# VILLAGE OF GIBSONBURG

## Village Council Meeting – MINUTES

**January 6, 2022**
**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, Slack-here, Johnson-here, Gerwin-here.

Swearing in of new council members: Don Kirwen, Ryan Bowling, Dan Slack, Charlie Gerwin

**Kirwen made a motion to nominate Gerwin to be President of Council for the 2022 year, Gerwin made a motion to nominate Herman to be President of Council for 2022.**

**Gerwin made a motion to close nominations, seconded by Herman.**
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Slack-yes, Johnson-yes, Gerwin-yes.
**Motion Passed.**

President of council will be Charlie Gerwin, voting was Herman -2 and Gerwin – 4
Roll Call: Herman-abstain, Bowling-yes, Kirwen-yes, Slack-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 Herman to approve December 16, 2021 Council Minutes as written, seconded by Kirwen**.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Slack-abstain, 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 Bowling, seconded by Slack.**
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Slack-yes, Johnson-yes, Gerwin-yes.
**Motion Passed.**

## Old Business: None

## New Business:

1. **RESOLUTION #1 – 2022**
   A RESOLUTION AUTHORIZING THE SANDUSKY COUNTY LAND BANK TO ACT AS THE RESPONSIBLE AGENT FOR THE VILLAGE OF GIBSONBURG WITH THE OHIO DEPARTMENT OF DEVELOPMENT BUILDING DEMOLITION AND SITE REVITALIZATION GRANT PROGRAM (**EMERGENCY)**

**A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #1-2022 by Herman, seconded by Slack.**
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Slack-yes, Johnson-yes, Gerwin-yes.
**Motion Passed.**

**A motion to adopt Resolution #1-2022 by Gerwin, seconded by Johnson.**
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Slack-yes, Johnson-yes, Gerwin-yes.
**Motion Passed.**

2. **Johnson made a motion to approve Council Rules for 2022 with additions, seconded by Herman.**

Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Slack-yes, Johnson-yes, Gerwin-yes.
**Motion Passed.**

## Mayor's Report:

- Committees for 2022 copy provided for all
- Public hearing held this morning at Commissioners office to annex E. Yeasting St. and Rodriguez St.

## Administrator's Report:

- **LTCP Project-** We will be meeting with Poggemeyer and B Hillz in the next two weeks to schedule a tentative date for the completion of the project this spring.
- **Land Bank Resolution-** As detailed to all of you in an email over the holidays, the Sandusky County Land Bank will be receiving a substantial amount of money from the Ohio Department of Development to assist with the demolition and rehabilitation of residential and commercial buildings in Sandusky County. The Resolution will allow for the Land Bank to act as the "agent" for the Village in taking care of any properties that they are able to inside the corporation limits. We have submitted to them a list of properties that we would like considered to be a part of the program. The reason for requesting the passage in an emergency is that the Land Bank has scheduled another meeting on January 13th and they are asking that any municipalities wishing to be a part of the program have a Resolution and Agreement in place on this date. In addition, we have requested that the Land Bank look into the possibility of providing reimbursement through the program to the Rudinoff family for their efforts and expense at 613 E. Madison Street.
- **HB 168 Grant-** We are in the process of setting everything up with the state so that we can begin formulating the plan for the S. Patterson Street Waterline Project. We have until December 31, 2024 to expend the $267,431.00 in grant funds.
- **Annual Hinkle Filing-** We're working on the annual filing with the State Auditor's for the Gibsonburg EDC. There are some questions on new guidelines that we're unsure of how to answer so we are waiting on clarification before we can proceed.
- **Annual EPA Compost Report-** Report has been completed and filed with the Ohio EPA by the deadline.
- **ODNR Step Outside Grants-** Both grants (Fishing Derby and Fishing Clinic) have been completed and submitted to the Ohio Department of Natural Resources.
- **Sandusky County Park District Grant-** The Village received notice right before Christmas that our grant application for Playground Surfacing in the amount of $5,000.00 was approved for funding. Fund transfer has already been made by the Park District.
- **Transportation Alternatives Program-** The full application with the assistance of Poggemeyer is still being worked on and it will be submitted by the January 31st deadline.
- **EOC/COVID-** Like everyone else we continue to monitor things and pass along any information to all of you that we receive. As you all know, COVID has hit the staff three separate times in the past few weeks. We will keep dealing with it as it comes and have backup plans in place in all areas of operation.
- **Traffic Light-** The new controller has been installed and the light is back to normal operations. We are setting the light at 30 second intervals and are also seeing if we can set it as a 4 way stop between the hours of 12:00am and 5:00am.
- **ARC GIS Mapping-** The process began today with representatives from Ohio Rural Water being in town to assist with the software setup and training.
- **Old Fifth Third Bank Building-** No further updates at this time.
- **E. Yeasting/Rodriguez St Annexation-** Public Hearing was held this morning at the Sandusky County Commissioners Office.
- **R3 Initiative-** The Steering Committee will begin meeting again soon. We will make you all aware of that date and time and we would welcome any elected officials to stop in an

take a more in depth look at the program. As a reminder, there is a Gibsonburg R3 Facebook Page now and I encourage everyone to check it out ("Gibsonburg R3").

- **TMACOG General Assembly-** Monday, January 24th. 7:45am to 1:15pm at the Hilton Garden Inn in Perrysburg. Please let me know if you would like to attend and we will register you.
- **Sandusky County EDC Annual Meeting-** Thursday, February 24th. 7:30am at Terra. More information to come.
- **Town Hall Closed-** Town Hall will be closed in observance of Martin Luther King Jr Day on Monday, January 17th. Trash pickup will continue as normally scheduled that day.
- **Township/Council Meeting -** 1/19/22 7:30 pm at Village Hall.

## Fiscal Officer's Report: 01/06/22

Balance in all Funds from Cash Summary Report as of **December 31, 2021**:
(These are preliminary figures until year end closing is finalized).

a. Total Cash Balance all funds: $2,402,417.38
b. Total Investment balances $2,222.599.45
c. Available Primary checking: $ 179,617.93
d. Petty cash secondary checking: $200.00
e. Interest recorded in December**:** $ 367.05 (YTD: $13,186.32)
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 December 31, 2021, Financial Reports, seconded by Johnson.**
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Slack-yes, Johnson-yes, Gerwin-yes.
**Motion Passed.**

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

**A motion was made by Johnson to approve Purchase Orders and Blanket Certificates (list attached) to start Fiscal Year 2022, seconded by Bowling.**
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Slack-yes, Johnson-yes, Gerwin-yes.
**Motion Passed.**

Municipal income tax revenue down $101,926.51 YTD 2021 vs 2020 YTD. Most of this is due to timing with RITA now processing payments and submitting revenue to us on a one-month delay.

General Fund UP $13,529.18 YEAR OVER YEAR with a balance of $751,729.43.

## Committee Reports:

**Economic Development-Kirwen**- Work session 1/27/22 6:00 pm.
**Finance- Bowling**- Work session 1/27/22 6:00 pm.
**Joint Cemetery Board-Slack**- will set meeting
**Planning Commission-** Bowling- Met tonight concerning Day Care Center in Previous Doctor's Office. Will need Zoning variance. Consider DORA in downtown.
**Public Service Parks- Herman**- Meeting will be at 6:00pm on January 27th.
**Public Utilities- Gerwin**- Work session 1/27/22 6:00 pm.
**Tree Committee-Johnson**- no meeting scheduled

## Individual Council Member Report:

**Bowling-** Happy to work on finance meeting
**Slack-** Happy to be back on council
**Gerwin-** meeting with business owners
**Herman-** Nothing
**Johnson-** nothing
**Kirwen-** nothing

## Report of Officials:

**Police – Chief Collins-**

| **Dec. 2021** | **Dec. 2020** | **Dec. 2019** |
|---|---|---|
| CFS – 296 | 208 | 213 |
| Incident - 15 | 20 | 20 |
| Arrest – 12 | 2 | 4 |
| Citation – 5 | 5 | 1 |

35 – Traffic Stops
24 – Assist other agencies
1 - DUS
2 - Accidents
2 – Domestics
3 – Menacing

December 17th This department along with Park Rangers and a Sheriff Dept. was at the school in the morning because of the Tik Tok Challenge post "Bring a gun to school day"

Applied for PEP grant

2022 Mandatory 24hrs CPT training by state for all officers, I applied for reimbursement money from Ohio Att. General Office at the end of 2021. (State will pay up to 50% of officers training)

**Solicitor– Ruck-** N/A

## **Residence- Open Forum/Comment**:

Councilman Herman asked a question to chief Collins on will there be any trainings this year with multiple agencies invite for our schools in reference to active shooter/ALICE?

**A motion to adjourn at 6:45 pm was made by Kirwen, seconded by Slack.**
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Slack-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