



VILLAGE OF GIBSONBURG

Village Council Meeting – MINUTES

October 17, 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: Morelock-here, Gerwin-absent. Kirwen-here, Herman-here, Slack-here, Castillo-here.

Recognition of Visitors/Special Reports for council meeting. None
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 October 3, 2024 Regular Council Meeting Minutes as written, seconded by Castillo.

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

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 Slack, seconded by Castillo.

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

Motion Passed.

Old Business:

1. RESOLUTION #13- 2024

A RESOLUTION AUTHORIZING THE MAYOR AND/OR ADMINISTRATOR TO ENTER INTO AN AGREEMENT FOR THE ACCEPTANCE OF A NONCASH CHARITABLE DONATION OF LAND FOR PUBLIC PURPOSE FROM BULLWINKLE ENTERPRISES, LLC, JONATHON YOUNKER. (SECOND READING)

New Business:

1. RESOLUTION 14-2024

A RESOLUTION AMENDING THE 2024 BUDGET AND APPROPRIATIONS FOR THE VILLAGE OF GIBSONBURG, SANDUSKY COUNTY, OHIO. (EMERGENCY)

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #14-2024 by Slack, seconded by Kirwen.

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

A motion to adopt Resolution #14-2024 by Herman, seconded by Slack.

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

2. RESOLUTION #15 -2024

A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR AND/OR ADMINISTRATOR TO EXTEND THE CONTRACT WITH CYCLONE SERVICES FOR THE PURPOSE OF TRASH AND REFUSE HAULING SERVICES WITHIN THE VILLAGE OF GIBSONBURG. (FIRST READING)

3. RESOLUTION #16 - 2024

A RESOLUTION AUTHORIZING THE MAYOR AND/OR ADMINISTRATOR TO APPLY FOR A 2024 LOCAL PARK CAPITAL IMPROVEMENT GRANT ADMINISTERED BY THE SANDUSKY COUNTY PARK DISTRICT BOARD OF PARK COMMISSIONERS AND EXECUTE AN AGREEMENT FOR PARK IMPROVEMENTS. (EMERGENCY)

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #16-2024 by Slack, seconded by Herman.

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

A motion to adopt Resolution #16-2024 by Herman, seconded by Slack.

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

4. ORDINANCE #14 - 2024

AN ORDINANCE EMPLOYING THE LAW OFFICES OF RUCK AND WRIGHT, LTD, AS LEGAL COUNSEL TO REPRESENT THE VILLAGE OF GIBSONBURG, OHIO. (EMERGENCY)

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Ordinance #14-2024 by Kirwen, seconded by Herman.

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

A motion to adopt Ordinance #14-2024 by Morelock, seconded by Herman.

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

5. ORDINANCE #15 - 2024

AN ORDINANCE AUTHORIZING PAY INCREASES TO CERTAIN EMPLOYEE'S WAGES. (FIRST READING)

6. ORDINANCE #16 -2024

AN ORDINANCE APPOINTING PAUL A. SKAFF TO SERVE AS THE ADMINISTRATIVE HEARING EXAMINER FOR THE VILLAGE OF GIBSONBURG, OHIO. (EMERGENCY)

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Ordinance #16-2024 by Herman, seconded by Slack.

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

A motion to adopt Ordinance #16-2024 by Slack, seconded by Herman.

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

7. ORDINANCE #17 -2024

AN ORDINANCE EMPLOYING DONIKA A. MINICH AS A FULL TIME POLICE OFFICER WITHIN THE GIBSONBURG POLICE DEPARTMENT (EMERGENCY)

A motion to adopt Ordinance #17-2024 by Herman, seconded by Slack.

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

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Ordinance #17-2024 by Herman, seconded by Slack.

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

A motion to adopt Ordinance #17-2024 by Herman, seconded by Slack.

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

Mayor's Report:

- Happy Birthday to Marc

Administrator's Report:

- **E. Yeasting Street/Rodriguez Street Project- The project is 99.5% completed.** There is still some minor work to be done with the SCADA System, but all items from the Punch List Walk Through have been taken care of and the fence around the Lift Station and guardrail at the end of Rodriguez Street have been installed.
- **Ohio EPA Led Line Survey-** Lead Line Survey has been completed and submitted to the Ohio EPA by the deadline. The next step will be letters mailed out to every service connection in our system within 30 days. We are going to utilize social media and our website as much as possible to educate the public on what the letter they receive will mean and the steps we are taking to address the Ohio EPA regulations. Huge credit to

Brad Hershey for the amount of time he spent on the survey work and the Ohio EPA requirements associated with it all.

- **Sandusky County Land Bank-** All properties submitted have been accepted for their 2025 grant.
- **E. Yeasting Alley Vacate Request-** Per the email sent out last week, in researching the request, there are no utility easements that can be found (Columbia Gas, Toledo Edison, etc....), BUT there is a 10” sewer main that runs behind the properties. It crosses over Windsor Lane just south of the intersection of E. Yeasting and Windsor and runs behind the properties, splitting the “alley” and then turns north at Wilson Ave and heads back to E. Yeasting. This being said, I’m not sure how we could safely vacate the alley with the sewer main running through it.
- **Water and Sewer Rate Study-** We have forwarded all requested materials to the staff from Ohio Rural Water for them to begin putting together a Water and Sewer Rate Study for us. Again, this service is at no charge as we are members of ORWA and we have agreed upon an end of 2024/early 2025 timeline for it to be completed.
- **State Champions Signs-** Craig Mintz and Design Graphics continue to work on new State Champion Signs.
- **Williams Park Path-** The path around the quarry has been resealed by Morlock Asphalt.
- **Logyard Project-** Landscaping work is complete. Fremont Fence has completed the fencing around the perimeter and KDH Construction continues to work on block work. Electric and lights will be completed last. We are looking at the first week in November to have the Chamber of Commerce of Sandusky County hold a ribbon cutting and we hope to have the date and time set early next week.
- **Fall Planting-** Fall Tree Planting is put together for various residential locations in town and in Williams Park. All residences have been notified by letter. All spots have been submitted to OUPS and North Branch Nursery is scheduled for the work next week.
- **Tree City USA-** Materials for the award application have been prepared and have been submitted to the Arbor Day Foundation.
- **Hilfiker Halloween Parade-** The annual event is scheduled for the morning of Friday, October 25th and once again Town Staff will assist with road closures and traffic control while the students are participating.
- **Trick or Treat-** As a reminder, Trick or Treat has been communicated to the community as being scheduled for Thursday, October 31st from 6:00pm to 7:30pm. Information has been sent out to the media and advertised in the community.
- **CVS-** We met with the group this morning and believe we have some positive developments related to having a pharmacy back in the Gibsonburg community. More information to come.
- **Pickleball Court-** The area in Central Park has been resealed and lined. Standards have been put in and the court is available for play.
- **NPDES Permit Renewal-** Permit to discharge from the WWTP has been approved by the Ohio EPA and is on file at both Tonw Hall and the WWTP.
- **Sandusky County Department of Jobs and Family Services Event-** They will be holding a run and walk to benefit the Child Abuse Prevention Committee on October

26th. The event will start and finish in Williams Park and should be well attended. Town Staff, GPD and GVFD will be assisting them throughout the event.

- **Leaf Bags**- Leaf bags are on site and are available for pickup by residents.
- **Ohio Municipal League Conference**- I will be in Columbus for the Ohio Municipal League Conference and Ohio Municipal League Board Meeting on Wednesday, October 23rd and the morning of Thursday, October 24th. I should be back in the office around 1:00pm on October 24th.

Fiscal Officer's Report-

Marc and I met with Village insurance agent on Thursday, October 10th. Property & other

Insurance thru Public Entity Pool of Ohio (PEP) increased in rate by 15%, with a total cost of \$63,830, however, our values of all property also increased from \$16M to \$18M.

In addition, the Village employee's health insurance premium thru COSE / Med Mutual is scheduled to increase 7.5%, but may be as low as only a 2.5% increase. The total cost for employee health insurance is still under the total cost from almost 7 years ago, when we switched to UIS as our insurance agency. 2018 = \$86K vs 2025 = \$77K
Now 73K after 25% actual increase

Committee Reports:

Economic Development-Kirwen- nothing

Finance- Gerwin-absent

Joint Cemetery Board-Slack- met last week nothing unusual

Planning Commission- Morelock- nothing

Public Service Parks- Herman- William's pathway sealing looks great.

Public Utilities- Gerwin-absent

Recreational Committee – Castillo – Rec meeting next week.

Individual Council Member Report:

Slack-nothing

Gerwin- absent

Herman- 2024 lead line survey has been added to website for public view

Morelock- nothing

Kirwen- vote!

Castillo- nothing

Report of Officials: Police – Chief Don Karr-

- SRO up and running at the school

Residence- Open Forum/Comment: nothing

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

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

Motion Passed.

Respectfully submitted,

Jeff Holcomb
Fiscal Officer Village of Gibsonburg

Steven Fought
Mayor Village of Gibsonburg