



# VILLAGE OF GIBSONBURG

---

## Village Council Meeting – MINUTES

July 6, 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-absent, Johnson-absent, Gerwin-here, Castillo-here.

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

Roll Call: Herman-yes, Kirwen-yes, Slack-absent, 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 Kirwen to approve June 20, 2023 Tax Budget Hearing Meeting Minutes as written, seconded by Herman.

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

Motion Passed.

**A motion was made by Herman to approve June 20, 2023 Regular Council Meeting Minutes as written, seconded by Castillo.**

Roll Call: Herman-yes, Kirwen-yes, Slack-absent, 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 Gerwin, seconded by Herman.**

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

Motion Passed.

**Old Business:** none

**New Business:**

**1. ORDINANCE # 6 - 2023**

AN ORDINANCE EMPLOYING FRANK SIRSE AS A FULL-TIME SCHOOL RESOURCE OFFICER WITHIN THE GIBSONBURG POLICE DEPARTMENT.  
(FIRST READING)

After some discussion, this was tabled until the July 20, 2023 meeting.

**2. ORINANCE #7- 2023**

AN ORDINANCE AUTHORIZING PAY INCREASES TO CERTAIN EMPLOYEE'S WAGES AND SALARIES. (FIRST READING)

**Mayor's Report:**

- Homecoming went well and was well attended.
- Fireworks were very nice.
- July 4<sup>th</sup> was good in the village.

## **Administrator's Report:**

- **The Wall That Heals-** We are less than two months out from the event and work continues on the planning of the event with all groups who are involved. The Village Website continues to have 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 with t shirts to come soon. ***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. We are really in need of volunteers!*** 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 bi-weekly reminder again 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.
- **Kayak/Canoe Rental-** WETSU opened at Silverock on July 1<sup>st</sup>. It is a very nice setup that they have established out there and I encourage everyone to check it out. In addition, signage has been put into place at both entrances directing visitors to the Kayak Launch and dock area.
- **Street Sweeping-** Progressive Sweeping will be in town on Monday, July 10<sup>th</sup> do run the route in town.
- **Curb Painting-** Curb painting in all areas of town has begun. Areas that have been painted are being marked with orange cones.
- **Silverock/Williams Shoreline Control-** We will be removing cat tails and phragmites in the coming days from both areas.
- **Small City Grant- Grant package has been** completed and submitted to the T Mobile Small City Grant Program which 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-** Paving has been completed. Areas in need of backfill have been addressed and striping will begin very soon.
- **Fifth Third Bank ATM-** As detailed last week by email, there has been a delay in the project due to the individual who was our point of contact leaving 5<sup>th</sup> 3<sup>rd</sup> Bank. From the communication received from 5<sup>th</sup> 3<sup>rd</sup>: *“Unfortunately, Stephen has transitioned out of his role but I have copied in Tom, who works in tandem with Angela and our team on this site. That said, we received our permit and formally registered as a Sandusky contractor at the end of last week. We are now working on setting a Construction Schedule and confirming the various install elements. Once we have a schedule locked in, I will make sure to include you on that update.”*
- **ODOT Safety Study-** LJB Engineering and ODOT have given us an extension on the comment period for the study. Please review the document emailed and provided previously and give any feedback that you may have by the **end of day on July 10th** 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....).

- **Bulk Trash Drop Off-** Bulk Trash Drop Off is scheduled at Town Hall on July 28<sup>th</sup> and July 29<sup>th</sup>. The opportunity will continue to be promoted to the community in the coming weeks. As in years past, we will make arrangements to help older or disabled residents.
- **E. Yeasting Street/Rodriguez Street Project-** We are awaiting the signed contracts back from Kleinfelder and will be scheduling another Resident Meeting that will have representatives from the Village, D2 and Kleinfelder present so that we can all discuss the coming project. A letter detailing this has been delivered to the neighborhood and a copy is at each of your places. The timeline of having the project substantially completed by November 15, 2023 is still the goal.
- **S Patterson Street Waterline Project** – We are working with Feller and Finch to proceed with the bid advertisement for the project with an early August bid opening date.
- **The Great Big Gibsonburg Lemonade Stand-** The event will take place in Williams Park on Saturday, July 15<sup>th</sup> from 10:00am to 2:00pm.
- **Out of the Office-** I will be out of the office Friday, July 7<sup>th</sup>.

### **Fiscal Officer's Report: 07/06/2023**

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

- a. Total Cash Balance all funds: \$2,428,235.01
- b. Total Investment balances \$2,231,794.92
- c. Available Primary checking: \$ 196,240.09
- d. Petty cash secondary checking: \$ 200.00
- e. Interest recorded in **JUNE:** \$ 7,643.72 (YTD: \$41,107.77)
- 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 JUNE 30, 2023, Financial Reports, seconded by Gerwin.**

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

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

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

Municipal income tax revenue up \$52,773.68 YTD 2023 vs 2022 YTD.

After paying off the BAN of \$200,000, the General Fund Balance is down \$93,133.09 YEAR OVER YEAR with a balance of \$772,762.00.

### **Committee Reports:**

**Economic Development-Kirwen-** Met tonight at 5:30. Reviewed leads for Clearview and C Rd. 85 Industrial Park.

**Finance- Gerwin-**nothing

**Joint Cemetery Board-Slack-** Next Meeting 8/5/23 at 7:00 PM

**Planning Commission- Slack-** N/A

**Public Service Parks- Herman-** Camera's in Parks for security.

**Public Utilities- Gerwin-** Nothing

**Recreational Committee – Castillo –** Softball season closed, 2 undefeated teams.

**Tree Committee-Johnson-** N/A

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

**Slack-**N/A

**Gerwin-**Nothing

**Herman-** I will be out of town but still in the state August 6th thru the 9th. I'll have my computer with me for any tech issues.

**Johnson-** N/A

**Kirwen-** Status of the smaller trash totes? Can we straighten the street signs around village.

**Castillo-**nothing

### **Report of Officials: Police Chief Dan July 6, 2023**

**June 2023**  
CFS – 289

**June 2022**  
270

**June 2021**  
263

Incident - 19	28	10
Arrest – 5	6	3
Citation – 13	4	2

51 – Traffic Stops  
 21 – Assist Other Agencies  
 2 – Mental/Disturbed  
 3 – Accidents  
 3 – Domestic  
 2 – Assault/Menacing/Disorderly Conduct  
 7 – DUS/Fictitious Plates  
 1 – OVI  
 2 – Theft  
 11 – JV Complaints  
 1 – Suicide Attempts  
 1 – Drug Offense/Overdose

Homecoming – 2 Incidents

New Body Cameras are in service, Asking Mayor and Council approval to give 1 or 2 of the old Body Cameras to Prosecutors office for the investigators.

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). I ordered and received the new body cameras through the grant. I submitted the QSR paper work for reimbursement on the grant.

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

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

**Kirwen made a motion to go into executive Session to discuss Personnel at 6:28 pm, seconded by Gerwin.**

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

**Kirwen made a motion to return from executive session at 6:32 pm, seconded by Herman.**

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

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

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

Motion Passed.

Respectfully submitted,

---

Jeff Holcomb  
Fiscal Officer Village of Gibsonburg

---

Steve Fought  
Mayor Village of Gibsonburg