

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 Riggenbach, 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: David Prueter, Sister Rose Moser, Nan Myers, Joe Bublick

Council Prayer was given by Sister Rose Moser of Lial.

Motion by Councilman Connelly, seconded by Councilman Riggenbach to approve the minutes of the November 18th, 2025, Council meeting. 6 ayes

Motion by Councilwoman Artiaga, seconded by Councilman Riggenbach to approve the bills totaling \$12,315.97 dated November 26th, 2025, the Addendum bills totaling \$172,832.08 dated December 2nd, 2025. 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 November 13th, 2025 Tree Commission

Connelly reports old business discussed included six storm damaged trees were removed from Village Meadows subdivision area along with a tree risk assessment scheduled for November 14th. New business included planning for 2026; they will follow previous years schedules. Note taking duties were assigned. Risk assessment identified several species of trees for Village Park. Commission may host a young tree training next November.

Report on the Fallen Timbers Union Cemetery District Meeting

Yunker reports that all members were present and the previous meetings minutes were approved. Finance report included revenue of \$7,457.33, expenses of \$17,331.18 and current bank balance of \$416,731.10. Other business discussed included the recent air compressor purchased, unfortunately is undersized – will be returned and new purchased. Leaf collection system required repairs, this has been taken care of. Fall cleanup is underway, trees purchased last month will be planted next month.

REPORT OF THE MAYOR

Mayor Bingham shares that he would like to schedule next Coffee with Mayor and Council for March or April. Mayor suggests March 21, 2026 at the Buzz from 8:30-10am. Mayor would like to include the Police, Fire Chiefs and Public Works Director to be included in discussions at one of these events in the near future. All agree this is a good idea. Christmas in the Village is this Saturday. Employees and kids at 1:30pm at Village Hall; Santa will be here to visit with employees at 2:30pm. Christmas toy collection contest with Waterville is ongoing – Whitehouse is going well. Will be doing another push for donations to come in.

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

Administrator Daugherty shares a reminder that Committee of the Whole is immediately following this meeting for the first pass on the 2026 budget. Additional meeting if needed will be next Tuesday during the regularly scheduled Committee of the Whole time. Hoping for all to be lined up and ready for the third Tuesday Council meeting for final approval.

Operations Report Summary

Deputy Administrator Hartbarger shares that he included a sheet in front of Council with all events and times for this upcoming weekends holiday celebration. Parking will be restricted on parade route.

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 furnace will be installed in the shelter house in the next couple of weeks. Will soon be ready for year-round use. Leaf Collection hit a snag with the recent snow, but all will be picked up. Mayor comments he appreciates all the hard work during the snow fall.

Police Chief Baer comments that on Saturday there will be traffic control in the southwest corner of the Village for 5k race; over 500 registered could be up to 700. Limiting traffic on Heller and Waterville St. Providence will be shut down for parade – eliminating parking along the parade route for safety and better view.

Fire Chief Francis shares that stats from last month have been provided. The Fire Department reached 1,000 incidents yesterday. The department is participating with shop with a hero along with the Police Department on December 10th. Providing a scout tour and helping with first aid badge on December 15th, they support 2-3 scout events a year. Chief Francis did become a merit badge counselor to help the troop.

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 Riggenbach, seconded by Councilman Connelly to approve **Ordinance 17-2025** to be read by title only, third reading. 6 ayes

Motion by Councilman Riggenbach, seconded by Councilman Connelly to approve **Ordinance 17-2025** by title only, declaring an emergency. 6 Ayes

Motion by Councilman Riggenbach, seconded by Councilwoman Tuohy to adopt **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**, declaring an emergency. Third reading vote by name. 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, third reading. 6 ayes

Motion by Councilman Riggenbach, seconded by Councilman Fine to approve **Ordinance 18-2025** by title only, declaring an emergency. 6 Ayes

Motion by Councilman Yunker, seconded by Councilman Connelly to adopt **Ordinance 18-2025: Establishing Rules Governing the Conduct of the Council of the Village of Whitehouse, Lucas County, Ohio**, declaring an emergency. Third reading vote by name. 6 Ayes

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

Motion by Councilman Riggenbach, seconded by Councilman Yunker to approve **Ordinance 19-2025** to be read by title only, third reading. 6 ayes

Motion by Councilman Fine, seconded by Councilman Riggenbach to approve **Ordinance 19-2025** by title only, declaring an emergency. 6 Ayes

Motion by Councilwoman Artiaga, seconded by Councilwoman Tuohy to adopt **Ordinance 19-2025: Adopting a Discretionary Time/Compensation Time/Rounds Credit Policy for the Village of Whitehouse**, declaring an emergency. Third reading vote by name. 6 Ayes

D. **Ordinance 20-2025:** Establishing Pay Classifications, and Benefit Steps for Employees of the Village of Whitehouse, Lucas County, Ohio; Repealing Ordinance No. 19-2024

Motion by Councilman Riggenbach, seconded by Councilwoman Tuohy to approve **Ordinance 20-2025** to be read by title only. 6 ayes

Motion by Councilwoman Artiaga, seconded by Councilwoman Tuohy to approve to suspend the rules and have the third reading of **Ordinance 20-2025** by title only. 6 Ayes

Motion by Councilwoman Tuohy, seconded by Councilman Fine to approve **Ordinance 20-2025** by title only, declaring an emergency. 6 Ayes

Motion by Councilwoman Tuohy, seconded by Councilwoman Artiaga to adopt **Ordinance 20-2025: Establishing Pay Classifications, and Benefit Steps for Employees of the Village of Whitehouse, Lucas County, Ohio; Repealing Ordinance No. 19-2024**, declaring 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. There were none.

COUNCIL COMMENTS

Artiaga asks about the current Clerk of Council pay, is there a COLA applied like other employees; Heban believes yes by ordinance as of last year.

Administrator Daugherty brings up old business for Council consideration. The 2% bonus for January 2026 was discussed but not acted on; this needs a motion and majority vote.

Motion by Councilman Riggenbach, seconded by Councilwoman Artiaga to approve a 2% bonus payable to eligible employees in January 2026. 6 ayes.

Motion by Councilwoman Artiaga, seconded by Councilwoman Tuohy to approve the merit service pay as previously presented. 6 ayes.

CITIZEN COMMENTS

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

ADJOURNMENT

Motion by Councilman Yunker, seconded by Councilwoman Artiaga to adjourn the meeting at 6:54pm. 6 ayes

Duly Appointed Clerk of Council

Mayor