

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

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

Council Members Present: Louann Artiaga, Dave Riggengbach, Carrie Touhy, 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, Police Chief Allan Baer, Fire Chief Jason Francis, Public Works Director Mike Hill and Clerk of Council Nicole Hartbarger

Guests Present: Stephen Bond, Judy Miller, Kellie Zenz, Becky King, Char Prichett, Jill Gundy, Jennifer Herman, Kelsea Blaskis, James Forrest, Emma Forrest, Paul Wielinski, and Landon Smith

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

Motion by Councilman Riggengbach, seconded by Councilman Connelly to approve the minutes of the October 21<sup>st</sup>, 2025, Council meeting. 6 ayes

Artiaga asks about the trees line-item expense of \$5,875, is this designated for any particular area. Hill confirms these are for throughout the Village, replacing other trees that came down along with trees that new homeowners purchase when buying their home.

Motion by Councilman Riggengbach, seconded by Councilwoman Artiaga to approve the bills totaling \$16,451.64 dated October 31<sup>st</sup>, 2025, the Addendum bills totaling \$355,233.03 dated November 4<sup>th</sup>, 2025. 6 ayes

**PERSONS TO APPEAR BEFORE COUNCIL**

Mayor Bingham asked if there were any people to appear before Council.

**Request for Whitehouse Holiday Celebration and Christmas Village 5k**

Hartbarger speaks for the two events that are upcoming on December 6<sup>th</sup>, 2025. The two events are done in conjunction with one another as in past years. He comments a map was included for the 5k race in the Council packet, nothing has changed for this route from previous years. He shares that fire and police have both approved the plans. Hartbarger shares that after the 5k race the holiday parade and tree lighting will occur.

Motion by Councilwoman Artiaga, seconded by Councilwoman Tuohy to approve the request for the Whitehouse Holiday Celebration and the Christmas Village 5k race on December 6<sup>th</sup>, 2025. 6 ayes

**COMMITTEE REPORTS**

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

**Report on the Fallen Timbers Union Cemetery District Meeting**

Yunker shares that the commission met on November 20<sup>th</sup>, 2025. Duncan and Yunker present, Anderson absent. The previous meeting minutes were approved. There was a reported \$11k expense since the last meeting and a cash balance of \$427,084.95. The Sexton report included deeds sold for cemetery lots and internments. Contractors were in to put in new floors in office building – turned out very nice. Items on the list to purchase included an air compressor and shop vac, these have been purchased. Lawn cutting continued and leaf pick up started, along with stump removal from several cemeteries. Trees were purchased in conjunction with Whitehouse purchasing power for the back portion of Whitehouse

Cemetery. JC Helminiak has been contracted as additional seasonal help through the end of the year.

**Report on the October 23<sup>rd</sup>, 2025 Tree Commission Meeting**

Connelly reports that old business included tree inventory updates; more trees planned to arrive soon. There are more trees being planted than what were removed. Laurie Mauro will complete a tree commission training. No December meeting.

American Bloom honors were discussed. Three story book walk titles are ready for lamination. Sandra Park tree labeling is now complete. Arbor Day planning focusing on sycamores.

**REPORT OF THE MAYOR****Recognition of Mike Hill & James Forrest – 25 years of Service**

Mayor Bingham comments that one of the best things he gets to do is recognize long-term employees; he comments why Whitehouse is such a great place, is because of the employees within the Village. Previous Mayors and Councils and staff have created a place where employees stay for a long time.

Hill and Forrest have been with the Public Service department for 25 years. Mayor hands out a clock to both along with certificates recognizing their many years of service.

Mayor comments that we have tried to honor Sheri Luedtke for several weeks now, but some health issues have made this hard. Several of her friends here tonight to represent Sheri to be honored. Mayor Bingham shares that Sheri is a huge part of this Village and the Tree Commission. She has taught Mayor a lot about the importance of the trees in our community. Hard to thank someone who has served for as many years as Sheri has. Mayor reads some words about Sheri's service and her help to the community. She cares deeply, not for recognition, but knowing it is the right thing to do. Sheri has embodied what it means to serve. On behalf of the Village of Whitehouse, Mayor thanks Sheri for her dedication and service to the Village of Whitehouse.

Mayor Bingham reminds all that Coffee with Mayor and Council is this Saturday from 8-10:30am. Halloween in the Village was a success up town – WTOL was there live streaming through the evening.

Construction is continuing at the new pharmacy in town, press releases going out shortly to newspapers and tv channels. TMACOG is asking for budget fund requests, the last day for requests is in November. Christmas contest with Waterville will be starting around November 10th – collecting donations for toys for tots. Delta Institute meeting helping with watershed grant is this upcoming Monday along with County Commissioners, goal is to lower tax burden for residents. Mayor comments that they met with BASF purchaser, Carlisle Group – discussed options for growth in Whitehouse – will meet with them again. Fine asked Mayor to submit a request to County Commissioners for rate estimates for upcoming year. LCHD sent Mayor and staff the estimated bill for the next five years – does look like it is going down.

Mayor Bingham brings up the topic of SNAP benefits and those who are not receiving their governmental pay for a period of time now – including those at the 180th Fighter Wing. Mayor is asking if Village can offer a \$100 Kroger gift card to those who are currently on SNAP benefits or a federal military member who is not receiving pay – he comments they would require ID and able to prove they currently receive those benefits and live within the Village limits. Tuohy comments that before it gets hard to staff to handle this – can we look at buying actual food to hand out instead. Fine comments that he is reading that some federal benefits might be paid out soon, but not all. Yunker agrees it could be an administrative burden to vet who gets the benefits – should we look at instead supporting the organizations

locally who supply the food such as food pantries. Mayor comments that food pantries are already overwhelmed. Fine comments, we can ask these pantries if there is anything we can do to help allow them to serve more people such as volunteering time. Artiaga comments that Zion food pantry does not check for proof of income or screen for SNAP benefits – but they are short staffed. Connelly comments the Mayor’s heart is in the right place, hard to deny supporting the assistance when people are in need – concerned with logistical steps, needs some time to think through best approach. Artiaga asks Administrator Daugherty about what account a donation could come from and how much – Daugherty says community support fund is currently fully used, would need to add more to it through appropriations. Riggensbach agrees would need more time to think about this topic – really does want to help people, if we can figure out how in a way that doesn’t create potential concerns, he is fully supportive. Riggensbach comments his take away is to have a conversation on how to execute this. Connelly asks if we can table the topic until November 13<sup>th</sup>; Mayor comments bringing it up now because people are struggling right now. Heban comments that another jurisdiction he works with instead of toys this year are changing their donation requests to a food drive. Riggensbach asks how exactly Mayor envisions this working; Mayor comments that the resident would come in and provide proof of EBT/SNAP card and their ID proving residency in Whitehouse and they would get their gift card; along with federal employees who can provide proof of federal employment and Whitehouse residency. Artiaga asks about a straight money donation to a local food bank for them to use their bulk purchasing power. All seem to like this idea. Tuohy suggests asking them to provide necessity boxes with the donation they give. Riggensbach comments on a lot of value in taking a few days to understand what the gift card commitment would be and if they can make this work. Fine asks if we can authorize the funding today and authorize Village staff today and then finalize how to execute in the next few days. Heban says it can be an open-ended authorization. Fine suggests \$2,500 range; Heban comments make it up to \$2,500.

Motion by Councilwoman Artiaga, seconded by Councilman Connelly to donate up to \$2,500 for local food supply and authorizing administration to provide funds. 6 ayes

#### **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**

##### **Request Authorization for Legislation Amending and Updating the Village of Whitehouse Schedule of Rates and Fees Pursuant to Various Building, Zoning, Registration, and Ancillary Other Matters.**

Daugherty comments that this is the legislation for the previously recommended rates and fee schedule that was reviewed. He asks for this to be authorized tonight.

Motion by Councilman Fine, seconded by Councilman Connelly to authorize Legislation Amending and Updating the Village of Whitehouse Schedule of Rates and Fees Pursuant to Various Building, Zoning, Registration, and Ancillary Other Matters. 6 ayes

##### **Request Authorization for Legislation Establishing Rules Governing the Conduct of the Council of the Village of Whitehouse, Lucas County, Ohio**

Daugherty comments that this is the final draft after a few months of work done by council. Looking for this to be authorized tonight.

Motion by Councilman Yunker, seconded by Councilman Riggensbach to authorize Legislation Establishing Rules Governing the Conduct of the Council of the Village of Whitehouse, Lucas County, Ohio. 6 ayes

##### **Request Authorization for Legislation Adopting a Discretionary Time/Compensation Time/Rounds Credit Policy for the Village of Whitehouse**

Daugherty comments this is the topic reviewed during the last committee meeting, asking for authorization tonight.

Motion by Councilwoman Tuohy, seconded by Councilwoman Artiaga to authorize Legislation Adopting a Discretionary Time/Compensation Time/Rounds Credit Policy for the Village of Whitehouse. 6 ayes

Daugherty reminds all that the November Committee of the Whole meeting has been moved from Tuesday to Thursday, November 13<sup>th</sup> at 6:30pm.

#### **Operations Report Summary**

Deputy Administrator Hartbarger shares that the comp time policy has been fully reviewed by the Village labor attorney. There was clarifying language added regarding the salary employees – all has been approved.

#### **REPORT OF THE LAW DIRECTOR**

Mayor Bingham asks Solicitor Heban for any items to report. There were none.

#### **REPORT OF THE DEPARTMENT HEADS**

Public Works Director Hill shares that the park trail paving was completed today, just a few finishing touches remain. Crews are doing a great job with leaf pick up, currently ahead of schedule.

Police Chief Baer shares he has nothing for today; everything is going well. Tuohy thanks Baer and the Fire Department for their presence on Halloween.

Fire Chief Francis updates on 2015 to 2025 response times. In 2015, the department was predominantly volunteer with 9 mins 52 seconds time from dispatch to on scene and now in 2025 average of 5 mins 52 seconds from dispatch to on scene. EMS response time has gone from 6 mins 40 sec, to 5 min. Francis comments that the partnership with the co-op, updates in technology, investments in training, and increase in ALS personnel and staffing developments have led to these decreases in response times.

#### **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 17-2025:** Amending and Updating the Village of Whitehouse Schedule of Rates and Fees Pursuant to Various Building, Zoning, Registration, and Ancillary Other Matters.

Motion by Councilman Connelly, seconded by Councilman Yunker to approve **Ordinance 17-2025** to be read by title only, as an emergency, first reading. 6 ayes

- B. **Ordinance 18-2025:** Establishing Rules Governing the Conduct of the Council of the Village of Whitehouse, Lucas County, Ohio

Motion by Councilwoman Tuohy, seconded by Councilwoman Artiaga to approve **Ordinance 18-2025** to be read by title only, as an emergency, first reading. 6 ayes

- C. **Ordinance 19-2025:** Adopting a Discretionary Time/Compensation Time/Rounds Credit Policy for the Village of Whitehouse

Motion by Councilman Fine, seconded by Councilman Riggenbach to approve **Ordinance 19-2025** to be read by title only, as an emergency, first reading. 6 ayes

#### **RESOLUTIONS**

Mayor Bingham asked Solicitor Kevin Heban for any resolutions to be reviewed or voted on. There were none.

#### **COUNCIL COMMENTS**

Connelly thanks Mayor for thinking of the residents and for Daugherty and staff taking the burden on for decision making and helping.

Yunker thanks staff for the help in the Halloween celebration – Fire and Police out in the streets with the kids trick or treating – makes it a more family friendly event. Yunker asks about possibility of deferring water, sewer, and Village bills if need be for those who are not currently being paid due to the federal shutdown. Mayor asks Daugherty how hard this would be to handle – Daugherty comments it is all doable, do not anticipate a major demand for this, but longer the shutdown goes on there could be more necessity. Daugherty comments staff already uses some grace if residents are communicating needs. Mayor asks if this can be put out on the app to share that Village is willing to work with residents.

Artiaga comments while driving down Providence street last night, noticed a few focused on the trees lights are out – Hill will check. She asks Hill about the park sign, is it going to be lit up at all, Hill comments there will be some back lighting. Artiaga asks Hartbarger about senior Saturdays and if there are topics being shared ahead of time – he comments Mark will be updating the website and sharing this info online. Artiaga shares that 9:30am Tuesday morning 2nd and 3rd graders will be visiting Veterans Memorial for Veterans Day. Artiaga asks about previous discussion on murals throughout town – she says she has had discussion with local arts commission people and they would be willing to host a contest for design ideas from local artists – something to consider. Daugherty comments there have been discussions with local artist who painted the grain silos out on the river.

Tuohy thanks Fire and Police for being at the Halloween celebration. Thanks to Daugherty and staff for providing the hot dogs. She comments that she is excited for the park sign, it is going to be great.

Fine thanks Chief Francis for the updates on response times, thanks the team for the efforts they have put in for that.

Riggenbach asks Artiaga what time on Tuesday for the Veterans Memorial Park 2<sup>nd</sup> and 3<sup>rd</sup> graders. She shares 9:30am, 10am, 11:15am, 11:45am. She shares the 4th graders possibly going to the 180th. Riggenbach gives a broad thank you to staff, extremely busy time of year but exact time of year that illustrates why Whitehouse is as great as it is. Lots of community involvement.

#### **CITIZEN COMMENTS**

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

#### **ADJOURNMENT**

Motion by Councilwoman Tuohy, seconded by Councilman Fine to adjourn the meeting at 7:34pm. 6 ayes