



# VILLAGE OF GIBSONBURG

## Village Council Meeting – MINUTES

March 21, 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-absent, Gerwin-here.

**Herman made a motion to excuse Jay Morelock, from tonight's meeting, seconded by Castillo.**

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

**Motion Passed.**

**Recognition of Visitors/Special Reports for council meeting.** None

### **Review and Approval of Minutes of Previous Council Meeting:**

**A motion was made by Herman to approve Feb. 15, 2024 Regular Council Meeting Minutes as written, seconded by Castillo.**

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

**Motion Passed.**

**Old Business:**

**1. ORDINANCE #5-2024**

AN ORDINANCE AMENDING CHAPTER 145 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF GIBSONBURG, SANDUSKY COUNTY, OHIO (**SECOND READING**)

**New Business:**

**1. ORDINANCE #6- 2024**

AN ORDINANCE AMENDING ORDINANCE 21-2015: INTERGOVERNMENTAL AGREEMENT WITH THE SANDUSKY COUNTY PARK DISTRICT FOR THE PURPOSE OF PROVIDING WATER AND WASTEWATER SERVICE. (**EMERGENCY**)

**A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Ordinance #6-2024 by Kirwen, seconded by Slack.**

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

**A motion to adopt Ordinance #6-2024 by Herman, seconded by Slack.**

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

**2. ORDINANCE #7 - 2024**

AN ORDINANCE AMENDING CHAPTER 1126.01 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF GIBSONBURG, SANDUSKY COUNTY, OHIO. (**FIRST READING**)

**Mayor's Report:**

Congressman Kaptur was here in March. We had an opportunity to discuss Village Needs and accomplishments.

## **Administrator's Report:**

- **Ohio Arts Council Grant-** We have received the grant from the Ohio Arts Council for \$5,000.00 to 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. In addition to the original \$5,000.00 in funding, we will be receiving some more for agreeing to have the America 250 Ohio Logo painted on the corner of the mural. Scott Hagan, the artist who has painted all of the barn murals in Sandusky County, will be working with us on the project. Weather permitting, it will be completed in time for Homecoming.
- **Target of Opportunity Grant Audit-** The Ohio Department of Development was at Town Hall on Thursday, February 29<sup>th</sup> performing the final audit on the grant received in 2020 for the purpose of the demolition of the former Sunoco station and outbuilding on the site of the Logyard. No major issues, but we did have to complete a couple of items for them.
- **Wolf Creek Petition-** We were in attendance at the Project View on Tuesday at the Neely Center.
- **State Champs Signs-** We are working with Craig Mintz to design new signs for the entrances of town that will recognize our champions and allow space to add any future athletes.
- **Annual Health Department District Advisory Council-** We were in attendance at the annual meeting on Monday, March 11<sup>th</sup>. At each of your places is a general outline of the 2023 Health Department Annual Report. If you would like to see the full Annual Report, it can be viewed from their website or a copy is in my office.
- **Sandusky County Regional Planning Commission-** At the current time Regional Planning is without a director due to resignation and all functions are being assumed by the GIs/Tax Map Office. Back in the fall we requested updated versions of our Zoning Map and are working with them to obtain new maps.
- **Park District Amended Agreement-** On the Agenda tonight is an Ordinance amending the intergovernmental agreement signed in December of 2015 that provided water and sewer service to White Star Park. The amended agreement will now take into consideration the new EMS Station that will be built soon right next to the White Star Maintenance Building. Water and sewer for the new EMS Station will tie into the White Star system.
- **Clean Fuels Ohio-** We are participating in a research program with Clean Fuels Ohio and students at Ohio State University. They are gathering vehicle inventory information from smaller municipalities to analyze the pros and cons of gas vehicles vs. electric and or hybrid vehicles.
- **Toledo Edison Banner Agreement-** Toledo Edison is requesting that municipalities now enter into an agreement with them for the purpose of attaching banners and flags to light poles. We are in the process of getting our information to them for our specific agreement.
- **Hispanic Heritage Festival-** The Mancha Family would like to hold the event again in 2024 on September 28<sup>th</sup> in Williams Park.

- **Cat Issue-** We have two basic options I believe regarding the issue: 1. Amend our current Ordinance (Chapter 505: Animals and Fowl) to specifically deal with cats (which right now it does not specifically state cats in some sections) running at large, depositing waste, feeding of stray cats, etc..... 2. Rewrite the entire Ordinance to include a section specifically related to: potentially requiring the license for a cat, feeding of stray cats, etc.... I see all sides to the issue and quite honestly, it's not an easy fix. I understand the "spay and neuter" program, but if they return the cats to town once that has been accomplished, we still have a cat problem. We are willing to go in whatever direction that Council suggests. Potential sample language is at each of your places.
- **Zoning Fee Ordinance-** On the Agenda for this evening.
- **IT Policy-** Updated policy has been distributed to all employees.
- **ODNR Catchable Rainbow Trout Program-** Date and time has been confirmed by ODNR to be at Williams Park for the release. It will take place on April 16<sup>th</sup> at @ 9:00am.
- **Lead Line Survey-** Another round of surveys will be mailed out prior to the April utility bills.
- **ODOT TAP Grant-** No further updates at this time. 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 earlier this week, the Village will be receiving a grant in the amount of \$84,022.00 for pedestrian safety improvements (Flashing beacons, signage, crosswalk and street paintings, etc....) on SR 300 at the Middle School and High School. There is about a five-month lead time on the materials so we are unsure if it will all be completed in time for the start of school in the fall.
- **Logyard Project-** Planning continues. Work on the concrete pad for the covered structure will begin soon, followed by the construction of the structure. Walby Construction and Tom Kohler will be doing the work for us.
- **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.
- **Tree City USA-** Gibsonburg has again been recognized as a "Tree City" by the Arbor Day Foundation. This will be the 29<sup>th</sup> consecutive year for the recognition.
- **Good Friday-** Tonw Hall will be closed on Friday, March 29<sup>th</sup> in observance of Good Friday.

**Fiscal Officer's Report- March 21, 2024**

Balance in all Funds from Cash Summary Report as of: **02/29/24**

A:	Total Cash Balance all Funds:	\$2,400,967.21
B:	Total Investment Balances:	\$2,127,491.50
C:	Available in Primary checking:	\$ 273,275.71
D:	Petty Cash	\$ 200.00
E:	Interest recorded in: January	\$ 6,378.94

F: Interest recorded Year-to-Date: \$ 13,248.27  
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 February 29, 2024, Financial reports, seconded by Herman.**

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

**A motion was made by Kirwen, to approve reallocation of appropriations for February, 2024, seconded by Slack.**

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

General Fund down \$38,472.13 year to date, compared to February 28, 2023, with a balance of \$817,373.82.

Municipal income tax revenue down \$16,212.45 year to date, compared to February 28, 2023, with total 2024 receipts of \$121,167.85

Received notice and are currently in process of AUP audit from the State Auditor's office.  
(AUP = Agreed Upon Procedures).

Congratulations to Morgan Leonhardt for a State wrestling Championship! And also, the Gibsonburg Varsity Girls Basketball team for an outstanding year and tournament run! Go Bears!

Public Records – We can only spend funds from specific designated funds. Stop in or call and ask about any projects/ expenditures before going to social media and commenting without having all information.

### **Committee Reports:**

**Economic Development-Kirwen-** Project for possible jobs

**Finance- Gerwin-**nothing

**Joint Cemetery Board-Slack-** new snow plow

**Planning Commission- Morelock-** N/A

**Public Service Parks- Herman-** only spending park money or parks

**Public Utilities- Gerwin-**meeting after council

**Recreational Committee – Castillo –** Soccer started practice. Selling for Fundraisers.

**Individual Council Member Report:**

**Slack-** nothing

**Gerwin-** nothing

**Herman-** Correction Next meeting for Wolf Creek is 6/18/24 1:00 pm

**Morelock-** nothing

**Kirwen-** Welcome to anyone to attend Council Meeting to get info/comment.

**Castillo-** Easter Egg Hunt 3/20/24 1 pm at Williams Park.

**Report of Officials: Police – Chief Don Karr**

February Statistics. No major surprises.

We will have increased personnel for the eclipse as a precautionary measure.

I met with Sheriff Hilton to discuss CAD issues/recommendations.

Hiring update. Candidate backed out. Starting over.

**Residence- Open Forum/Comment:**

Eric Arquette thanked Marc and Village for Donation to GVFD.

Question about Wolf Creek Project

Habitat House in Gibsonburg

**A motion to adjourn at 6:39 pm was made by Kirwen, seconded by Herman.**

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