



VILLAGE OF GIBSONBURG

Village Council Meeting – MINUTES

May 6, 2021

6:00 pm

MEETING ROOM – 526 N. WEBSTER ST.

Call to order: Mayor Fought 6:11 pm

The Pledge of Allegiance was said by all.

Meeting via Facebook Live also.

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

Kirwen made a motion to excuse Mr. Bowling from tonight’s meeting, seconded by Herman

Roll Call: Herman-yes, Bowling-absent, Kirwen-yes, Cantrell-yes, 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 Johnson to approve April 15, 2021 Council Minutes as written, seconded by Kirwen.

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

Motion Passed.

Old Business: None

New Business:

1. Arbor Day Proclamation

2. RESOLUTION NO. 5 2021

A RESOLUTION AUTHORIZING THE MAYOR AND/OR ADMINISTRATOR TO PARTICIPATE IN THE 2021 ROAD RESURFACING PROGRAM WITH THE SANDUSKY COUNTY ENGINEER. (EMERGENCY)

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #5-2021 by Kirwen, seconded by Herman.

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

Motion Passed.

A motion to adopt Resolution #5-2021 by Herman, seconded by Johnson.

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

Motion Passed.

3. ORDINANCE 4-2021

AN ORDINANCE AMENDING SECTION 941.14 WATER USAGE PERMIT: SILVEROCK PARK OF THE CODIFIED ORDINANCE OF THE VILLAGE OF GIBSONBURG. (EMERGENCY)

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Ordinance #4-2021 by Herman, seconded by Kirwen.

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

Motion Passed.

A motion to adopt Ordinance #4-2021 by Herman, seconded by Johnson.

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

Motion Passed.

4. ORDINANCE #5 -2021

AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF \$200,000 OF NOTES, IN ANTICIPATION OF THE ISSUANCE OF BONDS, FOR THE PURPOSE OF PAYING COSTS OF ACQUIRING, CLEARING AND IMPROVING REAL PROPERTY FOR CONSERVATION AND PRESERVATION OF OPEN SPACE AND MUNICIPAL PARKING PURPOSES, AND DECLARING AN EMERGENCY. **(EMERGENCY)**

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Ordinance #5-2021 by Johnson, seconded by Herman.

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

A motion to adopt Ordinance #5-2021 by Herman, seconded by Johnson.

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

Mayor's Report:

- Congressman Jordan stopped in yesterday.
- 4 filed petitions for 4 open council seats.

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. We continue to participate in conference calls scheduled with the Sandusky County EMA/Health Department as they are scheduled.
- **Targets of Opportunity Grant Update-** Columbia Gas had performed the needed work at the site, the site has been re-graded and hydroseeded and we are in the process of closing out the Target of Opportunity Grant.
- **R3 Initiative-** The Village has been unanimously approved to be a part of the project with BGSU. More information will be coming soon.
- **E. Yeasting Street Paving-** Bids were opened at the Sandusky County Commissioner's Office on Tuesday, May 4th with the apparent low bidder being Henry W. Bergman, Inc out of Genoa. Again, this year, our project was placed in with the projects that the Sandusky County Engineer's has in an effort for all of us to realize a cost savings. It's been a very positive venture for us to have with them and has really helped everyone get the best possible pricing for the projects.
- **LTCP Project-** The next Long Term Control Plan Project is out to bid and the opening is scheduled for 11:00am on May 20th at Town Hall. We are anticipating a mid to late summer project with the substantial completion being by December 31st.

- **Gibsonburg EDC-** Our EDC is being audited by the Auditor of State. We are working with them to get them all of the requested documents by the deadlines that they have given. This should not be an issue as the EDC has not had any activity in 2019 or 2020, but we still need to meet the deadlines that the state has given.
- **Ohio EPA Water CCR-** We are working on the 2020 Water CCR for distribution to the public and to the Ohio EPA.
- **Ohio EPA 2020 Public Water Tracking Metrics-** We are preparing our report to the Ohio EPA to satisfy their requirement of the submittal of tracking metrics.
- **Exterior Maintenance/Junk Vehicles/Grass Issues-** We have issued a large number of violation and warning letters during the past ten days and will continue to do so. We appreciate the residents who have responded in a positive manner and addressed any of the issues that we contacted them about.
- **Ohio EPA Sanitary Survey-** We have received our written response from last month's Sanitary Survey and are in the process of responding to the points outlined in the letter. There are no major violations, but six administrative and procedural issues that we will need to address. We have thirty days to submit our response and a timeline for correction.
- **ODNR Paddling Enhancement Grant-** We are scheduling a site visit at Silverock Park with representatives from ODNR for the week of May 17th for our grant application. The original grant was written as a 50/50 grant for \$48,000.00 with the potential of \$24,000.00 to be received from ODNR.
- **Bulk Trash Drop Off-** Scheduled for Friday, July 30th (8am to 4pm) and Saturday, July 31st (8am to 12pm) at Town Hall.
- **Fishing Derby-** The Annual Fishing Derby will take place in Williams Park on Saturday, June 5th from 9:00am to 11:00am.
- **Movie Night at the Logyard-** We have reserved the projector and screen from the Sandusky County Park District for a Movie Night at the Logyard on Saturday, July 10th. We will have more information on the event, including a specific start time in the coming weeks.
- **Purple Heart City-** Please keep in mind that the next Council Meeting on May 20th will take place at Williams Park near the Veterans Memorial and will be the "Purple Heart Village" Ceremony. We will have the agenda finalized with the members of the Military Order of the Purple Heart by the end of next week and will email it to each of you for review. We have been advertising the dedication on social media, through press releases and have sent invitation letters to veterans' organizations throughout Sandusky County.

Fiscal Officer's Report: 05/06/2021

Balance in all Funds from Cash Summary Report as of **APRIL 30, 2021:**

- a. Total Cash Balance all funds: \$2,710,608.64
- b. Total Investment balances \$2,484,423.72
- c. Available Primary checking: \$ 225,884.92
- d. Petty cash secondary checking: \$300.00
- e. Interest recorded in **APRIL:** \$ 229.23 (YTD: \$910.79)
- 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 APRIL 30, 2021, Financial Reports, seconded by Cantrell.

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

A motion was made by Herman to approve reallocation of appropriations for APRIL, 2021, seconded by Gerwin.

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

Municipal income tax revenue DOWN \$6,852.36 YTD 2021 vs 2020 YTD.

General Fund UP \$198,654.30 YEAR OVER YEAR with a balance of \$853,574.51.

Water usage permits up \$4,155.00 over YTD 2020 for a total YTD of \$4,635.00. - 4/6/21 188 count as of today

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 preparing for 2021 Revenue Budget. Scheduled for May 18 at 1 pm.

ALCOHOL PERMITS EXPIRE JULY 1, 2021. Any objections to the renewal must be made by June 2, 2021.

Credit Cards for April = 338 \$33,240.47

Emails up to 132

Committee Reports:

Economic Development-Kirwen- Mtg to Discuss sale of Property

Finance- Cantrell – Meeting 5/18/20 at 1:00 pm

Joint Cemetery Board-Cantrell- Met 5/4/21 all three cemeteries are looking good. Thank you to Council for \$2500.00 donation. Next Meeting 6/1/21 at 7 pm.

Planning Commission- Bowling- N/A

Public Service Parks- Herman-

- New fence for central park has been ordered thru Adkin's fence, unknown when it will be installed at this time.
- Williams Park will be getting current broken lighting replaced, new lighting added in dark areas, and new lighting placed inside the large and small shelter houses. Power supply

and outlets will be updated throughout along with a continued plan of clean up in the park and in the water. Fencing will be updated at Williams Park also

Public Utilities- Gerwin- Nothing

Tree Committee-Johnson- Will take soil samples to help determine type of trees to plant at Silverrock.

Individual Council Member Report:

Bowling- N/A

Cantrell- Nothing

Gerwin- Nothing

Herman- Nothing

Johnson- Nothing

Kirwen- Nothing

Report of Officials:

Police – Chief Collins- nothing

Solicitor– Ruck- N/A

Residence- Open Forum/Comment:

Executive session requested:

A motion was made by Kirwen to go into executive session to discuss sale of property at 6:51 pm with no action taken, seconded by Herman.

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

Motion Passed.

Motion by Kirwen to return to regular session of village council meeting at 7:18 pm, seconded by Herman.

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

Motion Passed.

A motion to adjourn at 7:18 pm was made by Kirwen, seconded by Johnson.

Roll Call: Herman-yes, Bowling-absent, 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