



VILLAGE OF GIBSONBURG

Village Council Meeting – MINUTES

JANUARY 18, 2023

6:00 pm

MEETING ROOM – 526 N. WEBSTER ST.

Call to order: Mayor Fought at 6:00 pm

Meeting via Facebook Live also.

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

Gerwin made a motion to accept the Council Rules for 2023 seconded by Slack.

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

Motion Passed.

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 January 5, 2023 Regular Council Meeting Minutes as written, seconded by Castillo.

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 Kirwen.

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

Motion Passed.

Old Business: None

New Business:

1. RESOLUTION NO. 2-2023

A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO SUBMIT TO THE OHIO DEPARTMENT OF TRANSPORTATION ALTERNATIVE PROGRAM GRANT AN APPLICATION FOR FUNDING ASSISTANCE FOR THE GIBSONBURG DOWNTOWN IMPROVEMENT PROJECT, (EMERGENCY)

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #2-2023 by Johnson, seconded by Herman.

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

Motion Passed.

A motion to adopt Resolution #2-2023 by Kirwen, seconded by Johnson.

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

Motion Passed.

2. RESOLUTION NO. 3-2023

A RESOLUTION AUTHORIZING THE MAYOR AND/OR ADMINISTRATOR TO APPLY FOR AND ACCEPT A GRANT FROM THE OTTAWA, SANDUSKY, SENECA COUNTY JOINT SOLID WASTE MANAGEMENT DISTRICT AND (EMERGENCY)

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #3-2023 by Kirwen, seconded by Herman.

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

Motion Passed.

A motion to adopt Resolution #3-2023 by Johnson, seconded by Herman.

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

Motion Passed.

Mayor's Report: nothing

Administrator's Report:

- **The Wall That Heals-** We have one more Zoom Meeting with the people in DC and then we will be able to have a committee meeting and start our planning process. Again, The Wall That Heals will be available to the public 24 hours a day from August 31st to September 3rd.
- **Fifth Third Bank ATM-** Agreement has been signed and returned and Fifth Third would like to begin surveying the area next month for the ATM machine.
- **OSS Solid Waste Grant-** On the Agenda tonight is a Resolution to apply for grant funding for the purpose of purchasing recycled plastic benches, like what we purchased a few years ago for the downtown area. These benches would be placed in Williams Park. We're asking for the Resolution to be passed in an emergency in order to meet the January 31st grant deadline.
- **Sandusky County Park District Grant-** We have received the funds associated with the grant and have placed the order for the new basketball equipment for Central Park.
- **US Census Boundary Survey-** We are in the process of completing the annual survey required by the US Census Bureau.
- **Water/Wastewater Infrastructure Grant Reporting-** For the grant received from the State of Ohio for the S. Patterson Street Waterline Project, we are now required to complete a quarterly report and submit it to the state. This will need to be done until the project has been completed and the funds have been expended.
- **Port Authority Seat-** There will be a vacant seat on the Port Authority Board at the end of 2023. Ideally, they would like an individual from Gibsonburg to serve in this role. If you know of anyone who may be a good fit, please let us know.
- **State Auditor Hinkle Report-** All questions that we had have been answered and the annual report for the Gibsonburg EDC has been filed.
- **Street Sweeper-** Central Ohio Recycling and Salvage (Bucyrus) has transferred funds for \$1,125.00 and we are waiting on scheduling the pickup of the machine.
- **Transportation Alternatives Program (TAP Grant)-** The application revision has been completed and we are waiting on two more letters of support and then we can submit the grant application. The Resolution on the agenda for tonight is being asked to be passed in an emergency so that we can meet the submittal 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,
- **S Patterson Street Project –** We will be meeting with Feller and Finch in two weeks to review and finalize the design and set the bid date for the project. Once this has been done, we will reach out to the residents in the area.
- **Drinking Water Contingency Plan-** The Contingency Plan has been fully updated and is in the process of being copied and distributed to the locations it needs to be at (Town Hall, PD, Water Dept and WWTP) as well as the Ohio EPA. Credit to Brad Hershey for taking on the project.
- **TMACOG Annual Meeting-** I'll be at the Annual Meeting this coming Friday morning in Perrysburg.
- **Grady Brecheisen Picture-** Some of you may have seen online the picture that Grady painted of the elevator and water tower. We were able to purchase a painting from Grady and have it framed. Our intentions are to hang it in Town Hall.

Fiscal Officer's Report:

All year end Fund balances remain the same as previously reported to Council members and the mayor.

Final Year End reports for 2022 were sent electronically (Hinkle System) to the State Auditor's office on January 13th, with confirmation receipt dated January 17th. The Auditor's office has been authorized to provide all year end information to ohiocheckbook.com. Ohiocheckbook.com is available to the public, which usually satisfies many public information requests.

A few highlights for 2022:

RITA handled all municipal income tax processing for a full year, with the highest tax revenue (\$758,843.36) and lowest cost (\$23,304.66) of any previous year.

General Fund increased \$83,616.57 over previous year – highest year-end balance ever with a total of \$835,346.00 on hand as of December 31, 2022.

Saved \$13,325.00 in audit fees compared to 2020 due to qualification of an AUP (Agreed Upon Procedures) audit. Qualification was due to having a clean 2020 audit. We should still qualify for the AUP audit again in 2024.

Approximate Grants received during 2022 total \$202,670.00. Thank you to Marc for all of his work to bring these to fruition.

Currently in process of opening an account with STAR Ohio. Daily yield currently at 4.26%. Will transfer funds from Union Bank and Old Fort Bank in approximate amount of \$1.5M. Also, may deposit \$500,000 into an 11-month CD with Union Bank, with a current rate of 4.33%.

Gerwin made a motion to approve above investments, seconded by Herman.

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

Motion Passed.

Committee Reports:

Economic Development-Kirwen- nothing

Finance- Gerwin- Meeting 25th at 1:00 PM

Joint Cemetery Board-Slack- Meeting 2/9/23 at 7:00 PM

Planning Commission- Slack- working on the DORA Plan.

Public Service Parks- Herman- nothing

Public Utilities- Gerwin- Work session Feb. 9th at 6:00 PM

Recreational Committee – Castillo - Baseball registration closed, 117 registrations. Softball open registrations started.

Tree Committee-Johnson- nothing

Individual Council Member Report:

Slack- nothing

Gerwin-Need to schedule a Logyard meeting

Herman- Thanks to Marc for the grants

Johnson- nothing

Kirwen- nothing

Castillo- nothing

Report of Officials:

Police Chief Dan Collins –

2022 Year End Activity Totals

Total Calls for Service: **3422** (2021 Total: 3195)

CFS Type	Total	CFS Type	Total
Unattended Death	4	Records Request	55
Suicide Attempt	3	Fingerprints	7
Assault	12	Public Relations	6
Harassment	16	Paper Service	34
Breaking & Entering/Burglary	4	Court Appearance	7
Theft	18	School / Daily Checks	154
Fraud	15	Zoning Violation	2
Property Damage	11	Juvenile Complaint	61
Drugs / Controlled Substance	2	School Security Detail	64
Child Abuse – Neglect	3	Dumping / Littering	2
Protection Order	12	Fire Complaint	3
Domestic Violence	21	Background Investigation	22
Probation/Parole Violation	1	Funeral Escort	4
Person w/ gun-Shots Fired	3	Keep the Peace/Stand-by	12
Reckless Operation	10	Overdoses	2
Parking Violations	30	Parade Permits/Other Permits	16
Traffic Stops/Warnings/Cit.	335	Disturbance	6
Motor Vehicle Accident	26	Juvenile (Truancy/Curfew/Unruly/Delinquent)	72
Patrol School Zone	269	Assist Citizen	46
Animal Complaint	35	Parade	4
Dog Bite	1	Civil Problem	20
Family Fights	8	Drug Take-Back	42
Neighborhood Dispute	11	Welfare Check	57
Noise Disturbance	25	Suspicious Person/Vehicle/Incident	59
Custody Dispute	18	Abandoned Vehicle	1
Mental Person	26	Extra Patrol	19
Unwanted Person	5	Security Checks	1231
Fight	3	Unlock Vehicle	50
Assist Sheriff Dept.	45	Hazard in Street	4

Assist OSP	11	Trespass	3
Assist Woodville Police	55	Criminal Mischief	4
Assist Park Rangers	8	Sex Crimes/Rape	4
Assist Other Police	6	Disorderly / Intoxication	14
Assist Fire Dept.	18	Menacing	6
Assist EMS	119	Open Door	5
Assist Court / Prosecutor	1	Warrants	3
Assist Village Maint. Dept.	14	Traffic Control	19
Assist Other State Agency	4	Alarms	24
Property (Lost/Found/Returned)	46	911 Hangup	16
Missing Person	7	Misc. Other CFS	9

Total Incident Reports: **241** (2021 Total: 223)

Total Arrest: **49** (2021 Total: 61) (12 Felony Charges – 27 Misd. Charges)

Offense	Total	Offense	Total
Assault	6	Warrant	3
Menacing	1	Weapon Charge	2
Abduction	1	Fleeing / Failure to Comply	1
Criminal Damage/Mischief	2	Protection Order Violation	3
Breaking & Entering/Burg.	2	Curfew for Minors	2
Trespass	2	Disorderly Conduct	8
Theft	2	Drug Charges	2
Domestic Violence	5	Other Offenses	7

Total Citations: **55** (2021 Total: 62)

Violations	Total	Violations	Total
Speed	17	OVI	2
Parking	12	Juvenile Traffic Offender	2
DUS	4	Other Violations	18

Hire Frank Sirse PT

Had Meeting with Gibsonburg Schools about School Resource Officer

Had Meeting with Sheriff on CAD demo last week

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:

Low water pressure questions

A motion to adjourn at 6:48 pm was made by Kirwen, seconded by Slack.

Roll Call: Herman-yes, 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