VILLAGE OF GIBSONBURG

Village Council Meeting – MINUTES

October 20, 2022
6:00 pm
MEETING ROOM – 526 N. WEBSTER ST.

Call to order: Mayor Fought at 6:00 pm

The Pledge of Allegiance was said by all.

Meeting via Facebook Live also.

Roll call: Herman-here, Kirwen-here, Slack-here, Johnson-here, Gerwin-here.

Recognition of Visitors/Special Reports for council meeting.
Marc Glotzbecker – Administrator, Jeff Holcomb – Fiscal Officer

Review and Approval of Minutes of Previous Council Meeting:
A motion was made by Herman to approve October 6, 2022 Regular Council Meeting Minutes as written, seconded by Slack.
Roll Call: Herman-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 Slack, seconded by Herman.
Roll Call: Herman-yes, Kirwen-yes, Slack-yes, Johnson-yes, Gerwin-yes.
Motion Passed.

Old Business:

1. **ORDINANCE #13- 2022**
   AN ORDINANCE AMENDING PART ONE, TITLE FIVE OF THE

ADMINISTRATIVE CODE OF THE VILLAGE OF GIBSONBURG TO ESTABLISH A RECREATION ADVISORY COMMITTEE. **(SECOND READING)**

2. **ORDINANCE #14 - 2022**

AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR AND/OR ADMINISTRATOR TO ENTER INTO A CONTRACT WITH CYCLONE SERVICES FOR THE PURPOSE OF TRASH AND REFUSE HAULING SERVICES WITHIN THE VILLAGE OF GIBSONBURG. **(SECOND READING)**

New Business:

1. **ORDINANCE #15-2022**

AN ORDINANCE APPOINTING PAUL A. SKAFF TO SERVE AS THE ADMINISTRATIVE HEARING EXAMINER FOR THE VILLAGE OF GIBSONBURG, OHIO. **(FIRST READING)**

2. **ORDINANCE #16 2022**

AN ORDINANCE EMPLOYING THE LAW OFFICES OF RUCK AND WRIGHT, LTD, AS LEGAL COUNSEL TO REPRESENT THE VILLAGE OF GIBSONBURG, OHIO. **(EMERGENCY)**

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Ordinance #16-2022 by Herman, seconded by Slack.
Roll Call: Herman-yes, Kirwen-yes, Slack-yes, Johnson-yes, Gerwin-yes.
Motion Passed.

A motion to adopt Ordinance #16 -2022 by Kirwen, seconded by Slack.
Roll Call: Herman-yes, Kirwen-yes, Slack-yes, Johnson-yes, Gerwin-yes.
Motion Passed.

3. **ORDINANCE #17 -2022**

AN ORDINANCE AUTHORIZING THE VILLAGE OF GIBSONBURG TO OFFER FLEXIBLE SPENDING ACCOUNTS, UNDER SECTION 125 OF THE IRS CODE, TO FULLTIME EMPLOYEES (**FIRST READING)**

Mayor's Report:

- Trick or Treat Sunday Oct. 30 5 to 7 pm.
- Additional stop signs in Village for Public Safety Reasons.

Administrator's Report:

- **Bulk Trash Drop Off-** In an effort to help residents and on "National Make a Difference Day," we will hold one more Bulk Trash Drop Off at Town Hall on Saturday, October 22nd from 8:00am to 1:00pm. Same format as in the summer with roll off dumpsters being available for residents to place items into.
- **The Wall That Heals-** We should have some news to share with everyone very soon regarding whether or not Gibsonburg will be on their 2023 tour schedule.
- **Tree City USA-** Application has been completed and submitted to the Arbor Day Foundation.
- **Trick or Treat-** As a reminder, Trick or Treat is scheduled for Sunday, October 30th from 5:00pm to 7:00pm.
- **Hilfiker Halloween Parade-** The Annual Parade will take place on Friday, October 28th at 8:30am in the area of the old school on W. Yeasting Street. GPD and Village Staff will be present to assist.
- **End of Year Ordinances/Resolutions-** On the agenda tonight are the first of the "End of the Year Ordinances and Resolutions" that will need to be approved so that business is not interrupted on January 1, 2023.
- **Wolf Creek-** No further information to provide at this time. As soon as we have any type of notification from the Sandusky County Engineer, we will get that information out to all of you and the community.
- **Ohio EPA Lead Service Line Inventory Mapping Grant-** No word yet on our grant application in the amount of $22,500.00 to the EPA for the purpose of obtaining software and equipment necessary to adequately map out all of the service lines in our system.
- **Capital Budget/Logyard Funds-** No word back from our contact at ODNR on the information submitted to them last month. We have met on site with Fremont Fence regarding quotes and fence style for some areas to be fenced in and we have also met on site with Toledo Edison regarding the relocation of power poles.
- **E. Yeasting Street/Rodriguez Street Project –** Poggemeyer will have a preliminary design to present to Council, Residents and the Sandusky County Commissioners by the end of November.
- **Silverock/Williams Fish Stocking-** Fin Farms will be back in town next week for another round of stocking at Silverock and Williams Park.
- **Sandusky County Auditor Report-** We are working on our annual zoning permit report that is due to the County Auditor.
- **S Patterson Street Project –** Feller and Finch continue with the design of the project.
- **Trash Bid-** The contract is complete and ready to be sent to Cyclone Services pending Council's approval and awarding of the contract. Letters to the other bidders will also be sent out after the final approval.
- **Transportation Alternatives Program-** Letter of Interest is due to ODOT by October 31st. We are working with Poggemeyer to get our letter updated and submitted by the deadline. After that, it will follow the same process as last year with notifications sent to communities permitted to submit a full application in November and the application package due by the end of January.
- **PEP Insurance Review-** With the coming deadline date for the property insurance renewal, we are reviewing the document provided to us by PEP to make sure that all buildings, equipment and other things are properly listed on our policy.

- **Ohio EPA Annual Metrics Report-** Work on the Annual Metrics Report has been completed. Information has been sent to the Ohio EPA.
- **Drinking Water Contingency Plan-** Completion of the annual updates to the Contingency Plan continue. Once completed, revised copies will be available at Town Hall, Water Department, WWTP and Police Department.
- **Christmas Sweater Run and Walk-** The annual event will take place on December 10th at 9:00am with the start and finish at Town Hall. This year, after the event, "Pictures with Santa" will be available for the community at Town Hall from 10:30am to 1:00pm.
- **Out of Town-** I will be out of town November 3rd through November 8th and will not be at the November 3rd Council Meeting.

Fiscal Officer's Report:

Received notice from State Auditor that audit is on track to be finalized by end of October.

Certified Public Records training. I have a sheet for any council member and / or Mayor to sign authorizing me to attend the virtual seminar on public records training on October 25.

Insurance coverage thru PEP for the Village, has increased in cost from $47,310 to approximately $53,500. In addition, we propose to pay the increase in cost of cyber loss coverage, which will be approximately an additional $5,500. Coverage is from Oct. 20, 2022 to October 30, 2023.

Motion to approve PEP insurance coverage cost not to exceed $60,000 made by Kirwen, seconded by Herman.
Roll Call: Herman-yes, Kirwen-yes, Slack-yes, Johnson-yes, Gerwin-yes.
Motion Passed.

Currently working with Old Fort Bank to establish positive pay on our Accounts. Each day we send a file to the bank with all checks and ach charges we have issued. The bank then matches our files with each item being charged to our account. We are then notified of each and every exception, so that we can either pay that item, or report it as a potential fraud and refuse to pay that item. The cost is $50 per month for each account.

Health Insurance is going to be raised by 5.9% for 2023.

On a personal note: On November 8th, please vote "yes" for the Issue changing to Non-Partisan election of Officials, which includes the Mayor and Council members.

Committee Reports:

Economic Development-Kirwen- nothing
Finance- Gerwin-meeting scheduled for Thursday Oct. 27 at 1 pm
Joint Cemetery Board-Slack- Meeting 11/ 2022

Planning Commission- Slack- nothing
Public Service Parks- Herman- Met with Amplex for internet in parks
Public Utilities- Gerwin-nothing scheduled
Tree Committee-Johnson- planting trees at the cost of $4,000

Individual Council Member Report:

Slack-nothing
Gerwin- interviews for council position next Thursday Oct. 27, 2022 starting at 6 pm. Vote yes on resolution, Logyard planning meeting.
Herman- Vote for fire levy
Johnson- Vote for Non- Partisan Issue to eliminate the democrats and republican election
Kirwen- same as everyone else said.

Report of Officials:

Police Chief Dan Collins –
October 1st through 19th
CFS – 199 Incidents - 20 Arrests - 1

18 – Traffic Stops
2 - Citation
18 – Assist Other Agencies
5 – Mental/Disturbed
5 – Menacing/Assaults
2 – Domestics
1 –OVI
1 - Accident
11- Juvenile Complaints

Had Annual Department Meeting and firearm qualifications

Working on Training Reimbursement CPTs for officers for 2022 get 50% payback for hours through Ohio Att. General Office for Training fund. Due Jan. 31 2023

Awarded PEP Grant got the check and purchased AED

Submitted NRA Grant for ammo for 2023

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

Submitted for new federal grant for body cameras and I.T. for 2023

Submitted the ARPA Grant due June 17th 2022

Solicitor– Ruck- N/A

<u>Residence- Open Forum/Comment</u>: None

A motion to adjourn at 6:30 pm was made by Kirwen, seconded by Herman.
Roll Call: Herman-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