



VILLAGE OF GIBSONBURG

Village Council Meeting – MINUTES

February 1, 2024

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, Slack-here, Castillo-here, Kirwen-here, Morelock-here, Gerwin-here.

Recognition of Visitors/Special Reports for council meeting.

Marc Glotzbecker – Administrator, Jeff Holcomb- Fiscal Officer, Don Karr – Police Chief

Review and Approval of Minutes of Previous Council Meeting:

A motion was made by Herman to approve Jan. 18, 2024 Regular Council Meeting Minutes as written, seconded by Castillo.

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

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

Motion Passed.

Old Business:

1. ORDINANCE #2-2024

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

2. ORDINANCE #3 -2024

AN ORDINANCE AMENDING ORDINANCE 6-2023, SETTING THE PAY RANGE AND COMPENSATION FOR ALL HOURLY EMPLOYEES OF THE VILLAGE OF GIBSONBURG, OHIO. **(SECOND READING)**

New Business:

1. ORDINANCE NO. 04-2024

AN ORDINANCE ADOPTING THE 2024 PERMANENT APPROPRIATIONS FOR THE VILLAGE OF GIBSONBURG, SANDUSKY COUNTY, OHIO. **(FIRST READING)**

Mayor's Report:

- Congrats to Marc on Citizen of the Year in Sandusky County!

Administrator's Report:

- **PEP Grant-** Safety Grant in the amount of \$1,000.00 for safety items (barricades, cones, etc..) has been approved by PEP.
- **Ohio Arts Council Grant-** We are going to make an application to the Ohio Arts Council for a grant up to \$5,000.00 that will be used towards the cost of painting a mural on the side of the police station on W. Madison Street closest to the railroad tracks. Scott Hagan, the artist who has painted all of the barn murals in Sandusky County, is working with us on some potential designs.
- **IT Policy-** One of the items that we are trying to complete this winter is an update to our Personnel Policy. The first item to look at is an IT Policy that will cover Internet, Email and Computer Use. Councilman Herman is also reviewing the draft, but please take some time to look at the draft at each of your places.
- **E. Stevenson Power Issue-** We have reached out to our governmental affairs contact at Toledo Edison about the numerous power issues that have been happening in the area of E. Stevenson Street. The only update that we can give at this time is that they are looking into it.
- **Water Tower Maintenance-** Leary Construction will be in town this fall to complete a full inspection of the tower, interior wash out and exterior painting. When this occurs, the

tower will be out of service, but we will be running on the new system as all motors and controls will have been fully installed and tested by then.

- **ODNR Catchable Rainbow Trout Program-** ODNR will be at Williams Park on April 16th for the release. The time will be announced as soon as ODNR lets us know.
- **Lead Line Survey-** We will be sending out another round of surveys prior to the Utility Bills being sent out next month. We appreciate everyone in the community who has taken the time to respond.
- **Recreational Marijuana-** We had the opportunity to watch a seminar from the Ohio Municipal League this past week on the topic. While the state is still considering much of the new law permitting the recreational use of marijuana, I believe it would be to our advantage to being to look at how the new law will fit into existing rules and regulations that we have concerning our parks and recreation areas and facilities and adjust them as needed.
- **Chief Benton Memorial Bench-** We will be unveiling a memorial bench in honor of Chief Benton this spring. It will be located outside of the Police Station.
- **ODOT TAP Grant-** TAP Grant was submitted to ODOT at 3:30pm on Monday, January 29th. A hard copy of the application is available at Town Hall if anyone would like to see it. Again, the grant package will be 95% funded by ODOT with a total price of about \$2.1 million dollars.
- **ODOT Safety Study/Grant-** As detailed by email last week, it appears that one significant project that came from the SR 600/SR 300 Safety Study will be funded by ODOT. We will know for certain by the end of March exactly how much that will be, but preliminary conversations have the figure at \$100,000.00 to \$117,000.00 for the purpose of addressing pedestrian safety concerns on SR 300 at the High School and Middle School.
- **Logyard Project-** The process continues with Walby Construction reviewing the plans for the covered structure, which is still scheduled to ship on February 16th.
- **EDC Annual Meeting-** The event is scheduled for Friday, March 1st at 7:30am and will take place at the Neely Center on the campus of Terra. Please let us know soon if you plan to attend so that we can make the reservations.
- **E. Yeasting Street/Rodriguez Street Project-** No further updates at this time. D2 continues to work on the Wet Well and Lift Station. All other work on the project will be completed in spring and summer of 2024.
- **Staff Evaluations-** Evaluations for staff have begun and will be completed during the month of February.
- **S Patterson Street Waterline Project** – No further updates. Project is being closed out with the Ohio Department of Development.
- **Town Hall-** As a reminder, Town Hall will be closed on Monday, February 19th in observance of President’s Day. Trash Pick Up will occur as regularly scheduled.
- **Out of Office-** I will be out of the office March 13th, 14th and 15th. Back in on Monday, March 18th.

Fiscal Officer's Report- February 1, 2024

Balance in all Funds from Cash Summary Report as of: **1/31/24**

A:	Total Cash Balance all Funds:	\$2,390,650.92
B:	Total Investment Balances:	\$2,116,447.79
C:	Available in Primary checking:	\$ 274,003.13
D:	Petty Cash	\$ 200.00
E:	Interest recorded in: January	\$ 6,869.33
F:	Interest recorded Year-to-Date:	\$ 6,869.33
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 Herman that council members have received the January 31, 2024, Financial reports, seconded by Kirwen.

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

No reallocation of appropriations for January.

General Fund down \$46,790.45 year to date, compared to January 31, 2023, with a balance of \$795,120.40.

Municipal income tax revenue down \$4,470.08 year to date, compared to January 31, 2023, with total 2024 receipts of \$54,831.69.

Permanent appropriations for 2024 must be approved by end of February.

Committee Reports:

Economic Development-Kirwen- Site visit by interested party to Industrial Park.

Finance- Gerwin-meeting tonight after council meeting

Joint Cemetery Board-Slack- nothing major, a few equipment issues.

Planning Commission- Morelock- nothing

Public Service Parks- Herman- will set up meeting soon.

Public Utilities- Gerwin- meeting after council meeting tonight

Recreational Committee – Castillo – Softball registration is open

Individual Council Member Report:

Slack- Congrats to Marc!

Gerwin- Congrats to Marc!

Herman- Congrats to Marc!

Morelock- Congrats to Marc!

Kirwen- Congrats to Marc!

Castillo- Congrats to Marc!

Report of Officials: Police – Chief Don Karr

January stats.

Part time officer Sean Rizor has resigned. Sean is busy with his new full-time job. Left on good terms with us.

Working on a possible conditional offer for a new hire.

Met with Ohio Collaborative. Working on our policy manual. Lexipol is a popular option but is very costly. Quote was for \$3,286. They offer that as an annual plan. Too expensive for us in my opinion.

Residence- Open Forum/Comment:

A motion to adjourn at 6:20 pm was made by Kirwen, seconded by Slack.

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

Motion Passed.

Respectfully submitted,

Jeff Holcomb
Fiscal Officer Village of Gibsonburg

Steve Fought
Mayor Village of Gibsonburg