



VILLAGE OF GIBSONBURG

Village Council Meeting – MINUTES

JANUARY 5, 2023

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, Castillo-here.

Kirwen made a motion for Gerwin to be President of Council for the 2023 year.

Slack made a motion to nominate Herman to be President of Council for the 2023 year.

First round of votes was a tie: 3 for Herman, 3 for Gerwin

Second round of votes was also a tie: 3 for Herman, 3 for Gerwin

Mayor appointed Herman as the President of Council for 2023.

After some discussion it was decided to delay the decision on the accepting the Council Rules until the next meeting.

Recognition of Visitors/Special Reports for council meeting.

Marc Glotzbecker- Administrator, Jeff Holcomb- Fiscal Officer, Dan Collins – Police Chief.

Review and Approval of Minutes of Previous Council Meeting:

A motion was made by Herman to approve December 15, 2022 Regular Council Meeting Minutes as written, seconded by Slack.

Roll Call: Herman-yes, Kirwen-yes, Slack-yes, 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 Slack.

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

Motion Passed.

Old Business: None

New Business:

1. ORDINANCE #1-2023

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 #1-2023 by Herman, seconded by Kirwen.

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

Motion Passed.

A motion to adopt Ordinance #1-2023 by Johnson, seconded by Herman.

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

Motion Passed.

Mayor's Report:

- Welcome to New Year 2023
- Lots of good things planned for the year
- Township Joint meeting 1/18/2023

Slack made a motion to move the January 19, 2023 Council Meeting to January 18 to combine it with the Joint Twp yearly meeting, seconded by Kirwen.

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

Motion Passed.

Administrator's Report:

- **The Wall That Heals-** The Wall That Heals will be available to the public 24 hours a day from August 31st to September 3rd. We are finalizing the process of putting together a small committee and have started weekly Zoom calls with the Vietnam Veterans Memorial Fund.

- **Ohio EPA Equipment Grant-** We have submitted a grant to the Ohio EPA in the amount of \$8,830.00 for the purpose of obtaining a Leak Detector, Magnetic Pipe Locator, Pipe and Cable Locator and Pressure and Temp Logger. The grant request also included funds to send two staff members to an Ohio Rural Water Leak Detection Class. The equipment will be a great addition as it will aid us in locating leaks that have yet to surface.
- **Fifth Third Bank-** Fifth Third Bank is in receipt of the signed agreement and continues to work on the design for the ATM Kiosk on N. Main Street. We are under the assumption that the completion date will be towards the end of the coming spring.
- **Holiday Decorations-** Decorations are being taken down and stored away.
- **ODNR Step Outside Grants-** Both grant applications (Fishing Derby and Fishing Clinic) have been completed and submitted to the ODNR for funding consideration.
- **EPA Compost Facility Report-** Annual Compost Report has been completed and submitted to the Ohio EPA in advance of their deadline.
- **County Auditors Zoning Reports-** All reports have been completed and forwarded to the county in advance of their deadline.
- **EPA Water Accountability Report-** Attached is our Water Accountability Report for 2022 that has been forwarded to the Ohio EPA. It shows improvement on identifying leaks and loss of water, but we're still working hard to improve. New implementations like meter reading software, new meters, GIS ARC Systems and leak detection equipment will on serve to continue to improve our efforts.
- **Sandusky County Park District Grant-** As detailed by email, we have been awarded @\$5,000.00 from the Local Park Capital Improvement Grant Program for use with the replacement of the basketball equipment at Central Park. It will be the same equipment that was purchased a few years ago for Williams Park.
- **State Auditor Hinkle Report-** We are working on the filing the annual financial with the State Auditor for the Gibsonburg EDC but are awaiting a response from them on some questions/issues that we are having with the filing.
- **2023 Events-** 2023 listing of special events has been put out to the community and a copy is attached with your report.
- **Holiday Storm Recap-** No major issues from the storm right before Christmas. Crews were as prepared as possible and worked until the job was done on both days. Some frozen and burst pipes in the community, but no other major issues of note from the two days. As always, thanks to Paul, Rob, Matt, Brad and Dana for their efforts and we appreciate the patience of the community as we dealt with the storm.
- **Ohio BWC Report-** BWC report has been completed and submitted to them in advance of their deadline.
- **Street Sweeper-** The Street Sweeper has been sold on Gov Deals to Central Ohio Recycling and Salvage (Bucyrus) for \$1,125.00. We are making arrangements with them for the pickup of the sweeper.
- **Transportation Alternatives Program (TAP Grant)-** We continue to work on the application revision with Poggemeyer and are working on obtaining letters of support to attach with the application. There will be legislation at the next meeting that we will ask to be passed in an emergency so that we can meet the application deadline.

- **Capital Budget/Logyard Funds-** We continue to work on the site improvements that need to be made prior to the design of the area being finalized. Capital Funds will be available to us in the spring of 2023 as well as the Natureworks Grant Funds,
- **E. Yeasting Street/Rodriguez Street Project** – Poggemeyer continues to work on the design of the project.
- **S Patterson Street Project** – We will be meeting with Feller and Finch again soon to review and finalize the design and set a bid date.
- **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.
- **MLK Holiday-** As a reminder, Town Hall will be closed on Monday, January 16th in observance of Martin Luther King Jr Day. Trash pickup will continue as regularly scheduled.

Fiscal Officer’s Report: 01/05/2023

The following is preliminary year end info, until the final year-end report is completed and sent to the Auditor of State.

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

- a. Total Cash Balance all funds: \$2,515,944.76
- b. Total Investment balances \$2,377,323.49
- c. Available Primary checking: \$ 138,421.27
- d. Petty cash secondary checking: \$ 200.00
- e. Interest recorded in November: \$ 4,005.16 (YTD: \$11,234.55) ***
- 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 December 31, 2022, Financial Reports, seconded by Kirwen.

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

Motion Passed.

A motion was made by Slack to approve reallocation of appropriations for December, 2022, seconded by Herman.

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

Motion Passed.

A motion was made by Gerwin to approve the attached list of Purchase Orders and Blanket Certificates for 2023, seconded by Herman.

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

Motion Passed.

Ordinance 01-2023 authorizes RITA to file litigation, negotiate abatements, use collection agents, and deduct costs from the Village distributions in the process of collecting delinquent municipal income taxes.

Municipal income tax revenue up \$124,267.00 YTD 2022 vs 2021 YTD. (Cost of collections is down by \$17,916.27).

General Fund up \$83,616.57 YEAR OVER YEAR with a balance of \$835,346.00.

Committee Reports:

Economic Development-Kirwen- nothing

Finance- Gerwin-nothing

Joint Cemetery Board-Slack- met Tuesday

Planning Commission- Slack- nothing

Public Service Parks- Herman- Will meet in February

Public Utilities- Gerwin-Will be scheduling a meeting soon.

Recreational Committee – Castillo – First fundraiser made \$500.00. Baseball Registration closes 1/14/23

Tree Committee-Johnson- nothing

Individual Council Member Report:

Slack-nothing

Gerwin- Community Calendar

Herman- Thank you to Village crews for cleaning the streets and alleys

Johnson- Glad everyone stayed safe over the holidays.

Kirwen- Thank you to Village crews for cleaning the streets and alleys.

Castillo- Thank you to Village crews for cleaning the streets and alleys.

Report of Officials:

Police Chief Dan Collins –

Dec. 2022	Dec. 2021	Dec. 2020
CFS – 289	294	211
Incident - 14	15	20
Arrest – 1	5	2
Citation – 6	5	5

50 – Traffic Stops

27 – Assist Other Agencies

1 – Mental/Disturbed

2 – Accidents

3 – Domestic

2 – Assault/Menacing/Disorderly Conduct

1 – Sexual Assault

- 2 – Theft/B&E
- 3 – JV Complaints

Part time - Brett Foos resigned in December

Want to thank the person who wish to be anonymous for donating (\$1,000.00) Money to the Police Department.

Applied for PEP Grant (1-3-2023 - \$1,000.00)

Submitted for new federal grant for body cameras and I.T. for 2023 Submitted the ARPA Grant due June 17th 2022. Going to be awarded (\$9,908.75)

Submitted the ARPA Grant due June 17th 2022. Got reply (November 25th) and had more Grant papers to fill out. (\$22,404.56)

Submitted NRA Grant for ammo for 2023, Waiting to see if we get it, Be sometime in February or March. (\$3,822.00)

Residence- Open Forum/Comment: nothing

A motion to adjourn at 6:34 pm was made by Kirwen, seconded by Johnson.

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

Motion Passed.

Respectfully submitted,

Jeff Holcomb
Fiscal Officer Village of Gibsonburg

Steve Fought
Mayor Village of Gibsonburg