Dispatch Code

Initial Dispatch Code	Incident Count
ACCINJ-Acc Personal Injury	3
ANASHOCK-Anaphylactic Shock	2
ASLT-Assault Attack	1
ASSIST-In-Service Assist	4
AUTO-Automobile Fire	1
BREATH-Breath Difficulty Breat	4
CHOK-Person Choking	1
CKSAFETY-Check Safety - Person	3
COMFRALM-Commercial Fire Alarm	2
DIAB-Diabetic Reaction	1
HEART-Heart Prob/Chest Pain	8
HEM-Hemorrhage/Bleeding	1
ILL-Ill Person	12
INJ-Injured Person	14
INVEST-Fire Investigation	1
MEDICALM-Medical Alarm	1
NATLGASO-Natural Gas Outdoors	1
RESFRALM-Residential Fire Alar	2
RIVERRES-Rescue on River	1
SEIZ-Seizure	2

ORDINANCE NO. 13-2024

AN ORDINANCE AUTHORIZING THE AWARD OF A CONTRACT FOR THE 500K GALLON WATER TOWER PROJECT TO MAGUIRE IRON, AND DECLARING AN EMERGENCY.

WHEREAS, Council has determined that a construction project is necessary within the Village of Whitehouse, namely the 500K Gallon Water Tower Project (hereinafter “the Project”); and

WHEREAS, Council authorized the Administration to go out for bids for the Project; and

WHEREAS, Sealed bids were received and opened and the bid from Maguire Iron has been determined to be the lowest and most responsible and therefore the best bid.

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

Section 1: That the Council hereby waives any irregularities and authorizes the Village Administrator to enter into a contract for the Project with Maguire Iron, subject to review and approval of the contract by the Village Solicitor, at a cost not to exceed Two Million, Seven Hundred and Fifty-Three Thousand Dollars (\$2,753,000.00), which sum is hereby appropriated from such fund as designated and determined by the Administrator of the Village of Whitehouse.

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

Section 3. This Ordinance is hereby declared to be an Emergency Measure necessary for the immediate preservation of the public peace, health, and safety; and for the further reason that this resolution is deemed necessary to allow for the timely commencement and conclusion of the Project.

WHEREFORE, this Ordinance shall take effect and be in full force immediately upon its passage and approval.

VOTE ON EMERGENCY MEASURE: Yeas: _____ Nays: _____

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

First Reading: _____

Second Reading: _____

Third Reading: _____

EFFECTIVE DATE OF THIS ORDINANCE: _____, 2024.

Mayor

ATTEST:

Duly Appointed Clerk of Council

Solicitor

VILLAGE OF WHITEHOUSE

August 20, 2024

ADMINISTRATION

- 08-20-24 1. July 31, 2024: Income Tax Collection = \$2,234,192.69
Compared to last year = \$2,273,106.16 (1.71% decrease)
JEDD & JEDZ collections = \$1,906,035.90
- 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

08-20-24

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. Anticipated substantial completion-August 2024.
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
4. **Waterville St. Resurfacing** – Providence St. to Oak Crossing Lane. Approved through OPWC/Small Government Funding Program-schedule year 2025. Mill & Fill project.

PARKS & RECREATION

- 07-16-24 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 2026.
2. **Disc Golf** – Public Works Staff is working with volunteers on construct improvements at Sandra Park to include the disc golf course.

WATER

08-20-24

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. Bid opening-July 12th. Apparent low bidder-Maguire Iron for \$2,753,000. Awaiting award.

WASTE WATER

08-20-24

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. Recommendation to perform cast in place sectional liners and rehab manholes. Estimated project cost \$1,050,456.00. Council approved project for Water Pollution Control Fund nomination. Jones & Henry to make application – Fall 2024.

STORM SEWER

08-20-24

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. Lucas County Representatives will be at Whitehouse answering ditch petition questions on July 30, 2024 – 4-8 p.m. Final Hearing is August 6, 2024 at 2 p.m. at the Lucas County Commissioners. Hearing postponed. Recessed to July 15, 2025.
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

08-20-24

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. Rescheduled September as curbside collection on the 28th. Public notification of the change ongoing.

MISCELLANEOUS

08-20-24

1. **Building Permits:** 6 new homes as of 08-15-24.

08-20-24

2. **Public Works:**
 1. Water Department
 - a. Valve Exercising
 - b. Hydrant Inspections
 - c. Hydrant Painting
 2. Sewer Flushing & Manhole Evaluations
 3. Storm Water Inspections – Outfalls & Asst. Management
 4. Tree Trimming
 5. Sandra Park Improvements
 6. Ball Diamond Fencing Improvement

Boards and Commissions

- A. Board of Zoning Appeals
 1. Pending approval of August 7, 2024 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 August 5, 2024 meeting minutes
- E. Records Commission
 1. Pending approval of June 4, 2024, meeting minutes
 2. Pending 2025 Reorganization Meeting
 3. Pending Review of Records Set for Destruction in 2025
 4. Pending Review of Records Policies
- F. Tree Commission
 1. Pending approval of July 25, 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