



VILLAGE OF GIBSONBURG

Village Council Meeting – MINUTES

October 5, 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: Johnson-absent, Gerwin-here, Herman-here, Kirwen-here, Slack-here, Castillo-here.

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

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

Motion Passed.

Recognition of Visitors/Special Reports for council meeting.

Marc Glotzbecker- Administrator, Jeff Holcomb – Fiscal Officer, Dan Collins – Police Chief,

Mircea Handru, Director of the Mental Health and Recovery Services to discuss levy renewal.

Review and Approval of Minutes of Previous Council Meeting:

A motion was made by Herman to approve Sept. 21, 2023 Regular Council Meeting Minutes as written, seconded by Castillo.

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

Old Business: None

New Business: None

Mayor's Report: Nothing

Administrator's Report:

- **2024 Sandusky County Visitors Guide-** As emailed last week, a picture from last summer's Homecoming Festival will be the front page of the 2024 Sandusky County Visitors Guide.
- **Planning Commission-** Eric Arquette has indicated that he would be interested in filling the vacant seat on the Planning Commission.
- **Compost Site Inspection-** The site was inspected last Thursday by the Sandusky County Health Department and no issues or violations were found.
- **Ordinances/Resolutions-** At the next Council Meeting we will begin to have various end of the year Ordinances and Resolutions on the agenda for Council to consider.
- **Park Benches-** We will be placing new benches in Williams Park soon and removing some of the wooden ones that are in rough shape.
- **OPWC Local Meeting/Funding-** Our next Long Term Control Project to continue with the separation of storm sewers and will focus on the area of Brentwood, Harrison and S Patterson was amongst the Sandusky County Projects that will be passed on to the OPWC District Meeting for funding. The project will receive \$200,000 in grant funding and \$200,000 in loan funding. The remaining balance will be supplemented with a loan from the DEFA program (0% interest). All total, the project will be @ \$739,000.00.
- **State Capital Budget Fund Draw-** Our \$49,000.00 draw down request has been accepted and approved and we should see the funds come through very soon.
- **Ohio EPA Lead Safe Program-** We are almost complete with our grant application for the program which is designed to educate and remediate lead line issues in communities. Application is due October 12th.

- **Leaf Bags-** Leaf Bags have been delivered and are available to the public. The price of the bags has gone up considerably this year so we will be keeping a very close eye on them and trying to make them last as long as possible.
- **Street Sweeping-** Progressive Sweeping will be in town next Monday to run the route in town.
- **Natureworks Grant Fund Draw-** We have submitted to ODNR a draw request for the full amount of the funds allocated to us (@\$12,000.00) from the Sandusky County Natureworks Grant Allocation and like the State Capital Grant Funding, we have more paperwork to get done for them.
- **Logyard Project-** Work continues on a variety of items associated with the project, but we need to schedule a meeting with the group soon so that we can finalize some details before moving forward.
- **Fifth Third Bank ATM-** ATM is in service.
- **E. Yeasting Street/Rodriguez Street Project-** We are still in the process of updating the 2024 work schedule with Kleinfelder and D2.
- **S Patterson Street Waterline Project –** D2 began mobilizing and working this week on the project. Again, this project is being funded by the HB 168 grant funding of \$276,413.00 received. Everything has been set up and tested with the State and there should be no issues with the submittal and payment of invoices.
- **Trick or Treat-** Sunday, October 29th from 5:00pm to 7:00pm
- **October 19th Council Meeting-** I will be absent from the meeting and attending the 25th Anniversary Celebration of the Sandusky County Communities Foundation.

Fiscal Officer's Report: 10/05/23

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

- a. Total Cash Balance all funds: \$2,473,425.02
- b. Total Investment balances \$2,217,853.39
- c. Available Primary checking: \$ 255,371.63
- d. Petty cash secondary checking: \$ 200.00
- e. Interest recorded in **SEPTEMBER:** \$6,828.84 (YTD: \$62,117.52)
- 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 SEPTEMBER 30, 2023, Financial Reports, seconded by Castillo.

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

Motion Passed.

A motion was made by Herman to approve reallocation of appropriations for SEPTEMBER, 2023, seconded by Slack.

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

Municipal income tax revenue up \$27,310.51 YTD 2023 vs 2022 YTD.

General Fund Balance is down \$136,683.54 YEAR OVER YEAR with a balance of \$792,359.24.
(Reduction due to early full payoff of BAN).

Health Insurance preliminary estimate is 7.5% increase.

Committee Reports:

Economic Development-Kirwen- Sandusky County Development stopped in Gibsonburg on 10/3/23 to visit downtown businesses.

Finance- Gerwin- nothing

Joint Cemetery Board-Slack- nothing

Planning Commission- Slack- Eric Arquette interested in joining committee

Public Service Parks- Herman- nothing

Public Utilities- Gerwin- Meeting 11/2/23 after regular council meeting.

Recreational Committee – Castillo – Football is going good, 2 weeks ago they all got announced at the High School Football game.

Tree Committee-Johnson- absent

Individual Council Member Report:

Slack-nothing

Gerwin- nothing

Herman- Heritage Festival went well.

Johnson- absent

Kirwen- nothing

Castillo- nothing

Report of Officials: Police Chief Dan October 5, 2023

Sept. 2023

CFS – 295

Incident - 12

Arrest – 1

Citation – 4

31 – Traffic Stops

17 – Assist Other Agencies

1 – Mental/Disturbed

2 – Accidents
1 – Domestic
5 – Assault/Menacing/Disorderly Conduct
8 – JV Complaints
2 – Death Investigation/Suicide Att.

Festival – Went well, 1-person tried to sneak alcohol in, 1-complaint on loud music after 11pm.

CAD System – Started September 26

Walk to school Day – Successful

Thank you to the local business – donating for the National Child Safety Council so the SRO can get materials for the students

Vacation next week (Wed-Friday)

2013 Cruiser – Seat broken

Submitted NRA Grant for ammo for 2024, Waiting to see if we get it, Be sometime in February or March.

Submitted the ARPA Grant due June 17th 2022. Got reply (March 14th) and had more Grant papers to fill out. Was approved Submitted additional paperwork for it August 9th

Residence- Open Forum/Comment: none

Herman made a motion to go into executive session for personnel issues with no action to be taken, seconded by Castillo at 6:22 pm.

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

Motion Passed.

Herman made a motion to come out of executive session at 6:36 pm seconded by Castillo.

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

Motion Passed.

A motion to adjourn at 6:36 pm was made by Kirwen, seconded by Herman.

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

Motion Passed.

Respectfully submitted,

Jeff Holcomb
Fiscal Officer Village of Gibsonburg

Steve Fought
Mayor Village of Gibsonburg