

WHITEHALL COUNCIL COMMITTEES

MINUTES – February 14, 2023

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Council President Potter called the February 14, 2023 Council Committees' meeting to order at 6:30 p.m.

The following members of council and the administration were present:

Members of the Administration

Council President Thomas Potter  
City Administrator Zach Woodruff  
City Attorney Michael Bivens  
City Auditor Steve Quinzel

Council Members

Gerald Dixon  
Wes Kantor  
Amy Smith  
Jo Anna Heck  
Karen Conison  
Lori Elmore

COMMITTEE OF THE WHOLE

**SECOND READING:**

ORDINANCE NO. 005-2023 (*Comm. of the Whole. – 3rd reading – ADOPT 03/07/2023-Heck/Kantor*)  
ACCEPTING TITLE TO PARCEL 090-008416-00 FROM THE WHITEHALL COMMUNITY  
IMPROVEMENT CORPORATION FOR USE AS A PUBLIC PARK.

ADMINISTRATION AND FINANCIAL MANAGEMENT

Councilperson Conison opened at 6:30 p.m. and addressed the legislation in this committee, as follows:

ORDINANCE NO. 012-2023 DRAFT # 1

MAKING AND APPROVING A SUPPLEMENTAL APPROPRIATION OF TWO HUNDRED THOUSAND AND NO/100 DOLLARS (\$200,000.00) FROM UNAPPROPRIATED MONIES IN THE GENERAL FUND (101) TO THE CONTINGENCY EXPENSE ACCOUNT (101-950-59900) AND DECLARING AN EMERGENCY.

City Administrator Woodruff met with the Mayor and Auditor last week regarding a number of expenses and projects that would normally come out of contingency account. After the budget was prepared, there were expenses that came in this year that have depleted the contingency account. In addition, the administration has been meeting regarding additional projects they would like to complete this year. Mr. Woodruff outlined the following; an updated efficiency study since the last one occurred in 2006, hiring a consultant to complete a comprehensive strategic plan and expanding the Bishop Griffin Food Pantry that is associated with Christ the King on Livingston Avenue, plan a mobile or pop-up food pantry in Whitehall.

City Administrator Woodruff answered questions from Council members at this time.

City Administrator Woodruff asked Ms. Ogg to remove the emergency clause from the legislation.

*(Admin/Fin. Mgmt. - 2nd reading – ADOPT 03/07/2023-Bailey/Heck)*

RESOLUTION NO. 007-2023 DRAFT # 2

RESOLVING TO APPROVE “THEN AND NOW” CERTIFICATES AND DECLARING AN EMERGENCY.

*(Admin/Fin. Mgmt. - 1st reading – ADOPT 02/21/2023-Bailey/Elmore)*

Having nothing further, Councilperson Conison closed at 6:46 p.m.

COMMUNITY STANDARDS AND ENFORCEMENT

Chairperson Smith opened at 6:46 p.m. and said there are no drafts or pending legislation on the agenda.

City Administrator Woodruff gave each Councilmember a copy of Ordinance 013-2023. It is the administrative update to the zoning code. This is the totality of amending Part 11, the Planning and Zoning Code Title 3 Chapters 1120-1130. OHM will come before Council along with Zone Code to do a presentation on February 28, it will go to the Planning Commission in March and then a public hearing held on March 21.

City Administrator Woodruff thanked Council on behalf of the staff for passing the Tobacco Retail License last month. He updated Council on what has transpired since the passing of the legislation.

Having nothing further, Chairperson Smith closed at 6:54 p.m.

COMMUNITY AND ELDER ADVOCACY

Chairperson Dixon opened at 6:54 p.m. and said there are no drafts or pending legislation on the agenda.

Chairperson Dixon said he is researching a subject at this time. He is not saying anything right now but hopefully in the coming weeks he will have something for Council.

Having nothing further, Chairperson Dixon closed at 6:55 p.m.

ECONOMIC DEVELOPMENT

Chairperson Kantor opened at 6:55 p.m. and said there are no drafts or pending legislation on the agenda.

Chairperson Kantor gave an update on Dunkin Donuts. He reminded everyone of the email they received in regards to Woodcliff/Midcliff demolition.

Having nothing further, Chairperson Kantor closed at 6:56 p.m.

INFRASTRUCTURE, MAINTENANCE AND SERVICE

Chairperson Conison opened at 6:56 p.m. and addressed the legislation in her committee, as follows:

**SECOND READING:**

ORDINANCE NO. 006-2023 (*Infra. Maint. & Srvs. – 3rd reading – ADOPT 03/07/2023-Conison/Kantor*)  
GRANTING AN EASEMENT TO AEP OHIO ON PARCEL 090-003999-00 AS DESCRIBED IN  
ATTACHMENT A.

Having nothing further, Chairperson Conison closed at 6:56 p.m.

PUBLIC SAFETY

Chairperson Elmore opened at 6:56 p.m. and said there are no drafts or pending legislation on the agenda.

Chairperson Kantor gave kudos to the officers who went down to the Special Olympics and the Polar Plunge.

Having nothing further, Chairperson Elmore closed at 6:57 p.m.

PARKS AND RECREATION

Chairperson Heck opened at 6:57 p.m. and said there are no drafts or pending legislation on the agenda.

There was no discussion in Parks and Recreation.

Having nothing further, Chairperson Heck closed at 6:57 p.m.

Meeting adjourned at 6:57 p.m.

Respectfully submitted,

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Julie A. Ogg, Clerk of Council