# VILLAGE OF GIBSONBURG

## Village Council Meeting – MINUTES

**July 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 Herman to approve June 17, 2021 Tax Budget Hearing Minutes as written, seconded by Cantrell**.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Cantrell-yes, Johnson-abstain, Gerwin-yes.
**Motion Passed.**

**A motion was made by Bowling to approve June 17, 2021 Council Minutes as written, seconded by Herman**.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Cantrell-yes, Johnson-abstain, 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 Herman.**
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Cantrell-yes, Johnson-yes, Gerwin-yes.
**Motion Passed.**

**Old Business:** none

## New Business:

1. **ORDINANCE #7 - 2021**
   AN ORDINANCE AUTHORIZING PAY INCREASES TO CERTAIN EMPLOYEE'S WAGES. **(EMERGENCY)**

**A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Ordinance #7-2021 by Kirwen, seconded by Herman.**
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Cantrell-yes, Johnson-no, Gerwin-yes.
**Motion Passed.**

**A motion to adopt Ordinance #7-2021 by Herman, seconded by Bowling.**
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Cantrell-yes, Johnson-yes, Gerwin-yes.
**Motion Passed.**

2. **RESOLUTION #9 – 2021**
   AN RESOLUTION AUTHORIZING THE FISCAL OFFICER TO RETROACTIVELY TRANSFER MONIES FROM THE GENERAL FUND TO THE ECONOMIC DEVELOPMENT FUND. **(EMERGENCY)**

**A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #9-2021 by Herman, seconded by Kirwen.**
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Cantrell-yes, Johnson-yes, Gerwin-yes.
**Motion Passed.**

**A motion to adopt Resolution #9-2021 by Kirwen, seconded by Bowling.**
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Cantrell-yes, Johnson-yes, Gerwin-yes.
**Motion Passed.**

## Mayor's Report:

- Homecoming very successful with more people and revenue and good parade and fireworks with good weather.
- Mayor will miss both meetings in August but will attend online.
- Facebook issues- comments are out of line.

## Administrator's Report:

- **RITA-** We continue to speak with them weekly by conference call and work towards to complete switch over to their services. The initial welcome letters went out earlier in the month to all residents and so far, all seems to be going according to the agreed upon schedule. The final extraction of data from the tax system will take place soon and we will be eliminating the ability of credit card payments for tax purposes from our website very soon.
- **Rail Crossing Work-** Mid South, the subcontractor for the Port Authority, has been in town working on the crossing upgrades. They have completed the crossing on W. Stone Street, and it is fully functional. They are off the project this week but will be back after the holiday and will continue their work. It is our understanding that they will be completing W. Stone Street, W. Yeasting Street and Kemmerling Street first and then moving to W. Madison Street and S. Main Street. No issues of note have been experienced and as a reminder, they are only doing the crossing signals and gates.
- **E. Yeasting Paving Update-** As of right now, the project will not be started by Bergman until late September/early October. It will be completed in 2021.
- **LTCP Project-**
- **Target of Opportunity Grant-** The closeout draw documentation has been accepted by the state and is being processed. They will be reimbursing for the administrative and engineering costs of $7,500.00 and the prorated portion of the demolition costs, which is based on the original ratio of 87.95% of the total project cost, which equals $15,824.00.
- **Playground Equipment Installation-** We will be installing a new slide in Central Park and a new swing set in Williams Park in the coming week. As we work towards getting both projects completed, we'll be asking the public to stay out of any taped off areas that we have to put up. Neither project should take very long to install.
- **Town Hall Closed-** As a reminder, Town Hall will be closed on July 5th. Trash service will continue as regularly scheduled.
- **Ohio EPA 2020 Public Water Tracking Metrics-** We continue to work on and prepare our report to the Ohio EPA to satisfy their requirement of the submittal of tracking metrics.
- **Bulk Trash Drop Off-** Scheduled for Friday, July 30th (8am to 4pm) and Saturday, July 31st (8am to 12pm) at Town Hall. We will begin to push out the information regarding items that will and will not be accepted and any fees associated with items next week.
- **Movie Night at the Logyard-** Movie Night at the Logyard will take place on Saturday, July 10th. Games and food from 7:00pm to 9:00pm and the movie will begin at 9:00pm. We will block off the Logyard during this event and there will be no access to it by vehicle from both W. Madison Street and W. Yeasting Street.
- **Kemp Tyson-** Kemp's last day with the Village will be on July 9th. We wish him nothing but the best in retirement and are grateful for all that he has done over the years.
- **9/11 Ceremony-** We continue the process of putting together the ceremony that will be held at the Public Safety Service Memorial at 12:00pm on Saturday, September 11th. More information to come.

## Fiscal Officer's Report: 07/01/2021

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

a. Total Cash Balance all funds: $2,588,027.66
b. Total Investment balances $2,394,656.58
c. Available Primary checking: $ 193,171.08
d. Petty cash secondary checking: $200.00
e. Interest recorded in **JUNE:** $ 308.96 (YTD: $11,244.81)
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 JUNE 30, 2021, Financial Reports, seconded by Gerwin.**
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Cantrell-yes, Johnson-yes, Gerwin-yes.
**Motion Passed.**

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

- Municipal income tax revenue UP $49,669.57 YTD 2021 vs 2020 YTD.
- General Fund UP $238,100.65 YEAR OVER YEAR with a balance of $902,634.27.
- Water usage permits up $7,650.00 over YTD 2020 for a total YTD of $10,980.00. Total today is 426.
- All Village of Gibsonburg tax return filings and payments, and outstanding issues will now be handled by RITA as of July 1, 2021. We are continuing with weekly conference calls with RITA (Regional Income Tax Authority) to work thru final conversion issues. Currently are on schedule to have the conversion on July 1, 2021.
- We received our first donation toward the Downtown Revitalization in the amount of $1,500.00.
- Retroactive transfer of funds to Economic Development Fund from General Fund to cover OWDA loan payment. Normally done at year end, but needed it done semi-annually in 2021.
- Credit card June – 381 transactions $ 37,666.09
- ACH 242 Email is 150 people

## Committee Reports:

**Economic Development-**Kirwen- no meeting scheduled
**Finance-** Gerwin - No meeting scheduled
**Joint Cemetery Board-**Cantrell- Nothing at this time. All projects are completed.
**Planning Commission-** Bowling- Met tonight at 5 pm to review variances

**Public Service Parks-** Herman- Thanks to Marc and Village employees on their help at Homecoming. Thanks to Ed Herman and Pat King for lights at cancer memorial.
**Public Utilities-** Gerwin- Meeting 7/27/21 at 6 pm
**Tree Committee-**Johnson- Working with homeowner at Ludwig and Linden

## Individual Council Member Report:

**Bowling-** Thank you for Homecoming. Uncalled for language and comments on Facebook and Nextdoor
**Cantrell-**Kemp has been a credit to the Village, he will be missed.
**Gerwin-**Amazing Homecoming. Thank you to Kemp for his great work. Need Hall of Fame Meeting.
**Herman-** Thank you to Kemp for his years of service. Website has been updated for tax payments to go to RITA now and water permit fee payments have been added as well. Vandalism is becoming an issue lately, use common sense and please don't touch things that you don't own, people work hard for what they obtain, remember that cameras are recording these days."
**Johnson-** Great Homecoming could use more volunteers. Working with Kemp was appreciated.
**Kirwen-** Kemp Tyson will be missed. Great asset to Village. Great Homecoming.

## Report of Officials:

**Police – Chief Collins-** Kemp will be missed.
Shift Briefing meeting 4pm Wed. with CIT Crisis Intervention Team going over new pilot program in the county.

| **June 2021** | **June 2020** | **June 2019** |
|---|---|---|
| CFS – 261 | 320 (81 Permits) | 215 (32 Permits) |
| Incident - 10 | 23 | 30 |
| Arrest – 3 | 1 | 4 |
| Citation – 3 | 6 | 3 |

**Homecoming CFS**
3- EMS assist
Friday drunk guy in parking lot stumbling. Found to be someone with medical issues.
Saturday two males argued in beer tent. One was escorted to his car to leave.
Saturday drunk male was found in a truck. He was trying to find a sober ride. Arrangements were made.
2- Money escort Friday and Saturday.
Traffic control Saturday after fireworks.
Traffic control for 5k run Friday.
Traffic control for parade Saturday.
2-Found property
Sprint car parade
5-Extra patrol checks on midnights

I just want to say homecoming was excellent this year and topped off with great fireworks. Thanks to Marc and his crew, GCC, my guys, Fire Department, volunteers and sponsors for great event

coming out of a pandemic getting back to normal. Parade was amazing, everyone worked great together and put in a long week but well worth it for our community. This year's homecoming set the bar really high for the future of Gibsonburg.
**Solicitor– Ruck-** N/A

## **Residence- Open Forum/Comment**: None

**A motion to adjourn at 6:53 pm was made by Kirwen, seconded by Herman.**
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