



VILLAGE OF GIBSONBURG

Village Council Meeting – MINUTES

February 2, 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.

Recognition of Visitors/Special Reports for council meeting.

Becky Montgomery, Dr. Bob Falkenstein and Sonia Herman from the Gibsonburg Schools to review School Resource Officer (SRO) position needs.

Review and Approval of Minutes of Previous Council Meeting:

A motion was made by Herman to approve January 18, 2023 Regular Council Meeting Minutes as written, seconded by Johnson.

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 Slack, seconded by Gerwin.

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

Motion Passed.

Old Business: None

New Business:

1. ORDINANCE #2-2023

AN ORDINANCE EMPLOYING FRANK SIRSE AS A PART-TIME POLICE OFFICER WITHIN THE GIBSONBURG POLICE DEPARTMENT. (EMERGENCY)

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

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

Motion Passed.

Mayor's Report:

- Homecoming June 21 – 24, Need Volunteers.
- Thank you to Business community for support of the Rec Dept. Sponsorship is tremendous. Small Town Pride is Evident!

Administrator's Report:

- **The Wall That Heals-** Final Zoom Meeting with the people in DC was held last week and we are working on getting a committee meeting scheduled very soon. There will be a volunteer website established soon where those interested in helping with the visit can sign up for dates, times and tasks. Again, The Wall That Heals will be available to the public 24 hours a day from August 31st to September 3rd. Our partners are: Sandusky County Commissioners, Sandusky County Visitor's Bureau, Gibsonburg School District, Sandusky County Communities Foundation, American Legion and VFW.
- **Fifth Third Bank ATM-** Fifth Third is in the design phase of the project and it appears to be moving along according to their schedule.
- **Water Issue-** We had a unique water issue on Friday, January 20th on Ludwig where the break was located directly under a tree in the boulevard. To safely fix the issue, the tree had to be removed. Credit to the staff for doing all that they did to take care of the issue.
- **Winter Storm-** Last week's storm was uneventful as far as storms go, but the staff were ready as always and took care of things.
- **OSS Solid Waste Grant-** Grant has been written and delivered to the Solid Waste District for consideration. Again, the application is for @\$5,000.00 in 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.
- **Sandusky County Park District Grant-** The new basketball equipment for Central Park was ordered and delivered late last week. It will go up at some point early this spring.

- **US Census Boundary Survey-** The annual survey required by the US Census Bureau has been completed and submitted. This year the survey included the newly annexed areas on E. Yeasting Street and Rodriguez Street.
- **Water/Wastewater Infrastructure Grant-** For the S. Patterson Street Waterline Grant, it is possible that we are eligible for additional funds for the project. We are in the process now of trying to find out more information about submitting information for additional funding.
- **Sandusky County Habitat for Humanity-** As detailed in an email sent to all of you, they will be building a house on W. Madison (corner of W Madison and Brubaker) on a vacant lot that has been gifted to them. There are three other Habitat Houses in the community, but this will be the first complete build for them here. We have met with them and given them all of the information they need to plan.
- **Port Authority Seat-** While we thought we had this solved last week; we were given some bad information regarding a current elected official being able to serve on the board and are still looking for an individual to fill the seat on the Port Authority Board.
- **Transportation Alternatives Program (TAP Grant)-** The application has been submitted and received by ODOT. The final number was just over \$1,200,000.00 from ODOT for assistance with Downtown Revitalization. It will be late spring again until we hear any word from them.
- **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. Natureworks contract has been fully executed with ODNR and we can draw on those funds when ready.
- **S Patterson Street Project –** Meeting with Feller and Finch next Wednesday to review and finalize the design and set the bid date for the project. We will reach out to the residents in the area by the end of February to discuss the project with them.
- **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.
- **EDC Annual Meeting-** The annual EDC Meeting is scheduled for Thursday, February 23rd from 7:30am to 9:30am at the Neeley Center. Please let us know by Wednesday, February 8th if you plan to attend so that we can make the arrangements.

Fiscal Officer's Report: 02/02/2023

Balance in all Funds from Cash Summary Report as of **January 31, 2023:**

- a. Total Cash Balance all funds: \$2,604,629.20
- b. Total Investment balances \$2,381,818.56
- c. Available Primary checking: \$ 222,610.64
- d. Petty cash secondary checking: \$ 200.00
- e. Interest recorded in January: \$ 4,495.07 (YTD: \$4,495.07)
- 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 January 31, 2023, 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 Johnson to approve reallocation of appropriations for January, 2023, seconded by Castillo.

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

Motion Passed.

Municipal income tax revenue up \$22,951.12 YTD 2023 vs 2022 YTD.

General Fund up \$100,305.54 YEAR OVER YEAR with a balance of \$841,910.85.

All W-2s and 1099's has been provided to each individual and business, and all information has been filed, as required, to the IRS, Social Security, State and School, Cities / Villages, ODJFS, OPERS, OP&F, and BWC.

Committee Reports:

Economic Development-Kirwen- Discussed Business on C RD. 85

Finance- Gerwin- Will meet 2/9/23 at work session 5:30 pm.

Joint Cemetery Board-Slack- Will meet 2/9/23 after the work session

Planning Commission- Slack- Nothing

Public Service Parks- Herman- park committee meeting on the February 9th work session

Public Utilities- Gerwin- Will meet at work session 2/9/23 at 5:30 pm

Recreational Committee – Castillo – Softball Registration due 3/10/23

Tree Committee-Johnson- nothing

Individual Council Member Report:

Slack- nothing

Gerwin- nothing

Herman- nothing

Johnson- Loud Boom

Kirwen- Log Yard Standing? Will need committee meeting set up.

Castillo-

Report of Officials:

Police Chief Dan Collins

Jan. 2023

CFS – 315

Jan. 2022

245

Jan. 2021

197

Incident - 22	12	6
Arrest – 2	2	2
Citation – 3	3	3

- 29 – Traffic Stops
- 21 – Assist Other Agencies
- 2 – Mental/Disturbed
- 3 – Accidents
- 2 – Domestic
- 2 – Assault/Menacing/Disorderly Conduct
- 1 – OVI
- 1 – Theft
- 10 – JV Complaints

Had CPR Recert done at Fire station on 1-24-23 full time

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). Had more grant papers to do and sent back in.

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)

Applied for body armor grant for new hire.

Residence- Open Forum/Comment: none

A motion to adjourn at 6:23 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