



VILLAGE OF GIBSONBURG

Village Council Meeting – MINUTES

April 4, 2023

6:00 pm

MEETING ROOM – 526 N. WEBSTER ST.

Call to order: President of Council Herman 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-absent, Gerwin-here, Castillo-here.

Kirwen nominated Gerwin to be President Pro-Tempe for tonight's meeting, seconded by Slack.

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

Motion Passed.

Slack made a motion to excuse Dave Johnson from tonight's meeting, seconded by Kirwen.

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

Review and Approval of Minutes of Previous Council Meeting:

A motion was made by Gerwin to approve March 16, 2023 Regular Council Meeting Minutes as written, seconded by Castillo.

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

Motion Passed.

Old Business:

1. RESOLUTION NO. 3-2023

A RESOLUTION TO ADOPT THE SOLID WASTE MANAGEMENT PLAN FOR THE OTTAWA-SANDUSKY-SENECA JOINT SOLID WASTE DISTRICT (SECOND READING)

2. RESOLUTION #4 – 2023

A RESOLUTION AMENDING SECTION NINE OF THE REFUSE AND GARBAGE PICKUP AGREEMENT WITH CYCLONE SERVICES. (SECOND READING)

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #4-2023 by Kirwen, seconded by Slack.

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

Motion Passed.

A motion to adopt Resolution #4-2023 by Slack, seconded by Castillo.

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

Motion Passed.

New Business:

1. RESOLUTION 5-2023

A RESOLUTION AUTHORIZING PARTICIPATION IN THE OHIO DEPARTMENT OF TRANSPORTATION'S COOPERATIVE PURCHASING PROGRAM. (EMERGENCY)

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #5-2023 by Slack, seconded by Kirwen.

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

Motion Passed.

A motion to adopt Resolution #5-2023 by Castillo, seconded by Slack.

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

Motion Passed.

2. RESOLUTION 6-2023

A RESOLUTION AUTHORIZING THE MAYOR AND/OR VILLAGE ADMINISTRATOR TO PARTICIPATE IN THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT) WINTER CONTRACT (23-24) FOR ROAD SALT. (EMERGENCY)

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #6-2023 by Kirwen, seconded by Gerwin.

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

Motion Passed.

A motion to adopt Resolution #6-2023 by Slack, seconded by Castillo.

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

Motion Passed.

Mayor's Report: Absent

Administrator's Report:

- **The Wall That Heals-** Work continues on the planning of the event. The Village Website has new information on in related to the visit here, planning for the escort to bring it into town has begun and the first set of Challenge Coins are on sale. A Volunteer Registration Website is now active for the event and can be accessed through the link provided on the social media posts. The Wall That Heals will be available to the public 24 hours a day from August 31st to September 3rd.
- **Cyclone Totes/Contract Amendment-** The Cyclone Contract has been amended to include the exact language that has been discussed, posted online and mailed out. Cyclone will notify us when they plan to start delivering the totes and we will get the information out to the community at that time. We will again highlight all of the points that have already been put out regarding the process. *As a reminder, on Utility Bills, the charge for "Trash Services" is: \$22.00. \$19.00 of that goes directly to Cyclone for their services. The other \$3.00 goes towards the purchase of lawn and leaf bags, Street Sweeping, Compost Site, Printing of Bills, Postage and Bulk Trash Drop Off Days.*
- **Water Consumer Confidence Report-** Our draft report is complete and sent to the EPA for review and comment before it is published as a final report. Because the EPA has changed the rules and we are no longer required to mail the report out, we've revised how it looks and will be posting it online as well as making it available at a number of places.
- **Annual Combined Sewer Overflow (CSO) Report-** The report has been prepared and sent to the Ohio EPA in advance of the deadline.
- **OSS Solid Waste District Resolution-** We've gone through the document since the last meeting and haven't found anything of note in it.
- **ODOT Salt Contract-** On tonight's Agenda is the Resolution for participation in the ODOT Contract for the Purchase of Road Salt for 2023/2024. We are asking that it be

passed in an emergency so that we can meet the submission deadline of May 1, 2023. This year, we used 50 tons of the 75 tons requested.

- **ODOT Cooperative Purchasing Program-** As detailed by email last week, we have been working on the Logyard. Step 1 will be the reconfiguration of it, removing bump outs, curbs, replacing catch basins, replacing curbs and paving. M&B has provided a cost as well as a timeline. The timeline is set in that they will do the work late May/early June. The cost came in over the bid threshold and there really isn't a way to split the project up into two separate projects that would each be under the threshold. The fix to this is to submit the M & B portion of the project to ODOT for participation in their 101G-24 Contract, which allows for municipalities to participate in blanket contracts that ODOT has with businesses throughout the state for the purchase of machinery, material, supplies or other things. M & B is an approved contractor under the 101G-24 Contract. It's a one-time request and the Village would assume all responsibility for paying M&B, etc..... We're asking for it to be passed in an emergency so that we can get everything to ODOT asap and obtain approval to use the 101G-24 Contract and not delay anything with M&B. M&B is aware that we are pursuing this route so they are holding our spot on the calendar.
- **Alley Rehab-** B Hillz completed the first section of the alley rehab program.
- **National Flood Insurance Program-** ODNR hosted a webinar last week for communities who would like to learn more about joining the National Flood Insurance Program. The program is a federal program that enables residents of participating communities to be eligible to purchase flood insurance as financial protection against flood losses. More information to come.
- **Compost Site Grinding-** Grinding and hauling has been completed and the Compost Site is open for Residents to use.
- **Summer Help-** We are currently accepting applications for Summer Help positions. Applications can be picked up at Town Hall and are due back by 4:00pm on April 5th.
- **SR 600 Closure-** As a reminder, ODOT has closed SR 600 at the CR 32 intersection on April 3, 2023, for 30 days as they will be replacing the box culvert under SR 600. Detour will be: CR 85 to SR 300 and CR 65 to SR 300. We have notified EMA, EMS, GVFD and GPD of this.
- **Fifth Third Bank ATM-** No new update at this time as Fifth Third Bank continues with the design phase of the project.
- **Personnel Manual-** We continue to work with Solicitor Ruck and his office on updating the document for the staff.
- **SLFRF Reporting-** We are working on the mandatory reporting associated with the American Rescue Plan Act funds received and to be spent by December 31, 2024. Report is due to the Department of Treasury by April 30th.
- **ODOT Safety Study-** LJB Engineering presented the draft report last week for the Safety Study on SR 600 and SR 300. Comments were taken from both the Village and ODOT and LJB will have another draft available for everyone to review in May, with the final report done in June. Again, the study is geared towards pedestrian safety and it is being fully funded by ODOT. The end result will be a grant package submitted to ODOT to finance any shortcomings that are found in the study (crosswalks, sidewalks, traffic signals, etc....).

- **E. Yeasting Street/Rodriguez Street Project-** The neighborhood meeting for the residents in the work was held at Town Hall on Thursday, March 23rd at 6:30pm. At each of your places is the information presented. It was also hand delivered to all residents in the neighborhood. We are still on target for the bid documents to be out soon and the project to begin this summer. We will hold another resident meeting once the bid has been awarded.
- **S Patterson Street Project** – Feller and Finch have sent back revised plans and staff are reviewing them now and making any needed comments.
- **Town Hall-** As a reminder, Town Hall will be closed on Friday, April 7th in observance of Good Friday.

Fiscal Officer’s Report: 04/04/23

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

- a. Total Cash Balance all funds: \$2,737,167.01
- b. Total Investment balances \$2,489,141.09
- c. Available Primary checking: \$ 247,825.92
- d. Petty cash secondary checking: \$200.00
- e. Interest recorded in March: \$ 7,214.31 (YTD: \$18,135.42)
- 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 Slack that council members have received the March 31, 2023, Financial Reports, seconded by Kirwen.

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

Motion Passed.

A motion was made by Kirwen to approve reallocation of appropriations for March, 2023, seconded by Gerwin.

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

Motion Passed.

Municipal income tax revenue up \$19,688.18 YTD 2023 vs 2022 YTD.

General Fund up \$75,577.95 YEAR OVER YEAR with a balance of \$907,838.40.

Recreation Department has received over \$20,000 in donations YTD from local business

Silverrock 51 permits sold so far

Committee Reports:

Economic Development-Kirwen- A few inquiries for CR 85 site. Open House 4/22/23 for cabinet Shop by CVS.

Finance- Gerwin-Nothing Scheduled

Joint Cemetery Board-Slack- Meet 4/8/23 at 10 am for Spring Cleanup.

Planning Commission- Slack- will be setting up a meeting soon.

Public Service Parks- Herman- Lighting will be updated soon in central park, internet in Williams Park is getting closer to being online, park cleanup day will be 4/15/23 at 10am starting at Williams park weather permitting.

Public Utilities- Gerwin- will schedule meeting later

Recreational Committee – Castillo – Baseball & softball ready to start in late May. Opening concessions stands in parks this year.

Tree Committee-Johnson- N/A

Individual Council Member Report:

Slack-nothing

Gerwin- nothing

Herman- Portable bathrooms in the Parks are there for convenience, if they continue to be abused by horseplay from children they will be removed. Compost pile was cleaned up nicely, please pay attention to the signs provided in where certain compost goes now in its new locations, no more items to be dropped off in the center of site. There continues to be unauthorized parking at the well fields on Smith Street during soccer games. Again, THERE IS NO PARKING ON GRASS OR ON ACCESS ROAD. The village is being nice enough to allow the games to be played on the property, please respect the village and EPA rules, the privilege at that location can be taken away if this continues.

Johnson- N/A

Kirwen- Happy Easter.

Castillo- Happy Easter.

Report of Officials:

Police Chief Dan

March 2023	March 2022	March 2021
CFS – 285	306	262
Incident – 25	29	15
Arrest – 4	5	3
Citation – 5	4	6

18 – Traffic Stops

21 – Assist Other Agencies

1 – Mental/Disturbed

4 – Accidents

3 – Domestic

2 – Assault/Menacing/Disorderly Conduct

- 1 – Child Abuse
- 4 – JV Complaints
- 1 – Suicide
- 1 – Drug Possession
- 1 - Rape

Approved (2-09-23). Submitted for new federal grant for body cameras and I.T. for 2023
Submitted the BWC Grant due June 17th 2022. awarded (\$9,888.00). Waiting for additional papers
to do.

Approved NRA Grant for ammo for 2023, Received Check#014547 (\$2,180.00)

Submitted Ohio body armor grant for New Hire (\$874.49)75%-25% (\$291.50) Should be getting
check

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

Submitted the ARPA Grant due June 17th 2022. Got reply (March 14th) and had more Grant papers
to fill out.

Residence- Open Forum/Comment: none

A motion to adjourn at 6:24 pm was made by Slack, seconded by Gerwin.

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

Motion Passed.

Respectfully submitted,

Jeff Holcomb
Fiscal Officer Village of Gibsonburg

Steve Fought
Mayor Village of Gibsonburg