



VILLAGE OF GIBSONBURG

Village Council Meeting – MINUTES

February 17, 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-absent, Kirwen-here, Slack-here, Johnson-absent, Gerwin-here.

Herman made a motion to excuse Bowling and Johnson from tonight’s meeting seconded by Slack.

Roll Call: Herman-yes, Bowling-absent, Kirwen-yes, Slack-yes, Johnson-absent, 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 Kirwen to approve January 20, 2022 Council Minutes as written, seconded by Herman.

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

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

Motion passed.

Old 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 (**SECOND READING**)

2. ORDINANCE 2-2022

AN ORDINANCE ACCEPTING ANNEXATION ON APPLICATION OF OWNERS OF REAL ESTATE (**SECOND READING**)

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Ordinance #2-2022 by Kirwen, seconded by Slack.

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

Motion passed.

A motion to adopt Ordinance #2-2022 by Herman, seconded by Kirwen.

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

Motion passed.

New Business:

1. ORDINANCE # 3-2022

AN ORDINANCE GRANTING A SPECIAL USE VARIANCE TO THE PROPERTY ADJACENT TO 365 WINDSOR LANE (PARCEL 272400001102) FOR THE PURPOSE OF OPERATING A RECREATION FACILITY, AS RECOMMENDED BY GIBSONBURG PLANNING COMMISSION RESOLUTION PC-02-2022, DATED FEBRUARY 17, 2022 (**FIRST READING**)

2. ORDINANCE #4-2022

AN ORDINANCE ADOPTING THE 2022 PERMANENT APPROPRIATIONS FOR THE VILLAGE OF GIBSONBURG, SANDUSKY COUNTY, OHIO. (**EMERGENCY**)

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Ordinance #4-2022 by Slack, seconded by Herman.

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

Motion passed.

A motion to adopt Ordinance #4-2022 by Kirwen, seconded by Gerwin.

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

Motion passed.

3. ORDINANCE #5-2022

AN ORDINANCE AUTHORIZING A PAY INCREASE TO THE VILLAGE ADMINISTRATOR. (FIRST READING)

Mayor's Report:

- Weather cleanup storm of 2/3/22 Excellent work and good job by employees and volunteers.

Administrator's Report:

- **Sandusky County Land Bank-** The Land Bank was in town last week to visit the submitted properties and is still in talks with the owners about the availability of assistance through the grant program that they have.
- **Snow Event-** All credit to Paul, Rob, Matt, Brad, Tom and GPD for their efforts during the snowstorm two weeks ago. They worked extremely hard to clear streets, alleys and lots in as timely of a manner as possible. No major issues during the two days of the storm. We appreciate the community's attention to the Snow Emergency as it made taking care of things much easier. We also appreciate Matt Tille and his crew being available early in the morning both days to move snow so we could keep plowing.
- **HB 168 Grant/S. Patterson Waterline-** Everything has been submitted to the state to expend the \$267,431.00 in grant funds for the project. The RFP document is done and will be sent out to engineering firms and promoted online soon. April 1st at 4:00pm will be the deadline for submissions from interested firms. A copy of the RFP is at your spot for review.
- **Reineck Special Use Variance Request-** The Reineck's have requested a Special Use Variance for the land next to Dr. Wassil's old office on Windsor Lane. Their intentions are to construct a small "rental hall" that will be used for small gatherings. If approved, they will be able to proceed with the purchase of the land from ProMedica.
- **Transportation Alternatives Program-** The full application to the Ohio Department of Transportation has been submitted by the deadline. We should hear something back by the end of this month. We feel we had a very strong submittal that included letters of support from Senator Reineck, Rep Click, Sandusky County EDC, Council, Mayor and local businesses.
- **EOC/COVID-** We continue to pass along any important information we receive from the EMA/Health Department.
- **ARC GIS Mapping-** The ARC GIS Mapping process continues.
- **Old Fifth Third Bank Building-** No further updates at this time.

- **E. Yeasting/Rodriguez St Annexation-** The process continues to move along. Once Council formally adopts the Gibsonburg Ordinance, signatures can be added to the plat map and other annexation documents. The plat map and annexation documents will then be delivered back to the County for the Auditors signature, Recorder's signature and for recording at the GIS/Tax Map Office. We are working on an informational letter to the residents in the neighborhood to let them know where the process is at and what the future steps are for the project. As a reminder, the Sandusky County Commissioners have committed \$650,000.00 to the project and have indicated that they will be obtaining the Purchase Orders and paying the invoices for the project.
- **E. Yeasting St/Rodriguez Street RFP-** RFP for the design of the project has been developed and will go out soon. We are going to revise the due date and attach an early April date to it but hope to have legislation in front of Council by the end of April to choose an engineering firm. The County Commissioners have indicated that they do not want to be a part of the RFP selection process. A copy of the RFP is at your spot for review.
- **Employee Handbook-** We would like to review and update the existing Employee Handbook that we have. There are a number of sections that are out of date and a number of new guidelines that should be added. We will have a rough draft to Council for review before the end of the spring.
- **State Farm Neighborhood Assist Grant-** We have applied for a \$25,000 Neighborhood Assistance Grant for use with the Log yard Project. If we are selected to move into the next round for the program, it will turn into more of a competition where projects will be able to be voted on by the public. As soon as we know if our project moves on, we will put out the information to the community in hopes that people vote daily for our project.
- **Disaster Plan-** As we work on the next update of our EPA Water Contingency Plan, we will also be updating the general Disaster Plan for the Village. We will have a rough draft to Council for review as soon as possible.
- **Williams Park Path Quote-** Due to the weather, we have been unable to get a quote for the Williams Park Path but are hoping to be able to do so in the coming weeks.
- **Ideal Bakery Birthday-** Ideal Bakery celebrates 100 years this year. There was a great article in the News Messenger last week. A copy is at your spot.
- **R3 Initiative-** The Steering Committee will meet on February 24th to review the results of the survey that was available to the community. I would expect that the committee will be ready to make a short presentation to Council in April on what has been worked on so far and where the program is headed for Gibsonburg.
- **ODNR Nature works Grant-** Our 2021 application has been updated and is being reviewed by a volunteer with Nature works Grant experience. It is still scheduled to be resubmitted by the end of March.
- **ODNR Step Outside Grants-** We have received the \$1,000.00 from ODNR for the approved grant applications.
- **OneOhio-** We sat in on a Sandusky County stakeholders call for the OneOhio Foundation, which will be the recipient of the funds from the Opioid Settlement. The state was divided up into regions and Sandusky County is in Region 17. These funds will then be distributed to each designated "hub" group in each county, which the Sandusky County Community Correction Board will be the "hub" group for the county. Commissioner Schwochow was selected as the Sandusky County Representative for

Region 17. This is an 18-year project and it's just now getting set up so there will be further updates as things progress.

- **Sandusky County EDC Annual Meeting-** Thursday, February 24th. 7:30am at Terra. Reservations have been made for everyone who has confirmed they will be attending.
- **Town Hall-** will be closed on Monday, February 21st in observance of President's Day. Trash service will take place as regularly scheduled.

Fiscal Officer's Report: 02/17/22

Balance in all Funds from Cash Summary Report as of **January 31, 2022:**

- a. Total Cash Balance all funds: \$2,444,792.30
- b. Total Investment balances \$2,323,054.76
- c. Available Primary checking: \$ 121,537.54
- d. Petty cash secondary checking: \$ 200.00
- e. Interest recorded in December: \$ 355.32 (YTD: \$355.32)
- 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 January 31, 2022, Financial Reports, seconded by Kirwen.

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

Motion passed.

A motion was made by Slack to approve reallocation of appropriations for January, 2022, seconded by Gerwin.

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

Motion passed.

Municipal income tax revenue down \$34,129.50 YTD 2022 vs 2021 YTD.

General Fund DOWN \$16,613.80 YEAR OVER YEAR with a balance of \$741,605.31.

Committee Reports:

Economic Development-Kirwen- Met on 1/27/22.

Finance- Bowling- N/A

Joint Cemetery Board-Slack- Met 2/8/22 working on plat layout.

Planning Commission- Slack- Met 2/17/22 reviewed change of zoning for the reception hall.

Public Service Parks- Herman- waiting for better weather for next meeting.

Public Utilities- Gerwin-nothing

Tree Committee-Johnson- N/A

Individual Council Member Report:

Bowling- N/A

Slack- Thank you for all who worked together for snow clean up.

Gerwin- Thank you to Village employees for snow clean up.

Herman- Thank you crews for snow cleanup.

Johnson- N/A

Kirwen- Good job on snow removal

Report of Officials:

Police – Chief Collins-

Jan. 2022	Jan. 2021	Jan. 2020
CFS – 246	197	298
Incident – 12	6	21
Arrest – 2	2	5
Citation – 3	3	3

2 – Parking Citations

13– Traffic Stops

17– Assist other agencies

3 - Mental/Disturbed

1 - Accidents

1– Domestic

1 - Burglary

- Received CPT reimbursement money from Att. General Office Check#0045811462 - \$1,273.68 For training
- Taser training completed (02-16-22) and new tasers in service
- DTF meeting on Feb. 1st
- The last big 2-day snow storm, everyone did excellent – from removing vehicles from street to snow plowing and snow removal.

Solicitor– Ruck- N/A

Residence- Open Forum/Comment: None

A motion to adjourn at 6:23 pm was made by Kirwen, seconded by Slack.

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

Motion passed.

Respectfully submitted,

Jeff Holcomb
Fiscal Officer Village of Gibsonburg

Steve Fought
Mayor Village of Gibsonburg