# VILLAGE OF GIBSONBURG

## Village Council Meeting – MINUTES

**April 1, 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-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 March 18, 2021 Council Minutes as written, seconded by Herman**.
Roll Call: Herman-yes, Bowling-abstain, 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 Cantrell, seconded by Gerwin.**
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Cantrell-yes, Johnson-yes, Gerwin-yes.
**Motion Passed.**

**Old Business:** nothing

**New Business:** nothing

## Mayor's Report:

- Log Yard project looking good.
- Purple Heart designation honoring veterans. Ceremony to be held May 20th at 6 pm.
- Community Electric agreement program is not from the Village.

## 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 few weeks, we will continue to participate in them when they are scheduled.
- **Targets of Opportunity Grant Update-** Both the front and back buildings are down and the concrete and asphalt on the site have been removed. Morlock is in the process of grading and hydroseeding the area. We have begun the closeout process for the grant and hope to have it all wrapped up by the end of the month.
- **LTCP Project-** The project will be out to bid by the end of April and we will have legislation in front of Council at some point in May.
- **Golden Bear 10K-** We held a smaller and revised version of the event on Saturday, March 20th. All went well and it was really good to have people back in town for an event. Special thanks to GPD, GVFD and the Town Staff for all that they did to assist.
- **PEP Grant-** We have received a PEP Grant in the amount of $1,000.00 that we will be using to purchase the staff high visibility safety gear. I believe that this is the fourth time that we have received the grant from PEP.
- **Ohio EPA Sanitary Survey-** We have two meetings coming up with them that we are preparing for to go over the Sanitary Survey for the Water Department. An in-person meeting will be held on April 7th and a virtual meeting will be held on April 14th.
- **Brent Liskai-** We would like to bring on Brent Liskai this summer to assist with mowing, weed eating, parks maintenance, etc. He would be taking the place of Dana Long.
- **R3 Initiative**- We have completed and submitted our application to be considered for inclusion in the Reimagining Rural Regions (R3) initiative that is being sponsored by BGSU and the Center for Regional Development. The program is designed to assist small towns and rural communities improve their quality of life and place in an effort to attract young people, executive leadership and skilled workers.
- **Purple Heart City-** As you all are aware from the email sent out and from the social media post, Gibsonburg will be designated as a "Purple Heart Community" in a special ceremony put on by The Military Order of the Purple Heart on Thursday, May 20th at Williams Park. We are in the process of working out the agenda with them as there is a specific manner in which they do the ceremony and any deviations from that must be approved by them in advance. Purple Heart Cities are part of the National Purple Heart

Trail, which is made up of cities and villages nationwide that have been designated as such by the Military Order of the Purple Heart. The designation is meant to help citizens learn about the Purple Heart Medal, why it is awarded and to encourage appreciation for the enormous contributions made by our veterans. This will be a very positive event to be involved in.

- **Good Friday-** As a reminder, Town Hall will be closed on Good Friday (April 2nd).

## Fiscal Officer's Report: 04/01/2021

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

a. Total Cash Balance all funds: $2,675,864.87
b. Total Investment balances $2,384,194.57
c. Available Primary checking: $ 291,370.30
d. Petty cash secondary checking: $ 300.00
e. Interest recorded in **MARCH:** $ 239.79 (YTD: $681.56)
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 MARCH 31, 2021, Financial Reports, seconded by Bowling.**
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Cantrell-yes, Johnson-yes, Gerwin-yes.
**Motion Passed.**

**A motion was made by Herman to approve reallocation of appropriations for March, 2021, seconded by Cantrell.**
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Cantrell-yes, Johnson-yes, Gerwin-yes.
**Motion Passed.**

Municipal income tax revenue DOWN $22,016.14 YTD 2021 vs 2020 YTD. However, tax revenue is up $2,299.19 compared to 2019 YTD. With tax extension declared by IRS until May 17th, we probably won't have a clearer picture until June or July as far as 2020 collections.

General Fund UP $189,896.99 YEAR OVER YEAR with a balance of $822,933.68.

We are continuing with weekly conference calls with RITA (Regional Income Tax Authority) to work thru conversion issues. Currently are on schedule to have the conversion on July 1, 2021.

Need to schedule Finance Committee meeting to discuss outstanding BAN and payment / renewal / increase and preparing for 2021 budget. Meeting set for Friday 4/9/21 at 1 pm.

- Credit Cards March = $44,852.10 364 Transactions
- ACH = 210

- Silverock Permits = 78
- Email 93 but have added a bunch more this week.

**Johnson made a motion to hire up to 3 part time summer help, seconded by Kirwen.**
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Cantrell-yes, Johnson-yes, Gerwin-yes.
**Motion Passed.**

## Committee Reports:

**Economic Development-**Kirwen- none
**Finance-** Cantrell -none
**Joint Cemetery Board-**Cantrell- none
**Planning Commission-** Bowling- none
**Public Service Parks-** Herman- none
**Public Utilities-** Gerwin-none
**Tree Committee-**Johnson- Planting memorial tree soon.

## Individual Council Member Report:

**Bowling-** nothing
**Cantrell-** nothing
**Gerwin-** Appreciate all who volunteered and helped at event.
**Herman-** nothing
**Johnson-** Sculpture in the Village is June 12th
**Kirwen-** Thank you to all who have helped make our parks so beautiful. Programs like the Purple Heart City are a product of their efforts.

## Report of Officials:

**Police – Chief Collins-** nothing

**Solicitor– Ruck-** N/A

## Residence- Open Forum/Comment: nothing

**A motion to adjourn at 6:29 pm was made by Kirwen, seconded by Bowling.**
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Cantrell-yes, 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