VILLAGE OF GIBSONBURG

Village Council Meeting – MINUTES

December 1, 2022
6:00 pm
MEETING ROOM – 526 N. WEBSTER ST.

Call to order: Mayor Fought at 6:00 pm

Pledge of Allegiance

Meeting via Facebook Live also.

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

Kirwen made a motion to excuse Slack from tonight's meeting, seconded by Johnson.
Roll Call: Herman-yes, Kirwen-yes, Slack-absent, Johnson-yes, Gerwin-yes, Castillo-yes.
Motion passed.

Recognition of Visitors/Special Reports for council meeting.
Marc Glotzbecker- Administrator, Jeff Holcomb- Fiscal Officer, Dan Collins- Police Chief, New owners of Bears Den (old Fifth Third Bank Building) Joshua and Hannah Kiser

Review and Approval of Minutes of Previous Council Meeting:
A motion was made by Herman to approve November 17, 2022 Regular Council Meeting Minutes as written, seconded by Johnson.
Roll Call: Herman-yes, Kirwen-yes, Slack-absent, Johnson-yes, Gerwin-yes, Castillo-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 Kirwen.
Roll Call: Herman-yes, Kirwen-yes, Slack-absent, Johnson-yes, Gerwin-yes, Castillo-yes.
Motion passed.

Old Business:

1. ORDINANCE #18-2022

AN ORDINANCE AMENDING ORDINANCE 10-2021, SETTING THE PAY RANGE AND COMPENSATION FOR ALL HOURLY EMPLOYEES OF THE VILLAGE OF GIBSONBURG, OHIO. **(THIRD READING)**

A motion to adopt Ordinance #18 -2022 by Herman, seconded by Kirwen.
Roll Call: Herman-yes, Kirwen-yes, Slack-absent, Johnson-yes, Gerwin-yes, Castillo-abstain.
Motion passed.

2. ORDINANCE #19 - 2022

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

A motion to adopt Ordinance #19 -2022 by Kirwen, seconded by Herman.
Roll Call: Herman-yes, Kirwen-yes, Slack-absent, Johnson-yes, Gerwin-yes, Castillo-yes.
Motion passed.

3. ORDINANCE #20-2022

AN ORDINANCE ADOPTING THE 2023 TEMPORARY APPROPRIATIONS FOR THE VILLAGE OF GIBSONBURG, SANDUSKY COUNTY, OHIO. **(THIRD READING)**

A motion to adopt Ordinance #20 -2022 by Kirwen, seconded by Johnson.
Roll Call: Herman-yes, Kirwen-yes, Slack-absent, Johnson-yes, Gerwin-yes, Castillo-yes.
Motion passed.

4. ORDINANCE NO. 21-2022

AN ORDINANCE ACKNOWLEDGING THE RESULTS OF THE NOVEMBER 8, 2022, BALLOT ISSUE WHICH APPROVED THE ELECTION OF VILLAGE OFFICIALS (MAYOR AND COUNCIL) BY NON-PARTISAN ELECTION. **(SECOND READING)**

New Business:

1. ORDINANCE #22-2022

AN ORDINANCE APPROVING AND DIRECTING THE FISCAL OFFICER TO OPEN A SEPARATE FUND, NUMBER 2041, TO BE TITLED AS THE RECREATION FUND. **(EMERGENCY)**

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Ordinance #22-2022 by Herman, seconded by Castillo.

Roll Call: Herman-yes, Kirwen-yes, Slack-absent, Johnson-yes, Gerwin-yes, Castillo-yes.
Motion passed.

A motion to adopt Ordinance #22-2022 by Johnson, seconded by Herman.
Roll Call: Herman-yes, Kirwen-yes, Slack-absent, Johnson-yes, Gerwin-yes, Castillo-yes.
Motion passed.

2. RESOLUTION NO. 14-2022

AN RESOLUTION AUTHORIZING THE FISCAL OFFICER TO TRANSFER MONIES FROM THE GENERAL FUND TO THE ECONOMIC DEVELOPMENT FUND. **(EMERGENCY)**

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #14-2022 by Kirwen, seconded by Herman.
Roll Call: Herman-yes, Kirwen-yes, Slack-absent, Johnson-yes, Gerwin-yes, Castillo-yes.
Motion passed.

A motion to adopt Resolution #14-2022 by Kirwen, seconded by Gerwin.
Roll Call: Herman-yes, Kirwen-yes, Slack-absent, Johnson-yes, Gerwin-yes, Castillo-yes.
Motion passed.

Mayor's Report:

- Christmas Tree Lighting at 6pm Saturday Dec. 3, 2022
- Decorations Downtown looking good.

Administrator's Report:

- **The Wall That Heals-** We are confirmed to host the Wall That Heals on August 30th to September 3rd in Williams Park. We are in the process now of finalizing all the details with the Vietnam Veterans Memorial Fund and will be putting out more information soon as well as seeking volunteer help from the community.
- **Ohio EPA Led Line Service Line Mapping and Inventory Grant-** As detailed by email last week, the Village has been awarded a grant in the amount of $22,400.00 for the purpose of purchasing equipment and manpower needed to inventory and map out lead service lines within the Village. The grant agreement has been sent back to the Ohio EPA and 75% of the funds will be available immediately upon them signing the grant agreement and the remaining 25% will be invoiced to them as we move through the inventory and mapping process.
- **Nature Works Grant-** All requested information has been sent back to ODNR for the grant package. Our grant funds should be transferred to us soon.
- **Meter Readers-** New meter readers were used with the last round of meter reading last week with very few issues. The new meter readers run off tablets (iPad) and there were

very few issues with their use last week.

- **Fifth Third Bank-** As detailed by email last week, we have an agreement in principle with Fifth Third for the placement of an ATM Kiosk in the municipal parking lot across from the old Town Hall on N. Main Street. We're waiting on Solicitor Ruck to review the Letter of Intent before we move forward with Fifth Third.
- **Holiday Decorations-** Holiday decorations are up throughout town.
- **Cyclone Contract-** Contract has all signatures, distributed and has been filed at Town Hall.
- **Vibrant Communities Program-** The Village has been included in the JobsOhio Vibrant Communities Program. The program was established to "assist distressed small and mid-sized cities with catalytic development project that fulfill a market need and represent a significant reinvestment in the community." Please take a look at the attachment regarding the program.
- **Transportation Alternatives Program (TAP Grant)-** Great news! We have been approved by ODOT to submit the full application for downtown improvements. We will need to submit the full application by January 31, 2023. We will again be gathering letters of support and other information to include with the application as we move through the process. All of the "little things" are coming together and are playing roles in the" big things" that can happen. Appreciate everyone's patience and cooperation.
- **Oogies Easement-** Judgement entry received from Clerk of Courts, and it has been placed in the file.
- **Capital Budget/Logyard Funds-** As we spoke about earlier, our funds will be coming through ODNR and we have a meeting with them on December 7th to discuss the process and finalize any other details for the funding heading into 2023. We continue to work with Toledo Edison to relocate the existing poles on the site and establish underground service and we have received a quote back from Fremont Fence for potential fencing work at the site.
- **E. Yeasting Street/Rodriguez Street Project –** Poggemeyer is on schedule to have a preliminary design to present to Council, Residents and the Sandusky County Commissioners by the end of November/early December.
- **S Patterson Street Project –** Feller and Finch continue with the design of the project.
- **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.
- **"Pictures with Santa"-** will be available for the community at Town Hall on December 10th from 10:30am to 1:00pm.

Fiscal Officer's Report: 12/01/22

Balance in all Funds from Cash Summary Report as of **November 30, 2022**:

a. Total Cash Balance all funds: $2,822,007.31
b. Total Investment balances $2,673,318.33
c. Available Primary checking: $ 148,488.98
d. Petty cash secondary checking: $ 200.00
e. Interest recorded in November**:** $ 2,876.16 (YTD: $7,229.39) ***

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 November 30, 2022, Financial Reports, seconded by Gerwin.
Roll Call: Herman-yes, Kirwen-yes, Slack-absent, Johnson-yes, Gerwin-yes, Castillo-yes.
Motion passed.

A motion was made by Gerwin to approve reallocation of appropriations for November, 2022, seconded by Herman.
Roll Call: Herman-yes, Kirwen-yes, Slack-absent, Johnson-yes, Gerwin-yes, Castillo-yes.
Motion passed.

Municipal income tax revenue up $119,479.80 YTD 2022 vs 2021 YTD. (Cost of collections is down by $18,184.60).

General Fund up $77,222.80 YEAR OVER YEAR with a balance of $896,499.91.
*** Interest rate for Money Market account at Old Fort Bank increased from 0.15% to 3.0% during November. (Changed to 1.25% on 11/8/22 and increased to 3.0% on 11/14/22).

November Totals: ACH = 302, Email = 231 Credit Cards 146 $17,595.00

Committee Reports:

Economic Development-Kirwen- nothing
Finance- Gerwin- nothing
Joint Cemetery Board-Slack- N/A
Planning Commission- Slack- N/A
Public Service Parks- Herman-"Caps to Benches" from scout pack 408 at the American Legion on December 6th.
Public Utilities- Gerwin- nothing
Recreational Committee – Met to review committee for each sport.
Tree Committee-Johnson- Tree Trimming Class

Individual Council Member Report:

Slack- N/A
Gerwin-
Herman- nothing
Johnson- nothing
Kirwen- nothing
Castillo-Welcome to the new "Bears Den" Owners

Report of Officials:

Police Chief Dan Collins – December 1, 2022

November 2022	**November 2021**	**November 2020**
CFS – 314	291	215
Incident – 22	18	15
Arrest – 3	2	2
Citation – 5	2	1

32 – Traffic Stops
27 – Assist Other Agencies
2 – Mental/Disturbed
4 – Accidents
2 – Domestics
2 – Assault/Menacing/Disorderly Conduct
2 – Suicide/Attempts
1 – Abduction
1 – Theft
3 – JV Complaints

Will Not be at next Council meeting be on vacation

Had Meeting with School in November

Submitted the ARPA Grant due June 17th 2022. Got reply (November 25th) and had more Grant papers to fill out.

Done: 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. We already received the check in February.

Submitted NRA Grant for ammo for 2023

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. (Waiting for Approval)

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

Solicitor– Ruck- N/A

Residence- Open Forum/Comment: nothing

A motion to adjourn at 6:31 pm was made by Kirwen, seconded by Herman.
Roll Call: Herman-yes, Kirwen-yes, Slack-absent, Johnson-yes, Gerwin-yes, Castillo-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