



VILLAGE OF GIBSONBURG

Village Council Meeting – MINUTES

January 4, 2024

6:00 pm

MEETING ROOM – 526 N. WEBSTER ST.

Call to order: Mayor Fought at 6:09 pm

The Pledge of Allegiance was said by all.

Meeting via Facebook Live also.

Roll call: Herman-here, Slack-here, Castillo-here, Kirwen-here, Morelock-here, Gerwin-here.

Swearing in of Jay Morelock new Council Member

Swearing in of returning members: Jeff Herman- councilman and Mayor Fought.

Slack made a motion for Herman to be President of Council for the 2024 year, no other nominations were made, then seconded by Kirwen.

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

Motion Passed.

Recognition of Visitors/Special Reports for council meeting.

Marc Glotzbecker – Administrator, Jeff Holcomb – Fiscal Officer, Don Karr- Police Chief, Robin Ross, Mahriya Karr, Dan Shelley, Serenity Shelley, Melody Morelock. Bree Morelock and Doug Ruck.

Review and Approval of Minutes of Previous Council Meeting:

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

Roll Call: Herman-yes, Kirwen-yes, Slack-yes, Morelock-abstain, 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-yes, Morelock-yes, Gerwin-yes, Castillo-yes.
Motion Passed.

Old Business:

1. RESOLUTION NO. 26 -2023

A RESOLUTION OF THE VILLAGE OF GIBSONBURG SUPPORTING THE OHIO COMMISSION FOR THE UNITED STATES SEMIQUINCENTENNIAL (AMERICA 250-OH) (THIRD READING)

A motion to adopt Resolution #26-2023 by Slack, seconded by Castillo.
Roll Call: Herman-yes, Kirwen-yes, Slack-yes, Morelock-yes, Gerwin-yes, Castillo-yes.
Motion Passed.

New Business:

1. RESOLUTION NO. 1-2024

A RESOLUTION AUTHORIZING THE MAYOR AND/OR ADMINISTRATOR TO APPLY FOR AND ACCEPT A GRANT FROM THE OTTAWA, SANDUSKY, SENECA COUNTY JOINT SOLID WASTE MANAGEMENT DISTRICT AND DECLARING AN EMERGENCY (EMERGENCY)

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #1-2024 by Kirwen, seconded by Herman.
Roll Call: Herman-yes, Kirwen-yes, Slack-yes, Morelock-yes, Gerwin-yes, Castillo-yes.
Motion Passed.

A motion to adopt Resolution #1-2024 by Slack, seconded by Herman.
Roll Call: Herman-yes, Kirwen-yes, Slack-yes, Morelock-yes, Gerwin-yes, Castillo-yes.
Motion Passed.

2. Council Rules for 2024

Herman made a motion to accept the 2024 Council rules as written, seconded by Slack.
Roll Call: Herman-yes, Kirwen-yes, Slack-yes, Morelock-yes, Gerwin-yes, Castillo-yes.
Motion Passed.

3. ORDINANCE #1-2024

AN ORDINANCE ESTABLISHING A SALARY FOR THE CHIEF OF POLICE FOR THE VILLAGE OF GIBSONBURG (**EMERGENCY**)

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Ordinance #1-2024 by Slack, seconded by Herman.

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

A motion to adopt Ordinance #1-2024 by Morelock, seconded by Herman.

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

Swearing in of Police Chief

Mayor's Report:

- Great year in 2023
- Looking forward to the next 4 years.
- Appointed Jay Morelock in Planning Commission.

Administrator's Report:

- **Holiday Trash Service-** For the most part things seemed to work out ok. Dumpsters were removed on Friday, December 29th due to people starting to abuse them and by items being dropped off and stacked outside of the dumpsters.
- **Gibsonburg EDC Hinkle Report-** Gibsonburg EDC Annual Report has been filed with the State Auditor's Office. We absolutely do need to revise and update the Gibsonburg EDC in 2024 as we are in jeopardy of having the state revoke our ability to have it without some sort of activity this year whether it be a short meeting or an updated membership roster.

- **OSS Solid Waste District Grant-** We are filing a grant application with the district for the purpose of purchasing picnic tables and other park amenities for the Logyard. If awarded funds, any items purchased must be made from recycled materials and there is a 25% match. Last year we were awarded funds and used them to purchase the benches that were used with The Wall That Heals event.
- **ODNR Step Outside Grants-** Both grant applications have been filed with ODNR and will be used towards the Fishing Derby in June. \$1,000.00 in total.
- **ODNR Catchable Rainbow Trout Program-** ODNR has been notified that we are willing to participate in the program and they are working on a Fishing Agreement for Williams Park, which will include the Fishing Derby as a day when a valid license is not required for Williams Park. They are still looking at a late March or early April date for the release. Again, anytime we can strengthen our relationship with ODNR, it is a good thing.
- **Lead Line Survey-** We are in the process of mailing out the first round for the survey and the online link will be set up and available very soon. Again, in accordance with the Ohio EPA mandates, we will be completing a lead service line inventory for all residences in our system. This must be done and submitted to the EPA by October 2024. Voluntary responses will keep us from having to inconvenience residents by possibly having to make entry into their homes to determine the service line material.
- **ODOT TAP Grant-** Our grant application is almost complete and will be submitted to ODOT by January 31st. We will be sending out a draft letter of support by email from Council in the coming days. Please review it when you can and provide any changes you may have. We will ask each of you to sign it at the next meeting and then it will be submitted with the package. Again, the grant package will be 95% funded by ODOT with a total price of about \$2.1 million dollars.
- **ODOT Safety Study/Grant-** We are working with ODOT to submit a grant package at the end of January for pedestrian safety improvements to the area on SR 300 near the high school and middle school.
- **Logyard Project-** The process continues to move forward with the covered structure in production now and the archway being worked on as well.
- **E. Yeasting Street/Rodriguez Street Project-** D2 continues to work on the Wet Well and Lift Station. All other work on the project will be completed in spring of 2024.
- **S Patterson Street Waterline Project** – We are currently finalizing items with the Ohio Department of Development to officially close out the project.
- **Town Hall Closed-** As a reminder, Town Hall will be closed on Monday, January 15th in observance of Martin Luther King Day. Trash pickup will occur.

Fiscal Officer's Report- January 4, 2024

Balance in all Funds from Cash Summary Report as of:

12/31/23

A:	Total Cash Balance all Funds:	\$2,290,027.00
B:	Total Investment Balances:	\$2,103,513.00
C:	Available in Primary checking:	\$ 186,314.00
D:	Petty Cash	\$ 200.00
E:	Interest recorded in: December	\$ 26,882.29
F:	Interest recorded Year-to-Date:	\$ 103,132.46
G:	UAN – Revenue Status, Payment Register, Appropriation Status, Bank Reconciliation, and other monthly financial reports provided To all council members and Mayor by email.	

A motion was made by Gerwin that council members have received the December 31, 2023, Financial reports, seconded by Herman.

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

A Motion was made by Slack to approve reallocation of appropriations for December, 2023, seconded by Castillo.

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

A Motion was made by Herman to approve the attached list of Purchase Orders and Blanket Certificates for year 2024, seconded by Slack.

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

Highlights of the year:

Paid off BAN in full (\$200,000).

Collected \$809,268.56 in Municipal Tax revenue in 2023. (Up \$50,425.20 over 2022)

Earned \$103,132.46 in interest income in 2023. (Up \$91,897.91 over 2022)

General Fund balance is \$742,975.78, which is down \$92,370.22 from 2022. However, we paid off \$200,000 balance of BAN from General Fund.

Started Recreation Department / Fund which received almost \$50,000 in revenue which covered all operating expenses.

Log Yard Improvements are continuing to move forward with the addition of the structure being ordered and ready to be delivered soon.

Will be filing annual report to the State next week.

Thank you to the Administrator, Mayor, and council members for their commitment to the Village thru their time and insight into growing the Village to become a leading community envied by those around us.

Welcome to Jay and Congrats to Don.

Committee Reports:

Economic Development-Kirwen- nothing

Finance- Gerwin- nothing

Joint Cemetery Board-Slack- next month finishing year end financials

Planning Commission- Slack- Turning over to Jay Morelock

Public Service Parks- Herman- A meeting will be scheduled soon.

Public Utilities- Gerwin- need to set up meeting end of the month

Recreational Committee – Castillo – Baseball registration is open.

Individual Council Member Report:

Slack- Congrats to Don. Welcome Jay. Will not be at next meeting.

Gerwin- Welcome to Don and Congrats to Jay

Herman- Welcome to Don and Congrats to Jay

Morelock- Thank you for appointment.

Kirwen- Congrats to all and thank you to Jeff for good year last year.

Castillo- Congrats to all

Report of Officials: Police – Asst. Chief Don Karr

- Thank you for appointment

Residence- Open Forum/Comment: none

A motion to adjourn at 6:27 pm was made by Kirwen, seconded by Herman.

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

Motion Passed.

Respectfully submitted,

Jeff Holcomb
Fiscal Officer Village of Gibsonburg

Steve Fought
Mayor Village of Gibsonburg