



VILLAGE OF GIBSONBURG

Village Council Meeting – MINUTES

June 20, 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.

Matt Feltner – Standard Wellness

Review and Approval of Minutes of Previous Council Meeting:

A motion was made by Slack to approve May 16, 2024 Regular Council Meeting Minutes as written, seconded by Herman.

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

Motion Passed.

June 6th meeting was cancelled due to lack of a quorum.

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 Castillo.

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

Motion Passed.

Old Business:

1. ORDINANCE #10 - 2024

AN ORDINANCE AMENDING CHAPTERS 941.08: PERSONAL CONDUCT AND 941.11: POSTED RULES AND REGULATIONS OF THE CODIFIED ORDINANCES OF THE VILLAGE OF GIBSONBURG (**SECOND READING**)

2. ORDINANCE #11-2024

AN ORDINANCE EMPLOYING JORDAN QUEEN AS A FULL TIME POLICE OFFICER WITHIN THE GIBSONBURG POLICE DEPARTMENT. (**EMERGENCY**)

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Ordinance #11-2024 by Slack, seconded by Kirwen.

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

Motion passed.

A motion to adopt Ordinance #11-2024 by Herman, seconded by Morelock.

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

Motion passed.

Swearing in of Jordan Queen by Mayor Fought

New Business: none

Mayor's Report:

- Homecoming next week.
- Logyard improvements and Police station painting look very good.
- July 2nd special announcement at the log yard.

Administrator's Report:

-E. Yeasting Street/Rodriguez Street Project- D2 continues to work on the project with steady progress and a target completion date of July.

- Wolf Creek Project Update- We attended the First Hearing on Tuesday. The joint board of commissioners voted to proceed with the continuation of the petition. What is known right now:

- There is no date for the Final Hearing

- There are 4 other projects ahead of the Wolf Creek Project

- The estimate for the total project is \$850,000.00, which is considerably lower than the first time.

- Park Signs- We have ordered new Park Signs for Logyard, Central Park, Williams Park and Silverrock Park. They have been installed at Williams Park, Central Park and Silverrock Park.

- July 4th Council Meeting- The July 4th Council Meeting does fall on the holiday this year. We're open to any suggestions that you have for the meeting.

Kirwen made a motion to cancel the July 4th meeting, seconded by Slack.

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

Motion passed.

- Logyard Project- Huge progress in the past two weeks in the area. Joe Walby Construction (Joe and Kyle) and Tom Kohler completed the installation of the covered structure. Next steps will be landscaping and fencing. Bear sculpture will arrive sometime after July 4th and will be put in the center of the area. We have also taken delivery of the benches and tables for the area. These are being assembled at Town Hall and will be moved to the park at some point in the future.

- Downtown Mural- As you have all seen, Scott Hagen has been in town and completed painting the mural on the west side of the Police Station. As a reminder, a large portion of this project is being paid for with a grant from the Ohio Arts Council and a donation from the Gibsonburg Community Corporation. We will be completing and submitting the final report to the Ohio Arts Council to be reimbursed for the grant funding they have allocated to the project.

- Capital Budget Funds- We are nearing the end of the funding allocated to us for the Logyard Project. \$150,000 (\$147,000 after ODNR took out their "administrative fees"). With the completion of the covered structure, are working on submitting the final draw and preparing paperwork to close out the grant funding.

- Natureworks Grant Funds- We have submitted our final draw for the grant received and it has been accepted by ODNR. We will be able to submit a final report in July and close out the grant with ODNR.

- EPA Sanitary Survey- At each of your places is a copy of the follow up letters from the Ohio EPA Sanitary Survey last month. The Violations outlined were resolved within ten days of the

survey and this is noted on their letter. In addition, there are a number of recommendations for us to consider. Some are feasible and some are not, but we will work to accomplish what we can.

- Ohio Department of Development Audit- As sent to each of you by email last week, at each of your places is a copy of the monitoring report from the audit of the CDBG Target of Opportunity Funds received in 2020 to demolish the old Sunoco Station and outbuilding. Aside two minor clerical issues, we were found to have “completed the project in accordance with the grant agreement.”

- Water Tower Inspection and Painting- The tower is on schedule to be taken down for washout inspection and painting early in August. Leary Construction will be doing the work for us.

- Park and Recreational Area Rules- No further updates can be found regarding the rules as they pertain to recreational marijuana use in parks and recreation areas and facilities.

- Circus Grimaldi- As a reminder, the circus will be in Williams Park on August 17th and 18th. Three shows total and the Village will receive some of the proceeds from ticket sales. Circus Grimaldi DOES NOT have live animals. Their shows feature clowns, jugglers, magicians, acrobats, etc....

- Annual Fishing Derby- The event was held on Saturday, June 1st from 9:00am to 11:00am in Williams Park. About 60 individuals participated this year and the event was again funded by the ODNR Step Outside Grant Program. Final reports for the grant have been submitted to ODNR.

- Lemonade Stand- The event is scheduled from 10:00am to 2:00pm in Williams Park on Saturday, July 13th.

- Bulk Trash Drop Off- Scheduled for July 26th and July 27th at Town Hall. Same format as in previous years. We will post complete details as it gets closer.

- 305 E. Stevenson Condemn- No further updates as the process continues.

- NPDES Permit Renewal- No further updates to provide. The permit to operate a Wastewater Treatment Facility and discharge treated water is still being reviewed by the Ohio EPA.

- S. Patterson Street Waterline Grant- We finally received notice this week for the final reimbursement (\$6,953.00) from the Ohio Department of Development for the grant. It should be transferred to us within 10 business days.

- Hydrant Flushing- Hydrant flushing has been completed for the spring. At each of your places is a copy of the report generated and on file from the flushing. We will continue to replace hydrants this year in conjunction with the program.

Fiscal Officer's Report- June 20, 2024

Balance in all Funds from Cash Summary Report as of: **05/31/24**

A:	Total Cash Balance all Funds:	\$2,603,492.31
B:	Total Investment Balances:	\$2,385,459.02
C:	Available in Primary checking:	\$ 217,833.29
D:	Petty Cash	\$ 200.00
E:	Interest recorded in: May	\$ 7,616.22
F:	Interest recorded Year-to-Date:	\$ 34,779.37
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 May 31, 2024, Financial reports, seconded by Slack.

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

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

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

General Fund down \$94,662.25 year to date, compared to **May 31, 2023**, with a current balance of \$922,614.11.

Municipal income tax revenue up \$266.71 year to date, compared to **May 31, 2023**, with total 2024 YTD receipts of \$381,803.65.

State AUP audit now available thru the State Auditor's website
(AUP = Agreed Upon Procedures).

RITA provided information on 2023 processing of Village income tax collections. We received a retainer refund of \$8,827 based on original estimated costs. Collection rate was 1.9% of total 2023 collections of \$793,471 from 21,100 transactions.

Public Hearing for 2025 Budget was held on June 20, 2024 at 5:45 pm. Budget approved and will be sent to Budget Commission.

Committee Reports:

Economic Development-Kirwen- Standard Wellness doing well.

Finance- Gerwin-nothing

Joint Cemetery Board-Slack- nothing

Planning Commission- Morelock- nothing

Public Service Parks- Herman- I would like to remind people to clean up after themselves in the park, trash cans are available to use anytime

Public Utilities- Gerwin-nothing

Recreational Committee – Castillo – Flag Football Registration is open until 7/15/24

Individual Council Member Report:

Slack-Proposed only 1 meeting during June, July and August each year unless requested/ required. Discussion will take place.

Gerwin-nothing

Herman- update on the Tornado siren additions

Morelock- Beautification of town is great!

Kirwen- nothing

Castillo- nothing

Report of Officials: Police – Chief Don Karr

New Hire – Presenting Jordan Queen for FT employment.

Cruisers – Recent repairs on the 2021 and the 2015 are complete. 2023 is still being outfitted.

Hearing Protection – Received almost \$5,000 worth of electronic hearing protection for the department. No cost to us from a state program.

Residence- Open Forum/Comment: none

A motion to adjourn at 6:38 pm was made by Kirwen, seconded by Slack.

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

Steven Fought
Mayor Village of Gibsonburg

