VILLAGE OF GIBSONBURG

Village Council Meeting – MINUTES

January 20, 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-absent, Johnson-here, Gerwin-here.

Bowling made a motion to excuse Slack from tonight's meeting, seconded by Gerwin.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Slack-absent 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 January 6, 2022 Council Minutes as written, seconded by Bowing.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Slack-absent, 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 Kirwen.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Slack-absent, Johnson-yes, Gerwin-yes.
Motion Passed.

Old Business: none

New Business:

1. **ORDINANCE 1-2022**
   AN ORDINANCE GRANTING A SPECIAL USE VARIANCE TO THE PROPERTY AT 365 WINDSOR LANE FOR THE PURPOSE OF OPERATING A CHILD CARE FACILITY, AS RECOMMENDED BY GIBSONBURG PLANNING COMMISSION RESOLUTION PC-01-2022, DATED JANUARY 6, 2022 (**FIRST READING)**

2. **ORDINANCE 2-2022**
   AN ORDINANCE ACCEPTING ANNEXATION ON APPLICATION OF OWNERS OF REAL ESTATE (E. YEASTING ST. & RODRIGUEZ ST) (**FIRST READING)**

3. **RESOLUTION NO. 2-2022**
   A RESOLUTION AUTHORIZING THE MAYOR AND/OR ADMINISTRATOR TO APPLY FOR AND ACCEPT A GRANT FROM THE OTTAWA, SANDUSKY, SENECA COUNTY JOINT SOLID WASTE MANAGEMENT DISTRICT AND DECLARING AN EMERGENCY **(EMERGENCY)**

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #2-2022 by Johnson, seconded by Herman.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Slack-absent, Johnson-yes, Gerwin-yes.
Motion Passed.

A motion to adopt Resolution #2-2022 by Herman, seconded by Kirwen.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Slack-absent, Johnson-yes, Gerwin-yes.
Motion Passed.

4. **RESOLUTION #3 -2022**
   A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO SUBMIT TO THE OHIO EPARTMENT OF TRANSPORTATION ALTERNATIE PROGRAM GRANT AN APPLICATION FOR FUNDING ASSISTANCE FOR THE GIBSONBURG DOWNTOWN IMPROVEMENT PROJECT, AND DELCARIN AN EMERGENCY.
   (EMERGENCY)

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

A motion to adopt Resolution #3-2022 by Johnson, seconded by Herman.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Slack-absent, Johnson-yes, Gerwin-yes.
Motion Passed.

Mayor's Report:

- Had annual session with the Madison Township Trustees.
- Executive Session tonight.

Administrator's Report:

- **Sandusky County Land Bank-** We attended the meeting last Thursday evening at the Land Bank Office to be a part of the discussion on the grant program that they will be administering. The Land Bank has $500,000 for Residential Properties and $1,000,000 for Commercial Properties. There are two defined ways in which a property can be taken care of through the grant program:
  1. Condemning/Declaring a Nuisance through extended vacancy
  2. Property owner enters into a consent agreement with the Land Bank for abatement.
  Currently, they have 25 properties both residential and commercial county wide to start with for the program (all properties must be vacant/uninhabited). 4 of these are Gibsonburg properties that we submitted for consideration. The Land Bank has an end of February date to lock in any properties to start the first phase of the project. We are working on assisting them with making contact with property owners to attempt to enter into a consent agreement with them for the program. The Land Bank is checking with their legal representative on the ability to use some of the grant funds for the property at 613 E Madison Street which the Rudinof family had demolished.
- **HB 168 Grant-** Everything has been submitted to expend the $267,431.00 in grant funds for the S Patterson Street Waterline Replacement. We will begin to get together an RFP from engineering firms in the coming weeks in accordance with the grant guidelines.
- **Annual Hinkle Filing-** The annual report on the Gibsonburg EDC has been completed and filed with the State of Ohio Auditor's Office.
- **Annual BWC Report-** Report has been completed and filed with the Ohio Bureau of Worker's Compensation.
- **Williams Park Plane Memorial-** We will be working on the loan renewal package with the Air Force Museum in the coming days. They've switched the renewal process from an annual renewal to a biennial renewal so this information submitted will carry us through to 2024 when it will be due again.
- **ODNR Step Outside Grants-** Both grants (Fishing Derby and Fishing Clinic) have been completed and submitted to the Ohio Department of Natural Resources. Tentative dates are June 4th (Fishing Clinic) and June 11th (Fishing Derby).
- **Day Care Center-** With the approval of the resolution tonight, all appears to be in order for the purchase of Dr Wassil's old office building by Rainbow Acres Daycare. Their intentions are to renovate and open the facility at some point this coming summer. Attached is some information about them and their two facilities in Oak Harbor and Port Clinton.

- **Water Issues-** Staff repaired two breaks last week. One (alley between E Stone and E Stevenson) was considerably large and was the cause for some increased usage that we'd been experiencing on the daily charts. We're into the period where the freeze and thaw cycle create issues like these and we will handle them as they come.
- **Christmas Decorations-** All decorations are down and stored away for the year.
- **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-** We continue to pass along any important information we receive from the EMA/Health Department. We do have a very limited supply of current rapid test kits in storage for use with any employees who may need to take one.
- **ARC GIS Mapping-** We have secured the use of a tremble from the Sandusky County Engineers to assist us with setting up the mapping of our system and we will begin the process next week.
- **Old Fifth Third Bank Building-** No further updates at this time.
- **E. Yeasting/Rodriguez St Annexation-** The Annexation Plat and Legal Description is being circulated for signatures (County Commissioners, County Auditor, County Recorder) and once those are in place, then our Clerk of Council will certify it and it will be officially recorded and the annexation will be complete. I would expect this to be done by the end of February. Once it is completed, we will send out a Request for Proposals from engineering firms for the purpose of the design on the water and sewer improvement project for the neighborhood. I believe that a solid timeline would be: Design in 2022 and Construction in 2023 with a completion date by 2024.
- **R3 Initiative-** There is a survey out online as well as emailed to each of you. The Steering Committee would greatly appreciate it if you could take the time to complete it and pass it around amongst the community. As a reminder, there is a Gibsonburg R3 Facebook Page now and I encourage everyone to check it out ("Gibsonburg R3").
- **ODNR Natureworks Grant-** We have begun to revise our 2021 application to update it and include the suggestions offered by ODNR staff. It will be resubmitted by the end of March.
- **Public Entities Pool (PEP) Grant-** Grant has been written and submitted for the purchase of additions safety barricades.
- **TMACOG General Assembly-** The meeting scheduled for Monday; January 24th in Perrysburg has been cancelled.
- **Sandusky County EDC Annual Meeting-** Thursday, February 24th. 7:30am at Terra. More information to come.

Fiscal Officer's Report:

The only change from the previous year end reports are 2 additional open purchase orders for completion of the WWTP LTCP Phase III improvements which should be finished early this spring. The funds for this project are provided thru OWDA loan 9440. All year end fund balances remain the same as previously reported to Council members and the mayor.

Final Year End reports for 2021 were sent electronically (Hinkle System) to the State Auditor's office on January 13th, with confirmation receipt dated January 18th. The Auditor's office has been authorized to provide all year end information to ohiocheckbook.com. Ohiocheckbook.com

is available to the public, which usually satisfies most public information requests.

I will be starting the process to change elected positions to non-partisan by gathering signatures and presenting them to the Board of Elections in order to have it on the ballot later this year.

Out of the office tomorrow for a funeral, Monday for a medical procedure.

Committee Reports:

Economic Development-Kirwen- work session 1/27
Finance- Bowling- next meeting 1/25/22 1 pm.
Joint Cemetery Board-Slack- N/A
Planning Commission- Slack- N/A
Public Service Parks- Herman- Parks meeting during the work session on the 27th at 6pm
Public Utilities- Gerwin- work session 1/27
Tree Committee-Johnson- none

Individual Council Member Report:

Bowling- nothing
Slack- N/A
Gerwin- nothing
Herman- nothing
Johnson- nothing
Kirwen- nothing

Report of Officials:

Police – Chief Collins-

Report writing computer fixed by TekRx

Had meeting with school (Elementary 01-12-22) for traffic concerns from public – After meeting observed flow of traffic is better.

2021 End of year report

2021 Year End Activity Totals

Total Calls for Service: **3194** (2020 Total: 3216)

CFS Type	Total	CFS Type	Total
Unattended Death	0	Records Request	53
Suicide Attempt	4	Fingerprints	13
Assault	1	Public Relations	2

Harassment	16	Paper Service	16
Breaking & Entering/Burglary	3	Court Appearance	3
Theft	13	School / Daily Checks	65
Fraud	11	Parks Violations	10
Property Damage	8	Juvenile Complaint	24
Drugs / Controlled Substance	4	School Security Detail	81
Child Abuse – Neglect	3	Dumping / Littering	2
Protection Order	7	Fire Complaint	1
Domestic Violence	17	Background Investigation	7
Probation/Parole Violation	1	Safety Project	2
Person w/ gun-Shots Fired	3	Keep the Peace/Stand-by	5
Reckless Operation	17	Overdoses	2
Parking Violations	47	Parade Permits/Other Permits	12
Traffic Stops/Warnings/Cit.	365	Stolen Vehicle	1
Motor Vehicle Accident	18	Juvenile (Truancy/Curfew/Unruly/Delinquent)	39
Patrol School Zone	183	Assist Citizen	44
Animal Complaint	52	Parade	6
Dog Bite	1	Civil Problem	21
Family Fights	11	Drug Take-Back	34
Neighborhood Dispute	6	Welfare Check	36
Noise Disturbance	30	Suspicious Person/Vehicle/Incident	63
Custody Dispute	18	Abandoned Vehicle	1
Mental Person	12	Extra Patrol	16
Unwanted Person	7	Security Checks	1149
Fight	2	Unlock Vehicle	48
Assist Sheriff Dept.	61	Hazard in Street	3
Assist OSP	6	Trespass	15
Assist Woodville Police	98	Obstruct Investigation	0
Assist Park Rangers	18	Sex Crimes/Rape	6
Assist Other Police	16	Disorderly / Intoxication	2
Assist Fire Dept.	15	Menacing	7
Assist EMS	103	Open Door	9
Assist Court / Prosecutor	0	Warrants	6
Assist Village Maint. Dept.	6	Traffic Control	28

Assist Other State Agency	1	Alarms	21
Property (Lost/Found/Returned	54	911 Hang-up	6
Missing Person	3	Misc. Other CFS	92

Total Incident Reports: **223** (2020 Total: 242)

Total Arrest: **63** (2020 Total: 55)

Offense	Total	Offense	Total
Assault	7	Warrant	5
Menacing	0	Drug Possession	1
Public Indecency	0	Fleeing / Failure to Comply	1
Criminal Damage	6	Underage Consumption	0
Breaking & entering	2	Curfew for Minors	3
Trespass	14	Theft of Vehicle	2
Theft	0	Delinquent child	1
Domestic Violence	5	Other Offenses	16

Total Citations: **64** (2020 Total: 65)

Violations	Total	Violations	Total
Speed	7	OVI	4
Parking	27	Juvenile Traffic Offender	1
DUS	4	Other Violations	21

Solicitor– Ruck- N/A

Residence- Open Forum/Comment:

Executive session requested:

A motion was made by Bowling to go into executive session for personal at 6:21 pm with no action taken, seconded by Kirwen.

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

Motion Passed.

Motion by Johnson to return to regular session of village council meeting at 6:37 pm, seconded by Kirwen.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Slack-absent, Johnson-yes, Gerwin-yes.
Motion Passed.

A motion to adjourn at 6:37 pm was made by Johnson, seconded by Bowling.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Slack-absent, 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