



January 31, 2025

WHITEHOUSE COUNCIL AGENDA
February 4, 2025
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 708107151#. 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, February 4, 2025, 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 citizens' 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 January 21, 2025, Council Meeting
- VI. Adoption of Bills Dated January 31, 2025 and the Addendum bills dated February 4, 2025
- VII. Introduction of Persons to Appear Before Council
 - A. Request for Whitehouse Primary 5K/1K Run and Walk
 - B. Request for Great Black Swamp Festival of Races
 - C. Request for Operation Stronger Together & Veteran Resource Fair
- VIII. Committee Reports
 - A. Report on the Fallen Timbers Union Cemetery District Meeting
 - B. Report on the January 21, 2025, Committee of the Whole Meeting
 - C. Report on the January 23, 2025, Tree Commission Meeting
 - D. Report on the February 3, 2025 Planning Commission Meeting

- IX. Report of the Mayor
 - A. Proclamation
 - B. Appointment to Board of Zoning Appeals
 - 1. Nan Myers
- X. Report of the Clerk of Council
- XI. Report of the Municipal Administrator
- XII. Report of the Law Director
- XIII. Report of the Department Heads
- XIV. Citizen Comments on Agenda Items
- XV. Ordinances
 - A. **Ordinance 02-2025:** Establishing an Automatic Increase of the Compensation For the Clerk of Council for the Village of Whitehouse (2nd Reading)
- 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: N/A

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

Guests Present: Jen Bingham, Nan Myers, Lance Fuller, Sue & Ron Meeker, Larry & Carolyn Vrooman, Carol Sieka, Angi Sweeney, Nancy Ankenbrandt, Tim Tuohy, Tenley Petersen, Dee Resnick

Council Prayer was given by Municipal Administrator Jordan Daugherty.

Motion by Councilman Connelly, seconded by Councilwoman Artiaga to approve the minutes of the January 7th, 2025 Council meeting. 6 ayes

Motion by Councilwoman Artiaga, seconded by Councilwoman Tuohy to approve the bills totaling \$531,974.19 dated January 17th, 2025 and the Addendum bills totaling \$65,654.12 dated January 21st, 2025 and the November 2024 Financial Statements. 6 ayes

PERSONS TO APPEAR BEFORE COUNCIL

Mayor Bingham asked if there were any people to appear before Council. There were none.

COMMITTEE REPORTS

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

Report on the January 14, 2025 Committee of the Whole Meeting

Council President Riggenbach reports that the meeting's key topics were economic development with key targets planning. Kleinfelder group in attendance to help with thoughts and discussion. A second topic included distributing charitable funds, will revisit the topic in March with more input by Council. Continued discussions on all topics will occur.

REPORT OF THE MAYOR

Mayor Bingham shares that the TMACOG general assembly happens twice a year, it is this Friday in Perrysburg. Will be reviewing the topic of the ditch project during this meeting. He shares that a library meeting occurred on January 10th, was told there will be movement in the next 90 days with surveys being sent out to citizens, diagrams being shared. They will

have to review and approve soil type for the placement of such a large building. Will be scheduling another meeting in the next month or so. Possible ceremonial ground breaking in spring. Administrator Daugherty comments it will take a year or so before construction because they will want to get as much input from the public as possible.

Mayor Bingham asks about resident survey results, Karen Gerhardinger has requested copies, asking when it will be closed. Connelly shares an open-ended analysis is being completed and details will be shared asap. Bingham asks if any other Council people are having problems getting in touch with people who asked for someone to reach out from the survey, he is getting no response when trying to reach out.

Mayor Bingham reminds all that Coffee with Mayor and Council is upcoming at Whitehouse Bakery and Coffee Shop. Deputy Administrator Hartbarger confirms this event will be shared on social media to get the word out. Easter Egg hunt team had the first meeting, may be a conflict with the date that has been selected, next meeting February 13th at 7pm all Council is invited to attend and help plan. Looking into doing bounce houses and face painting along with more eggs, expecting a large turnout. Mayor shares that station day at Village Hall and Kid Council day at Whitehouse primary will both be in May. He also comments that he has sent an invite to the governor for the upcoming Cherry Fest.

REPORT OF THE CLERK OF COUNCIL

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

REPORT OF THE MUNICIPAL ADMINISTRATOR

Mayor Bingham asks Administrator Daugherty for any items to report.

Request Authorization for Legislation Determining that Certain Miscellaneous Personal Property Owned by the Village of Whitehouse Is of No Further Use to the Village And Is Hereby Determined to Be Surplus Property and to be Disposed of Pursuant to Law

Administrator Daugherty shares that the Council packet includes detail on this legislative action. He shares this is when property is old, out of service, no use to the Village. This is a repeat of previous actions.

Motion by Councilman Fine, seconded by Councilwoman Tuohy to Request Authorization for Legislation Determining that Certain Miscellaneous Personal Property Owned by the Village of Whitehouse 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

Operations Report Summary

Deputy Administrator Hartbarger shares that a goal is to streamline communications. He comments that the status report and operations report will be combined; there will only be one place to look for info.

REPORT OF THE LAW DIRECTOR

Mayor Bingham asks Solicitor Heban for any items to report.

Solicitor Heban shares that they are trying to schedule Charter Review Commission, which should be in mid-February. He comments that term limits are on the agenda, asking if there are any other details that Council would like to have added to let him know.

Artiaga asks if there is any action needed as result of ballot issues. Heban says there will be three items to decide and that will be wrapped up and put on the agenda soon.

CITIZEN COMMENTS ON AGENDA ITEMS

Mayor Bingham asks 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.

- A. **Ordinance 01-2025:** Authorizing the Mayor and Administrator to Enter Into a Contract with Monclova Township, Lucas County, Ohio For the Establishment of a Seventh Amendment to the Monclova Township Joint Economic Development District I (MTJEDDI), as an emergency.

Motion by Councilman Connelly, seconded by Councilman Riggerbach to approve **Ordinance 01-2025** to be read by title only. 6 ayes

Motion by Councilman Riggerbach, seconded by Councilwoman Tuohy to approve to suspend the rules and have the second and third reading of **Ordinance 01-2025** by title only. 6 Ayes

Motion by Councilwoman Tuohy, seconded by Councilman Connelly to approve **Ordinance 01-2025** by title only, declaring an emergency. 6 Ayes

Motion by Councilman Fine, seconded by Councilwoman Artiaga to adopt **Ordinance 01-2025: Authorizing the Mayor and Administrator to Enter Into a Contract with Monclova Township, Lucas County, Ohio For the Establishment of a Seventh Amendment to the Monclova Township Joint Economic Development District I (MTJEDDI), as an emergency.** Third reading vote by name. 6 Ayes

- B. **Ordinance 02-2025:** Establishing an Automatic Increase of the Compensation For the Clerk of Council for the Village of Whitehouse (First Reading)

Motion by Councilman Riggerbach, seconded by Councilwoman Tuohy to approve **Ordinance 02-2025** to be read by title only. 6 ayes

RESOLUTIONS

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

- A. **Resolution 01-2025:** Determining that Certain Miscellaneous Personal Property 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 Councilman Riggensbach, seconded by Councilman Connelly to approve **Resolution 01-2025** 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 **Resolution 01-2025** by title only. 6 Ayes

Motion by Councilman Connelly, seconded by Councilwoman Tuohy to approve **Resolution 01-2025** by title only, declaring an emergency. 6 Ayes

Motion by Councilman Riggensbach, seconded by Councilman Fine to adopt **Resolution 01-2025: Determining that Certain Miscellaneous Personal Property 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.** Third reading vote by name. 6 Ayes

OTHER ITEMS DISCUSSED

Department Heads

Fire Chief Jason Francis comments that the annual statistics have been shared, let him know if any questions. January is the first month that the department have started EMS training with Four County Career Center, it is going very well so far. Fire Dept co-op meeting has been rescheduled to February 13th at 9:30am

Police Chief Allan Baer comments that the statistical report for December has been shared. He shares as a friendly PSA, there have been a couple of residents who forgot to shovel their front sidewalks with the recent snow, asking all to remember to do this. It is an ordinance but also out of courtesy. He shares that the Police Department participates in a college intern program, students from BGSU and Toledo, currently have 2 from BG, they spend 400 hours with the department and get to learn the ropes of a department. Mayor asks if we still do the program with boy scouts for those who cannot shovel, Baer says yes, but we are currently maxed out with those volunteers. Fine asks if we do remind citizens about the ordinance of shoveling, Baer says yes we do share on social media but there is a door hanger that officers put out if need be. Confirms sidewalks must be cleaned up within 24 hours from snowfall.

Regular

January 21,

25

Public Works Director Pilcher shares that the staff is currently in winter operations, working outside some when the weather permits with trimming trees, cleaning ditches, etc. When bad weather, they are working inside to prep for spring. Mayor asks about January roll off numbers – Pilcher does not have exact numbers but knows the second week was a lot less due to the bad weather during that weekend.

Council Comments

Council President Riggerbach asked for any council comments. There were none.

CITIZEN COMMENTS

Mayor Bingham asks if there are any citizen comments to share. There were none.

ADJOURNMENT

Motion by Councilwoman Tuohy, seconded by Councilman Connelly to adjourn the meeting at 6:55pm. 6 ayes

Duly Appointed Clerk of Council

Mayor

COUNCIL BILLS

1/31/2025

VENDOR	DEPARTMENT	AMOUNT	TOTAL	DESCRIPTION
Amazon	Parks	\$52.37		Supplies
Amazon	Streets	\$171.14		Supplies
Amazon	Maintenance	\$201.83		Supplies
Amazon	Administration	\$71.99	\$497.33	Supplies
Brondes Ford	Water	\$209.19	\$209.19	Repair Parts
Bubba's Towing & Fleet Services	Fire	\$1,191.48	\$1,191.48	Vehicle Repairs
Hastings	Fire	\$325.83	\$325.83	Part
Heban, Murphree & Lewandowski	Administration	\$1,790.00		Law Director Charges
Heban, Murphree & Lewandowski	Water	\$330.00		Law Director Charges
Heban, Murphree & Lewandowski	Sewer	\$170.00	\$2,290.00	Law Director Charges
Lucas County Engineer	Streets	\$392.30		Traffic Signal Maintenance
Lucas County Engineer	Streets	\$615.40	\$1,007.70	MS4 Stormwater Fee
MASI	Water	\$99.90	\$99.90	Water Sample Analysis
Morton Salt	Streets	\$4,982.20	\$4,982.20	Road Salt
Ohio Gas Company	Police	\$361.87		Natural Gas Charges
Ohio Gas Company	Fire	\$302.14		Natural Gas Charges
Ohio Gas Company	Maintenance	\$1,480.81		Natural Gas Charges
Ohio Gas Company	Parks	\$19.16		Natural Gas Charges
Ohio Gas Company	Lucas County ALS	\$302.13	\$2,466.11	Natural Gas Charges
Risk Strategies	Administration	\$363.00	\$363.00	2024 IRS ACA Filing Fee
Stratton Greenhouses Inc.	Streets	\$10,005.60	\$10,005.60	Flowers & Planters
USABlueBook	Water	\$608.74	\$608.74	Supplies
Yarro	Tax	\$27,138.08	\$27,138.08	Economic Development Grant
		\$51,185.16	\$51,185.16	

Special Events
WSC-YOW

Balance
\$600.00

Applicant	Application #	Submitted	Issued	Starts	Expires	Identifier
Mandy Tilton	WSC-YOW	Nov 14, 2024	--	--	--	--

Applicant Information

APPLICANT

Mandy Tilton

 mtilton@archboldschools.org

 (419) 344-5169

 6438 Oak Brook Dr, Whitehouse, OH 43571

 Same as mailing address

Coordinator/Contact Person

COORDINATOR/CONTACT PERSON

Mandy Tilton

 mtilton@archboldschools.org

 (419) 344-5169

 6438 Oak Brook Dr, Whitehouse, OH 43571

 Same as mailing address

Event Information

Event Name	Event Date (s)
Whitehouse Primary 5k/1k Run and Walk	April 12
Event Hours	Estimated Attendance
8 - 11	125
Describe Event	
5K and 1K Run/Walk event put on by Whitehouse Primary Parents Club to benefit the students of WPS.	

Event Details

Non-Profit Organization	Will the Event Use Signage/Attraction Devices
Yes	Yes
Amplified Voice/Music	Will police security be needed?
Yes	Yes
Food/Beverage Sales ?	Alcoholic Beverage Sales?

No

No

F2 Permit & Approval Needed?**Will you be using tents?**

No

No

Food Trucks on site?**Inflatable structures used?**

No

No

Any Product Sales?**Temporary Fencing Used?**

No

No

Traffic Barricades Needed?**Traffic Signage Needed?**

No

No

Traffic Control and Direction Needed?**Other**

Yes

3-4 barricades from Public Service

Requested Services**Map Upload**

N/A

[5k Race Route.png](#)**Payment for Services****Administration****Fire**

0

2

Police**Public Service**

2

0

Tent**Food Truck**

0

0

Additional Information**Digital Signature****Proof of Insurance**

Manda Tilton

Fees

Employee Hourly Rate

\$600.00

TOTAL**\$600.00**

PAID**\$0.00****BALANCE DUE****\$600.00**

Communication

Josh H January 27, 3:33 PM

Approval Comment:

February 4th 2025 Application will appear on the Council Agenda.

Workflow

1. In Person or Virtual Meeting Completed - COMPLETED

Assignee: Jennifer Herman

2. Police Chief Review - COMPLETED

Assignee: Jennifer Herman

3. Fire Chief Review - COMPLETED

Assignee: Jennifer Herman

4. Public Service Director Review - COMPLETED

Assignee: Steve Pilcher

5. Deputy Administrator / COO Review - COMPLETED

Assignee: Josh Hartbarger

6. Administrator Approval - COMPLETED

Assignee: Jordan Daugherty

7. Scheduled for Council - COMPLETED

Assignee: Jennifer Herman

8. Council Approval - ACTIVE

Assignee: Josh Hartbarger

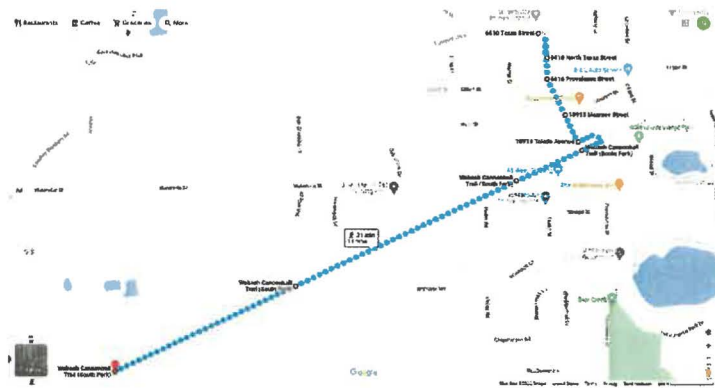
9. Issue Special Event Approval - INACTIVE

Assignee: Jennifer Herman

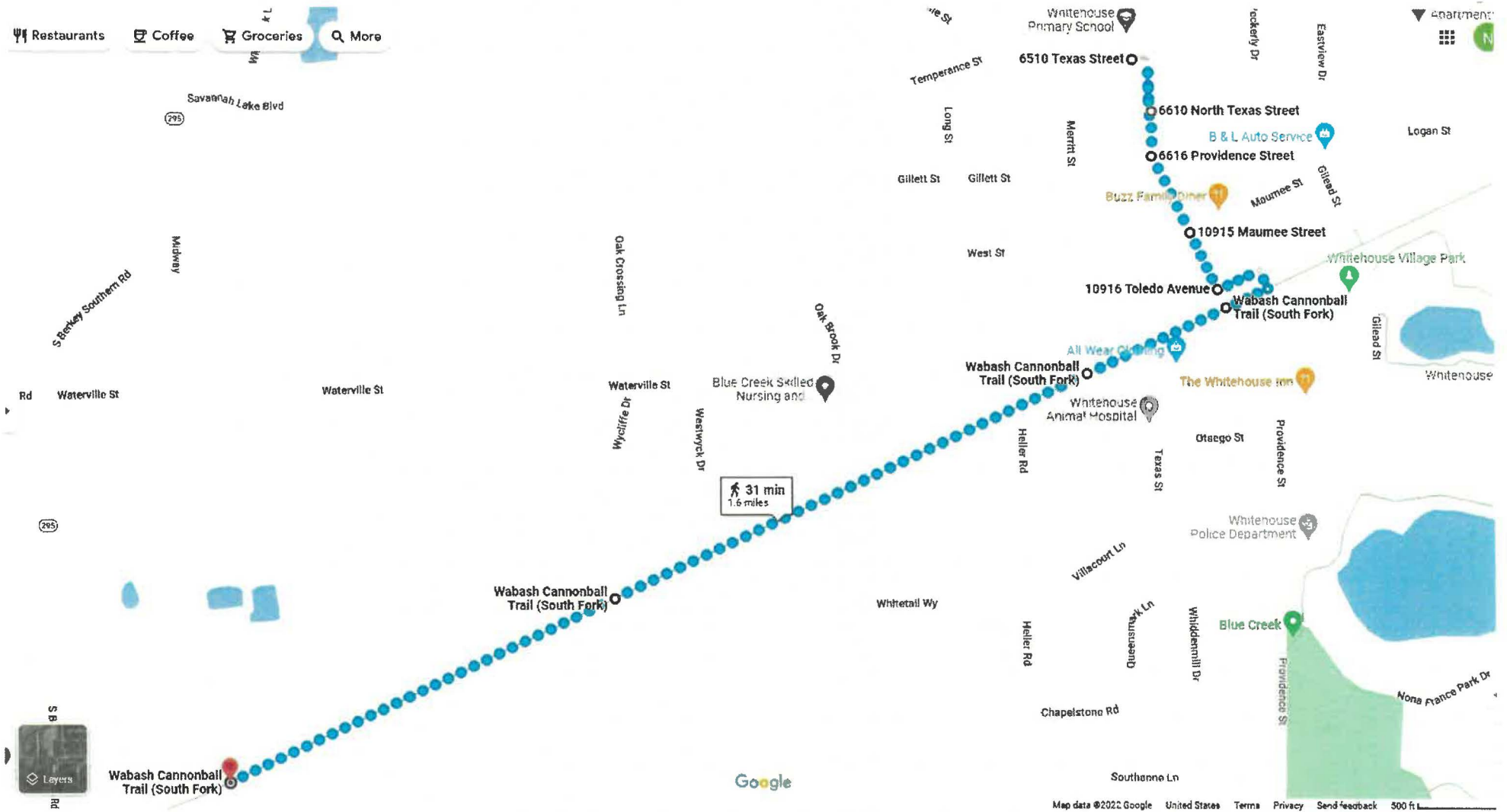
10. Payment for Services - INACTIVE

Assignee: Jennifer Herman

Appendix



5k Race Route.png





Village of Whitehouse

PRINTOUT

Printed: 1/29/2025

Special Events

MF8-QPY

Balance

\$900.00

Applicant	Application #	Submitted	Issued	Starts	Expires	Identifier
Erin O'Connell	MF8-QPY	Jan 27, 2025	--	--	--	--

Applicant Information

APPLICANT

Erin O'Connell

✉ president@toledoroadrunners.org

☎ (419) 308-1522

📦 PO Box 8818, Maumee, OH 43537

📍 Same as mailing address

Coordinator/Contact Person

N/A

Event Information

Event Name

Great Black Swamp Festival of Races

Event Date (s)

March 22, 2025

Event Hours

6 am - 1 pm

Estimated Attendance

300

Describe Event

5, 15 and 25K road race that starts and finishes at Fallen Timbers Middle School-with same course as in years past

Event Details

Non-Profit Organization

Yes

Will the Event Use Signage/Attraction Devices

No

Amplified Voice/Music

Yes

Will police security be needed?

Yes

Food/Beverage Sales ?

No

Alcoholic Beverage Sales?

No

F2 Permit & Approval Needed?

No

Will you be using tents?

No

Food Trucks on site?

No

Inflatable structures used?

No

Any Product Sales?

No

Temporary Fencing Used?

No

Traffic Barricades Needed?

No

Traffic Signage Needed?

No

Traffic Control and Direction Needed?

Yes

Other

N/A

Requested Services

we will need police assistance as we have in the past. Street closures will be minimal and mimic as we have done in years past

Map Upload[GBS Course maps.pdf](#)**Payment for Services****Administration**

0

Fire

4

Police

4

Public Service

0

Tent

0

Food Truck

0

Additional Information**Digital Signature**

Erin O'Connell

Proof of Insurance**Fees**

Employee Hourly Rate

\$900.00

TOTAL	\$900.00
PAID	\$0.00
BALANCE DUE	\$900.00

Communication

Brad B January 28, 3:07 PM

Approval Comment:

Need of 4 officers for approximately 2.5 hours.

Jason F January 28, 7:05 PM

Approval Comment:

4 fire department members will be needed.

Steve P January 29, 8:25 AM

Approval Comment:

No Conflicts

Josh H January 29, 11:09 AM

Approval Comment:

Scheduled for the 2/4/2025 Council Meeting

Workflow

1. In Person or Virtual Meeting Completed - COMPLETED

Assignee: Jennifer Herman

2. Police Chief Review - COMPLETED

Assignee: Brad Baker

3. Fire Chief Review - COMPLETED

Assignee: Jason Francis

4. Public Service Director Review - COMPLETED

Assignee: Steve Pilcher

5. Deputy Administrator / COO Review - COMPLETED

Assignee: Josh Hartbarger

6. Administrator Approval - COMPLETED

Assignee: Jordan Daugherty

7. Scheduled for Council - COMPLETED

Assignee: Jennifer Herman

8. Council Approval - ACTIVE

Assignee: Josh Hartbarger

9. Issue Special Event Approval - INACTIVE

Assignee: Jennifer Herman

10. Payment for Services - INACTIVE

Assignee: Jennifer Herman

2/1

Appendix



GBS Course maps.pdf

SHOP

NIKE+



DASHBOARD

LIVE ACTIVITY



PLACES



NIKE+ GEAR



Find a Running Route



NIKE+ RUNNING

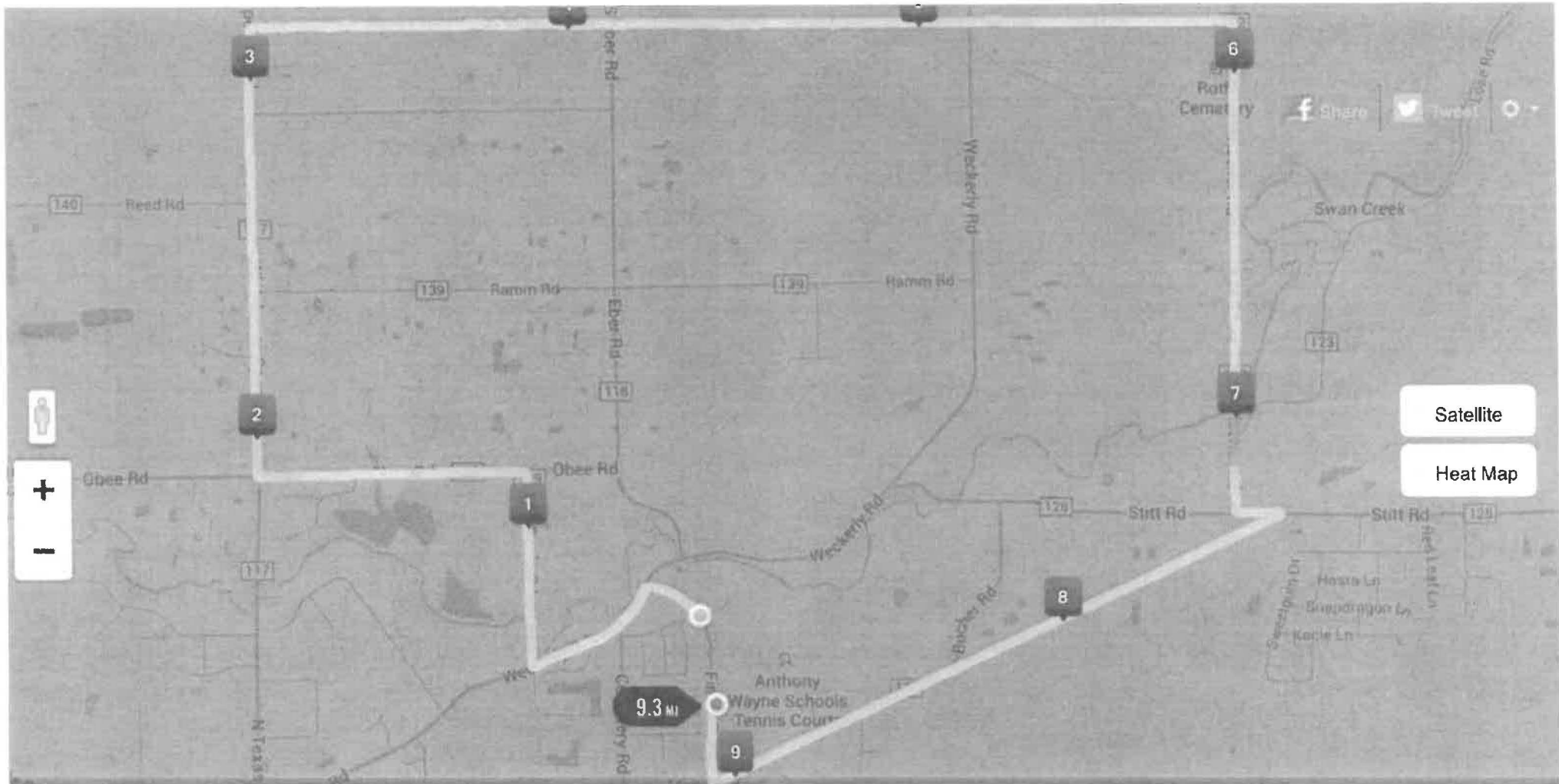
NOV 10, 2013 AT 11:06 AM

ALL

WEEK

MONTH

YEAR





Weckerly Rd

Weckerly Rd

Anthony Wayne High School

Anthony Wayne Jr High School

120

129

127

129

130

130

2

1

3

Blue Ridge Dr N

Cemetery Rd

Finzel Rd

Bucher Rd

Dutch Rd

Community of Christ Lutheran

Whitehouse Cemetery

Davis Rd

Rue De Lac Rd

Claystone Ct

Grover Dr

Sandra Dr

Rupp Rd

Studer Ln

Juliana Ln

Charles Glenn Ln

N Blue Prairie Dr

Boyd St

Brinley Dr

Shayne Ln

Wagon Dr

Whitehouse Spencer Rd

andy
ground

Wecker Rd

Eb Rd

Monclova Rd

Monclova Rd

Monclova Rd

Swan Creek

Black Rd

Stitt Rd

Waterville Monclova Rd

W River Rd

Russell Rd

old US24

Finzel Rd

N Texas St

Whitehouse

Waterville Swanton Rd

Waterville St

Ile St

butterfly
house



Obbee Rd

Stitt Rd

Butcher Rd

24

133

133

129

64

64

124

133

133

129

64

64

64

64

65

65

133

124

133

133

129

64

64



Village of Whitehouse

PRINTOUT

Printed: 1/29/2025

Special Events

X0N-CWF

Balance

\$200.00

Applicant	Application #	Submitted	Issued	Starts	Expires	Identifier
Jason Graven	X0N-CWF	Jan 27, 2025	--	--	--	--

Applicant Information

APPLICANT

Jason Graven

✉ jgraven@tf20.org

☎ (419) 464-8030

📄 23799 E 2nd St, Grand Rapids, OH 43522

📍 Same as mailing address

Coordinator/Contact Person

N/A

Event Information

Event Name

Operation Stronger Together & Veteran Resource Fair

Event Date (s)

June 29, 2025

Event Hours

5 am-1 pm

Estimated Attendance

200

Describe Event

Fundraising 5K run with a resource fair for veterans

Event Details

Non-Profit Organization

Yes

Will the Event Use Signage/Attraction Devices

Yes

Amplified Voice/Music

Yes

Will police security be needed?

Yes

Food/Beverage Sales ?

No

Alcoholic Beverage Sales?

No

F2 Permit & Approval Needed?

No

Will you be using tents?

No

Food Trucks on site?

No

Inflatable structures used?

Yes

Any Product Sales?

Yes

Temporary Fencing Used?

No

Traffic Barricades Needed?

N/A

Traffic Signage Needed?

No

Traffic Control and Direction Needed?

Yes

Other

N/A

Requested Services

Park pavilion, Wabash-Cannonball Trail from General's Ice Cream to almost AW District HQ, electricity at pavilion

Map Upload**Payment for Services****Administration**

0

Fire

0

Police

2

Public Service

0

Tent

0

Food Truck

0

Additional Information**Digital Signature**

Jason Graven

Proof of Insurance**Fees**

Employee Hourly Rate

\$200.00

TOTAL**\$200.00**

PAID**\$0.00****BALANCE DUE****\$200.00****Communication****Brad B** January 28, 2:54 PM**Approval Comment:**

No perceived issues.

Jason F January 28, 7:57 PM**Approval Comment:**

OK

Steve P January 29, 8:26 AM**Approval Comment:**

No Services requested - No conflict

Josh H January 29, 11:31 AM**Approval Comment:**

This Event will be scheduled to appear before Council on 2/4/2025

Workflow**1. In Person or Virtual Meeting Completed - COMPLETED**

Assignee: Jennifer Herman

2. Police Chief Review - COMPLETED

Assignee: Brad Baker

3. Fire Chief Review - COMPLETED

Assignee: Jason Francis

4. Public Service Director Review - COMPLETED

Assignee: Steve Pilcher

5. Deputy Administrator / COO Review - COMPLETED

Assignee: Josh Hartbarger

6. Administrator Approval - COMPLETED

Assignee: Jordan Daugherty

7. Scheduled for Council - COMPLETED

Assignee: Jennifer Herman

8. Council Approval - ACTIVE

Assignee: Josh Hartbarger

9. Issue Special Event Approval - INACTIVE

Assignee: Jennifer Herman

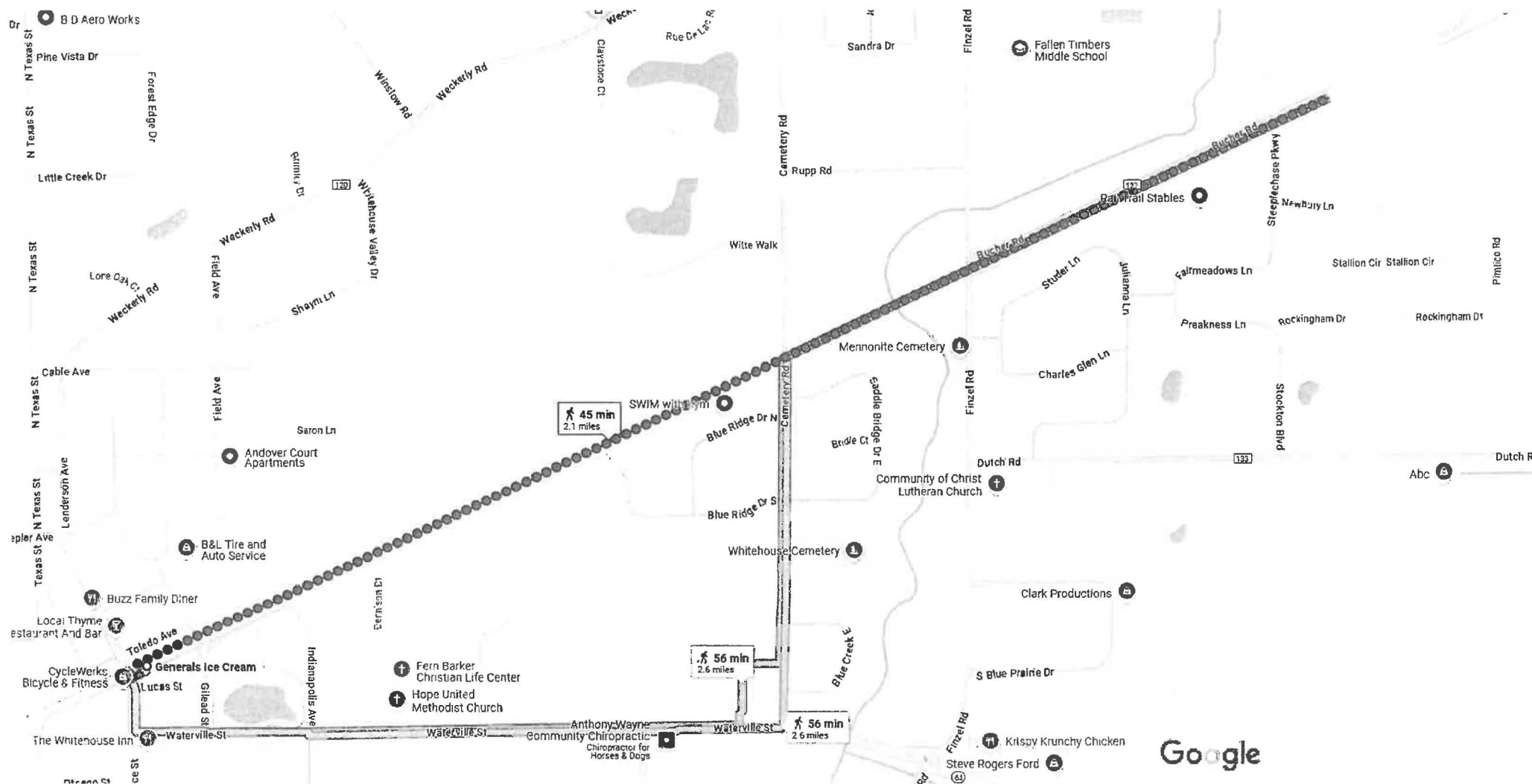
10. Payment for Services - INACTIVE

Assignee: Jennifer Herman

Google Maps

Generals Ice Cream, 6751 Providence St, Whitehouse, OH 43571 to Anthony Wayne Schools Central Administrative Offices., 9565 Bucher Rd, Whitehouse, OH 43571

Operation Stronger Together



**Village of Whitehouse
Village Council Meeting As A
Committee of the Whole
Village Hall, Whitehouse, OH
January 21, 2025 – Immediately Following Council Meeting**

CALL TO ORDER – ROLL CALL

Meeting called to order at 7:04pm by President of Council Dave Riggenschach.

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

Council Members Absent: N/A

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

Guests Present: Jen Bingham, Nan Myers, Lance Fuller, Sue & Ron Meeker, Larry & Carolyn Vrooman, Carol Sieka, Angi Sweeney, Nancy Ankenbrandt, Tim Tuohy, Tenley Petersen, Dee Resnick

Motion by Councilwoman Tuohy, seconded by Councilwoman Artiaga to approve the minutes of the January 14th, 2025 Committee of the Whole meetings. 6 ayes

CITIZEN COMMENTS ON COMMITTEE OF THE WHOLE AGENDA ITEMS

Council President Riggenschach asked if there were any citizens present to comment on the Committee of the Whole agenda items. There were none.

GENERAL

Hear a Presentation and Then Discuss A Matter of Private vs. Public Streets in the Rue Du Lac Subdivision

Whitehouse resident Nan Myers of 10307 Rue Du Lac is presenting information on behalf of the Rue Du Lac neighborhood residents. She begins by sharing concerns on current private road. Commented that they have met previously with Village officials. Myers shares that they are asking for the Village to pay \$2500 for the required engineering estimate in order to continue down the path of making Rue Du Lac a public road. There are several reasons why there is current concern including weight issues, possible EMS issues with total road failure, etc. Rue Du Lac is a Cul de sac, turn arounds are not big enough for garbage truck to turn around, they have to back up into the road to do pick up, the residents feel this is a safety hazard. UPS, Amazon, FedEx all have heavy trucks breaking down current road condition. The residents are concerned the road could collapse in some areas as it is already showing some lowering in spots. Concern is also with EMS vehicles, these are heavy vehicles, would struggle to turn around, would have to back in to get into the neighborhood for a fire. Myers comments that most residents are elderly, several EMS calls per year.

Fine asks about any design concepts; told this will be shared later. Myers reminds Council that the ask today is to get approval of \$2500 spend from the Village for an engineering estimate, then the vote to actually spend that amount.

Daugherty shares that the original developer specifically petitioned to be a private road, has been appealed over the years to Planning Commission and Council, appealing to be converted to public street - meaning it would be the ownership of the municipality to maintain, currently all responsibility is with residents. Mayor asked staff if there was any ideas to come up with that could be workable. Daugherty comments that the thoughts are complex but technically doable. There are a lot of factors that Council would have to arrange. For Whitehouse to pursue any grants for this area, Rue Du Lac would already have to be a public street. Applying and getting grant funds starts to make the concept doable. The concept includes six items. 1. Must have a contract, put in clear terms what Whitehouse and Rue Du Lac HOA is agreeing to; 2. Agree to take it on as a public street; 3. OPWC next open window would agree to make priority going after grant funds, feels it will score high due to the condition of the road; 4. No public funds will be used to repair as it has been private historically; 5. Private citizens/Rue Du Lac residents personal share needs to be decided between the 24 separate properties; 6. Duration of loan portion. OPWC typically awards help/assistance of 50% of project, 25% is full grant money the other 25% is zero percent loans typically around a 10-year term. The other 50% of the project is open to be paid. Options on who is to pay, i.e. loan from Village to HOA is complex but possible; there are elements of the assessment options, but with a quarter of the cost initially taken care of by grants. Daugherty comments they did not spend a lot of time coming up with specific proposal, wanted Council to be aware of what the citizens are asking for to give Council time to think about it. Other options have been discussed and reviewed. Daugherty shares that the Rue Du Lac HOA, through the agreement, would maintain the road until the grant goes through. Artiaga asks how the 50% portion of the project would be spread out, Daugherty comments this is what needs to be decided. Daugherty shares the goal is to get the idea out there, not expecting any decision today.

Riggenbach asks if anyone in the audience has anything else to share/say. There were no new comments. Riggenbach asks Solicitor Heban, what percentage of subdivision residents have to agree to an assessment process; Heban shares that 51% of residents have to agree to assessment and it streamlines the process. Riggenbach asks if we go contract route how does that work, Heban comments that each property would have to consent to a lien on each property for a mortgage, like a bank, there will need to be title work and if not paid there would be foreclosure to get paid. Heban says there are a lot of possible problems with the contract language and this route; he also comments, from a private property, wouldn't want the private mortgage on the house but it is an option. Heban confirms assessment would be preferred path as it is more straightforward. Heban comments that today the Rue Du Lac HOA is asking to spend the \$2,500 on the engineering estimate to see what the total amount of the required road updates is.

Resident Jen Bingham asks what the other private road in Whitehouse is. Daugherty comments it is the senior villas in Whitehouse Square. Yunker asks about the senior villas, is that road up to current code. Daugherty confirms yes.

Riggenbach reiterates that the question at hand is if Council is comfortable in spending the \$2,500 for the estimate in a good faith gesture. Connelly agrees this is reasonable. Others agree.

Motion by Councilman Connelly, seconded by Councilwoman Tuohy to approve spend of \$2,500 for engineering estimate on Rue Du Lac Road. 6 ayes

All Rue Du Lac residents in attendance thank Council for the approval of obtaining the engineering estimate.

Executive Session Regarding Economic Development Matters

Motion by Councilman Yunker at 7:32pm, seconded by Councilwoman Tuohy to enter into executive session regarding ORC 121.22G8 - confidential information related to business strategy and economic development. 6 ayes

Councilwoman Tuohy left the meeting during executive session due to sickness

Motion by Councilwoman Artiaga at 8:38pm, seconded by Councilman Riggenbach to reconvene the Committee of the Whole meeting. 5 ayes

CITIZEN COMMENTS

Council President Riggenbach asks if there are any citizen comments to be heard. There were none.

OTHER BUSINESS

Council President Riggenbach asks if there is any other business to discuss. There was none.

ADJOURNMENT

Motion by Councilman Riggenbach, seconded by Councilman Yunker to adjourn the meeting at 8:39pm. 5 ayes

Respectfully submitted by Nicole Hartbarger, Clerk of Council

Whitehouse Tree Commission Meeting Minutes

Minutes of meeting of January 23, 2025

Attendance: Commissioners: Amy Schultz, Chris Manzey, Elliott Tramer, Diane DeYonker, Laurie Mauro, Sheri Luedtke (non-voting member). Council Representative Steve Connelly, Staff representative James Forrest. Guest Angela Boudouris, Eric (Heller Rd resident)

- I. Meeting was called to order by Amy Schultz at 7:32 PM
- II. Minutes of November 21, 2024 Tree Commission meeting approved
- III. Members for 2025 Tree Commission were confirmed as: Amy Schultz, Elliott Tramer, Christine Manzey, Diane DeYonker, Laurie Mauro, Sheri Luedtke (non-voting), Steve Connelly (Council Representative), James Forrest (staff representative). Angela Boudouris has agreed to join Tree Commission, so her membership is to be submitted to the Village for appointment.
- IV. Elect Officers for 2025 – Elliott agreed to serve as Chair. Amy Schultz agreed to serve as Vice Chair.
- V. Minutes takers – were scheduled and appear on the attached document for the year
- VI. Old Business
 - a. Tree inventory – one third of the street trees were inventoried in 2024 and the plan to inventory one third each year was agreed upon. Another one third of street trees will be inventoried in 2025. Whitehouse received a Growth Award.
 - b. Forms and Docs – Tree Owners Manual copies were distributed to each member from the Urban Forestry Conference attended in the fall. One copy of Tree Planting, 2nd edition was provided and is to be placed into the cabinet
 - c. Facebook page – Sheri informed the Commission that she is no longer able to lead and administer the Facebook page. It was felt that members could offer ideas for FB posts and that Mark Schriefer from the Village could be asked to administer the page.
 - d. America in Bloom – James shared the plan for consideration for an America in Bloom Award – It involves a 2-day visit with consideration to Trees, History and other criteria.
 - e. Storybook walk boards – have been obtained for installation in the spring. Christine will follow-up with consideration for story selection.
- VII. New Business
 - a. Updated Master Plan – is available and a new street off of SR 295 has been added, a cul de sac – Magnolia Ln for which trees need to be planned and added.
 - b. Spring Seminar – A Rain Garden program will be offered in the spring. Diane DeYonker will ask Marilyn DuFour and Penny Bollin to lead this program. Chris Manzey is a Certified Master Rain Gardener and she can assist.

VIII. Other Issues

a. Tree Planting question – from Eric, resident of Heller Rd. Tree was planted in his tree lawn with neither notification nor input as to species selection. A sweetgum was planted which is felt to be messier than resident would have preferred. It was agreed that the Village should resume its practice of providing door tags to inform residents of tree plantings and appropriate care for newly planted trees. Further discussion of practices for engagement with residents prior to tree plantings will be added to the February meeting agenda.

Adjournment at 8:30 PM

Respectfully, Submitted,

Laurie Mauro

2025 Tree Commission Meeting Plan

Minutes

January 23, 2025

Laurie Mauro

February 27, 2025

Diane DeYonker

March 27, 2025

Chris Manzey

April 24, 20225

Laurie Mauro

May 22, 2025

Amy Schultz

June 26, 2025

Diane DeYonker

July 24, 2025

Sheri Luedtke

August 28, 2025

Chris Manzey

September 25, 2025

Steve Connelly

October 23, 2025

Angie Boudouris

November 20, 2025

Amy Schultz

Whitehouse

PROCLAMATION

- WHEREAS,** Family, Career and Community Leaders of American (FCCLA), the national nonprofit, family-focused, intracurricular student organization for Family and Consumer Sciences students through grade 12, helps youth assume their roles in society through Family and Consumer Sciences education in the areas of personal growth, family life, college readiness, career exploration, leadership, and community involvement; and
- WHEREAS,** The organization extends classroom learning through chapter service projects that develop leadership and employability skills and help young men and women learn how to plan, make decisions, carry out program evaluations, and take action through working with other youth and adults within their school, community, and state; and
- WHEREAS,** FCCLA offers members an opportunity to work together for everyday purposes for the improvement of themselves, as well as their families, careers, and communities; and
- WHEREAS,** The week of February 10 through 14, 2025 has been designated National FCCLA Week.

THEREFORE, be it resolved that I, Richard Bingham, Mayor, of the Village of Whitehouse, Lucas County, Ohio, do hereby proclaim the week beginning February 10, 2025, as National FCCLA Week in Whitehouse, Ohio. I urge all citizens to acquaint themselves with the activities and values of Family, Career and Community Leaders of America, to show interest in, and provide support and encouragement to the students who are working to achieve knowledge and experience that will help prepare them for future responsibilities as active and concerned adult members of society.

IN WITNESS WHEREOF, I
have hereunto set my hand and
caused to be affixed the official
seal of the Village of Whitehouse,
Lucas County, Ohio, this 4th day of
February, 2025.

Richard Bingham, Mayor



ORDINANCE NO. 02-2025

AN ORDINANCE ESTABLISHING AN AUTOMATIC INCREASE OF THE COMPENSATION FOR THE CLERK OF COUNCIL FOR THE VILLAGE OF WHITEHOUSE, LUCAS COUNTY

WHEREAS, the Charter of the Village of Whitehouse provides that the Council for the Village of Whitehouse is to appoint a Clerk and set the compensation for that position; and

WHEREAS, the salary for the Clerk has been adjusted periodically in the past; and

WHEREAS, Council desires to establish an automatic increase of the clerk's compensation commencing January 1, 2026.

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO, three-fourths ($\frac{3}{4}$) of all members elected thereto concurring:

Section 1. As of January 1, 2026, and every January 1 thereafter, and pursuant to the Charter of the Village of Whitehouse, the compensation of the Council Clerk shall be increased an amount equal to the Cost of Living Adjustment (COLA) established for the previous year.

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.

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

First Reading: _____

Second Reading: _____

Third Reading: _____

EFFECTIVE DATE OF THIS ORDINANCE: _____, 2025.

Mayor

ATTEST:

Duly Appointed Clerk of Council

Kevin A. Heban, Solicitor

VILLAGE OF WHITEHOUSE

February 4, 2025

ADMINISTRATION

01.21.25 Income Tax (As of December 31, 2024)

a. Whitehouse Income Tax Collections

- i. 2024 = \$3,530,025.32
- ii. 2023 = \$3,620,241.58
- iii. Year to Date Comparison = 2.49% Decrease

b. MTJEDD

Date	2 nd Qtr 2024	YTD (3 rd & 4 th Qtr. 2023, 1 st & 2 nd Qtr. 2024)
Receipts	\$229,690.79	\$1,366,687.09
Refunds	\$32,901.15	\$66,122.68
Grants Paid	\$0.00	\$503,323.00
Subtotal	\$196,789.64	\$797,241.41
Maintenance Fund	\$19,678.96	\$79,724.14
Retainage Fund	\$1,967.90	\$7,972.42
Net Tax Revenues	\$175,142.78	\$709,544.85
MTJEDD Disbursement	\$131,357.09	\$532,158.64
Whitehouse Disbursement	\$43,785.69	\$177,386.21

c. STJEDZ

Date	4 th Qtr. 2024	YTD
Receipts	\$405,949.07	\$1,670,248.28
Refunds	\$0.00	\$13,264.89
Grants Paid	\$0.00	\$0.00
Expenses	\$0.00	\$4,637.90
Subtotal	\$405,949.07	\$1,652,345.49
STJEDZ Disbursement	\$304,461.80	\$1,239,259.12
Whitehouse Disbursement	\$101,487.27	\$413,086.37

02-19-19 2. Safety and Health Report: Last lost time injury was January 14, 2019

ADMINISTRATIVE ACTIVITIES

COMMUNITY DEVELOPMENT

SUBDIVISION DEVELOPMENTS

STREETS

02-04-25

1. **North Texas St. (Lone Oak Ditch to Swan Creek), Bond St., Cemetery Rd (Intersection at SR 64)** – 2025 OPWC Street Resurfacing. To Kleinfelder for Engineering.
2. **Waterville St. Resurfacing** – Providence St. to Oak Crossing Lane. Approved through OPWC/Small Government Funding Program-schedule year 2025. Mill & Fill project. To Kleinfelder for Engineering.

PARKS & RECREATION

02-04-25

1. **Disc Golf** – Public Works Staff is working with volunteers on construct improvements at Sandra Park to include the disc golf course. Equipment procured. Course 50% completed.
2. **Park Sign & Front Park Design** – Reconstruction of Whitehouse Park sign and Landscape design for front of park along Providence St. between St. Louis and Lucas St.

WATER

02-04-25

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. Awarded to Maguire Iron. Anticipated to start mid-November. Start date pushed back to February.

WASTE WATER

02-04-25

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. Announced as an intended project for funding through Water Pollution Control Loan Fund for 2025.

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.

SANITATION

02-04-25

1. Established 2025 bulk drop off/curbside dates. The drop off dates will be January 3rd-4th & 10th-11th, March 21-22. The curbside pickup dates will be June 28th, September 27th. Total Residents served for January was 377

MISCELLANEOUS

01-21-25

1. **Building Permits:** 1 new homes as of 01-31-25.

02-04-25

2. **Public Works:**
 1. Sewer Flushing & Manhole Evaluations
 2. Storm Water Inspections – Outfalls & Asst. Management
 3. Tree Trimming
 4. Sandra Park Improvements
 5. Winter operations/Equipment maintenance

Boards and Commissions

- A. Board of Zoning Appeals
 1. Pending approval of October 23, 2024 meeting minutes
 2. Currently no submissions requiring meeting
- B. Charter Revision Commission
 1. Pending approval of March 7, 2024 meeting minutes
- C. Fire Dependency Board
 1. Pending approval of December 17, 2024 meeting minutes
- D. Planning Commission
 1. Pending approval of February 3, 2025 meeting minutes
 2. Upcoming Public Hearing and Meeting scheduled for October 7, 2024
- 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 January 23, 2025 meeting minutes

Council Committee of the Whole

- A. Economic Development
- B. Finance, Audit & Investment
- C. Franchise, Lands & Buildings
- D. Parks & Recreation
- E. Public Services Committee
- F. Personnel & Safety
- G. General