



VILLAGE OF GIBSONBURG

Village Council Meeting – MINUTES

April 4, 2024

6:00 pm

MEETING ROOM – 526 N. WEBSTER ST.

Call to order: Mayor Fought at 6:00 pm

Pledge of Allegiance

Meeting via Facebook Live also.

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

Herman made a motion to excuse Mr. Slack from tonight's meeting, seconded by Morelock.

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

Motion Passed.

Recognition of Visitors/Special Reports for council meeting.

Carlos Baez, Sandusky County Engineer: Wolf Creek Project Update

Jaime Mancha: Hispanic Heritage Festival September 28, 2024

Review and Approval of Minutes of Previous Council Meeting:

A motion was made by Herman to approve March 21, 2024 Regular Council Meeting Minutes as written, seconded by Castillo.

Roll Call: Herman-yes, Slack-absent, 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 Herman.
Roll Call: Herman-yes, Slack-absent, Castillo-yes, Kirwen-yes, Morelock-yes, 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 (**THIRD READING**)

A motion to adopt Ordinance #5-2024 by Herman, seconded by Kirwen.

Roll Call: Herman-yes, Slack-absent, Castillo-yes, Kirwen-yes, Morelock-yes, 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. (**SECOND READING**)

New Business:

1. ORDINANCE #8- 2024

AN ORDINANCE AMENDING ORDINANCE NO 5-2017 OF THE VILLAGE OF GIBSONBURG, OHIO TO ADJUST THE SEWER FEES CHARGED BY THE VILLAGE. (**FIRST READING**)

2. Police Car –

Discuss purchase of new police vehicle since 2013 explorer requires significant repair costs and is not in safe driving condition.

Herman made motion to purchase new 2023 Explorer from Parr Public Safety Equipment with total cost not to exceed appropriations of \$70,000.00, seconded by Kirwen.

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

Mayor's Report: nothing

Administrator's Report:

- **305 E. Stevenson Condemn-** The process has begun for the address to be fully condemned and the demolition orders to be approved and signed by the county. We would expect/hope that this will happen by the end of this coming summer.
- **Solar Eclipse-** Monday, April 8th. As of now we will have staff staying over as needed to assist with any areas needed. All vehicles and auxiliary tanks will be completely full by the end of the day on Friday. All generators have been tested. While we do not have any events planned in town, we will push out any necessary information to the community as we get it from our other local and state partners.
- **State Champs Signs/Jake Diebler Signs-** Craig Mintz is working on designs for both new State Champion Signs and special signs that identify Gibsonburg as being the "Childhood Home of OSU Men's Basketball Coach Jake Diebler." We should have designs for both soon.
- **Congressional Funding Request-** We have submitted a \$1,000,000.00 funding request to Congresswoman Kaptur for assistance with infrastructure improvements. The request followed the guidelines put out for the 2025 Congressionally Directed Spending.
- **Habitat for Humanity-** Habitat for Humanity will be holding a Gibsonburg Build Kick Off on Saturday, April 20th from 10:30am to 12:15pm at the Logyard. There will be a food truck, the opportunity to sign up to assist with the new build in Gibsonburg, activities for kids and the groundbreaking for the house at the corner of W. Madison Street and Brubaker will take place at 12:30pm. A flyer is at each of your places.
- **Water CCR Report-** The annual report, required by the EPA, has been published and available for view by the community by following the link to our website printed on their Utility Bill. A small number of hard copies are available at Town Hall and a copy is at each of your places.
- **NPDES Permit Renewal-** The permit to operate a Wastewater Treatment Facility and discharge treated water has been update and sent to the EPA for their review. While the permit does not expire until October, the EPA requires that it be submitted by April 3rd so that it can be reviewed.
- **Tower Inspection/Cleaning-** Leary Construction will be in town the week of August 12th to perform the washout inspection and painting of the tower. At that time, the tower will be out of service and the system will be running on the new system that has been installed at the Water Plant. We will be testing this well before Leary Construction arrives, but we don't anticipate any issues with how residents are served.
- **Hydrant Flushing-** Hydrant flushing will begin again soon. As a reminder, regular flushing of hydrants is necessary to ensure that hydrants are operating as they need to and to remove any mineral deposits that may occur inside of distribution pipes.
- **Easter Egg Hunt-** The event in Williams Park last Saturday was a success with a very solid turnout. Special thanks to Lauren Haker and Polter Realty for stepping forward to sponsor the event for the community.
- **Park District Amended Agreement-** The amended agreement that will now take into consideration the new EMS Station that will be built soon right next to the White Star

Maintenance Building has been signed and sent to the Park District. As a reminder, 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.
- **Hispanic Heritage Festival**- The Mancha Family would like to hold the event again in 2024 on September 28th in Williams Park.
- **Silverrock and Williams Stocking**- Fin Farm was in town last Thursday and stocked both parks with Walleye, Hybrid Striped Bass, Crappie and Perch.
- **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 16th at @ 9:00am.
- **DOT 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**- Permit applications for the covered structure have been filed with the Sandusky County Commercial and Industrial Building Department, area has been laid out and plans are ready for the installation of the structure. Once that has been completed, the entrance arch will go in, and Fremont Fence will complete the fencing portion of the park.
- **E. Yeasting Street/Rodriguez Street Project**- D2 will be remobilizing in the coming weeks to complete the project. Wet Well and Lift Station work has been completed.
- **Bulk Items** - Bulk items require purchase of special tags. Do not place items at curb without a tag.
- **Cat Problems** – long discussion on Cat population in town.

Fiscal Officer's Report-

Balance in all Funds from Cash Summary Report as of:	03/31/24
A: Total Cash Balance all Funds:	\$2,537,786.83
B: Total Investment Balances:	\$2,238,938.76
C: Available in Primary checking:	\$ 298,648.07
D: Petty Cash	\$ 200.00
E: Interest recorded in: March	\$ 6,855.67
F: Interest recorded Year-to-Date:	\$ 20,103.94
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 March 31, 2024, Financial reports, seconded by Morelock.

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

A motion was made by Kirwen, to approve reallocation of appropriations for March, 2024, seconded by Herman.

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

General Fund down \$43,780.73 year to date, compared to **March 31, 2023**, with a current balance of \$864,057.67.

Municipal income tax revenue down \$7,015.18 year to date, compared to **March 31, 2023**, with total 2024 receipts of \$168,970.53

Currently in process of AUP audit from the State Auditor's office. Audit should be finalized within 2-4 weeks.

(AUP = Agreed Upon Procedures).

Committee Reports:

Economic Development-Kirwen- nothing

Finance- Gerwin- nothing

Joint Cemetery Board-Slack- N/A

Planning Commission- Morelock- nothing

Public Service Parks- Herman- Fish has been delivered by Fin Fish at Williams and Silverrock Parks.

Public Utilities- Gerwin-will meet to review water rates soon.

Recreational Committee – Castillo – softball teams are organized.

Individual Council Member Report:

Slack-N/A

Gerwin-nothing

Herman- nothing

Morelock- nothing

Kirwen- nothing

Castillo- nothing

Report of Officials: Police – Chief Don Karr

- Thank you for approving vehicle purchase

Residence- Open Forum/Comment: none

A motion to adjourn at 6:59 pm was made by Kirwen, seconded by Castillo.

Roll Call: Herman-yes, Slack-absent, 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