



VILLAGE OF GIBSONBURG

Village Council Meeting – MINUTES

May 4, 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.

Jeff Holcomb – Fiscal Officer, Dan Collins – Police Chief

Review and Approval of Minutes of Previous Council Meeting:

A motion was made by Slack to approve April 20, 2023 Regular Council Meeting Minutes as written, seconded by Herman.

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 Herman.

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

Motion Passed.

Old Business: None

New Business:

1. Arbor Day Proclamation

Mayor's Report:

- Summer activities have started please be careful and slow down.

Administrator's Report:

- **The Wall That Heals-** Work continues on the planning of the event. The Village Website has new information on it related to the visit here, planning for the escort to bring it into town has been completed, volunteer signups are underway, and both sets 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 and the Village website. The Wall That Heals will be available to the public 24 hours a day from August 31st to September 3rd.
- **Cyclone Totes-** Totes have been delivered to all addresses in the Village. Smaller totes for Older/Disabled Residents have been ordered and will be delivered as soon as they arrive. For the most part the process has been working fine. We do need to remind the community that the Cyclone Tote and one (1) 33 gallon can or 33-gallon bag are what is permitted to be put out curbside weekly. Anything over that limit will have an assessment on their utility bill for the extra being placed out without contacting Town Hall first.
- **Hydrant Flushing-** Hydrant flushing continues throughout the Village. Again, residents are reminded that the process is important as regular fire hydrant testing ensures the ability to provide water at an acceptable pressure and flow rate for public health and firefighting operations. Should they encounter "rust" colored water or low pressure, please allow a faucet in your house to run for a short period of time and the issues should resolve themselves.
- **Speed Bumps-** Speed Bumps will all be installed soon in the areas around the parks. We did order new Speed Bumps for the areas around the parks.
- **Kayak/Canoe Rental-** As detailed by email last week, we have an incredible opportunity to have a Kayak/Canoe Rental business at Silverrock. It's something that we have all spoken about numerous times but has always been a bit out of our abilities to manage on our own. In speaking at length with Mr. Ruck, since it would involve "leasing public land (similar to the Fifth Third ATM), we've followed the steps in ORC 721.03 and put out a

Public Notice stating that we are accepting RFPs for the opportunity. The public notice was advertised on April 29th and RFPs are due by 4:00pm on May 17th. We will hopefully have legislation before Council at the May 18th meeting to award the ability to rent equipment at Silverock beginning in June. Copy of the RFP is at each of your spots.

- **Silverock/Williams Stocking-** Fin Farm was in town last week and stocked both Silverock and Williams with Bluegill, Hybrid Bass and Perch.
- **Silverock/Williams Shoreline Control-** Fin Farm will be back in town soon to treat the shorelines at both Silverock and Williams for phragmites and algae.
- **Street Sweeping-** Street Sweeping is scheduled to begin on Monday, May 8th. Progressive Sweeping will do the entire town during the first trip and then will be scheduled as needed in the weeks to come.
- **Small City Grant-** We are in the process of completing a “Small City Grant,” sponsored by T Mobile that is designed to support projects in smaller towns that redevelop areas into positive community spaces. The maximum awarded is \$50,000.00 and we intend to submit the Logyard Project for consideration. Grant deadline is June 30th.
- **Backflow Prevention and Cross Connection Control Education-** In accordance with the Ohio EPA mandated rules, we will again be sending out an educational document to the community later this month that details Backflow Prevention and Cross Connection Control education for the residents. A copy is at each of your places tonight.
- **Logyard Project-** Work on the project continues with all islands and curbs removed and all asphalt being milled off. Catch basins will be installed soon as will stubs for electric into the park area. New asphalt will go down towards the end of the month and then the greenspace will be worked on including: walkways, benches, fencing and covered structure.
- **OSS Solid Waste District Grant-** The Village is the recipient of a grant in the amount of \$6,175.00 from the district to use towards the purchase an implantation of park benches made from recycled plastic lumber for the parks. We are in the process of submitting our materials to be reimbursed for the benches purchased.
- **Park Concession Stands-** Both the Williams Park and Central Park Concession Stands have been issued licenses to operate by the Health Department and have been cleaned and prepared to be used this summer.
- **Summer Help-** We’re proposing to bring on four gentlemen to assist with projects this summer: Sam Hansen, Sam McEwan, Grant Dawson and Spencer Waugaman. They are all Gibsonburg students and will be assisting with ballfield maintenance, mowing, weed eating, painting, watering, trash pickup, special events set up and takedown and any other projects that come up.
- **Tree City USA Awards-** The event is scheduled for May 9th in Wauseon. Dave and Deb Johnson are registered to attend on behalf of the Village.
- **SR 600 Closure-** As a reminder, the detour is still in effect: ODOT has closed SR 600 at the CR 32 intersection 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.
- **Fifth Third Bank ATM-** The construction drawings were released on their end for the full design, and we should see a permit for the project by the middle of this month. Once

everything is approved, we will have an accurate timeframe on the project, but we would assume that we should see construction starting soon.

- **Personnel Manual-** We continue to work with Solicitor Ruck and his office on updating the document for the staff.
- **ODOT Safety Study-** LJB Engineering continues to finalize their report for ODOT and the Village presented for the Safety Study on SR 600 and SR 300. 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-** Project Bid Documents are available this week. Bid Opening will be at Town Hall @ May 18th. The plan is still to have a Bid Award before Council at the June 1st Meeting.
- **S Patterson Street Project** – Final plans have been agreed upon by Feller and Finch and the staff. Once we have the bid award for the E. Yeasting St/Rodriguez St Project completed, we will then proceed with the S. Patterson Street Project. We still expect to have the bid process and award completed in July.

Fiscal Officer's Report 5/04/23

Balance in all Funds from Cash Summary Report as of **April 30, 2023:**

- a. Total Cash Balance all funds: \$2,786,997.95
- b. Total Investment balances \$2,501,278.88
- c. Available Primary checking: \$ 285,519.07
- d. Petty cash secondary checking: \$ 200.00
- e. Interest recorded in April: \$7,338.82 (YTD: \$25,474.24)
- 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 April 30, 2023, Financial Reports, seconded by Castillo.

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 April, 2023, seconded by Kirwen.

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

Motion Passed.

Municipal income tax revenue up \$29,512.28 YTD 2023 vs 2022 YTD. Year-to-date municipal

tax collection expenses are up \$1,215.22 compared to 2022, however YTD expenses are \$14,521.69 less than 2021.

General Fund up \$91,621.34 YEAR OVER YEAR with a balance of \$940,569.50.

Committee Reports:

Economic Development-Kirwen- Industrial Park inquiry

Finance- Gerwin- Meeting 5/18/23 5:30 pm

Joint Cemetery Board-Slack-Meeting cancelled, rescheduled 5/6/23 at 9 am.

Planning Commission- Slack- nothing

Public Service Parks- Herman- update on the internet

Public Utilities- Gerwin-nothing

Recreational Committee – Castillo – Baseball started 5/4/23, Softball starts 5/8/23.

Tree Committee-Johnson- 5/9/23 Tree City Ceremony, 5/21/23 Hiflicker ceremony

Individual Council Member Report:

Slack- nothing

Gerwin- nothing

Herman- nothing

Johnson- nothing

Kirwen- nothing

Castillo-Thank you to those who helped clean up the park.

Report of Officials:

Police Chief Dan 5/4/23

| April 2023 | April 2022 | April 2021 |
|-------------------|-------------------|-------------------|
| CFS – 268 | 289 | 271 |
| Incident - 12 | 17 | 16 |
| Arrest – 2 | 1 | 0 |
| Citation – 9 | 6 | 2 |

31 – Traffic Stops

19 – Assist Other Agencies

2 – Mental/Disturbed

3 – Accidents

1 – Domestic

2 – Assault/Menacing/Disorderly Conduct

1 – OVI

1 – Theft

10 – JV Complaints
2 – Suicide Attempts
1 – Underage Consumption

Sgt. Lahman and Officer Sirse finished SRO school

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.

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

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 6:20 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