



# VILLAGE OF GIBSONBURG

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## Village Council Meeting –MINUTES

March 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-here, Kirwen-here, Slack-absent, Johnson-here, Gerwin-here.

**Recognition of Visitors/Special Reports for council meeting.**

Administrator – Marc Glotzbecker, Fiscal Officer – Jeff Holcomb

**Review and Approval of Minutes of Previous Council Meeting:**

A motion was made by Johnson to approve March 3, 2022 Council Minutes as written, seconded by Bowling.

Roll Call: Herman-abstained, 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 Herman.

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

**Motion Passed.**

**Old 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 (**THIRD READING**)

**A motion to adopt Ordinance #3-2022 by Herman, seconded by Kirwen.**

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

**Motion Passed.**

**2. ORDINANCE #5-2022**

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

**A motion to adopt Ordinance #5-2022 by Bowling, seconded by Herman.**

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

**Motion Passed.**

**1. RESOLUTION #4 2022**

A RESOLUTION AUTHORIZING MAYOR AND/OR ADMINISTRATOR TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO DEPARTMENT OF NATURAL RESOURCES, DEPARTMENT OF PARKS AND WATERCRAFT, PADDLING ENHANCEMENT GRANT PROGRAM AND TO EXECUTE CONTRACTS AS REQUIRED. (**SECOND READING**)

**2. ORDINANCE # 6 - 2022**

AN ORDINANCE AUTHORIZING PAY INCREASES TO CERTAIN EMPLOYEE'S WAGES. (**SECOND READING**)

**New Business:**

**1. RESOLUTION #5 2022**

A RESOLUTION AUTHORIZING MAYOR AND/OR ADMINISTRATOR TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO DEPARTMENT OF NATURAL RESOURCES, RECREATIONAL TRAILS GRANT PROGRAM AND TO EXECUTE CONTRACTS AS REQUIRED. (**FIRST READING**)

## **2. RESOLUTION #6 -2022**

A RESOLUTION AUTHORIZING THE MAYOR AND/OR VILLAGE ADMINISTRATOR TO PARTICIPATE IN THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT) WINTER CONTRACT (22-23) FOR ROAD SALT. (EMERGENCY)

**A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #6-2022 by Kirwen, seconded by Herman.**

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

**Motion Passed.**

**A motion to adopt Resolution #6-2022 by Herman, seconded by Gerwin.**

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

**Motion Passed.**

### **Mayor's Report:**

- Weather getting warmer, kids will be using the park more, keep an eye out for mis use.
- Congratulations to Connor Smith as State Champion Wrestler.

### **Administrator's Report:**

- **Sandusky County Land Bank-** As of right now, 414 S. Gibson is the only Gibsonburg property that signed an agreement to be on the initial list for demolition and rehab. We'll continue to work with the Land Bank to get properties added to their list for use with the grant funds that they have.
- **Complete Streets-** We're looking to have the Complete Streets Policy presentation at an April Council Meeting. A hard copy of the proposed policy is attached for each of you to review.
- **Health Department District Advisory Committee Meeting-** We participated in the annual Sandusky County Health Department District Advisory Committee meeting on Monday by Zoom. Nothing of note from the meeting. A copy of the Health Department's Annual Report is attached.
- **ODOT 2022/2023 Salt Contract-** The resolution on tonight's agenda is for participation in the program for next winter. We're asking for it to be passed in an emergency so that we can meet the deadlines set by ODOT.
- **Sandusky County Tax Incentive Review Meeting-** We participated in the annual meeting last Wednesday that reviews property tax abatement agreements with various companies throughout the county. Both Reino Linen and Standard Wellness have active agreements and there are no compliance issues with either of them.
- **ODNR Recreational Trails Grant-** We will be submitting a grant application to the ODNR Recreational Trails Program by the April 15<sup>th</sup> deadline. Our project with the application will be the paving of the Williams Park paths. The Resolution on the agenda for tonight is a part of the application process.

- **ODNR Paddling Enhancement Grant-** Grant has been submitted. No word back yet from ODNR on the status.
- **Transportation Alternatives Program-** No word yet on the status of the submitted application to ODOT for the program.
- **ARC GIS Mapping-** All hydrants are in the system now and the process continues. We will be flushing again this spring and painting hydrants this summer. Flow testing will take place once we have all of the needed information put into the system.
- **Old Fifth Third Bank Building-** No further updates at this time.
- **E. Yeasting St/Rodriguez Street RFP-** Both Requests for Proposals are still being advertised with a return date of 4:00pm on April 1<sup>st</sup>.
- **Employee Handbook-** We are continuing to review and update the existing Employee Handbook to address a number of sections that are out of date and a number of new guidelines that should be added. We still plan to have a rough draft to Council for review before the end of the spring.
- **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-** M&B Asphalt has provided a quote for the path. Quote is attached with this report. This will be the figure that we use for the ODNR Recreational Trails Grant application.
- **R3 Initiative-** After the next Steering Committee Meeting, we will send out results of the survey to each of you by email for review.
- **ODNR Natureworks Grant-** Our 2021 application has been resubmitted to ODNR well in advance of the deadline.
- **Summer Help-** We are finalizing our plan for Summer Help and intend to have a list for you of those who will be with us for the next meeting.
- **Park Clean Up Day-** Park Clean Up Day scheduled for this Saturday is postponed and we will reschedule it for an early April date soon.
- **Woodville/Gibsonburg Town Hall-** The event has been rescheduled for 2:00pm to 4:00pm on Monday, June 27<sup>th</sup> in Woodville.

**Fiscal Officer's Report** nothing

**Committee Reports:**

**Economic Development-Kirwen-** nothing

**Finance- Bowling-** nothing

**Joint Cemetery Board-Slack-** N/A

**Planning Commission- Slack-** N/A

**Public Service Parks- Herman-** update on new fencing at Williams Park. Park Clean Up in April Date to be announced.

**Public Utilities- Gerwin-** nothing

**Tree Committee-Johnson-** Small trees saved from the planters uptown.

**Individual Council Member Report:**

**Bowling-** nothing

**Slack-** N/A

**Gerwin-**Need to set up a meeting for the Hall of Fame to review the applicants.

**Herman-** nothing

**Johnson-** nothing

**Kirwen-** nothing

**Report of Officials:**

**Police – Chief Collins-**

**March 1<sup>st</sup> through 16<sup>th</sup>**

**CFS – 186 Incidents - 21 Arrests - 2**

12 – Traffic Stops

8 – Assist Other Agencies

3 – Mental/Disturbed

5 – Assaults

1– B&E

2 – Unattended Deaths

3 – Identity Fraud/Thefts

2 – Accidents

Phone scams going on, do not give any information out over the phone.

Had a Chiefs meeting March 17, 2022

**Solicitor– Ruck-** N/A

**Residence- Open Forum/Comment:** none

**A motion to adjourn at 6:24pm was made by Kirwen, seconded by Herman.**

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

