



# VILLAGE OF GIBSONBURG

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## Village Council Meeting – MINUTES

October 19, 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-here, Gerwin-here, Herman-here, Kirwen-here, Slack-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 Herman to approve Oct. 5, 2023 Regular Council Meeting Minutes as written, seconded by Slack.

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

**Motion Passed.**

**Old Business:** None

**New Business:**

**1. RESOLUTION #17-2023**

A RESOLUTION AMENDING THE 2023 BUDGET AND APPROPRIATIONS FOR THE VILLAGE OF GIBSONBURG, SANDUSKY COUNTY, OHIO. **(EMERGENCY)**

**A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #17-2023 by Slack, seconded by Herman.**

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

**Motion Passed.**

**A motion to adopt Resolution #17-2023 by Herman, seconded by Castillo.**

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

**Motion Passed.**

**2. RESOLUTION #18-2023**

A RESOLUTION AMENDING THE 2023 BUDGET AND APPROPRIATIONS FOR THE VILLAGE OF GIBSONBURG, SANDUSKY COUNTY, OHIO. **(EMERGENCY)**

**A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #18-2023 by Kirwen, seconded by Johnson.**

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

**Motion Passed.**

**A motion to adopt Resolution #18-2023 by Slack, seconded by Herman.**

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

**Motion Passed.**

**3. RESOLUTION #19 -2023**

A RESOLUTION AUTHORIZING THE MAYOR AND/OR ADMINISTRATOR TO APPLY FOR A 2023 LOCAL PARK CAPITAL IMPROVEMENT GRANT ADMINISTERED BY THE SANDUSKY COUNTY PARK DISTRICT BOARD OF PARK COMMISSIONERS AND EXECUTE AN AGREEMENT FOR PARK IMPROVEMENTS. **(EMERGENCY)**

**A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #19-2023 by Castillo, seconded by Slack.**

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

**Motion Passed.**

**A motion to adopt Resolution #19-2023 by Slack, seconded by Herman.**

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

**Motion Passed.**

#### **4. RESOLUTION #20- 2023**

A RESOLUTION SUPPORTING THE MENTAL HEALTH AND RECOVERY SERVICES BOARD OF SENECA, OTTAWA, SANDUSKY AND WYANDOT COUNTIES RENEWAL OPERATING LEVY. (EMERGENCY)

**A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #20-2023 by Kirwen, seconded by Johnson.**

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

**Motion Passed.**

**A motion to adopt Resolution #20-2023 by Herman, seconded by Johnson.**

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

**Motion Passed.**

#### **Mayor's Report:**

- Village looks festive – 20 participants

#### **Administrator's Report:**

*I appreciate being excused this evening to attend the 25<sup>th</sup> Anniversary Celebration for the Sandusky County Communities Foundation. As you all know, the SCCF has played a role in many projects that have benefited the Gibsonburg community through the years. It's been great to partner with them on many of these projects and now, as a member of their Board, it's been even greater to be involved in the process by which the SCCF seeks to support the community.*

- **MHRS Resolution-** As requested at the last meeting, a Resolution of Support for the Mental Health and Recovery Services Renewal Levy is on the agenda this evening.
- **Sandusky County Park District Grant Resolution-** On the agenda is a Resolution for participation in the Park District Community Grant Program. We're still pulling together information on the application, but the deadline is November 30<sup>th</sup> so we are requesting that the Resolution be passed in an emergency so that it can be included with the completed application as requested.
- **T Mobile Small City Grant-** The Village of Gibsonburg has made it to the third round in the T Mobile Community Grant Program. The Logyard Project was submitted for the program with the total potential grant being \$50,000.00. The finalists will be announced in January 2024.

- **Fall Tree Planting-** North Branch Nursery will be performing the Fall Tree Planting this month. Twelve trees will be planted at various locations around town. All areas have been marked for utility locations in preparation for the plantings.
- **Habitat For Humanity House-** Habitat for Humanity has submitted their preliminary plans and Zoning Permit for the house they plan to construct in the vacant lot at the corner of W. Madison Street and Brubaker. It will be a single floor house with four bedrooms and two baths. They plan to being in the spring of 2024 and we will let the community know how they can be of assistance to Habitat for Humanity as we move closer to the project.
- **ODOT Safety Study/Grant-** The final report generated from the safety study done by ODOT and LJB Engineering will be out by the end of this month and will be sent out to all of you and made available for the public to view. The end result will be a grant application to ODOT to fund and implement pedestrian safety measures on W. Madison Street and S Main Street with a focus being on the areas our students travel to get to and from school.
- **OPWC Local Meeting/Funding-** No further updates regarding the application for our next Long Term Control Project and the OPWC funding. Again, 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.
- **Ohio EPA Led Safe Program-** Application has been completed and submitted for the program which is designed to educate and remediate lead line issues in communities.
- **Leaf Bags-** Leaf Bags are available to the public at Town Hall.
- **Street Sweeping-** Progressive Sweeping will be in town next Monday, October 23rd to run the route in town.
- **Logyard Project-** The Logyard Group will meet on October 23<sup>rd</sup> at 7:30pm to discuss and finalize some things associated with the project.
- **Fifth Third Bank ATM-** ATM is in full service with no issues.
- **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 has completed the installation of the 8-inch line between Smith and Linden and is now working on meter pits and connections to the line. No major issues and D2 continues to work according to schedule. Again, this project is being funded by the HB 168 grant funding of \$276,413.00 received.
- **Trick or Treat-** Sunday, October 29<sup>th</sup> from 5:00pm to 7:00pm
- **Hilfiker Halloween Parade-** The Hilfiker Halloween Parade is set for 8:30am on Friday, October 27<sup>th</sup>.
- **Ugly Christmas Sweater Run/Walk-** The event is set for Saturday, December 9<sup>th</sup> with a 9:00am start time from Town Hall. Since 2014 this has been a really great event that has done a tremendous amount of good for the young people and food pantry.
- **Pictures With Santa-** The event will take place at Town Hall on Saturday, December 9<sup>th</sup> from 10:00am to 12:00pm. Pictures with Santa will be free once again for the community.

- **Out of the Office-** I will be using some vacation time November 3<sup>rd</sup> through November 7<sup>th</sup> and will be out of the office (returning on November 8<sup>th</sup>).

### **Fiscal Officer's Report:**

Received verification from UIS that our Employee Health Insurance thru COSE (Med Mutual) will only increase 2.53% for 2024 due to our low claim's history. (Total cost will increase \$170.63 per month, or \$2,047.56 per year, to a total of \$80,929.68 based on current employee's coverages).

### **Committee Reports:**

**Economic Development-Kirwen-** nothing

**Finance- Gerwin-** nothing

**Joint Cemetery Board-Slack-** Met 2 weeks ago, nothing unusual.

**Planning Commission- Slack-** nothing

**Public Service Parks- Herman-** nothing

**Public Utilities- Gerwin-** Meeting 11/2/23 after Council Meeting.

**Recreational Committee – Castillo –** Flag football going well.

**Tree Committee-Johnson-** Trees to be planted soon by North Branch Nursery.

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

**Slack-** nothing

**Gerwin-** nothing

**Herman-** FYI - the fifth third ATM will not take deposits on weekends due to company policies in place.

**Johnson-** nothing

**Kirwen-** nothing

**Castillo-** nothing

### **Report of Officials: Police Chief Dan Collins** October 19, 2023

**October 1<sup>st</sup> through 18<sup>th</sup>**

**CFS – 133 Incidents - 7 Arrests – 1**

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

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

Received Money

Submitted Ohio body armor grant for New Hire, 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. Was approved Submitted additional paperwork for it August 9<sup>th</sup>

2013 Cruiser – Seat broken waiting for parts

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

**A motion to adjourn at 6:13 pm was made by Johnson, seconded by Herman.**

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