



# VILLAGE OF GIBSONBURG

## Village Council Meeting – MINUTES

September 3, 2020

7:00 pm

MEETING ROOM – 526 N. WEBSTER ST.

**Call to order:** Mayor Fought 7:00 pm

The Pledge of Allegiance was said by all.

Meeting via Facebook Live also.

**Roll call:** Bowling-here, Cantrell-here, Gerwin-here, Herman-online, Johnson-absent, Kirwen-here.

**Motion made by Kirwen to excuse Mr. Johnson from tonight’s meeting, seconded by Cantrell.**

Roll Call: Bowling-yes, Cantrell-yes, Gerwin-yes, Herman-yes, Johnson-AB, Kirwen-yes.

**Motion Passed.**

**Recognition of Visitors/Special Reports for council meeting.** None

Fiscal Officer Jeff Holcomb and Administrator Marc Glotzbecker

**Review and Approval of Minutes of Previous Council Meeting:**

A motion was made by Bowling to approve August 20, 2020 Regular Council Minutes as written, seconded by Kirwen.

Roll Call: Bowling-yes, Cantrell-yes, Gerwin-yes, Herman-yes, Johnson-AB, Kirwen-yes.

**Motion Passed.**

**Correspondence:** None

**Motion to approve payment of invoices reviewed tonight for the Fiscal Officer to pay.**

A motion was made to approve payment of invoices by Kirwen, seconded by Cantrell.

Roll Call: Bowling-yes, Cantrell-yes, Gerwin-yes, Herman-yes, Johnson-AB, Kirwen-yes.

**Motion Passed.**

**Old Business:** None

## **New Business:**

### **1. RESOLUTION #7 -2020**

A RESOLUTION AUTHORIZING MAYOR AND/OR ADMINISTRATOR TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED.  
**(EMERGENCY)**

**A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #7-2020 by Kirwen, seconded by Gerwin.**

Roll Call: Bowling-yes, Cantrell-yes, Gerwin-yes, Herman-yes, Johnson-AB, Kirwen-yes.  
**Motion Passed.**

**A motion to adopt Resolution #7-2020 by Cantrell, seconded by Herman.**

Roll Call: Bowling-yes, Cantrell-yes, Gerwin-yes, Herman-yes, Johnson-AB, Kirwen-yes.  
**Motion Passed.**

### **2. RESOLUTION # 8-2020**

A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR AND/OR ADMINISTRATOR TO ENTER INTO A CONTRACT WITH THE STATE OF OHIO DEVELOPMENT SERVICES AGENCY AND AUTHORIZE THE FISCAL OFFICER TO OPEN SEPARATE FUND ACCOUNTS FOR THE PURPOSE OF ACCEPTING PY 2020 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM TARGET OF OPPORTUNITY FUNDING. **(EMERGENCY)**

**A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #8-2020 by Herman, seconded by Kirwen.**

Roll Call: Bowling-yes, Cantrell-yes, Gerwin-yes, Herman-yes, Johnson-AB, Kirwen-yes.  
**Motion Passed.**

**A motion to adopt Resolution #8-2020 by Gerwin, seconded by Cantrell.**

Roll Call: Bowling-yes, Cantrell-yes, Gerwin-yes, Herman-yes, Johnson-AB, Kirwen-yes.  
**Motion Passed.**

## **Mayor's Report:**

Spoke about the Grant for the Property on Madison St.

School starts next week please be keep an eye out for children walking to school.

Please watch the social media, it has really exploded lately, call the town hall or police Dept. don't just post on social media.

## **Administrator's Report:**

- **COVID-19 Issue-** We continue to participate in the weekly Health Department/EMA calls and push out as much information as possible to the community. Again, we appreciate the community's patience and understanding as we all try and get through the issue.
- **September 11<sup>th</sup> Ceremony-** This year's ceremony will include both prerecorded messages and live scenes from the Public Safety Service Memorial in Williams Park, will be broadcast on the Gibsonburg, Ohio and Public Safety Service Memorial Facebook Page at 5:00pm on Friday, September 11th.
- **Reino Test Drilling-** RENEW Environmental has been working with Reino Linen for the past several years in addressing an accidental release of dry-cleaning chemicals to the subsurface beneath the Reino production facility of E. Yeasting Street and also the voluntary cleanup from an underground petroleum tank on S. Main Street at the Reino maintenance facility. We met with RENEW and Reino on Monday afternoon and RENEW has proposed a final remedy for the two areas: accelerate the breakdown of the remaining residual solvents and petroleum under both facilities by injecting nontoxic chemicals into the groundwater through injection wells that will promote the breakdown of the contaminants in the groundwater. All of this would be done with the approval of the Ohio EPA.

This would require the installation of a number of injection wells around the two areas, some of which would be located in the sidewalk at both areas. They would be flush to the ground with steel bolt down manholes. RENEW would be responsible for all utility markings and would do soil boring for sampling at the start of the project. Again, all of this would be done with the approval of the Ohio EPA. Attached is a drawing of what the proposed well would look like.
- **Targets of Opportunity Grant-** Approved for \$82,500.00 (\$75,000.00- Demo and \$7,500.00- Administration)
- **Complete Streets Program-** We are going to partner with the Sandusky County Health Department to develop a Complete Streets policy for the Village. The goal is to improve all public streets through design, construction, operations and maintenance so that active transportation (biking and walking) is safe for everyone. We will be doing this throughout the remainder of this year and into 2021 and will be involving members of the community.
- **OPWC Resolution-** On the agenda tonight is a Resolution for application to the OPWC program for funding for the next LTCP Project. We are asking for it to be passed in an emergency due to the submittal deadline of September 11<sup>th</sup>.
- **Water Pollution Control Loan Fund (WPCLF) Application-** With the assistance of Poggemeyer we have submitted an application/nomination to the Water Pollution Control Loan Fund for assistance in making up the remaining funds needed for the LTCP Project that will start in early 2021. The application/nomination will be in the Construction Loan category and in the amount of \$260,000.00.
- **Williams Park Historical Marker-** We are in the process of completing an application for a "Ohio Historical Marker" that would be placed at Williams Park off of N. Main Street.

**Fiscal Officer's:**

Fiscal Officer's Report as of: **09/03/2020**

Balance in all Funds from Cash Summary Report as of **AUGUST, 2020:**

- a. Total Cash Balance all funds: \$2,503,225.22
- b. Total Investment balances \$2,421,111.09
- c. Available Primary checking: \$ 81,814.13
- d. Petty cash secondary checking: \$ 300.00
- e. Interest recorded in **AUGUST:** \$ 1,783.33 (YTD: \$20,360.88)
- f. UAN – Revenue Status, Payment Register, Appropriation Status, Bank Reconciliation, and other monthly financial reports provided to all council members by email.

**A motion was made by Bowling that council members have received the AUGUST 31, 2020, Financial Reports, seconded by Cantrell.**

Roll Call: Bowling-yes, Cantrell-yes, Gerwin-yes, Herman-yes, Johnson-AB, Kirwen-yes.

**Motion Passed.**

**A motion was made by Cantrell to approve re-allocation of appropriations for AUGUST, 2020, seconded by Kirwen.**

Roll Call: Bowling-yes, Cantrell-yes, Gerwin-yes, Herman-yes, Johnson-AB, Kirwen-yes.

**Motion Passed.**

**A motion to Retro Activity Back to 7/1/2020 and approve increase the 2020 Budget and Corresponding Appropriations for Receipt and Expenditures for Cares ACT Funding (Coronavirus Relief Fund #2151) of \$104,384.73 was made by Bowling, seconded by Cantrell.**

Roll Call: Bowling-yes, Cantrell-yes, Gerwin-yes, Herman-yes, Johnson-AB, Kirwen-yes.

**Motion Passed.**

Cares Act Receipt 9/4/20 \$34,794.91

Municipal income tax revenue DOWN \$6,720.81 YTD vs 2019 YTD.

General Fund UP \$104,096.50 YEAR OVER YEAR (August 31 to August 31) with a balance of \$748,091.08.

Water usage permits for Silverrock: YTD thru 8/31/20 = \$12,120.00

YTD thru 8/31/19 = \$5,410.00

902 permits to today 9/3/20

Credit Card Totals Aug.- 282 transactions \$28,703.88

ACH = 225

**Committee Reports:**

**Economic Development**-Kirwen- Nothing

**Finance**- Cantrell -Nothing

**Joint Cemetery Board**-Cantrell- Met 9/2/20 will require purchased of grave base with lot. Next Meeting 10/6/20

**Planning Commission-** Bowling- nothing  
**Public Service Parks-** Herman- Looking at fencing for Central Park.  
**Public Utilities-** Gerwin-  
**Tree Committee-**Johnson- Nothing

**Individual Council Member Report:**

**Bowling-** Nothing  
**Cantrell-** Nothing  
**Gerwin-** Nothing  
**Herman-** radio system update. Will be Installed on 9/17/20  
**Johnson-** Nothing  
**Kirwen-** Nothing

**Report of Officials:**

**Police – Chief Collins-**

**Report from Silverock Park for August**

CFS-16  
Incidents-2  
Arrest/Citations-1  
Warnings-2  
Permits Pulled-2  
Permits Sold-84  
Warnings put on Vehicles-7

**On Saturday 08/15/20**

Sgt. Lahman conducted detail at Silverock Park between 1200 - 2000hrs. During that time this Officer completed the following:

- 58 Kayak registration checks / with safety equipment
- 10 Boat registration checks / with safety equipment
- 21 Ohio Fishing License checks

6 persons were found to have no water usage permit upon their arrival. All were advised and obtained permits before returning back to the park.

4 persons were found to not have permits when checked upon their return from the water. Subjects were warned and advised to obtain permits if they returned or would be charged with trespass.

12 people were warned for being out of their Kayaks and wading shoreline of the islands. No additional violations were observed by these subjects.

**Solicitor– Ruck-** not requested

**Residence- Open Forum/Comment:** Nothing

**A motion to adjourn at 7:40 pm was made by Cantrell, seconded by Kirwen.**

Roll Call: Bowling-yes, Cantrell-yes, Gerwin-yes, Herman-yes, Johnson-AB, Kirwen-yes.

**Motion Passed.**

Respectfully submitted,

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Jeff Holcomb  
Fiscal Officer, Village of Gibsonburg

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Steve Fought  
Mayor, Village of Gibsonburg