VILLAGE OF GIBSONBURG

Village Council Meeting – MINUTES

April 7, 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, Police Chief Dan Collins

Review and Approval of Minutes of Previous Council Meeting:
A motion was made by Herman to approve March 17, 2022 Council Minutes as written, seconded by Johnson.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Slack-abstain, 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-yes, Johnson-yes, Gerwin-yes.
Motion Passed.

Old Business:

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. **(THIRD READING)**

A motion to adopt Resolution #4-2022 by Bowling, seconded by Herman.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Slack-yes, Johnson-yes, Gerwin-yes.
Motion Passed.

2. **ORDINANCE # 6 - 2022**
   AN ORDINANCE AUTHORIZING PAY INCREASES TO CERTAIN EMPLOYEE'S WAGES. **(THIRD READING)**

A motion to adopt Ordinance #6-2022 by Kirwen, seconded by Herman.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Slack-yes, Johnson-yes, Gerwin-yes.
Motion Passed.

3. **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. **(SECOND READING)**

New Business:

1. **RESOLUTION NO 7- 2022**
   A RESOLUTION AUTHORIZING MAYOR AND/OR ADMINISTRATOR TO ENTER INTO A COOPERATIVE AGREEMENT WITH THE SANDUSKY COUNTY ENGINEER FOR THE PURPOSE OF PARTICIPATING IN THE 2022 RESURFACING OF VARIOUS ROADS IN SANDUSKY COUNTY AND TO EXECUTE CONTRACTS AS REQUIRED. **(EMERGENCY)**

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #7-2022 by Johnson, seconded by Herman.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Slack-yes, Johnson-yes, Gerwin-yes.

Motion Passed.

A motion to adopt Resolution #7-2022 by Slack, seconded by Kirwen.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Slack-yes, Johnson-yes, Gerwin-yes.
Motion Passed.

Mayor's Report:

- Kids are active throughout town, slow down and don't speed.
- Central Park diamonds are being refurbished
- Williams Park Diamonds will be worked on soon.

Administrator's Report:

- **Sandusky County Land Bank-** We have submitted 865 E. Yeasting to the Land Bank for consideration with their grant program. This is the structure without a roof that has been recently annexed into the village with the other properties in the neighborhood. Regardless of being able to be included in the Land Bank Program, we've started the process to take care of the issue.
- **LTCP Project-** B' Hillz intends to be back in town the week of April 25th to complete the remaining work on the project. We will be working with GVFD and the residents in the area to be completed to accommodate everyone. We will keep everyone informed and up to date as we get closed to them returning.
- **Complete Streets Policy-** As a reminder, there will be a presentation to all of you at the April 21st Council Meeting regarding the Complete Streets Policy that has been worked on for the past year. A copy of the policy is at each of your places and it's requested that each of you review it prior to the next meeting.
- **ODOT 2022/2023 Salt Contract-** The resolution and other information for the contract has been submitted to ODOT for the 2022/2023 Road Salt Program.
- **Ohio EPA Led Line Grant-** The Ohio EPA is offering 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. We will be submitting and application for the program.
- **ODNR Recreational Trails Grant-** We will meet the deadline to submit our grant application in the amount of $46,500.00 for the purpose of paving the paths at Williams Park.
- **2022 Street Paving-** The Resolution on the agenda is for the inclusion in the Sandusky County Engineer's 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.
- **State Champions Signs-** New signs have been ordered for the four entrances to town to reflect Connor Smith's wrestling championship.
- **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/S. Patterson St RFP-** We have received responses from: Feller and Finch (S. Patterson), Poggemeyer (E. Yeasting/Rodriguez and S. Patterson), Jones and Henry (E. Yeasting/Rodriguez and S. Patterson), Peterman Associates (E. Yeasting/Rodriguez and S. Patterson) and DGL (E. Yeasting/Rodriguez and S. Patterson). It's our intentions to have all of the RFP's reviewed, scored and a recommendation presented to all of you at the April 21st Council Meeting.
- **Williams Park Field 1 Poles-** We are working with Toledo Edison on the removal of the non-useable light poles in the outfield of Field 1 at Williams Park. It is hoped that we can have these down and removed by the time summer activities begin in Williams Park.
- **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.
- **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.
- **R3 Initiative-** The Steering Committee Meeting was held on Monday. We are compiling the results of the survey and we will send out results of the survey to each of you by email for review very soon.
- **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.
- **Summer Help-** Our summer help will be: Dana Long, Camden Waugaman and Brent Liskai. Dana will be starting this month and be assigned to mowing and general cleanup. Camden and Brent will be starting once school is out.
- **Park Clean Up Day-** Park Clean Up Day is scheduled for Saturday, April 9th from 11:00am to 2:00pm.
- **Good Friday-** Town Hall will be closed on Friday, April 15th in observance of Good Friday.
- **Woodville/Gibsonburg Town Hall Meeting-** 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 **04/07/22**

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

a. Total Cash Balance all funds: $2,634,614.31
b. Total Investment balances $2,406,254.01
c. Available Primary checking: $ 228,160.30
d. Petty cash secondary checking: $ 200.00
e. Interest recorded in March**:** $ 442.46 (YTD: $1,162.82)
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 Bowling that council members have received the March 31, 2022, Financial Reports, seconded by Slack.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Slack-yes, Johnson-yes, Gerwin-yes.
Motion Passed.

Municipal income tax revenue down $16,530.65 YTD 2022 vs 2021 YTD.

General Fund up $9,326.77 YEAR OVER YEAR with a balance of $832,260.45.
Received Notice to Legislative Authorities – Objection to Renewal of a Liquor Permit. Any objections to liquor permits must be made before May 2, 2022, to: the Division of Liquor Control, ATTN: Legal Section, 6606 Tussing Rd. P O Box 4005, Reynoldsburg, OH 43068-9005

Committee Reports:

Economic Development-Kirwen- Nothing
Finance- Bowling- 995 N. Main St. Edison Bill
Joint Cemetery Board-Slack- Cemetery Cleanup almost completed.
Planning Commission- Slack- Checking on DORA
Public Service Parks- Herman- Refurbishing diamonds, Basketball court @ Williams Park will be fenced in, Park cleanup on Saturday.
Public Utilities- Gerwin-Nothing
Tree Committee-Johnson- Tree City 5/11/22

Individual Council Member Report:

Bowling- Excited about the Donut race in June.
Slack- nothing
Gerwin- All Trash Day
Herman- Nothing
Johnson- Nothing
Kirwen- Nothing

Report of Officials:

Police – Chief Collins-

March 2022	**March 2021**	**March 2020**
CFS – 346	262	252
Incident – 32	15	14
Arrest – 5	4	7
Citation – 4	5	5

20 – Traffic Stops
18 – Assist other agencies
5- Mental/Disturbed
5- Accidents
3– Domestics
2– Assaults

I was awarded PEP Grant got the check and purchased an AED
I was awarded NRA Grant for ammo and purchased

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.

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

Letter was distributed to downtown residences/business for Downtown parking – On 03/22/2022

Solicitor– Ruck- N/A

Residence- Open Forum/Comment:

Executive session requested:
A motion was made by Herman to go into executive session for property at 6:26 pm with no action taken, seconded by Slack.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Slack-yes, Johnson-yes, Gerwin-yes.
Motion Passed.

Motion by Gerwin to return to regular session of village council meeting at 6:39 pm, seconded by Herman.
Roll Call: Herman-yes, Bowling-yes, Kirwen-yes, Slack-yes, Johnson-yes, Gerwin-yes.
Motion Passed.

A motion to adjourn at 6:39 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