



# VILLAGE OF GIBSONBURG

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## Village Council Meeting – MINUTES

June 1, 2023

6:00 pm

MEETING ROOM – 526 N. WEBSTER ST.

**Call to order:** Acting Mayor Jeff Herman at 6:00 pm

Pledge of Allegiance

Meeting via Facebook Live also.

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

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

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

**Motion Passed.**

**Kirwen made a motion to elect Johnson president pro-temp for tonight's meeting, seconded by Herman.**

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

**Motion Passed.**

## **Recognition of Visitors/Special Reports for council meeting.**

Dr Bob Falkenstein – Superintendent of Gibsonburg Schools spoke about the School Resource Officer (SRO). Start date of August 28, 2023

**Review and Approval of Minutes of Previous Council Meeting:**

**A motion was made by Kirwen to approve May 18, 2023 Regular Council Meeting Minutes as written, seconded by Castillo.**

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

**Motion Passed.**

**Old Business:** none

**New Business:**

**1. RESOLUTION #8 -2023**

A RESOLUTION APPROVING THE SCHOOL RESOURCE OFFICER (SRO) AGREEMENT WITH THE GIBSONBURG EXEMPTED LOCAL SCHOOL DISTRICT (EMERGENCY)

**A motion was made to suspend the rules, waive the 3 readings and pass as an emergency RESOLUTION #8-2023 by Kirwen, seconded by Castillo.**

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

**Motion Passed.**

**A motion to adopt RESOLUTION #8-2023 by Johnson, seconded by Gerwin.**

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

**Motion Passed.**

**2. RESOLUTION # 9 -2023**

AN RESOLUTION AUTHORIZING THE FISCAL OFFICER TO TRANSFER MONIES FROM THE GENERAL FUND TO THE ECONOMIC DEVELOPMENT FUND.

**(EMERGENCY)**

**A motion was made to suspend the rules, waive the 3 readings and pass as an emergency RESOLUTION #9-2023 by Herman, seconded by Kirwen.**

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

**Motion Passed.**

**A motion to adopt RESOLUTION #9-2023 by Kirwen, seconded by Gerwin.**

Roll Call: Herman-yes, Kirwen-yes, Slack-absent, Johnson-yes, 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 with all groups who are involved. The Village Website has 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 31<sup>st</sup> to September 3<sup>rd</sup>.
- **Cyclone Totes-** As a reminder to the community: 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 or obtaining a bulk item/extra trash tag.
- **Hydrant Flushing-** Hydrant flushing has been completed.
- **Speed Bumps-** All Speed Bumps are now on hand, and they will be installed soon.
- **Kayak/Canoe Rental-** WETSU Water Sports is in the process of setting up shop at Silverrock. The agreement has been approved by Solicitor Ruck and PEP and signed by both WETSU and the Village. We're looking forward to working with them to provide this great opportunity at Silverrock Park.
- **Silverrock/Williams Shoreline Control-** Fin Farm made the second application at both Williams Park and Silverrock Park.
- **Street Sweeping-** Street Sweeping is scheduled again for Monday, June 5<sup>th</sup>.
- **Small City Grant-** We have completed and submitted the T Mobile Small City Grant that is designed to support projects in smaller towns that redevelop areas into positive

community spaces. The maximum award is \$50,000.00 and we submitted the Logyard Project for consideration.

- **Logyard Project-** Catch Basins are being installed this week with utility poles also being removed by Toledo Edison. Once the Catch Basins are set, poles completely gone and area prepped, M&B will be on site to asphalt the area and work will resume on the green space portion.
- **Fifth Third Bank ATM-** Fifth Third has a tentative date of June 20<sup>th</sup> for construction to begin on the ATM Kiosk. We will update everyone as that date gets nearer.
- **ODOT Safety Study-** Please review the document emailed and provided at the last meeting and give any feedback that you may have by the end of next week so that we can forward it to LJB Engineering and ODOT. 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 project is advertised for bid with the bid opening taking place at Town Hall on the morning of June 9<sup>th</sup>. Geo-Sci has performed soil borings in the project area with approximately four test borings made at various locations to test soils in preparation for the project to begin.
- **S Patterson Street Waterline Project** – Feller and Finch have completed the design phase of the project and it will go out to bid mid-July with an early August bid opening date.
- **HB 168-** As detailed last week by email, we have been contacted by the state in regard to potential excess funds being available from HB 168 (the same bill that funded the S. Patterson Street Waterline Project). We did complete the survey for the three other projects (Brentwood, W Yeasting and E Stevenson) that were submitted for funding consideration in 2021 and confirmed that we would accept funds for any or all of them and work to complete them by the end of 2024 if funded. No response has been received yet.
- **Annual Fishing Derby-** Saturday, June 3<sup>rd</sup>. 9:00am to 11:00am at Williams Park.
- **Council Meeting Date Change-** As a reminder, the next Regular Session of Council has been moved and it will take place at 6:00pm on Tuesday, June 20<sup>th</sup> here at Town Hall.
- **Juneteenth Holiday-** Town Hall will be closed on Monday, June 19<sup>th</sup> in observance of the Juneteenth Holiday. Trash Pick Up will still take place on June 19<sup>th</sup>.
- **Out of the Office-** I will be out of the office from June 12<sup>th</sup> to June 19<sup>th</sup>. I'll have limited access to email and cell phone service during this time.

### **Fiscal Officer's Report: 6/01/23**

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

- a. Total Cash Balance all funds: \$2,887,705.06
- b. Total Investment balances \$2,615,946.36
- c. Available Primary checking: \$ 271,558.70

- d. Petty cash secondary checking: \$200.00
- e. Interest recorded in May: \$ 7,989.81 (YTD: \$33,464.05)
- 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 Gerwin that council members have received the May 31, 2023, Financial Reports, seconded by Castillo.**

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

**Motion Passed.**

**A motion was made by Herman to approve reallocation of appropriations for May, 2023, seconded by Kirwen.**

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

**Motion Passed.**

Municipal income tax revenue up \$36,999.63 YTD 2023 vs 2022 YTD. Year-to-date municipal tax collection expenses are up \$1,438.60 compared to 2022, however YTD expenses are \$18,703.65 less than 2021.

Received annual reconcilment of Cost allocations for 2022 from RITA in the amount of \$5,153.00. Cost of collections base rate is 2.25%. Allocated costs were lower, benefiting in the above distribution of retainer funds.

General Fund up \$110,423.64 YEAR OVER YEAR with a balance of \$1,017,276.36.

Finance meeting held tonight before council meeting. Reviewed 2024 Budget to be presented at Budget Hearing scheduled on June 20, 2023 at 5:45 pm.

**Kirwen made a motion to approve payment of \$100,000 towards B.A.N Principal, seconded by Herman.**

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

**Motion Passed.**

Out of the office 6/9/23 – 6/19/23

### **Committee Reports:**

**Economic Development-Kirwen-** nothing

**Finance- Gerwin-** Met tonight to revised budget for 2024. Budget hearing 6/20/23 at 5:45 pm.

**Joint Cemetery Board-Slack-** nothing

**Planning Commission- Slack-** nothing

**Public Service Parks- Herman-**Public WIFI is up and running in Central and Williams Park, as well as downtown at this time

**Public Utilities- Gerwin-** Next meeting 6/20/23 at 5 pm.

**Recreational Committee – Castillo –** Baseball and softball seasons in full swing. Central Park game under lights, kids are excited.

**Tree Committee-Johnson-** Next meeting 6/20/23 at 7 pm.

### **Individual Council Member Report:**

**Slack-N/A**

**Gerwin-**Lights at Central Field, Fishing derby

**Herman-** Next council meeting 6/20/23 at 6 pm

**Johnson-** will be out of town

**Kirwen-** Wi-Fi working in town, thank you to Dana and Linda Long for planting the flowers downtown.

**Castillo-** Gibsonburg Softball team playing in Semi Final Tournament in Akron.

### **Report of Officials: Police Chief Dan**

June 1, 2023

<b>May 2023</b>	<b>May 2022</b>	<b>May 2021</b>
CFS – 375	326	281
Incident - 27	21	22
Arrest – 3	2	3
Citation – 10	3	3

49 – Traffic Stops

47 – Assist Other Agencies

1 – Mental/Disturbed

4 – Accidents

3 – Domestic

4 – Assault/Menacing/Disorderly Conduct

2 – DUS/Fictitious Plates

2 – Theft

4 – JV Complaints

2 – Suicide Attempts

2 – Drug Offense

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) Received check

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

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

**Residence- Open Forum/Comment:** none

**A motion to adjourn at 6:32 pm was made by Kirwen, seconded by Johnson.**

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

**Motion Passed.**

Respectfully submitted,

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Jeff Holcomb  
Fiscal Officer Village of Gibsonburg

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Steve Fought  
Mayor Village of Gibsonburg