



VILLAGE OF GIBSONBURG

Village Council Meeting – MINUTES

March 4, 2021

6:00 pm

MEETING ROOM – 526 N. WEBSTER ST.

This meeting is being recorded.

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-here, Johnson-here, Gerwin-here.

Recognition of Visitors/Special Reports for council meeting. None

Review and Approval of Minutes of Previous Council Meeting:

A motion was made by Johnson to approve February 18, 2021 Council Minutes as written, seconded by Herman.

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

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

Motion Passed.

Old Business: None

New Business: None

Mayor's Report:

- Thank you to all who donated to luncheon
- Log yard program plan continues

Administrator's Report:

- **COVID-19-** Weekly updates continue to go out to the community 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. While there have been no conference calls scheduled with the Sandusky County EMA/Health Department in the last three weeks, we will continue to participate in them when they are scheduled.
- **Utility Bills-** The new system is up and running and the most recent bills were mailed out last week using the new systems and format. There have been a few glitches with it (as there would be with any new system), but they're being worked through as they come across. The utility bills that were mailed on January 28th and lost in the USPS system began showing up in mailboxes after February 20th. SO far, there have not been any mailing issues with the batch that was mailed last Friday. Jen has done a tremendous job in working to set up the new system and transition over to it.
- **Drive Thru Luncheon-** As you all are aware, the event was put together by the community for the benefit of the Staff, Administration, Elected Officials, Police, Fire and EMS on February 27th. It was a very thoughtful and generous gesture and very much appreciated by everyone. We posted a thank you letter online Saturday afternoon. Again, it was very much appreciated.
- **Targets of Opportunity Grant Update-** Columbia Gas is the final utility that needs to be abandoned on the site and then we are set for the demolition to begin. If all goes according to schedule, we are looking at around March 18th for this to begin. We will close off the Log yard area while the work is being done and will communicate this with as much advanced notice as possible to the community.
- **Regional Income Tax-** We are still on track with the timeline for conversion and will be meeting with them by conference call weekly to keep the process moving along. They will be doing the first extraction of data very soon.
- **LTCP Project-** We met with Neal from Poggemeyer this week to review and tweak the project and are on target to have it out to bid by the end of this month.
- **Ohio EPA Annual CSO Report-** We are working on the annual report for submittal to the Ohio EPA in the coming weeks.
- **Compost Site-** We are in the process of the annual cleaning of the site in preparation for opening it in the coming weeks.
- **ODNR Paddling Enhancement Grant-** The grant was completed last week and sent via UPS to the ODNR offices in Columbus for the March 1st deadline. As soon as we hear anything back from ODNR we will relay the information to all of you.
- **Amplex-** We spoke with Amplex after the last Council Meeting and they are willing to wait to install conduit for their fiber when we get into the project at the Log yard. We've

contacted Mr. Ruck to draw up an MOU that will specify the work to be performed and how any future repairs will need to be made.

Fiscal Officer's Report: 03/04/2021

Balance in all Funds from Cash Summary Report as of **FEBRUARY 28, 2021:**

- a. Total Cash Balance all funds: \$2,637,108.25
- b. Total Investment balances \$2,377,249.88
- c. Available Primary checking: \$ 259,558.37
- d. Petty cash secondary checking: \$ 300.00
- e. Interest recorded in **FEBRUARY:** \$ 211.86 (YTD: \$441.77)
- 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 FEBRUARY 28, 2021, Financial Reports, seconded by Kirwen.

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

Motion Passed.

Municipal income tax revenue DOWN \$18,810.44 YTD 2021 vs 2020 YTD.

General Fund UP \$198,830.23 YEAR OVER YEAR with a balance of \$756,332.65.

E-filing system was not working properly so unfortunately, we had to cancel it for this year. It will be available next year thru RITA.

Credit Cards: Feb. 247 transactions and \$26,808.69

Ach = 228

UTILITIES: People are signing up for emails, March email bills were about 50 and have added more every day.

Rita Meeting

Committee Reports:

Economic Development-Kirwen- Nothing

Finance- Cantrell - Nothing

Joint Cemetery Board-Cantrell- met on 3/2/21 sexton resigned. Matt Tille will dig graves as needed. Village will plow drives. Next meeting 3/6/21 9 am to discuss replacement of sexton. Next Meeting 4/6/21 at 7 pm.

Planning Commission- Bowling- Meeting 3/11/21 at 5:30 Review new construction permit process.

Public Service Parks- Herman-Final estimates for central park fencing are available for the next park meeting

Public Utilities- Gerwin- Meeting 3/11/21 at 6 pm

Tree Committee-Johnson- Donation to plant memorial tree at Central park

Individual Council Member Report:

Bowling- Thank you to Outreach center and Rachel for planning lunch

Cantrell- Visitor from Wisconsin amazed at the wonderful town.

Gerwin- Thank you to Outreach Center

Herman- Thank you to the community for lunch

Johnson- Thank you to community for lunch

Kirwen- Thank you to Jennie for her work on the new billing system.

Report of Officials:

Police – Chief Collins-

- Thank you to Outreach Center
- Accepting applications for Part Time Officer

Solicitor– Ruck- N/A

Residence- Open Forum/Comment:

- Mike Shields asked if we can fine owners of vacant properties, yes we can but hard to do if we can't locate them.

A motion to adjourn at 6:31 pm was made by Kirwen, seconded by Johnson.

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

Motion Passed.

Respectfully submitted,

Jeff Holcomb
Fiscal Officer Village of Gibsonburg

Steve Fought
Mayor Village of Gibsonburg