VILLAGE OF GIBSONBURG

Village Council Meeting – MINUTES

February 4, 2021
6:00 pm
MEETING ROOM – 526 N. WEBSTER ST.

Call to order: Mayor Fought 6:00 pm

The Pledge of Allegiance was said by all

Meeting via Facebook Live also.

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

Johnson made a motion excuse Ken Cantrell, seconded by Herman.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Cantrell-absent, Johnson-yes, Gerwin-yes.
Motion Passed.

Kirwen made a motion to elect Gerwin as President Pro-Temp for tonight's meeting, seconded by Herman.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Cantrell-absent, Johnson-yes, Gerwin-yes.
Motion Passed.

Recognition of Visitors/Special Reports for council meeting - None

Review and Approval of Minutes of Previous Council Meeting:
A motion was made by Gerwin to approve January 21, 2021 Joint Twp. & Council Minutes as written, seconded by Johnson.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Cantrell-absent, Johnson-yes, Gerwin-yes.
Motion Passed.

A motion was made by Kirwen to approve January 21, 2021 Regular Council Minutes as written, seconded by Bowling.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Cantrell-absent, Johnson-yes, Gerwin-yes.
Motion Passed.

Correspondence: Nothing

Motion to approve payment of invoices reviewed tonight for the Fiscal Officer to pay.
A motion was made to approve payment of invoices by Gerwin, seconded by Herman.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Cantrell-absent, Johnson-yes, Gerwin-yes.
Motion Passed.

Old Business: None

New Business:

1. **RESOLUTION #3- 2021**
   A RESOLUTION AUTHORIZING MAYOR AND/OR ADMINISTRATOR TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO DEPARTMENT OF NATURAL RESOURCES, DEPARTMENT OF PARKS AND WATERCRAFT, PADDLING ENHANCEMENT GRANT PROGRAM AND TO EXECUTE CONTRACTS AS REQUIRED. **(FIRST READING)**

2. **ORDINANCE #01-2021**
   AN ORDINANCE ADOPTING THE 2021 PERMANENT APPROPRIATIONS FOR THE VILLAGE OF GIBSONBURG, SANDUSKY COUNTY, OHIO. **(FIRST READING)**

3. **ORDINANCE # 02 - 2021**
   AN ORDINANCE APPROVING THE EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES OF GIBSONBURG, OHIO. **(EMERGENCY)**

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Ordinance #2-2021 by Kirwen, seconded by Herman.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Cantrell-absent, Johnson-yes, Gerwin-yes.
Motion Passed.

A motion to adopt Ordinance #2-20210 by Johnson, seconded by Bowling.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Cantrell-absent, Johnson-yes, Gerwin-yes.
Motion Passed.

Mayor's Report:

- Commend Staff for Storm Clean up

Administrator's Report:

- **COVID-19-** Weekly updates continue to go out on Mondays detailing any new or updated information that we receive from the State of Ohio and/or Sandusky County Health Department and Emergency Management Agency. We continue to participate in conference calls with the Health Department/EMA as they are scheduled.
- **Snow Storm-** Staff came in around 7:00am on Sunday and cleared all of the streets, parking lots and alleys. I believe we were done around 1:00pm and then we ran the routes again early Monday morning and removed piles from around town. No major issues and for the first time in a couple of years we may actually use all of the salt we committed to from the ODOT Purchasing Program.
- **Commercial and Industrial Building Code/Building Inspections-** Everything has been submitted to the State of Ohio and we are now a part of the Sandusky County Building Department. Effective February 1, 2021 any commercial or industrial building construction or renovations will be referred to them for inspection and approval.
- **Targets of Opportunity Grant Update-** We are in the process of having all utilities shut off and/or disconnected and we are still working with the state regarding the grant funds that will be left over and our ability to potentially revise our application and still use them. So far, we have had a positive response from them and are waiting on word for a scheduled conference call next week between them, Poggemeyer and the Village so that we can all come to an agreement, make any plan adjustments and proceed.
- **Regional Income Tax-** The Village of Gibsonburg was approved for membership in RITA on January 21, 2021 and we are now in the process of completing the items on the timeline to get them the information they need for a smooth transition.
- **ODNR Step Outside Grants-** Both grants have been approved by the state in the amount of $500.00 each for the Fishing Derby and Fishing Clinic. Dates for both are tentatively set for June 5th (Fishing Clinic) and June 12th (Fishing Derby).
- **ODNR Paddling Enhancement Grant-** We are writing the grant for improvements to access and parking at Silverock. Before you tonight are a Resolution authorizing us to apply for the grant. Because we charge a user fee at Silverock, we are only able to apply for reimbursement up to 50% of the project cost. At the next council meeting we will have exact numbers on the project cost.
- **Natureworks Grant-** We have begun the application process for submittal to obtain funds with the Log yard Project and we will focus on the component of: "Replacement/Renovation/Adaptation of Existing Deteriorated or Outdated Publicly Used Park Facility." The deadline is June 1, 2021 with award announcements in the fall of 2021. We will have some legislation to come before Council associated with the grant in the coming weeks.

- **Amplex-** Amplex will be continuing to install fiber optic cables within the public right of way. They have obtained an easement for the area they will be working through that is not in the public right of way and has been granted permission to perform their work in the areas within the right of way which at this time include the Logyard and the area along the west side of the Police Department.
- **Diane Darling-** As many of you know, Diane has been a long-time member of the Planning Commission, serving as its Secretary. Due to a recent change in her employment and a pending relocation, Diane submitted her resignation on January 21st. We wish her all the best and appreciate all that she did for the community.
- **Town Hall-** Town Hall will be closed on Monday, February 15th in observance of President's Day. Trash service will continue as regularly scheduled.
- **Utility Bills -** March 1st we will be rolling out our new utility software and bills. Please be patient as we make this change. Bills will look different, if you would like your bill emailed, we will now be able to do this, credit cards and ACH will remain the same. However, your account number will change, so PLEASE remember to make this adjustment when paying.

Fiscal Officer's Report: 02/04/2021

Balance in all Funds from Cash Summary Report as of **JANUARY 31, 2021**:

a. Total Cash Balance all funds: $2,591,847.27
b. Total Investment balances $2,377,038.10
c. Available Primary checking: $ 214,509.17
d. Petty cash secondary checking: $ 300.00
e. Interest recorded in **JANUARY:** $ 229.91 (YTD: $229.91)
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 Herman that council members have received the JANUARY 31, 2021, Financial Reports, seconded by Bowling.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Cantrell-absent, Johnson-yes, Gerwin-yes.
Motion Passed.

A motion was made by Kirwen to approve re-allocation of appropriations for JANUARY, 2021, seconded by Gerwin.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Cantrell-absent, Johnson-yes, Gerwin-yes.
Motion Passed.

Municipal income tax revenue DOWN $1,987.37 YTD 2021 vs 2020 YTD.

General Fund UP $221,542.89 YEAR OVER YEAR with a balance of $738,200.25.

Motion to name Marc Glotzbecker as 2021 RCOG (Regional Council of Governments) delegate and Steven Fought as 2021 alternate RCOG delegate made by Bowling seconded by

Kirwen. (This is a requirement to have RITA (Regional Income Tax Agency) process our tax returns and payments). This is an annual requirement.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Cantrell-absent, Johnson-yes, Gerwin-yes.
Motion Passed.

Credit cards for Jan. 2021 = 285 transactions $ 29,873.00
ACH = 225
Fishing Permits = 7

Committee Reports:

Economic Development-Kirwen- nothing
Finance- Cantrell – Revised Perm Appropriations
Joint Cemetery Board-Cantrell- nothing
Planning Commission- Bowling- Discussed Sidewalk Concerns and Thank you to Diane Darling for serving on Committee.
Public Service Parks- Herman- Met on 2/3. Linda and Dana Long added to the Parks committee, no vote or nomination needed per mayor. Boy Scouts will be installing Bat Houses at Silverock. Ice Fishing at Williams park was discussed. It will not be allowed and not allowing anyone on the ice, temporary signs have been placed and permanent ones are on order. Elm tree at Williams park near buckeye falls fencing will be taken down soon due to safety issues, it will not be hauled away, it will be placed in the water for fish and natural composting.
Public Utilities- Gerwin- nothing
Tree Committee-Johnson- nothing

Individual Council Member Report:

Bowling- Impressed with the snow removal
Cantrell-N/A
Gerwin- Snow removal was good.
Herman-Internet was changed from Spectrum to Amplex wireless fiber at police station. Phones are still on spectrum however will soon be moved also over to Amplex. Once wired fiber lines are placed in town, all village offices will be transferred over. Spectrum pricing and service is no longer adequate for village offices. Currently the water plant and police station are on Amplex services.
Johnson- Snow removal good job.
Kirwen- Snow removal was great.

Report of Officials:

Police – Chief Collins- Guys did a great job on snow cleanup.

Solicitor– Ruck- presence not requested.

<u>Residence- Open Forum/Comment</u>:
Alley Cleanup may have been missed.

A motion to adjourn at 6:33 pm was made by Johnson, seconded by Kirwen.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Cantrell-absent, Johnson-yes, Gerwin-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