



WHITEHALL CITY COUNCIL COMMITTEE MEETING

TUESDAY, APRIL 14, 2026

IMMEDIATELY FOLLOWING THE SPECIAL MEETING AT 6:30 PM –

ADMINISTRATION/COUNCIL OF THE WHOLE MATTERS:

THERE ARE NO PIECES OF DRAFT LEGISLATION ON THE AGENDA.

COMMITTEE OF THE WHOLE LEGISLATION/ISSUES:

SECOND READING:

ORDINANCE NO. 027-2026 (*Comm. Of the Whole. –2nd Reading- SUSP & ADOPT-04-21-2026-* /)
AUTHORIZING AND APPROVING AN AMENDMENT TO THE CODIFIED ORDINANCES OF THE CITY OF WHITEHALL 161 TABLE OF AUTHORIZED PERSONNEL FOR THE FISCAL YEAR 2026 AND DECLARING AN EMERGENCY.

ORDINANCE NO. 028-2026 (*Comm. Of the Whole. –2nd Reading- SUSP & ADOPT -04-21-2026-* /)
AMENDING ORDINANCE 129-2025; AUTHORIZING AND APPROVING THE FOLLOWING CHANGES TO 161.38 AND DECLARING AN EMERGENCY.

STANDING COMMITTEES

ADMINISTRATION AND FINANCIAL MANAGEMENT - CHAIRPERSON ELMORE

Members: Morrison, McCann, Brown

No drafts or pending legislation.

COMMUNITY AND ELDER ADVOCACY– CHAIRPERSON HARCAR

Members: Adkins, Dixon, Brown

No drafts or pending legislation.

COMMUNITY STANDARDS AND ENFORCEMENT – CHAIRPERSON MCCANN

Members: Dixon, Elmore, Harcar

THIRD READING:

ORDINANCE NO. 022-2026 (*Comm. Stand. & Enf. –3rd Reading- ADOPT 04-21-2026 –McCann/Dixon*)
AN ORDINANCE AMENDING THE PLANNING AND ZONING CODE TO REQUIRE SPECIAL PERMITS FOR THE CONSTRUCTION OR OPERATION OF DETENTION FACILITIES.

Whitehall Planning Commission Special Meeting – April 20, 2026
Public Hearing @ Whitehall City Council – April 21, 2026

ECONOMIC DEVELOPMENT – CHAIRPERSON DIXON

Members: McCann, Morrison, Brown

No drafts or pending legislation.

INFRASTRUCTURE, MAINTENANCE AND SERVICES - CHAIRPERSON BROWN

Members: Morrison, Dixon, Adkins

No drafts or pending legislation.

PUBLIC SAFETY – CHAIRPERSON MORRISON

Members: Elmore, Adkins, Harcar

No drafts or pending legislation.

PARKS AND RECREATION – CHAIRPERSON ADKINS

Members: Elmore, Harcar, McCann

No drafts or pending legislation.

ADJOURN

ORDINANCE NO. 027-2026

AUTHORIZING AND APPROVING AN AMENDMENT TO THE CODIFIED ORDINANCES OF THE CITY OF WHITEHALL 161 TABLE OF AUTHORIZED PERSONNEL FOR THE FISCAL YEAR 2026 AND DECLARING AN EMERGENCY.

WHEREAS, the budget presented by various departments includes updated titles that best represent what employees do in their daily work and includes position(s) added, revised, and/or no longer required; NOW, THEREFORE,

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WHITEHALL, OHIO:

SECTION 1: The Council of the City of Whitehall, Ohio approves the following changes to the Table of Authorized Personnel for the fiscal year 2026.

161.37 TABLE OF AUTHORIZED PERSONNEL.

The following legends shall apply to all tables delineating authorized strength:

Column	Name	Code
1	Position title	
2	Pay grade or salary pay range	SPR
3	Classified civil service	CCS
	Unclassified civil service	UCS
4	Number authorized	
5	Union bargaining unit	UBU
	Exempt from union	EFU

(b) Development Department.

1	2	3	4	5
Director of Development	SPR	UCS	1	EFU
Economic Development Specialist	SPR	UCS	1	EFU
Chief Building Official	SPR	CCS	1	EFU
Assistant Building Inspector (part-time)	SPR	UCS	1	EFU
<u>City Planner</u>	<u>SPR</u>	<u>UCS</u>	<u>1</u>	<u>EFU</u>
Permit Specialist	C-21	CCS	1	UBU

SECTION 2: That this Ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public health, peace, safety and welfare and for the further reason these title changes reasonably reflect the duties of the position, and additional positions that were budgeted; WHEREFORE, This Ordinance shall go into full force and effect immediately upon its passage and approval by the Mayor.

PASSED this ___ day of _____, 2026.

ORDINANCE NO. 027-2026

ATTEST:

Clerk of Council

President of Council

APPROVED this ____ day of _____, 2026.

Mayor

Requested by: Jackie Russell, Director of Development
Prepared by: Tracy Wentz, Director of HR
Approved as to form: Brad Nicodemus, City Attorney bsn 03/27/2026

ORDINANCE NO. 028-2026

AMENDING ORDINANCE 129-2025; AUTHORIZING AND APPROVING THE FOLLOWING CHANGES TO 161.38 AND DECLARING AN EMERGENCY.

WHEREAS, efficient personnel and payroll record keeping requires a permanent definition of uniform published standards; and

WHEREAS, the current salary ordinance requires updating for the year 2026; NOW, THEREFORE,

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WHITEHALL, OHIO:

SECTION 1:

161.38 SALARY SCHEDULE.

(a) The following salary ranges are hereby set, with pay to be determined by the respective appointing authority.

Clerk of Council (hourly)	2020	25.00 to 35.39
Office Assistant Part-time (hourly)	2020	11.00 to 22.57
Deputy Auditor (hourly)	2026	30.10 to 44.23
Deputy Tax Commissioner (hourly)	2026	to 48.08
Payroll Administrator (hourly)	2026	to 39.06
Accounting Specialist (hourly)	2026	to 37.02
<u>Payroll Clerk (hourly)</u>	<u>2026</u>	<u>to 36.00</u>
Director of Public Service (hourly)	2025	to 55.57
Administrative Assistant (hourly)	2024	to 36.00
Code Enforcement Officer (hourly)	2024	to 36.00
Chief Building Official (hourly)	2026	to 52.61
Assistant Building Inspector Part-time (hourly)	2020	to 30.00
Director for Public Safety (salary)	2026	to 54,900.00
Assistant City Attorney/Prosecutor (salary)	2026	to 89,000.00
Assistant City Attorney, Part-time (salary)	2023	to 75,000.00
Prosecutor (Part-Time)* (salary)	2024	to 123,600.00
Legal Assistant (hourly)	2026	to 39.90
Parks and Recreation Director (hourly)	2026	to 57.69
Police Deputy Chiefs (hourly)	2026	to 82.14
Assistant Fire Chief (hourly)	2026	to 82.14
Chief of Police (hourly)	2026	to 92.81
Chief of Fire (hourly)	2026	to 92.81
Crime Analyst Supervisor	2026	to 43.82
Coordinator of Victim Services (hourly)	2020	21.00 to 33.89
Property Room Coordinator (hourly)	2026	to 27.86
Property Room Clerk (hourly)	2026	to 27.86
Crime Analyst (hourly)	2026	23.04 to 35.93
Human Resources Director (hourly)	2026	38.53 to 49.28
HR Generalist (hourly)	2026	28.00 to 33.17

ORDINANCE NO. 028-2026

Director of Development (hourly)	2022	to 55.00
Deputy Director of Public Affairs (hourly)	2023	to 42.79
Director of Information Technology (hourly)	2026	to 54.33
Systems Administrator (hourly)	2024	to 44.00
Senior Administrative Assistant (hourly)	2026	to 40.37
Executive Assistant to the Mayor (hourly)	2026	to 40.87
Clerk of Courts (hourly)	2026	to 41.20
Paralegal (hourly)	2026	20.00 to 33.65
Recreation Superintendent (hourly)	2023	to 38.25
Code Enforcement/Animal Control Officer (hourly)	2026	to 32.53
IT Security Specialist	2026	to 38.20
Full-Time IT Technician (hourly)	2024	to 37.09
Grants Administrator (hourly)	2025	to 46.34
Records Clerk Part-time (hourly)	2026	to 28.96
Economic Development Specialist (hourly)	2026	to 36.59
City Planner (hourly)	<u>2026</u>	to <u>33.17</u>
Adult Resource & Engagement Specialist	2026	to 27.89
Street Superintendent —	2026	to 54.62
P&R Program Supervisor (hourly)	2025	to 34.06
Recreation Manager (full-time)	2026	22.00 – 27.00
Program Assistant (part-time)	2024	15.00 – 25.00
Assistant Clerk of Courts	2026	to 34.13
Communication and Marketing Specialist	2026	to 33.65
Police Community Coordinator	2026	to 26.25
Director of Neighborhoods	2026	to 44.23
Events and Advancement Coordinator	2026	to 29.33
Service Maintenance Custodian	2026	to 26.44
Police Custodian	2026	to 26.44

SECTION 2: That this Ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public health, peace, safety, and welfare; WHEREFORE, this Ordinance shall go into full force and effect immediately upon its passage and approval by the Mayor.

PASSED this ___ day of _____, 2026.

ATTEST:

Clerk of Council

President of Council

APPROVED this ___ day of _____, 2026.

Mayor

Requested by: Michael T Bivens, Mayor
 Prepared by: Tracy Wentz, Director of HR
 Approved as to form: Brad Nicodemus, City Attorney bsn 03/27/2026

ORDINANCE NO. 022-2026

AN ORDINANCE AMENDING THE PLANNING AND ZONING CODE TO REQUIRE SPECIAL PERMITS FOR THE CONSTRUCTION OR OPERATION OF DETENTION FACILITIES.

WHEREAS, the City of Whitehall has an obligation to enact policies that protect our residents; and

WHEREAS, amending the Planning and Zoning Code to prohibit the construction or operation of detention facilities without a special permit; NOW THEREFORE;

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WHITEHALL, OHIO:

SECTION 1: Chapter 1128 of the Whitehall Codified Ordinances, the Planning and Zoning definitions, is hereby amended as follows:

* * *

Detention Facility means any place used for the confinement of a person arrested for, charged with, or convicted of an offense or charged with being or adjudicated to be a juvenile offender or held for extradition or as a material witness or otherwise confined pursuant to an order of a court or in any work release, furlough, or other such facility or program.

* * *

SECTION 2: Table 1103.02 STUR PERMITTED LAND USES & PERMIT REQUIREMENTS shall read as follows:

* * *

TABLE 1103.02: PERMITTED LAND USES & PERMIT REQUIREMENTS		
<u>LAND USE TYPE</u>	<u>PERMIT REQUIRED BY DISTRICT</u> STUR	<u>SPECIFIC USE REGULATIONS</u>
<u>PUBLIC FACILITIES, INSTITUTIONS AND TRANSPORTATION</u>		
* * *		
Governmentally Owned and/or Operated Buildings and Facilities		
<u>Detention Facility</u>	<input type="checkbox"/>	
* * *		

* * *

SECTION 3: Table 1103.03 MUR PERMITTED LAND USES & PERMIT REQUIREMENTS shall read as follows:

* * *

TABLE 1103.03: PERMITTED LAND USES & PERMIT REQUIREMENTS		
<u>LAND USE TYPE</u>	<u>PERMIT REQUIRED BY DISTRICT</u> MUR	<u>SPECIFIC USE REGULATIONS</u>
<u>PUBLIC FACILITIES, INSTITUTIONS AND TRANSPORTATION</u>		
* * *		
Governmentally Owned and/or Operated Buildings and Facilities		

ORDINANCE NO. 022-2026

<u>Detention Facility</u>	<input type="checkbox"/>	
* * *		

* * *

SECTION 4: Table 1104.02 BRD PERMITTED LAND USES & PERMIT REQUIREMENTS shall read as follows:

* * *

TABLE 1104.02: PERMITTED LAND USES & PERMIT REQUIREMENTS		
<u>LAND USE TYPE</u>	<u>PERMIT REQUIRED BY DISTRICT</u> <u>BRD</u>	<u>SPECIFIC USE REGULATIONS</u>
<u>PUBLIC FACILITIES, INSTITUTIONS AND TRANSPORTATION</u>		
* * *		
Governmentally Owned and/or Operated Buildings and Facilities		
<u>Detention Facility</u>	<input type="checkbox"/>	
* * *		

SECTION 5: Table 1104.03 MAIN PERMITTED LAND USES & PERMIT REQUIREMENTS shall read as follows:

* * *

TABLE 1104.03: PERMITTED LAND USES & PERMIT REQUIREMENTS		
<u>LAND USE TYPE</u>	<u>PERMIT REQUIRED BY DISTRICT</u> <u>MAIN</u>	<u>SPECIFIC USE REGULATIONS</u>
<u>PUBLIC FACILITIES, INSTITUTIONS AND TRANSPORTATION</u>		
* * *		
Governmentally Owned and/or Operated Buildings and Facilities		
<u>Detention Facility</u>	<input type="checkbox"/>	
* * *		

SECTION 6: Table 1104.04 SH PERMITTED LAND USES & PERMIT REQUIREMENTS shall read as follows:

* * *

TABLE 1104.04: PERMITTED LAND USES & PERMIT REQUIREMENTS		
<u>LAND USE TYPE</u>	<u>PERMIT REQUIRED BY DISTRICT</u> <u>SH</u>	<u>SPECIFIC USE REGULATIONS</u>
<u>PUBLIC FACILITIES, INSTITUTIONS AND TRANSPORTATION</u>		

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* * *		
Governmentally Owned and/or Operated Buildings and Facilities		
<u>Detention Facility</u>	<input type="checkbox"/>	
* * *		

SECTION 7: Table 1104.05 YEAR PERMITTED LAND USES & PERMIT REQUIREMENTS shall read as follows:

* * *

TABLE 1104.05: PERMITTED LAND USES & PERMIT REQUIREMENTS		
<u>LAND USE TYPE</u>	<u>PERMIT REQUIRED BY DISTRICT YEAR</u>	<u>SPECIFIC USE REGULATIONS</u>
<u>PUBLIC FACILITIES, INSTITUTIONS AND TRANSPORTATION</u>		
* * *		
Governmentally Owned and/or Operated Buildings and Facilities		
<u>Detention Facility</u>	<input type="checkbox"/>	
* * *		

SECTION 8: Table 1104.06 CCD PERMITTED LAND USES & PERMIT REQUIREMENTS shall read as follows:

* * *

TABLE 1104.06: PERMITTED LAND USES & PERMIT REQUIREMENTS		
<u>LAND USE TYPE</u>	<u>PERMIT REQUIRED BY DISTRICT CCD</u>	<u>SPECIFIC USE REGULATIONS</u>
<u>PUBLIC FACILITIES, INSTITUTIONS AND TRANSPORTATION</u>		
* * *		
Governmentally Owned and/or Operated Buildings and Facilities		
<u>Detention Facility</u>	<input type="checkbox"/>	
* * *		

SECTION 9: Table 1105.02 MILO PERMITTED LAND USES & PERMIT REQUIREMENTS shall read as follows:

* * *

TABLE 1105.02: PERMITTED LAND USES & PERMIT REQUIREMENTS		
<u>LAND USE TYPE</u>	<u>PERMIT REQUIRED BY DISTRICT MILO</u>	<u>SPECIFIC USE REGULATIONS</u>
<u>PUBLIC FACILITIES, INSTITUTIONS AND TRANSPORTATION</u>		

ORDINANCE NO. 022-2026

* * *		
Governmentally Owned and/or Operated Buildings and Facilities		
<u>Detention Facility</u>	<input type="checkbox"/>	
* * *		

SECTION 10: Table 1105.03 INDD PERMITTED LAND USES & PERMIT REQUIREMENTS shall read as follows:

* * *

TABLE 1105.03: PERMITTED LAND USES & PERMIT REQUIREMENTS		
<u>LAND USE TYPE</u>	<u>PERMIT REQUIRED BY DISTRICT</u> <u>INDD</u>	<u>SPECIFIC USE REGULATIONS</u>
PUBLIC FACILITIES, INSTITUTIONS AND TRANSPORTATION		
* * *		
Governmentally Owned and/or Operated Buildings and Facilities		
<u>Detention Facility</u>	<input type="checkbox"/>	
* * *		

* * *

SECTION 11: Table 1108.01 COMPREHENSIVE USE TABLE shall read as follows:

* * *

TABLE 1108.01 PRINCIPLE USES BY ZONING DISTRICT											USE DEFINITION & STANDARDS
	STUR	MUR	BRD	MAIN	SH	YEAR	CCD	MILO	INDD	FP	
* * *											
PUBLIC FACILITIES, INSTITUTIONS AND TRANSPORTATION											
Detention Facility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

* * *

SECTION 12: This Ordinance shall be in full force and effect from and after the earliest time provided for by law.

ORDINANCE NO. 022-2026

PASSED this ____ day of _____, 2026

ATTEST:

Clerk of Council

President of Council

APPROVED this ____ day of _____, 2026

Mayor