



VILLAGE OF GIBSONBURG

Village Council Meeting – MINUTES

April 21, 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.

Recognition of Visitors/Special Reports for council meeting.

Marc Glotzbecker – Administrator, Jeff Holcomb – Fiscal Officer

Complete Streets Policy Presentation

Review and Approval of Minutes of Previous Council Meeting:

A motion was made by Bowling to approve April 7, 2022 Council Minutes as written, seconded by Johnson.

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

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

Motion Passed.

Old 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. **(THIRD READING)**

A motion to adopt Resolution #5-2022 by Johnson, seconded by Slack.

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

Motion Passed.

New Business:

1. ORDINANCE #7 – 2022

AN ORDINANCE ADOPTING TITLE THREE CHAPTER 1140 OF THE CODIFIED ORDINANCE OF THE VILLAGE OF GIBSONBURG TO ESTABLISH A COMPLETE STREETS POLICY FOR THE VILLAGE OF GIBSONBURG. **(FIRST READING)**

2. ORDINANCE #8 - 2022

AN ORDINANCE APPROVING THE EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES OF GIBSONBURG, OHIO. **(EMERGENCY)**

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Ordinance #8-2022 by Herman, seconded by Johnson.

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

Motion Passed.

A motion to adopt Ordinance #8-2022 by Bowling, seconded by Slack.

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

Motion Passed.

3. ORDINANCE #9- 2022

AN ORDINANCE AUTHORIZING AND DIRECTING THE FISCAL OFFICER AND / OR ADMINISTRATOR TO SIGN AN AGREEMENT WITH THE REGIONAL INCOME TAX AUTHORITY, (RITA) TO PROVIDE PROPER AUTHORITY IN COLLECTION OF THE VILLAGE OF GIBSONBURG INCOME TAXES. **(EMERGENCY)**

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Ordinance #9-2022 by Kirwen, seconded by Herman.

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

Motion Passed.

A motion to adopt Ordinance #9-2022 by Herman, seconded by Slack.

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

Motion Passed.

Mayor's Report:

- Thank you to Village for donations and grants and Matt Tille for work on ballfields.
- Brock Kimmet passed away he was a former Police officer for the village in the 1990's.

Administrator's Report:

- **Sandusky County Land Bank-** We attended the Land Bank Meeting last Tuesday afternoon and have confirmed that 414 S. Gibson Street will be a part of their grant program. Matt Tille Enterprises was awarded the bid from them to do the work and as soon as the State of Ohio gives them the notice to proceed, the work will be done. We have communicated this to the neighbors around the property. We have a verbal agreement in place with the owners of 865 E. Yeasting for the demolition and cleanup of the property by May 29th.
- **LTCP Project-** We will be meeting with B'Hillz and Poggemeyer next week to finalize their plans for completion of the project. As soon as we have an agreement, we will relay that information to all of you and the community.
- **Columbia Gas Inspection Project-** Columbia Gas has notified us that they will be starting an inspection project on the main natural gas line on July 18th. Basically, they will be cutting into the pipe, inserting a special crawler tool that will travel down a few thousand feet of pipe and then reverse and come back to the same spot that it was put in. They will access the main line from the well field by the Street Department. We are working with the EPA and GVFD to ensure safety protocols are in place. More information to come.
- **Complete Streets Policy-** On the agenda this evening is an Ordinance adopting a Complete Streets Policy for the benefit of the community. We'd like to publicly thank Laura Bogard from the Sandusky County Health Department, John Willey from Sandusky County Regional Planning and community residents Jessica and Gene Conlon, Danielle Mason, Charlie Gerwin for donating their time and efforts for over a year to help develop the policy.
- **Ohio EPA Lead Line Grant-** We have submitted a grant application for the Ohio EPA H2Ohio grant opportunities for public water systems to identify, inventory and map lead service lines. The grants are reimbursable grants of up to \$50,000.00.
- **N Main Edison Meter-** Issue brought up at the last Council Meeting should be resolved now.

- **Ohio BWC Inspection/Response-** From the inspection last December, we've had our follow up conference with them and have a few items to address by the middle of May to satisfy them: Revise our MSDS Binders, discard some older paint and aerosol cans, update our Confined Space Entry Policy and attend a flagging webinar. We watched the flagging webinar yesterday and will have the other items addressed by their deadline.
- **ODNR Recreational Trails Grant-** Grant application has been submitted in the amount of \$47,000.00 for the purpose of paving the trails at Williams Park.
- **2022 Street Paving-** The Resolution from the previous meeting has been submitted to the Sandusky County Engineer's for inclusion in their 2022 Road Resurfacing Program. As discussed in the work session a few weeks ago, Harrison Street from W. Madison to Brentwood is what has been submitted for the program this year, based on the results of the updated Paving Analysis. Bid opening is April 26th at 10:30am so we will have a better idea on the price at that time.
- **State Champions Signs-** New signs should be arriving soon for the four entrances to town.
- **OSS Solid Waste District Grant-** Trash receptacles for downtown area have been ordered through the grant received from the Solid Waste District.
- **Bulk Trash Drop Off Day-** Scheduled for Friday, July 15th and Saturday, July 16th at Town Hall. Same format as previous years and we will communicate that to the community again as the dates get closer.
- **Transportation Alternatives Program-** No word yet on the status of the submitted application to ODOT for the program.
- **ARC GIS Mapping/Hydrant Flushing-** All hydrants are in the system now and spring flushing has been completed. We will be repainting hydrants and flow testing this summer.
- **Old Fifth Third Bank Building-** No further updates at this time.
- **E. Yeasting St/Rodriguez Street RFP/S. Patterson St RFP-** We will have a proposed engineering firm for both projects for your consideration at the May 5th meeting.
- **Williams Park Field 1 Poles-** Toledo Edison will be removing the transformers and wires on the poles on Field #1 and we will be taking the poles down and removing them from the park. They should be on site early next month and we should have the poles down and removed in time for Homecoming.
- **Employee Handbook-** We have a draft completed and plan to email it to all of you in the coming week for review. Please make any comments or suggestions that you may have, and we will work it into the document for the final review.
- **Disaster Plan-** With the next update of our EPA Water Contingency Plan, we will be updating the general Disaster Plan for the Village. We will have a rough draft to Council for review as soon as possible.
- **No Parking Request-** Chief Brown has requested that we consider instituting No Parking curbside on one side of Westfield Drive for the purpose of being able to safely get emergency vehicles through the area.
- **ODNR Natureworks Grant-** Our 2021 application has been resubmitted to ODNR.
- **Woodville/Gibsonburg Town Hall Meeting-** As a reminder, the event, sponsored by the Village of Gibsonburg, Village of Woodville and Chamber of Commerce of Sandusky County has been rescheduled for 2:00pm to 4:00pm on Monday, June 27th in Woodville.

Fiscal Officer's Report

Met with Toby Slocum from GEM. Reviewed Columbia Gas supplier info due to current contract supplier declaring bankruptcy. Prices will probably double.

Columbia gas bill was under Volunteer Energy now at a Variable rate with ENGIE.

Received bill for cremation of Windsor Lane resident. Village ordinance sets payable price at \$500.00. Bill is for \$1,233.15. Motion to pay actual costs to Caring cremation Services?

Herman made a motion to pay for Cremation of Windsor Lane Resident, seconded by Slack.

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

Motion Passed.

Great Program and kudos to the complete Street Policy Group.

Stopped electric service at 995 N. Main St. Lift Station

Committee Reports:

Economic Development-Kirwen- Storage unit business wanted area in industrial park area, we decided to decline.

Finance- Bowling- nothing

Joint Cemetery Board-Slack- Cemetery clean up went well

Planning Commission- Slack- nothing

Public Service Parks- Herman- Met with Toledo Submarine group offer to replace a plaque in Williams Park.

Public Utilities- Gerwin- Patterson St. and Rodriguez Street proposals need reviewed.

Tree Committee-Johnson- Thank Marc for registering for 5/11/22 Tree city Meeting.

Individual Council Member Report:

Bowling- Meeting 5/24/22 5:30 pm

Slack- nothing

Gerwin- WIFI for wells and such, possible for WIFI in park and log yard? Need a meeting to plan revitalization of log yard and surrounding area.

Herman- I'll be unavailable in person over the weekend. Thank you to everyone for ball field improvements.

Johnson- out till 5/1/22

Kirwen- Silver rock update on kayak launch?

Report of Officials:

Police – Chief Collins-

April 1st through 20th

CFS – 200 Incidents - 11 Arrests - 3

28 – Traffic Stops

11 – Assist Other Agencies

1 – Mental/Disturbed

1 – OVI

3 – Thefts

2 – Identity Fraud/Thefts

2 – Accidents

1 – Domestic

6 – Citations

Had to purchase a new all in one Printer

I was awarded PEP Grant got the check and ordered AED Back order

I was awarded NRA Grant for ammo and ordered ammo Not shipped Yet

Applied for Ohio School Threat Assessment Training grant through Ohio Attorney General Office, I applied in 2020 for 3 officers and its open again for 4 more officers on training. Still Waiting on Approval

Applied for federal grant for body cameras and I.T.

Solicitor– Ruck- N/A

Residence- Open Forum/Comment:

Mike Shields asked about drilling deeper wells?

Executive session requested:

A motion was made by Kirwen to go into executive session for property at 7:00 pm with possible action to follow, seconded by Slack.

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

Motion Passed.

Motion by Herman to return to regular session of village council meeting at 7:12 pm, seconded by Gerwin.

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

Motion Passed.

A motion to adjourn at 7:12 pm was made by Kirwen, seconded by Herman.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Slack-yes, Johnson-yes, Gerwin-yes.
Motion Passed.

Respectfully submitted,

Jeff Holcomb
Fiscal Officer Village of Gibsonburg

Steve Fought
Mayor Village of Gibsonburg